

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

Maharaja Agrasen Mahavidyalya

1.2 Address Line 1

Maharaja Agrasen Mahavidyalya

Address Line 2

Agrasen Chowk

City/Town

Jagadhri

State

Haryana

Pin Code

135003

Institution e-mail address

principalmac.bajpai@gmail.com

Contact Nos.

01732-245719

Name of the Head of the Institution:

Dr. P.K.Bajpai

Tel. No. with STD Code:

01732-245719

Mobile:

09468100769

Name of the IQAC Co-ordinator:

Dr. Karuna

Mobile:

09416991900

IQAC e-mail address:

iqacmac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

HRCOGN 10699

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

18-20 March, 2015

1.5 Website address:

www.mac.ac.in

Web-link of the AQAR:

http://mac.ac.in/?page_id=968

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	80.20	January 8, 2004	5 years
2	2 nd Cycle	B	2.26	March, 2015	5 years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

15-07-2004

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

2014-15

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

- i. AQAR 2009-10 submitted to NAAC on 19-07-2014
- ii. AQAR 2010-11 submitted to NAAC on 19-07-2014
- iii. AQAR 2011-12 submitted to NAAC on 28-06-2013
- iv. AQAR 2012-13 submitted to NAAC on 19-07-2014

1.10 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

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

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

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

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

1.11 Type of Faculty/Programme

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

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

Others (Specify)

Computer Applications

1.12 Name of the Affiliating University (for the Colleges)

Kurukshetra University,
Kurukshetra

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2. 6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- Use of Technology in Teaching and Learning (for teaching, non teaching staff and students)
- Use of ICT in Higher Education (for teaching)

2.14 Significant Activities and contributions made by IQAC

IQAC stressed on organization of the following activities:

- Improving infrastructural facilities
- Stress on effective use of use of technology in higher education
- Teachers Orientation towards research activities
- Cultural Activities
- Extension Activities
- Stress on effective implementation of tutor-taught system

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To go for NAAC Accreditation	The college has been awarded B Grade by NAAC

Use of technology in teaching and learning	<p>With teachers' orientation towards use of technology in higher education, most of the teachers are using smart classrooms and digital library facilities.</p> <p>Students are using fully equipped conference hall for PPTs and discussions.</p> <p>College library is fully digitalised and bar codes, thumb identification, wi-fi and high speed internet connection, sms/email alert and OPAC facility is available.</p> <p>Access to e-resources - INFLIBNET.</p>
Teachers orientation towards research	Teachers were oriented towards attending more seminars/conferences and contribute towards presenting their research papers there.
Orientation of students towards class attendance and participation in co-curricular activities	<p>Class attendance has improved.</p> <p>Students participated in various extension activities and attended experts' lectures.</p>
Enrichment of library	<p>More computers have been added to digital library with high speed internet and wi-fi connectivity.</p> <p>Access to e-resources - INFLIBNET has been renewed.</p> <p>New books, magazines and newspaper have been added.</p> <p>Online access to library accounts to students and staff.</p>
Use of technology in office	<p>New software is being developed for automation of official work and documentation of data.</p> <p>Use of computers and networking for efficient working (fully computerised fee collection, use of tally in accounting, etc.).</p>

	Online display of daily attendance of students.
Improvement in infrastructure and facilities	Internal road has been carpeted, campus has been beautified and various facilities to different departments/ cells have been extended. College website has been redesigned to make it more informative.

** For Academic Calendar see Annexure - I*

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

All the proposals of IQAC were accepted by the management in toto and future planning was done to:

- Prepare results timely
- Start course in Human Rights
- Initiate online submission of fee
- Reduce absenteeism

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	01	-	01	-
UG	07	-	05	05
PG Diploma	-	-	-	-
Advanced Diploma	03	-	03	03
Diploma	03	-	03	03
Certificate	03	-	03	03

Others	-	-	-	-
Total	17	-	15	14
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

The College follows the curricular design of Kurukshetra University framed by the Board of Studies of different subjects of the University. However, our College with its limited scope has introduced three add on courses : E-marketing, Community Development and Social Welfare and Advertising and sales management.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	08
Trimester	-
Annual	09

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

For Feedback Performa see Annexure-II

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

Syllabi are revised/updated only by the University

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	08	07	-	05

2.2 No. of permanent faculty with Ph.D.

11

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
06	01	-	-	-	-	2	-	8	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

04	02	25
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	08	-
Presented papers	01	07	-
Resource Persons	-	-	-

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

<ul style="list-style-type: none"> • Use of smart classrooms • Automation of library • Online attendance system • Use of conference hall for students class presentation and discussions • Use of communication labs

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

186

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

Examination reforms initiated by the university are adopted; however for internal evaluation open book exams/quizzes are used.

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

-	-	-
---	---	---

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Pass %
B.Com. Final	242	61.81
B.A. Final	82	41.26
B.B.A. Final	15	45.45
B.C.A. Final	29	82.35
M.Com.(F)	25	96.00

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

- Plans academic and non-academic activities
- Takes feedback
- Makes suggestions and plans future work

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	76

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	07	02	01	03
Technical Staff	-	-	-	01

Criterion – III

3. Research, Consultancy and Extension

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

- Orientation of teachers towards research by motivating them to attend seminars/conferences and present their research papers in national/international seminars
- Research and consultancy cell organises seminars for sharing knowledge and research issues among colleagues on inter-disciplinary topics

3.2 Details regarding major projects

-

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

-

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	-	-
Non-Peer Review Journals	-	-	-
e-Journals	06	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications: N.A.

Range Average h-index Nos. in SCOPUS

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

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

Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

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

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences	Level	International	National	State	University	College
	Number	-	-	-	-	-
organized by the Institution	Sponsoring agencies	-	-			-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	01	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

-

-

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

N.A.

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	01	College forum	24		
NCC	07	NSS	04	Any other	25

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

The faculty members and students were involved in extension activities by various cells/units-

- Legal Literacy Camp
- Health and sanitation Campaign
- Environment Protection Campaign
- Save and educate the Girl Child Campaign
- Door to Door Survey and Counselling of villagers on social issues
- Annual Sports Meet
- Annual Alumni Meet

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10 acres	-	charitable	10 acres
Class rooms	49	-	UGC, DGHE, Management	49
Laboratories	02	-	UGC	02
Seminar Halls	01	-	UGC, Management	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	1,08,100-00	-	UGC	1,59,07,579-00
Others (Auditorium)	01	-	UGC	01

4.2 Computerization of administration and library

- Automation and digitalization of library
- Total computers for general access - 25
- Total Printers and scanners – 08
- Online UPS-03
- Internet facility
- Participation in resource sharing network (like Inflibnet)

4.3 Library services:

	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Reference Books	32120	41,49,846/-	1006	2,28,596/-	33126	43,78,442/-
E-Books	55100	5000/-	41900	5000/-	97000	5000/-
E-Journal	3100		2900		6000	
Digital Database	--	--	--	--	--	--
CD & Video	392	--	37	--	429	Free
Journal	19	16775/-	19	19375/-	19	19375/-
Magazine	37	15415/-	37	15709/-	37	15709/-
Newspaper	19	19140/-	19	19140/-	19	19140/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others (Communication Lab)
Existing	113	47		25	-	05	06	30
Added	-	-		-	-	-	-	-
Total	113	47		25	-	05	06	30

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

- Computer centre is facilitating computing, Internet, Web services to the students and faculty members. SMS service to students and faculty is also provided on matters like library, fee and fine deposit etc. The campus is fully wi-fi. Computer centre assist the administration in smooth conduct of conferences/workshops and seminars and use of smart rooms by teachers.
- Online access to library by students and staff.
- Online access to fee account by students.
- Facility to online deposit of fee.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,66,552-00
ii) Campus Infrastructure and facilities	10,05,115-00
iii) Equipments	2,46,962-00
iv) Others	78,854-00
Total :	14,97,483-00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services :

Students support services are primarily looked after by Dean, Student Welfare Schemes, who looks after students centric welfare schemes, address their various requirements and provide necessary support system for students' related issues.

IQAC through feedback from students ensures whether students are getting quality support services or not and accordingly give suggestions.

Some of the students support services are –

- Special help desk during admission days with counselors
- Fee concession for poor and meritorious students through fee concession committee
- Support to marginalized sections like handicapped, SCs, BCs, Minorities, Women through Equal Opportunity Cell
- Tutors for each class for mentoring and other support services
- Students Council for communicating their problems and inviting suggestions for providing better services
- Sexual Harassment Prevention Committee to avoid women/girls harassment
- Women Cell for sensitization, awareness and monitoring women/girls related issues
- Grievances Redressal Cell for addressing students' grievances
- Discipline Committee for maintaining discipline to ensure smooth studies
- Anti-Ragging Committee to check ragging menace
- Remedial Classes for SC/ST and weaker sections
- Extra classes for weak students
- Extra classes for meritorious students
- Legal Literacy Cell to provide students awareness regarding their legal rights
- Wi-fi Campus
- On-line services (library and office)
- Career Counseling Cell provides career guidance through experts
- Parents-Teacher Meetings for communicating the students report and guiding the parents for their personal and career development
- Timely medical support for students
- First-Aid Training

5.2 Efforts made by the institution for tracking the progression

- Examination results (inbuilt mechanism)
- Analysis of drop-out rates

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1080	63	Na	-

(b) No. of students outside the state

129

(c) No. of international students

Nil

No	%
855	75

Men

Women

No	%
288	25

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
682	118	1	340	02	1143	565	146	1	429	02	1143

Demand ratio - 95%

Dropout - 16.87 %

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

Career Guidance Cell guides students for competitive exams. Equal Opportunity Cell arranges lectures and classes on English, Mathematics, and Personality Development etc.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

55

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

5.6 Details of student counselling and career guidance

As per university rules there is student Counseling and Career Cell to provide support to students and choosing their career and guide to prepare for the same.

Classes on Personality Development and Career Counseling are regularly conducted.

No. of students benefitted

125

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	33	07	32

5.8 Details of gender sensitization programmes

- Women Cell of the college regularly organizes/participates in gender sensitization activities/extension programmes.
- As per university norms, college has constituted Sexual Harassment Prevention Committee, Women Cell and Anti-Ragging Committee under which gender sensitization programmes are conducted and grievances redressed. The college has separate Grievance Committee also. Helpline numbers are displayed at major places in the college.

5.9 Students Activities

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

State/ University level

48

National level

International level

No. of students participated in cultural events

State/ University level

50

National level

International level

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

Sports : State/ University level

1

National level

International level

Cultural: State/ University level

14

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	38	96,413-00
Financial support from government	108	7,60,086-00
Financial support from other sources	02	8,000-00
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____ Nil _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision - Become a centre of learning par excellence and ensure integrated development of individuals by providing value based education

Mission- to develop a unique cadre of young, enthusiastic men and women by inculcating in our students confidence, commitment and ability to meet the challenges of changing environment.

6.2 Does the Institution has a management Information System

Yes. We have a MIS in place to help us analyze and facilitate strategic and operational activities. For example MIS with regard to

- Daily absent report of staff
- Monthly absent report of students
- SMS/alert service for faculty and staff
- Departmental information is accumulated in the office and analysed in the meetings. Principal also apprises of the management informally and in governing body meetings in the presence of staff representatives. The suggestions or the comments, if any, are communicated to the faculty and a process of reforms, if needed, goes on with further feed back to the heads of departments/principal/management.

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

6.3.1 Curriculum Development

The curriculum is revised or new curriculum is developed only by the university which is implemented

6.3.2 Teaching and Learning

- Student centric learning
- Blending Training with the use of technology
- Enrichment of teaching experience through mandatory assignments, seminar presentation, field project work (whereas applicable)
- Encouraging students for self exposure to latest knowledge by use of cyber library, on-line and subscribed journal/newspapers and magazines

6.3.3 Examination and Evaluation

Mandatory (as per KUK norms) assignments, seminars, project and field work (wherever applicable) for internal evaluation. However external exams and evaluation is done by the university.

6.3.4 Research and Development

- Huge investment is being done in laying fibre optic network for ensuring in interrupted internet access to all departments and hostel to facilitate research
- Establishment of cyber library and online subscription of important journals and participation in infibnet network
- Huge investment to get uninterrupted power supply for smooth research and conduct of conferences, seminars etc.
- Leave and Funds to promote research work are granted.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The library is constantly equipped with the latest journals/magazines/newspapers
- No of computers in cyber library has been increased
- ICT facilities are provided through the computer centre. Wi-fi internet facility is provided to the whole campus
- Cyber library is providing e-learning facilities to all students and faculty.
- Student portal for online access to library and fee accounts.

6.3.6 Human Resource Management

The college improves the quality of its human resource by exposing them to seminars, conferences, in-service training and organising international conferences. The college also provides financial support to organise seminars for faculty development.

6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited as per KUK/DGHE/UGC norms.

6.3.8 Industry Interaction / Collaboration

- College assists and guides students of BBA and BCA students and vocational courses for the training and project work with industries/companies
- College arranges industrial visit of students to understand latest methods, techniques and equipments being used there.
- College arranges expert lectures from industries/ companies.

6.3.9 Admission of Students

- The admission is done on merit basis
- Full transparency in admission is shown by displaying merit list on time
- The admission dates are widely published in dailies and shown at college website.

6.4 Welfare schemes for

Teaching	Besides all statutory welfare provisions for the staff ,contributed Staff Welfare Fund is created which is operated by consensus for the support of the needy.
Non teaching	College subsidises the fees of the wards of the staff Free uniform in summer and winter and free accommodation to class IV employees Medical aid and financial help for the marriages of their children .
Students	Scholarships for meritorious and needy Fee concessions for needy Medical help for exigencies Free books for meritorious and needy students Extra classes for economically weak students

6.5 Total corpus fund generated

5,64,81,138-00

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KUK	Yes	Peer Team
Administrative	Yes	DGHE	Yes	CA

6.8 Does the University/ Autonomous College declares results within 30 days? **N.A.**

For UG Programmes

Yes

☐

No

☐

For PG Programmes

Yes

☐

No

☐

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

N.A.

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

N.A.

6.11 Activities and support from the Alumni Association

- Financial and strategic help for organising Alumni Meet
- Placement and training for students in business establishments.
- Valuable suggestions for improving academic and non academic quality of the college.

6.12 Activities and support from the Parent – Teacher Association

Teachers remain in touch with the parents and communicate them the attendance, progress and performance of their wards from time to time.

6.13 Development programmes for support staff

The college faculty imparts training to support staff for the use of modern technology.

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

- The college has a big campus which has lavish green lawns and wide variety of trees and plants.
- The college constantly adds to bio-diversity by planting more trees while regularly organizing tree plantation.
- Students and staff are sensitised for saving water and electricity.
- Solar cooking system is used in the college canteen.

Criterion – VII

7. Innovations and Best Practices

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

- Admission, examination, fee, attendance, seminars and all relevant details are available on college website and regularly updated
- SMS/alert service to students and faculty

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

The college went for NAAC accreditation.

Library and office facilities have been automated and the efforts are being made for initiating online submission of fee.

Teachers have been asked to use technology in teaching and learning.

Tutor-student relationship has been strengthened to ensure class attendance of the students, involving them in extra- curricular activities and career planning.

Providing online submission of fee facility is under process.

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

- Effective tutorial/mentoring system wherein the tutor is expected to meet the students individually and also with his/her parents once in a month and holds informal discussion on academic and non- academic matters. This includes his/her academic performance, potential and opportunities available for career building. This not only helps in students' academic and non-academic progression but also strengthens student-teacher relationship which adds to maintain discipline and improves class/college environment.
- Merit Scholarships from college management funds.
- Merit based Student councils facilitate smooth running of classes, security of gadgets in the classrooms and participation in co-curricular and other activities.
- Group discipline duty by faculty in each period.

7.4 Contribution to environmental awareness / protection

We create environmental awareness by organizing various activities like slogan writing competition, poster making competition, rallies, declamation contests and essay writing contests on environment related issues.

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

Following are the results of Strength, Weakness, Opportunities and Threats (SWOT) analysis of the College

1. Strength

- Devoted faculty
- Automated and rich library
- Huge lush green wi-fi campus
- Smart class rooms and conference hall
- Well equipped gymnasium
- Fully AC auditorium
- Large play ground
- Student centred and focussed education system
- Monitoring students mechanism
- Disciplined Students

2. Weakness

- Shortage of funds for infrastructural development
- High percentage of students from far-off rural areas
- Lack of bus facility for students
- Poor academic and economic background of students thus high dropout rates
- Shortage of sanctioned staff
- Less job-oriented courses

3. Opportunities

- Scope for new courses
- Summer and Evening classes
- Use of large campus
- Effective use of technology

4. Threats

- Lack of resources for the most needy students
- Falling enrolment of students
- Competition

8. Plans of institution for next year

- More focus on improving results.
- To enhance internet band width capacity for high speed connectivity.
- National seminar/conference will be organized.
- Special efforts will be made to increase the strength of students.
- Further improvement in sports facilities.
- More focus on research and research related activities.

Name *Dr. Karuna*

Name *Dr. P.K.Bajpai*

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure -I

Academic Calendar 2014-15

	Semester - I	
Month	Activity	To be organized by
July, 2014	Student Induction Programme	IQAC
August, 2014	First – Aid Training	Youth Red Cross, NSS,NCC
	Talent Show	Cultural Committee
	Inter-class Competitions	Department of Commercial Art
September, 2014	Seminar	Hindi Department
	Awareness Programme	Legal Literacy Cell
	Power Point Presentation Contest	Department of Commerce
	Agrasen Jayanti	Cultural Committee
	One Day NSS Camp	NSS
	Inter Class Competitions	History Department
	Symposium	Department of Hindi
October, 2014	Awareness Programmes	Youth Red Cross, NSS,NCC
	Extension Lecture on Insurance	Department of Commerce
	Extension Lecture	Department of History
	Health Check-up Camp	Youth Red Cross
November, 2014	One Day Camp	NSS
December, 2014	Inter-School Talent Search Contest	IQAC
February, 2015	Alumni Function	Alumni Association
	Special 7-Day NSS Camp	NSS Unit I & II

	Declamation Contest	Economics Department, English Department
	Workshop /Training Programme	IQAC
March, 2015	Guest Lecture	Department of Management
	Special 7-day Camp	NSS Unit – II
	Blood Donation Camp	Youth Red Cross, NSS,NCC
	Sports Meet	Sports Department
	Guest Lecture	Department of Business Administration
	Declamation Contest	Department of Public Administration
	Workshop	Women Cell
	Workshop	Department of Physical Education
	Annual Sports Meet	Department of Physical Education
	Hindi Play	Department of Hindi
	Social Awareness Campaign	Legal Literacy, Women Cell and NSS
April, 2015	Farewell Parties	Departments of Arts, Commerce, and Business Administration
	Painting Exhibition	Department of Commercial Arts

Annexure – II

Maharaja Agrasen Mahavidyalya, Jagadhri

Ph:01732-245719,248143

Website:maccollegejgd.com

Alumni Feedback Performa

Period of Stay in the college 20__ to 20__

Course B.A/B.Com/BCA/BBA/Other (Please Specify) _____

Dear Alumnus,

You are requested to give rating on various aspects of college for evaluation purpose.

Make a tick mark in the appropriate cell:

		Excellent (5)	Very Good (4)	Good (3)	Average (2)	Below Average (1)
1	College infrastructure					
2	Quality of teaching					
3	Co-curricular activities					
4	Policies/rules of the college					
5	Discipline in the college					
6	Administration/office					
7	Library facilities					
8	Training and placement					
9	Guidance and support					
	Average Score					

Maharaja Agrasen Mahavidyalya, Jagadhri

Ph:01732-245719,248143

Website:maccollegejgd.com

Faculty Evaluation Form

Course Name _____

Session _____

Semester _____

Teacher's Name _____

Make a tick mark in the appropriate cell:

		Rated as 1 (Lowest) to 5 (Highest)				
1	The teacher presents class material clearly	1	2	3	4	5
2	The teacher appears well prepared for the class	1	2	3	4	5
3	The teacher demonstrates an interest in the class	1	2	3	4	5
4	He/she takes care to ensure that students are comprehending the subject	1	2	3	4	5
5	The teacher appears to be knowledgeable in the subject	1	2	3	4	5
6	The teacher encourages students to ask questions or express opinion	1	2	3	4	5
7	He/she is able to answer questions	1	2	3	4	5
8	The course has stimulated me to do independent thinking	1	2	3	4	5
	Average Score					

MAHARAJA AGRASEN COLLEGE, JAGADHRI

Students Appraisal Form

Please make your rating on 5 point scale in ascending degrees of importance i.e.

1= Very Poor, 2=Poor, 3= Good, 4=Very Good and 5=Excellent

Criteria for Assesment	Assesment Scale					Remarks
	1	2	3	4	5	
* Discipline						
* Infrastructure						
- Lawns						
- Class Rooms						
- Labs						
- Toilets						
- Common Rooms						
- Suggestion if any						
* Canteen						
- Availability of eatables						
- Behaviour of Canteen Staff						
- Cleanliness						
- Sitting facilities						
- Suggestion if any						
* Library						
- Availability of Books						
- Availability of						
- Availability of News Papers						
- Material on career desk						
- Seating space						
- Atmosphere						
- Behaviour of Staff						
- Any other						
- Suggestion if any						
* Parking						
- Space						
- Arrangement						
- Behaviour						
- Any other						
- Suggestion if any						

* Gym						
- Machines						
- Space						
- Atmosphere						
- Behaviour						
- Usage						
- Benefit						
- Any Other						
- Suggestion, if any						
* Sports Facilities						
- Play Grounds						
- Sports Instruments						
- Usage						
- Behaviour						
- Any Other						
- Suggestion, if any						
* Co-curricular Activities						
- NCC						
- NSS						
- Suggestion if any						
* Extra-Curricular Activities						
- Cultural						
- Suggestion, if any						
* Class Teaching						
- Paper-I						
- Paper-II						
- Paper-III						
- Paper-IV						
- Paper-V						
- Paper-VI						
- Paper-VII						
- Practical						
- Suggestion						

Overall Suggestions to improve your College and to make College of your dreams.

--

Maharaja Agrasen Mahavidyalya, Jagadhri

Ph:01732-245719,248143

Website:maccollegejgd.com

PARENT FEEDBACK FORM

Name: Mr./Ms/Mrs. _____ Age _____ Sex (M/F) _____

Education: _____ Occupation _____ Mobile No _____

Ward's Name: _____ Faculty _____

Make a tick mark in the appropriate cell:

Sr. No	Particulars	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1	My ward is improving his knowledge base through interaction with faculty of the college					
2	The discipline in the college is good					
3	The atmosphere in the college is conducive for learning					
4	There is a positive change in the behaviour of my ward after joining the college					
5	The college information is easily accessible					
6	The college website is very informative and regularly updated					
7	The college employees are cooperative					
8	The college facilities are very good					

Your valuable suggestions, if any _____

Abbreviations:

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