



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		DAYANAND MAHILA MAHAVIDYALAYA
Name of the head of the Institution		DR. (MRS.) VIJASHAWARI
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01744251981
Mobile no.		9996780891
Registered Email		dmmkkr2010@rediffmail.com
Alternate Email		dmmkkr2010@gmail.com
Address		SALARPUR ROAD
City/Town		KURUKSHETRA
State/UT		Haryana
Pincode		136118
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	MRS. ANJU CHAWLA
Phone no/Alternate Phone no.	01744270981
Mobile no.	9896740493
Registered Email	dmmiqac2020@gmail.com
Alternate Email	dmmkkr2010@rediffmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://dmmkkr.ac.in/wp-content/uploads/2021/04/AQAR-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://dmmkkr.ac.in/calendar/

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	80.85	2003	21-Mar-2003	20-Mar-2008

6. Date of Establishment of IQAC	05-Oct-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
DMM, KKR	Salary	State Government	2020 365	61480000
DMM, KKR	Pension	State Government	2020 365	24823065
DMM, KKR	Scholarship for SC	State Government	2020 365	2536742
DMM, KKR	Scholarship for BC	State Government	2020 365	576990
Punjabi Department, DMM, KKR	National Seminar on 29.03.2019	Haryana Punjabi Sahitya Academy, Panchkula	2020 1	18238
Youth Welfare Committee, DMM, KKR	Kamlesh Memorial Poetical Symposium	Kurukshetra University, Kurukshetra	2020 1	34509
Department of Sciences, DMM, KKR	Science Exhibition	DGHE Panchkula, Haryana	2020 1	23000
Department of Mathematics, DMM, KKR	National Seminar	DGHE Panchkula, Haryana	2020 1	50000
Department of Commerce, DMM, KKR	National Seminar	DGHE Panchkula, Haryana	2020 1	50000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

36

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

All efforts were made to prepare for the assessment and accreditation of the college by NAAC for 2nd Cycle. Following contributions were made specifically: AQAR 201819 was prepared and uploaded online on NAAC portal. An MOU was signed with S.D College, Ambala Cantt being mentor college under PARAMARSH Scheme of UGC to seek guidance regarding the preparation of SSR for the assessment and accreditation of the college as per new guidelines of NAAC. Alumni Association of the College was got registered under Haryana Registration Act of Society Act 2012 to strengthen the association so that it may contribute in a better way in the development of the institute. Received a grant of Rs. 1,75,747 for conducting national seminars, exhibition and symposium from different funding agencies. Signed 11 collaboration agreements with different institutions to facilitate internships and on job training for the students. Redesigned the college website to make it more informative and structured specifically considering the NAAC requirements.

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
GOVERNING BODY, DAYANAND MAHILA MAHAVIDYALAYA, KURUKSHETRA	28-Apr-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2021

Date of Submission

02-Apr-2021

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Management Information System is well operational in the college to provide, coordinate and disseminate all important and relevant information to various stakeholders. MIS prevails in the following modules: Fully computerized office (CIMS) and library (LMS). Biometric system of attendance for teaching and non teaching staff. Online admission process for UG and PG classes through DGHE portal for admission. Online payment facility through okiedokie. Online Examination form filling through Kurukshetra University, Kurukshetra portal. Scholarship form filling facility through DGHE portal. SMS gateway to send important information and notifications to different stakeholders of the college. Emails are sent to inform faculty and other stakeholders. Use of whatsapp messaging to inform the faculty. Important notifications are circulated among the staff. Communication of important information, notifications and activities of the college regularly through website. Regular feedback from various stakeholders is collected, analyzed and used for improvements. Well documented reporting and media coverage system is established with ICT facilities. All the important notices and information are displayed on the notice board regularly. In weekly assembly on every Monday all the important information and notices are announced for informing the students. All important events, activities and achievements are shown to the students through slideshow there in.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Being an affiliated college, the institution strictly follows the curriculum designed by the affiliating university i.e., Kurukshetra University, Kurukshetra. Prior to the commencement of every academic year, college prepares its own academic calendar, in accordance with the academic calendar of the affiliating university. It specifies the schedule of significant activities along with teaching sessions. Then based on the college academic calendar, various departments of the college prepare their departmental academic calendar for the activities to be performed in the session. Aadhar Patrika i.e., the

information brochure of the college is prepared, which specifies the important dates as prescribed in university academic calendar as well as the dates of significant activities as prescribed in college academic calendar. Well stated programme outcomes and course outcomes are uploaded on the college website to get the students acquainted with the skills, values and knowledge that they attain. Prior to the beginning of the academic session, departmental meetings are held by all the H.O. Ds to assign workload to teachers and plan departmental activities. Timetable is prepared based on the allotted workload. The lesson plan of every subject is prepared by concerned teachers covering entire course contents with topics and dates of assignments and tests required for internal assessment. Orientation programme for entry level students is organized and Aadhar Patrika as well as syllabus of each paper are provided to the students. The curriculum is updated by the common syllabi committee of the University. Some of our regular staff members are nominated as members of the Board of Studies by the affiliating university. To enrich the teaching-learning process, the college is running four Value-added courses and three UGC approved certificate Add-on-courses. It is compulsory for all students to pass the paper of Environmental studies while the paper of Computer Level 1 is compulsory for all except those having Computer in their subject scheme, as per the directions of K.U.K. Along with the regular teaching methods, the teachers deliver their lectures through ICT also so that the students can learn the concepts in a better way. Project work is given to the students to enhance their domain of knowledge. Posters, Charts, Collage, working and non-working models are displayed in the labs, hall, library, and classrooms to arouse interest in their respective subjects. Students are encouraged to participate in workshops, guest/extension lectures, field/industrial visits, exhibitions, educational tours, quiz contests, case studies, group discussions etc. to enhance their personality and improve their thinking skills. Seminars, Conferences/Workshops are organized to promote research culture among faculty members and provide exposure to students as well. A fully computerized and well stocked OPAC library offers the students the latest editions of the books, reference books, magazines, newspapers, journals along with e-journals and e-books. To discuss and ensure the attainment of course outcomes, departmental meetings are held. All the teachers submit the syllabus completion certificates by the end of every semester. Curriculum-based feedback from students, teachers, alumni and employers is collected to improve the functioning and mechanism of curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Goods and Service Tax (BC 503)	01/07/2019
BCom	Supply Chain Management (opt-i) (BC 506)	01/07/2019
BCom	Indian Economy (opt-ii) (BC 506)	01/07/2019
BCom	Web Technology (BC(voc.) 505)	01/07/2019

BCom	System Analysis and Design (BC(voc.) 506)	01/07/2019
BCom	Corporate Governance (opt-ii) (BC 606)	01/07/2019
BCom	Social Networking and Data Analysis (BC(voc.) 605)	01/07/2019
BCom	Enterprise Resource Planning (BC(voc.) 606)	01/07/2019
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Values included in the stories of panchtantra	20/09/2019	22
YOGA	20/09/2019	34
Stress Management	26/09/2019	12
Vedic Maths	21/09/2019	32
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

OVERALL FEEDBACK College has adopted a robust system to collect feedback from various stakeholders. There has been a regular practice to take feedback from different stakeholders manually on overall aspects of the college including different parameters like teaching learning, healthy practices, infrastructure, student support system as well as extension and co-curricular activities. The feedback forms of students, parents, alumni and teachers have been designed considering all the qualitative aspects. During 2019-20 opinion of different stakeholders was obtained through these questionnaires divided in three categories i.e. very good, satisfactory and to be improved. Qualitative data was converted into quantitative data using statistical and mathematical tools to convert the overall opinion into percentage. This analysis is further used to make improvements wherever needed. SSS Following the guidelines given by NAAC, we have increased the horizon of feedback to Student Satisfaction Survey to collect the feedback and measure the satisfaction level of students on various aspects of teaching learning process. Online student satisfaction survey was conducted and analysed to reach the areas where improvements are needed. On the basis of detailed analysis, due action was taken by the authorities. **CURRICULUM BASED FEEDBACK** Further as per the requirements of NAAC, department wise curriculum-based feedback was collected through online mode from the students. It was also collected from teachers, alumni and employers. Questionnaires on Google Form were designed considering different qualitative aspects related to curriculum. Opinions of different stakeholders was collected on a 5 points scale. These were further analysed and significant areas to be improved were identified. After discussion with authorities the required action was taken. **ACTION TAKEN:** Majority of stakeholders have shown maximum satisfaction towards the courses and curriculum related matters. The suggestions were received from different stakeholders and consolidated to ensure the proper redressal of the suggestion. The suggestions and follow-up actions by different stakeholders are described as below: **Students' Feedback** The students suggested for practices of online learning system, use of ICT tools in teaching, more career counselling sessions and on-campus placement drives. These suggestions were implemented. Online activities and competitions were conducted. To increase the use of ICT tools in teaching, FDPs on online teaching-learning methods were organized for the teachers. Teachers started taking online classes through google meet and develop e-content on important topics and deliver lecture through PPTs. On-Campus placement drive was organized to facilitate more students to participate. **Teachers' Feedback** The teachers suggested Workshops/ Training programmes on ICT and distiller in chemistry lab. Against these suggestions, 7 days FDP on "Online teaching-learning methods" and for the practice of use of ICT tools, assignment-based FDP was organized. Distiller in chemistry lab was also installed. **Alumni Feedback** The alumni suggested to strengthen the Alumni Association and it got registered named as 'Tejaswini' on 15 August, 2019 under society act 2012. **Employers Feedback** The employers suggested to make the curriculum more skill based and give more practical exposure to students. To meet these suggestions, more value-added courses were introduced, science exhibition, educational trip and industrial visits were also organized.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1776	176	50	1	11

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
62	62	214	2	6	3141000

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

[View File of E-resources and techniques used](#)

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

Mentor-Mentee system plays key role in the overall development of students as well as institution. It addresses the needs of the students to have a guide, a counsellor, a friend and a confidante on the campus. It aims at fostering better rapport between the students and the teachers. It bridges the gap between the teachers and learners so as to create an environment where students can approach comfortably their teachers for personal, educational, motivational and career guidance. The mentor role is to help the mentees to identify their talent, skills and interests and motivate them to have and sharpen their abilities for the holistic development of their personality. In this way mentee gets an opportunity to develop a strong bond with mentor. This mentor-mentee relationship is very essential particularly for the new admitted students. The mentor not only helps them to get settled in the new environment but also to solve their academic and personal problems in the college campus. In our institution two systems are followed to mentor the students: Mentor-Mentee groups are formed by the Chief Tutor with the help of faculty tutor incharges. In one group there are 30-40 students. This information is displayed on notice boards and on college website. Mentors meet their groups twice a month in tutorial periods on Monday and give them an open and easy environment to discuss their academic, career, personal and other problems. Teachers try to solve their problems using formal and informal ways of mentoring. For personal or psychological problems, the help of counselling cell of college is taken if required. Sometimes, if needed, the parents are also involved to solve their problems. Further to make it more systemized, one student is selected as tutorial representative (TR) from each tutorial group. Regular meetings (minimum one in each semester) of TRs are conducted wherein TRs can discuss the problems of their respective groups with the Principal and appropriate action is taken to resolve their problems. In this way, mentors try hard to solve their all kinds of problems at their own level or by referring these to Principal. However, to go beyond the bounds, in other system teachers mentor the students for their academic attainments also. Every subject teacher identifies 5 top meritorious students in the beginning of every semester on the basis of their previous results as well as performance in classes. Teachers keep track of their performance so that special and personal attention may be given to them as per requirement. Teachers keep constant watch on their attendance and academic progress and guide them accordingly throughout the semester. Teachers assist them in their vacant period also to solve their problems and make them shine in results and career.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1952	56	1 : 35

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
62	62	Nil	40	21

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our college, being affiliated to Kurukshetra University, Kurukshetra adheres to prescribed rules and procedures regarding internal assessment, examination, etc. Internal assessment weightage is 20 of the total marks. It is awarded based on various assessments in the form of class tests, attendance, assignments, and general performance of the students in the classes. Teachers prepare lesson plans with explicit mention of class tests and assignment dates to continuously evaluate them to track their progress and identify slow and advanced learners. The whole evaluation process remains impartial and transparent as every teacher keeps a record of students academic performance and attendance. Teachers discuss the performance with their respective H.O.Ds. Information regarding lecture shortage and poor marks in tests are given to students and parents via SMS. The record is maintained in the college office also, and necessary feedback is given to the principal. In this way, the college monitors the performance of students continuously. REFORMS AT COLLEGE LEVEL: • The orientation programme was organized at the beginning of the session to make the students aware of the C.I.E. system and other information. • Top five meritorious students were identified for each subject by the concerned teachers to evaluate them continuously for better performance. • Special tests were conducted for slow and advanced learners. • Due to Covid 19 pandemic, various online tools, i.e., google meet, google classroom, google forms, quizzes, online apps, YouTube, etc., were used to continue the teaching-learning and evaluation process.

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

Our college strictly adheres to the academic calendar issued by Kurukshetra University at the beginning of the academic session, wherein the university approves the schedule of admission, teaching, Examination, vacations, semester breaks, etc. The academic calendar is published in the Aadhar Patrika of college and uploaded on the college website. The college ensures effective

implementation of the timelines provided by the university. • Teachers prepare lesson plans of their respective subjects, keeping in view the university's schedule and regulating their teaching-learning process. Timelines created in lesson plans allow the students to complete the assignments and prepare for the tests which are important parameters for internal assessment. • The college prepares the plan (cultural calendar) in advance for various curricular and co-curricular activities throughout the year as per the timelines for teaching and Examination provided by the university academic calendar. • If the university issues any revised instructions, the changes in plans are induced accordingly. As in the year 2019-2020, due to Covid 19 pandemic, the examination process was delayed and conducted later through online mode as per the affiliating university's instructions. Due to this, the evaluation, results, and admissions for the next session were delayed further. This resulted in the prolongation of the session 2019-2020 till September 6, 2020.

2.6 – Student Performance and Learning Outcomes

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

<https://dmmkkr.ac.in/wp-content/uploads/2021/04/COURSE-OUTCOMES-2019-20-Final-Modified.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

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

<https://dmmkkr.ac.in/wp-content/uploads/2021/04/SSS-2019-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	1	Haryana Punjabi Sahitya Academy, Panchkula	0.18	0.18
Any Other (Specify)	1	Kurukshetra University, Kurukshetra	0.35	0.35
Any Other (Specify)	1	DGHE Panchkula, Haryana	0.23	0.23
Any Other (Specify)	1	DGHE Panchkula, Haryana	0.5	0.5

Any Other (Specify)	1	DGHE Panchkula, Haryana	0.5	0.5
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights	Legal Literacy Cell	17/06/2020
Innovations and IPR	IQAC	22/06/2020
Workshop on Skill Development	Entrepreneurship Development Club	11/10/2019

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
1	Digital Resource Centre	Dayanand Mahila Mahavidyalaya, Kurukshetra	–	–	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce	9	5.49
International	English	3	6.24
International	Economics	1	6.9
International	Hindi	1	3.2
International	Punjabi	2	4.0
International	Mathematics	3	5.2
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Hindi	1
Punjabi	1
English	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	53	270	2	1
Presented papers	16	13	Null	Null
Resource persons	Null	2	Null	1
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Awareness drive	Letter of	Municipal	67

on plastic prohibition and cleanliness	Appreciation	Councillor, Ward no. 23, Kurukshetra	
Rakhis sent to Army soldiers	Letter of Appreciation	ADGPI, HQ, MOD, New Delhi	125
Awareness Drive on Social Issues	Letter of Appreciation	Municipal Councillor, Ward no. 23, Kurukshetra	200
Participation in Mock Drill on Earthquake	Letter of Appreciation	Indian Red Cross Society	1310
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
National webinar on IPR in collaboration with S.D College, Ambala Cantt.	17	nil	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
700000	699847

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Nil
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
OKIE DOKIE	Fully	V 3.2	2020

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
nil	nil	nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth	Others
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								h (MBPS/ GBPS)	
Existing	153	5	4	4	0	5	126	50	17
Added	0	0	0	5	0	5	0	0	0
Total	153	5	4	9	0	10	126	50	17

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

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
4152657	4152657	2172558	2172558

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

The college has various committees like construction, purchase, write off and maintenance and cleanliness committees formed by principal to systematically maintain and utilise its infrastructure and support facilities. Institution follows a proper mechanism to assess the requirement, purchases, maintenance and writing off these facilities. At the end of every session, the Principal in consultation with all the staff members reviews the infrastructure and other facilities and finds out the new requirements. The Principal deposes the staff with the duty of stock taking to verify, check and recommend the repairable and disposable items. For minor repairs the Principal sanctions the expenses as per norms and major repairs and requirements are put before the governing body for final approvals. For disposable items write off committee verifies and makes recommendations to the Principal for final approval. After that the items are disposed off by the write off committee as per rules. LABORATORIES:- Hods and incharges of laboratories take due care of their respective departments and laboratories. They assess the requirements and submit that to the office. After discussion with and approval from Principal the quotations are invited by the purchase committee through office. These quotations are opened in a meeting with the Principal and approved in the presence of committee members. Then, letter of intent is sent to hire the services or purchase the equipments. Equipments in the labs are repaired on regular basis. For computer maintenance, engineer is hired on demand basis. SPORT AMENITIES/FACILITIES:- Sport facilities including gym are maintained and utilized under the guidance of H.O.D, department of physical education cum convener of sport committee. These facilities are optimally utilized by the students in free periods for fitness and to get training to participate in various competitions. AUXILIARY/SUPPORT FACILITIES:- First aid and common medicines are provided to students as per requirement. Wheel chair is available for divyangs and others. Common room facility is there for the students to relax. The college canteen provides healthy and fresh food and checked frequently by the canteen committee. ICT

enabled two halls are available to organize various activities. Landscape of college with lush green lawns is maintained by full time gardeners. CCTV surveillance for security and covered parking area accommodate large number of vehicles. ROs equipped water coolers are serviced regularly. Three generator sets and six inverters are installed for uninterrupted power supply. 20KVA solar power panel is installed to promote renewable energy. ACADEMIC INFRASTRUCTURE:- Academic infrastructure available in the college is optimally utilized through time table. In the beginning of semester, time table committee is framed. Committee takes in to consideration the requirements according to the work load submitted by H.O.Ds. Then the time table is prepared so that optimum utilization of the infrastructure is ensured. New classrooms are constructed if required due to the introduction of new programmes or increase in the strength of the students. Thus, the institution has a modest space with all the basic and latest facilities to cater to all the requirements of the students, faculty and other stakeholders.

<https://dmmkkr.ac.in/wp-content/uploads/2020/10/Untitled-document.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

39

39

4

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	139	B.A./B.Com ./B.Sc.	Arts/Commerce/Science	Various post graduation Departments in KUK/ IIT Roorkee/ IIT, KUK/ MCM D.A.V. College, Chandigarh/ MMU, Ambala/ DDE, KUK/ Affiliated Colleges of KUK/ University School of open learning PU, Chandigarh/ DCR University of Science and Technology, Murthal	M.A.(Eng), M.A.(Punjabi), M.A.(Psychology), M.A.(Sanskrit), M.A.(Economics), M.A.(Political Science), M.A.(History), M.A.(Music), M.Com., M.Sc.(Physics), M.Sc.(Chemistry), M.Sc.(Mathematics), M.Sc.(Statistics), M.Sc.(Computer Science), MBA, B.Ed.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
Any Other	24
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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No Data Entered/Not Applicable !!!

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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No Data Entered/Not Applicable !!!

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

The college has the practice of forming a student council through the process of tutorial groups. The purpose behind this is to take advantage of every opportunity to create and sustain a suitable environment for every member of its community and set it on the path of excellence. The institute believes that progress is possible only with all the institutes stakeholders- the students, the staff, the faculty, and the management. We have a regular practice of forming tutorial groups of students. One student from each tutorial group is elected/ chosen as the tutorial representative to represent the whole group in the TRs meeting. A team of office bearers from Tutorial Representatives is also there for its effective functioning, which works as a student council and acts as a bridge between the administration and the students. TRs perform active duty in the organization of various functions held in the college and regularly perform discipline duty during Havans every Monday. In the college magazine, i.e., Maharishi Gourav students also contribute as editors for various sections. This proves a great help in the development of their writing skills. The magazine also works as a platform for disseminating information. Students get themselves enrolled as active members for the National Cadet Corps, National Service Scheme and Red Cross Committee, etc. Being members of these committees, they learn to work towards the welfare of the community. This instills in them a feeling to contribute to social welfare. Students are enrolled as Gender Champion, who is envisaged as a responsible person, thus facilitating an environment of dignity and respect for girls. This helps sensitize the other students also on gender issues. As registered members of the electoral literacy club, students are always ready to educate themselves and others about the voting system and voting rights/duties. The students also participate as a part of the IQAC Committee, Admission Committee, and Canteen Committee. Being members of these committees, they contribute to decisions towards making quality initiatives. This helps them practice leadership qualities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumnae Association, which had been formed since the inception of the college, got registered on 15 August 2019 with the name Tejaswini. It has seven alumnae as its office bearers, wherein Mrs. Monika is president Dr. Simmi Vashishtha is Vice-President Ms. Palak Bajaj Arora is joint secretary Ms. Sheena is treasurer Ms. Lucky Arora and Ms. Suneet Bhandari are its executive members. Talented alumnae have the wealth of experience and skills to share with the students. The connection among the alumnae, the students and the college benefit the students a lot in learning from the invaluable and vast

experience of the alumnae. The alumnae are effective and appropriate role models that can easily be accepted by the students. After being successful in their career, when they come back to their alma-mater, they bring with them a sense of faith and credibility to establish the fact that the college is a successful institution marching ahead in the direction of making its students' careers bright and advanced. The experiences shared by the alumnae regarding career, time, financial management and the development of self-discipline guide and inspire the students. Every year the institution organizes alumnae meets so that the alumnae may share their experiences and invaluable suggestions regarding the challenges of life and opportunities in the institution. The alumnae share their experiences and challenges with the students, which help them to gear up in the present competitive world. They motivate and inspire the students to head towards a bright career and instill them with phenomenal awareness. On different occasions, the alumnae are invited to the functions and activities of the institutions as resource persons, jury members and panelists. They are honoured with various titles and prizes also. Tejaswini looks for a healthy and abiding bonding with its alumnae. It simulates and develops a feeling of belongingness, affinity, and tenderness among its alumnae. It promotes a sustained sense of belonging to the alma-mater among the alumnae by ensuring regular contact with them. It provides a forum for the alumnae where they can contribute significantly to the development of the institution financially as well as non-financially. During the year 2019-2020, 58 alumnae got registered in Tejaswini and three meetings of Executive Body dated 30/08/2019, 23/10/2019 and 21/01/2020 whereas one Annual General Meeting on 22/12/2019 were held. Our alumnae contributed an amount of Rs. 13100/- for providing scholarship to the students as decided by the Executive Body of Tejaswini. An amount of Rs. 12000/- was provided to six students at the college on need cum merit basis. In the Annual General Meeting, the present alumnae shared their ideas with our students on academic, cultural, contemporary, social and career related issues. The association has been incessantly travelling its right course for the growth and development of the institution and society to make the future bright.

5.4.2 – No. of enrolled Alumni:

58

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

13100

5.4.4 – Meetings/activities organized by Alumni Association :

30.08.2019-Executive Body Meeting 23.10.2019-Executive Body Meeting
22.12.2019-Annual General Meeting 21.01.2020-Executive Body Meeting

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

In our college decentralization and participative management is well practiced and all the teaching and non-teaching staff members are involved in decision making and implementing the policies. Formation of different committees is a regular and annual practice. These committees are formed by the Principal in staff meetings after discussion with the staff. These committees participate actively in decision making and functioning of the institution. The process of decentralization and participative management of our institution can be well understood by the mechanism of following two committees. PURCHASE COMMITTEE:- For every purchase of the college, a purchase committee is formed comprising of

one of the senior staff member as convener and four or more persons as members. Heads of departments, conveners of societies and in charges of laboratories take due care of their respective departments or laboratories or societies and assess the requirements. These requisitions regarding any kind of materials needed are submitted to the office. After discussion with and approval from the Principal, the quotations are invited by the purchase committee through office. These quotations are opened in a meeting with the Principal and approved in the presence of members of purchase committee. Comparative statement is prepared and vendors are finalized in this meeting. Then orders are placed by the office. After the purchase convener of purchase committee and request initiator check and verify the purchased material. Bursar of the college verifies the purchases before passing the bills. Then, entries are made in the stock register by HODs or conveners. In this way, Purchase committee works in a decentralized and transparent manner and Principal, conveners, members of teaching and non-teaching staff are involved in the whole process to carry out their respective responsibilities.

CANTEEN COMMITTEE:- Canteen committee is formed comprising of one convener, four or more staff members and students to supervise and keep a check on the quality of food items and cleanliness in the canteen. In the beginning of the session, a meeting of canteen committee is held under the chairmanship of Principal and the matters related to food items to be made available in the canteen, cleanliness, hygiene and rate list etc. are discussed at length. Then instructions are given to the contractor accordingly. Committee observes regularly the cleanliness, hygiene and freshness of the food items. Use of polythene and plastic disposable materials in the canteen are banned. So this is also checked regularly. Students in the committee play a very important role as they remain connected with their respective group tutorial representative and tutorial representatives remain connected with their groups. So student's requirements are conveyed to the represented students in the canteen committee regularly and action is taken for improvement if required. In this way all the members, conveners, Principal and students get involved to ensure proper functioning of canteen.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	? Curriculum is strictly followed as per Kurukshetra University guidelines including fieldwork, Industrial visit, educational excursion in both UG and PG programmes. ? Teachers contribute to curriculum development as members, Board of studies, KUK for various UG and PG programmes. ? Complementing the curriculum with assignments, sessional exams, and group discussions for evaluation purposes. ? To enrich the curriculum 04 short terms Value added courses were offered. The syllabi of courses were developed by the college faculty. ? The syllabi of 03 Add on courses running in the college were developed by the faculty and approved by KUK.

<p>Teaching and Learning</p>	<p>? Orientation course was organized for the newly admitted students. ? Lesson plans prepared for each subject. ? Seminars and extension lectures ? Organising competitions and activities like quiz, declamation, poetic symposium, debates, Power Point presentations. ? Surprise tests, group discussions, additional assignments, blackboard tests. ? Identification of slow and fast learners and guiding them accordingly. ? Industrial visits and educational tours to provide real world experiences and on-site knowledge. ? Due to pandemic, online teaching was conducted using various ICT tools and methods like Google Meet, Google Classroom, Google Form, Quizzes, YouTube channel for content sharing and digital apps.</p>
<p>Examination and Evaluation</p>	<p>? Students are examined by regular class tests, assignments, PPTs, viva-voce, group discussions etc. Sessional exams are conducted to prepare them for final examination. ? Performance of the students analysed and discussed with them. ? Internal Assessment is given to students as per the guidelines and criterions issued by the affiliating university on the basis of performance in sessional exams, assignments regularity in the classes. ? Students are observed keenly regarding their performance as a part of continuous evaluation process. ? Due to pandemic, examinations of even semesters and evaluation of the same were conducted through online mode.</p>
<p>Research and Development</p>	<p>? Teachers are motivated to participate in seminars/refresher courses/orientation courses/workshops. ? Teachers are encouraged to participate and present papers in International/National/State level seminars, workshops and to act as resource persons and to get them published. ? Financial assistance and duty leaves are granted to teachers to attend the seminars/refresher/online FDPs/orientation courses etc. ? Faculty members are encouraged to organise various seminars and workshops to promote research.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>? Library Management System in the library for effective working. ? E-Journals and E-books are subscribed from N-LIST. ? Establishment of Digital</p>

Resource Centre in the library and provision of internet facility. ? Establishment of Research Corner and Knowledge Bank. ? Motorized screen, online UPS, new software for Language lab and Tally for office. ? Purchase of textbooks in the library biannually. ? Photostat facility in library for students and faculty. ? Grills implanted to make the corridors safer. ? Purchase of LED monitors for computer labs furniture and Distillation Plant for Science labs. ? Installation of CCTV cameras with high dimension and night vision to ensure more safety.

Human Resource Management

? Motivating and facilitating the faculty members to participate in refresher and orientation courses. ? Teachers are encouraged to participate, attend, and present research papers in various state/national and international seminars/webinars/conferences/workshops organised by various institutions throughout the year. ? Organisation of both online and offline workshops under FDP to improve professional and computer skills. ? Workload to faculty members according to their area of specialization. ? Various committees are formed, and duties are assigned considering the willingness and interest of the faculty members.

Industry Interaction / Collaboration

? MOU for seeking guidance related to NAAC under UGC scheme PARAMARSH. ? MOU for enhancing computing skills through Vedic Maths. ? Collaboration with various institutions for on-job training of the students. ? Networking with neighbouring institutions to send the students for pool campus placements. ? Establishing the linkages with companies for on campus placement drive.

Admission of Students

? Online admission including online payment facility in UG and PG classes. ? Strict observance of admission rules and guidelines issued by the government, DGHE and affiliating universities. ? Use of print and digital media including website to make the students aware about admission process and deadlines. ? Student help desk for the counselling and guidance of students and parents throughout the process of admission. ? Scholarships and Free ships to attract meritorious

and sports students. ? Instalment payment facility to accommodate economically weaker students. ? Honour and reward for meritorious students. ? Awards for the best students in different categories.

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

E-governance area	Details
Planning and Development	<p>? Implemented SMS system for dissemination of information to all stakeholders. All the information regarding parents-teachers meet, students attendance, performance, etc. are sent to the parents through bulk messages. ? Teachers are also informed regarding staff meeting and duties through whatsapp messages. ? Information regarding scholarship is sent to students through SMS.</p>
Administration	<p>? Notices are displayed for students and other stakeholders on college website and updated from time to time. ? Retirement related documents are submitted through e-pension portal. ? Regular activities which are organized in the college are also uploaded on the website of the college. ? Library is equipped with LMS. ? Office of the college is fully automated through CIMS.</p>
Finance and Accounts	<p>? Accounts section is efficiently managed through e-governance system. ? Fully computerized office system has been implemented which is efficiently managing all the accounts. ? The college account is completely being maintained through tally where all the income expenditure records are maintained. ? Receiving of salary fund from govt. through govt. e-portal. ? Receiving of pension of retired employees through govt. e-portal.</p>
Student Admission and Support	<p>? Online process of admission of students in the college is adopted as per DGHE portal for admission. ? Online payment facility through okie-dokie. ? Students database is being efficiently managed through Data cloud storage by which all the record of the students is maintained. ? Scholarships forms are filled and sent through e-portals of the govt. and university.</p>
Examination	<p>? Online process for filling of examination form is implemented. ? Online process for issue of examination</p>

roll number is used. ? Date sheet is displayed on website through university link for the information to students and other stakeholders. ? Due to COVID-19 pandemic, examinations of even semesters were conducted through online mode.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Dr. Himani	Advanced Concepts For Developing MOOCs	Teaching-Learning Centre, Ramanujan College, University of Delhi	760
2020	Mrs. Prabhjot Kaur	Advanced Concepts For Developing MOOCs	Teaching-Learning Centre, Ramanujan College, University of Delhi	760
2020	Mrs. Bhawna	Advanced Concepts For Developing MOOCs	Teaching-Learning Centre, Ramanujan College, University of Delhi	760
2020	Mrs. Shilpa Garg	Advanced Concepts For Developing MOOCs	Teaching-Learning Centre, Ramanujan College, University of Delhi	760
2020	Ms. Arjita	Advanced Concepts For Developing MOOCs	Teaching-Learning Centre, Ramanujan College, University of Delhi	760
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the	Title of the	From date	To Date	Number of	Number of
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	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
2019	Faculty Development Programme on Microsoft Power-Point (Four weeks)	Nil	18/11/2019	14/12/2019	51	Nil
2019	Nil	FDP for Supporting Staff on the topic Hygiene and Cleanliness Practices	10/12/2019	Nil	Nil	15
2020	Online FDP on Online Teaching Learning Methods	Nil	22/05/2020	28/05/2020	58	Nil
2020	Online FDP on Training of ICT Tools for Teaching	Nil	14/06/2020	28/07/2020	60	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	37	3	11

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
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<p>? Study leaves for higher education and doctoral degree as per UGC norms. ? Maternity leave as per government rules. ? Provident fund scheme as per government rules. ? Pension scheme as per government rules. Earned leave and casual leave as per government rules. ? Loans from provident fund as per government rules. ? Dental health check-up facility. ? First Aid and emergency medical care facility. ? Cafeteria facility. ? Workshops, seminars, and FDP's are organised for the staff to keep them updated and grow professionally. ? Duty leaves to attend seminar/conferences/short term courses. ? Duty leaves to attend refresher course, orientation course and training programmes. ? Financial support to attend online/ offline conferences/ workshops towards membership or registration fees.</p>	<p>? Pension scheme and provident fund scheme as per government rules. ? Loans from provident fund as per government rules. ? Uniform and woollen clothes in winter are provided to all the supporting staff. ? Interest free loan is given to non-teaching employees. ? Waiver of loans in case of need. ? Dental health check-up facility. ? First Aid and emergency medical care facility. ? Cafeteria facility. ? Financial help through the contribution of teaching and non-teaching staff. ? Workshops are organised for skill development.</p>	<p>? Free ship for sports students. ? Scholarship on merit cum means basis as per the different schemes of government as well as institution itself. ? Special scholarships for meritorious students. ? Fee concession from Student Aid Fund for the needy. ? Tuition fee waiver for all the girls' students as per government rules. ? Facility of instalment payment system of admission fees for poor and needy students. ? Book bank facility. ? Cafeteria facility. ? Gym facility. ? Facility of free dental check-up. ? First aid and emergency medical care. ? Free counselling through counselling cell for any type of problem faced by the students(personal/social). ? Different types of workshops are organised for developing skills of the students for example self-defence, first aid, career making skills, entrepreneurial skills, communication skills etc. ? Wheelchair facility. ? Free value-aided course on moral values. ? Vending Machines for sanitary pads. ? Sanitary Napkins incinerator.</p>
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6.4 – Financial Management and Resource Mobilization

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

The college is government aided privately managed institution. Its sources of finance include grants received from state government, UGC, affiliating university, funds from management, academies, and donations from philanthropists and fee from students. Computerized system of accounts is used which itself ensures thorough check. Then policies and procedures adopted by the institution also ensure correctness of accounts. According to which firstly committee members and conveners and then Bursar of the college checks the accounts regularly (during 2019-2020 on regular basis till date) and ensures compliance of rules and procedures framed. The internal and external financial audits are conducted regularly as follows: INTERNAL AUDIT: • Chartered

Accountant appointed by the college managing committee (throughout the year from time to time). EXTERNAL AUDIT: • For external audit, the auditors come from DGHE, Panchkula, Audit cell of Kurukshetra University, Kurukshetra and Accountant General, Haryana, Chandigarh as per their schedules from time to time.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

14812544

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Kurukshetra University, Kurukshetra	Yes	Governing Body (ACR), IQAC (API)
Administrative	No	Nil	Yes	Chartered Accountant

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

i. Parent's teacher meeting was held on 20 September 2019. In this meeting a very fruitful interaction between the parents and teachers took place with an outcome of admirable suggestions for further improvements in teaching, learning process, like to start new short-term courses. ii. Parent's feedback was taken on various quality aspects of the college. They contributed some healthy inputs for improvements. They suggested to introduce more Postgraduate programmes. iii. Parents and teachers discussed in detail about their ward overall performance in academics, curricular and co-curricular activities. Healthy discussions resulted in knowing the weakness and strengths from each other which was helpful for both in knowing how the students should be dealt with in future for their overall development.

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

? For spiritual development, all the members of supporting staff are invited to attend and contribute Inaugural Hawan Ceremony in the beginning of session every year. ? A workshop was organised on the topic 'Hygiene and Cleanliness Practices' to train all the supporting staff about the cleanliness practices, social behaviour and self-discipline.

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

ACADEMIC INITIATIVES: - College started various job-oriented Graduation and Post-graduation courses like: Bachelor in Tourism Management, B.Sc. (Non-medical and Computer Science), M.A. English and M.Com. Seats in B. Com (Voc.) and B. Com (Gen.) were increased to meet the demand. Add-on and Value-added courses were started to promote professional, moral and life skills.
INFRASTRUCTURAL INITIATIVES: - Infrastructure augmentation by purchase of three generators. Construction of building for computer Labs, science Labs, seminar

room, lecture rooms and cafeteria. Enhancement of covered parking area. Grid connected Solar system for Energy conservation. Water coolers with RO system. Use of LED bulbs/tubes and computer screens for energy conservation. Sanitary napkins vending machines and incinerators. New extended computerised office. Rainwater Harvesting System. RESEARCH: - Organising state and national level seminars/conferences/workshops. Motivating the teachers to participate in National/International seminars and conferences, present quality research papers and get those published in UGC Index journals. LIBRARY: - Strengthening Library through the provision of e-books and e-journals. Established new reference library with a collection of rare books and manuscripts related to Arya Samaj for promoting research in this specific area. Established Digital Resource Centre for E-accession. Established Knowledge Bank and Research Corner for sharing and promoting research. ICT PROMOTION: - Smart-interactive boards in classes. Use of ICT in library, labs and office. Regular organisation of workshops on ICT for the faculty. HD night vision CCTV cameras for security and surveillance. Bio-metric attendance system. Well-designed Website to make MIS effective. Online FDPs for faculty to train them to use ICT tools. COUNSELLING: - Teacher-student tutorial system for regular counselling of the students on academic, social, and personal issues. Counselling to the students and community on an honorary basis by Psychology Department. FEEDBACK: - Mentor-Mentee system was initiated to enable the high achievers to reach excellence and slow learners to reach qualifying level. Regular feedback collection from various stakeholders and analysis system was adopted to use it for improvement. ALUMNAE ASSOCIATION: - Alumnae Association was registered on 15 August 2019 with the name 'Tejaswini'. Alumnae meet is organized from time to time and their feedback is elicited to make further quality improvements. OTHERS: - ISO certification for quality assurance. Community welfare, awareness and outreach programmes were promoted to fulfil social responsibility. Networking with other reputed universities/institutions for placements, research, cultural, sports and other areas. MOUs and Collaborations with various institutions were made to seek guidance (regarding NAAC) and for on-job training, project works, and to organize various skill development activities for students.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Extension	01/08/2019	01/08/2019	269	Nil

Lecture on 'Durga Shakti App' Guest- Mrs. Aastha Modi (S.P. KKR)				
Health check-up Camp	21/09/2019	21/09/2019	200	Nil
Workshop on Skill Development for Eco-friendly products mainly Flower Basket, Arkandi and Tissue flowers, Pot/Diya, Paper Bags and Cloth Bags	11/10/2019	11/10/2019	137	Nil
Awareness Rally on 'Beti Bachao Beti Padhao'	26/11/2019	26/11/2019	37	Nil
Rally on 'Beti Bachao Beti Padhao', during 7 Days NSS Camp	29/12/2019	29/12/2019	105	Nil
National Girl Child Day, Awareness Rally and Human chain by students	24/01/2020	24/01/2020	76	Nil
Self Defence Camp (7 Days)	28/02/2020	06/03/2020	79	Nil
State Level poetical competitions (including women related issues)	28/02/2020	28/02/2020	46	Nil
State Level declamation competitions (including women related issues).	28/02/2020	28/02/2020	33	Nil
Extension Lecture on 'Durga Shakti App	03/03/2020	03/03/2020	99	Nil

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Ramp/Rails	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Any other similar facility	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

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

Title	Date of publication	Follow up(max 100 words)
Aadhar Patrika for students	24/07/2019	Aadhar Patrika for students is got published in the beginning of the session which includes a clear mention of code of conduct for students which is also made clear to them during induction course in the beginning of the session. In tutorial periods, teachers further make the students aware of the code from time to time so as to make sure that every student should follow it fully.
By Laws of Kurukshetra University, Kurukshetra (University Calendar) for College authorities and Employees	01/07/2019	All the employees follow the rules and regulations framed by Kurukshetra University, Kurukshetra in University Calendar Vol. I, II and III
University Calendar, Constitution of College Managing Committee and Haryana Affiliated	01/07/2019	Being aided College, the management, college authorities and employees follow the service

Colleges (Security of Service) rules - 2006

security rules of Haryana Government framed in 2006. The rights and duties are also mentioned in these rules and these are abide by all in a true spirit.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

? Tree Plantation Under Harit Haryana Abhiyan: As per the directions by DGHE, Haryana, Vrikshabandhan campaign under Harit Haryana Abhiyan was run by the college from 03.08.2020 to 15.08.2020. Under this programme, the tree plantation was done in the college on 08.08.2020. Principal Madam started the campaign by planting the sacred plant Tulsi in the college. She tied the plant with Raksha Sutras with a conviction to take care of the plant. Thus, she inspired and gave all the teachers and students the message to participate in making Haryana Green. ? Air Purifying Garden: On 15.08.2020, the Independence Day Celebration, the college established a Botanical Garden named Vayushodhak Bagiya (Air-purifying Garden) under Harit Haryana Abhiyan by DGHE, Panchkula, Haryana from 03.08.20 to 15.08.20. Various air purifying plants like Absola, Brassia, Silver Juniper, Adenium, Areca Palm, Dracaena, Chandni, Rubber, Parijaat, and Sadabahar were planted in a particular place decided for the Vayushodhak Bagiya. Placards on which the names of plants were written were also installed with every plant. The initiatives objective is to make the environment pure and healthy and make the stakeholders aware of these plants. ? Composters for Organic Manure to ensure biodegradable waste management: College already uses organic manure for the plants. To move ahead in the exact directions, the college established two composters to make its organic manure using the bio-degradable garden waste and Canteen waste generated in the college. An utterly organic procedure is used for making the manure. ? Energy Saving Equipment: During the year, it was ensured that all the new equipment purchased or an old one replaced should be energy efficient to save energy, i.e., LED monitor for Digital Resource Centre or Labs, Online UPS, etc. ? Plastic Free Practices: To ensure a plastic-free environment, the college initiated using digital and cloth banners in functions and banned plastic crockery in the canteen. Further, during the Hawan Assembly, students were aware of the ill effects of using plastic and polythene bags and were guided not to use polythene bags in the college. ? Not to burn the crop residue: The burning of crop residue leads to environmental pollution and other various kinds of troubles to society. So, college initiated to organize multiple activities or programmes to aware the students and community in this regard. On 04.03.2019, Human Chain and Rally by NSS volunteers to aware the masses against stubble burning. On 14.10.2019, NSS students took the pledge to make the community aware of crop residue burnings ill effects. On 06.11.2019, Prabhat feris by students to spread awareness amongst the masses to prevent crop residue burning. On 09.11.2019, NSS organized a poster and slogan writing competition to give a message to society.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

INCULCATION OF THE SPIRIT OF NATIONALISM AND PRIDE FOR INDIAN CULTURE This

practice has been well conceived and drafted to achieve our goal of creating socially concerned, intellectually well-informed, nationally awakened, culturally conscious, and empowered women. **GOALS** To introduce students to the great historical culture and heritage of India. To inculcate nationalistic and patriotic values among the students. To motivate the students to follow the path of righteousness shown by our national heroes. **THE CONTEXT** Our college is committed to following the ideals and teachings of Swami Dayanand Saraswati. Swamiji emphasized the need for appropriate rights and opportunities for women and their education. A woman can play a pivotal role in character-building and sowing the seeds of social, cultural and national values. It is in this context that it becomes imperative for the college to organize activities to inculcate the spirit of nationalism and pride for Indian culture. **THE PRACTICE** To inculcate patriotic feelings among students, there is an outspread display of our freedom fighters photographs and quotes at different places like seminar hall, main hall, library, meeting room etc. Besides this, various college building blocks are named after national leaders and freedom fighters. Swami Shradhanand Sadan Guru Virjanand Dandi Sadan Pandit Lekhram Sadan Shaheed Ashfaq Ullah Khan Sadan Pandit Gurudatt Vidyarthi Sabhagar Pandit Ramprasad Bismil Sadan Shaheed Bhagat Singh Sadan Lala Lajpat Rai Sadan Netaji Subhash Chander Sadan Rani Lakshmi Bai Sadan Shaheed Shukraraj Shastri Sabhagar Sardar Arjun Singh Memorial Library Guru Virjanand Dandi Reference Library The three colours of our national flag are reflected in the ambience of our college campus through our different building blocks. **A FEW PRACTICES/ EXAMPLES** To inspire the students to work for nation-building, college societies organize extension lectures, inter-college debates, declamation, skits, poetical symposia, poster making, story and essay writing, quiz, slogan writing, rangoli, and tree plantation etc. Also, there is a regular practice of showing images of national heroes and their biographical sketches through a slide show on LED installed in the main hall. One-day workshops and Vaidik Chintan programs are organized from time to time. Doubts, problems, and questions of the students are resolved by teachers and experts. **ACTIVITIES PATRIOTIC AND NATIONAL VALUES** To inculcate patriotic values, we celebrate Sadbhawna Diwas for which our students prepare Rakhis, and collect and send them to army personnel.

National days like the Independence Day, Republic Day, Constitution Day, National Unity Day, Kaumi Ekta Diwas, Shaheed Bhagat Singhs Birth and Death Anniversaries, Gandhi Jayanti and death anniversary, Voters Day, National Literacy Day, and NSS Day are celebrated to inculcate the feeling of love for, devotion to, and pride in, the nation. To commemorate the 150th birth anniversary of Mahatma Gandhi, our students prepared a skit, and the video of the skit was uploaded on our YouTube channel. On the death anniversary of Mahatma Gandhi, there is a practice of observing silence for two minutes at 11 o'clock, the time of Gandhiji's assassination. **CULTURAL VALUES** To inspire our students to cherish our cultural values, we celebrate Lohri, Makar Sankranti, Diwali, International Matribhasha Diwas, Hindi Diwas, and Sanskrit Diwas.

Besides, Hawan is performed every Monday under the guidance of Arya Yuvati Parishad, wherein Ved-mantras are recited by all the girls. Sanskrit Sambhashan Shivir is organized to promote Devbhasha Sanskrit. Extension lectures are organized to enlighten the students as well as to take pride in their own culture. Anushasan Updesh in Shikshavalli of Taittiriya Upanishad is inscribed on a stone pillar in the grounds. The college follows the practice of reciting these shlokas at the time of Convocation. The college has adopted a beautiful Kulgeet which is a veritable charter of code of conduct for the students.

EVIDENCE OF SUCCESS Maximum students enthusiastically participate in the awareness campaigns, rallies and extension activities to create awareness against social evils like female foeticide and the use of tobacco etc. Our NCC cadets are selected for the Republic Day National Parade in New Delhi. Our students collected funds to help people during natural calamities like floods in different parts of the country. During the spread of the pandemic COVID-19,

our students prepared masks and distributed them free of cost among the people.

Many of our students have joined social service groups and reputed NGOs to provide their services. PROBLEMS ENCOUNTERED As students join the college, they bring with them the behaviour patterns of different institutions and social backgrounds. It requires special efforts, encouragement, and motivation to ensure their active participation to help them adapt themselves to the new environment of the Institution. 2. MENTOR-MENTEE SYSTEM Dayanand Mahila Mahavidyalaya, Kurukshetra is a premier educational institution of the area, catering solely to the cause of the education of girls. Teachers are the architects who painstakingly train young girls and strengthen their character and academic competence. GOALS To equip the students with the ability to play a participatory and partnership role in higher education. To provide a platform to students where they can freely discuss their problems, complaints, drawbacks, and limitations, along with their suggestions and possible solutions. To cater to both advantaged and disadvantaged learners and help them to bring out their full potential. Mentoring students regarding social, moral, and cultural values to empower them in such a way as to develop leadership qualities among them. THE CONTEXT The objectives mentioned above can only be attained if there exists a democratic set-up for the growth and development of the girls. It is against this background that a mentor-mentee system has been devised and is being successfully practiced in the Institution. THE PRACTICE Mentoring process begins during the first semester and continues up to the end of the last semester, when a student leaves the Institution. In this endeavour every student and every member of the faculty becomes a part of the dynamics of an all-round growth process. The practice that makes it possible can be outlined as follows: All the students are divided into small groups and each group is assigned to one teacher in-charge, who acts as the Mentor of the group. One student is elected/nominated as representative of the group and is called Tutorial Representative (T. R.). Tutorial Representatives (T.R.s) are associated with the Mentors in their respective committees as active members of the committee. From amongst the TRs, office bearers of the Students Council are elected in a meeting of TRs and Tutorial In charges under the chairmanship of the Principal. In addition, every subject teacher identifies 5 top deserving students at the beginning of every semester based on their previous results and performance in classes. Teachers hold a constant watch on their attendance and academic progress and guide them accordingly in their vacant period throughout the semester. A formal and workable channel of communication is established in this way for reporting of grievances, complaints, feedback and suggestions through meetings wherein the students of a particular group report their grievances etc. to their T.R., who further reports the matter to the Mentor. Mentors, then, report the same to the Chief Mentor, who further reports them to the Principal: Student---->TR---->Mentor (Teacher-in-charge) ---->Chief Mentor---->Principal. However, for grievances or problems which require immediate or quick redressal/solutions, a shorter channel of communication is adopted in which students report to the T.R. and T.R. can directly report to the Principal: Student--->TR---->Principal. Regular meetings of T.R.s with the Principal are organized by the Chief Mentor (Tutor) at certain intervals, to address the grievances or problems of students. HOW IT WORKS Tutorial periods are scheduled on alternate Mondays, as all tutorial groups are divided into two parts. The first half of these groups attend Hawan, while the other half of the groups attend the tutorial period, on every Monday. Next week, the second half of the groups attend Hawan, and so on. In this way, every student meets the Mentor every fortnight. In tutorial periods Mentors interact with the students and discuss regarding their academic or personal problems. For personal or psychological problems, the Mentor can seek help, if required, from the counselling cell of the College. Mentors provide encouragement and orientation to enthuse mentees for maximum participation in skill development activities including curricular, co-curricular, and extension activities. Mentees are

assigned various duties in organizing different functions and activities. They are also assigned discipline duty in weekly Hawans/ assembly and other functions. EVIDENCE OF SUCCESS Decentralised and participative environment is created where Mentor and Mentee both contribute to solving problems. Through TRs meeting and direct interaction with TRs, the Principal comes to know the views and suggestions of students and can plan the action accordingly. There is greater satisfaction among students, as their grievances are heard and redressed at various levels of the channel of communication (Tutor, Chief Tutor, Principal). PROBLEMS ENCOUNTERED Reluctance of some students to disclose all their problems. Parents co-operation is a pre-requisite, which is sometimes not available. RESOURCES REQUIRED High level of commitment to the cause of students welfare and development as well as greater motivation on the part of Mentors is required for better results.

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

<https://dmmkr.ac.in/wp-content/uploads/2021/04/BEST-PRACTICES.pdf>

7.3 – Institutional Distinctiveness

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

Women Empowerment through Vedic and Modern Education:- Our college was established in 1982 with the vision of empowering women student coming from diversified social background. Institution follows the principles and teachings of Maharishi Dayanand Saraswati, the founder of Arya samaj, who enlightened India by imparting the concept of holistic education which was further given practical shape with approach of science based modern education with a blend of vedic values and a great emphasis on women empowerment. Following the philosophy of Swamiji, our college ensures to impart quality education to students by enhancing their intellectual abilities, nurturing their talents and shaping their characters into better citizens with confidence, skills and values. So, our mission is to attain excellence through value based education along with modern and advanced ways of learning. Moral Education:- In modern times, when materialism and commercial approach to life is spreading its wings fast, the need to apprise the students to the wide range of morality has become very essential. Our college empowers the students with moral values through a regular practice of performing yajna for the enlightenment of mind and soul along with improvement in the environment for all. Students are trained to perform Yajna by organising workshops for this purpose. Workshop on Vedic Sanskriti, Vedic Chintan and moral values are organised. Debates, declamations, quiz, poetical symposiums, extension lectures and special test Arya Gyan Pariksha on the topics related to moral values are conducted regularly. Sanskrit Sambhashan shivirs are organised to promote our Vedic language. All these strides lead to make our students strong, patient, confident and empowered human beings. ICT based Modern Education:- Innovative ICT based teaching learning practices are very essential to empower our students and sharpen their techno-vision to meet the requirements of present scenario in the areas of career as well as normal life. For this purpose the college runs various technology/computer based programmes like B.Sc. (Computer Science), B.Com (Voc.) in computer applications, B.A. (Voc.) in Functional English and Bachelor in Tourism along with other traditional courses. Moreover Computer education (Fundamental of Computer awareness) is compulsory for all the 1st year students. Teaching through PPTs, Smart Classrooms, ICT based well equipped computer laboratories, Language Lab, ICT equipped Seminar Halls and availability of lot of e-content (journals and books) in the library are a few significant strides taken in this direction. Curricular and Co-curricular Activities:- Various clubs and societies organise multiple activities to create

direction of collective enterprise in all round development of students like Awareness programmes, debates, declamation, quiz, workshops, seminars, sports and cultural competitions, placement drives, community service and activities addressing women related issues etc. All these activities promote team work, dialectic thinking and growth oriented motivation in the students. The college creates a healthy and conducive environment of learning with innovative ICT based teaching practices, to poster a rational and scientific outlook well assimilated with our Indian cultural values among the girls students.

Provide the weblink of the institution

<https://dmmkkr.ac.in/wp-content/uploads/2021/04/INSTITUTIONAL-DIS.pdf>

8.Future Plans of Actions for Next Academic Year

1. To increase the speed of internet/wifi with leased line. 2. To sign MOUs with institutions of repute for cultural and academic endeavours. 3. To augment the physical infrastructure. 4. To establish digital display system. 5. To strengthen the library resources (specifically for research) 6. To provide financial support to faculty for attending/participating in FDPs/seminars to enhance their professional skills. 7. To organise FDPs/Seminars/Workshops for Professional development (Online/offline) 8. To arrange the sessions for understanding the conduct of examination through online mode. 9. To organise online activities (curricular and extra curricular) for students. 10. To purchase more ICT equipment (computers) of latest configuration. 11. To organise workshop to understand the modules of ILMS for teaching and non-teaching staff.