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)

11-12 December, 2003

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	1st Cycle	B++	80.20	January 8, 2004	5 years
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY

15-07-2004

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

2009-10

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

-

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 | 06

2.2 No. of Administrative/Technical staff | 03

2.3 No. of students | Nil

2.4 No. of Management representatives | 01

2.5 No. of Alumni | 01

2. 6 No. of any other stakeholder and

community representatives | 01

2.7 No. of Employers/ Industrialists | Nil

2.8 No. of other External Experts | Nil

2.9 Total No. of members | 12

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. | 04   Faculty | 02

Non-Teaching Staff Students | 01   Alumni | 01   Others | Nil

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. | 1 | International | - | National | - | State | - | Institution Level | 1

(ii) Themes

- Effective Teaching

2.14 Significant Activities and contributions made by IQAC

IQAC stressed on organization of the following activities:

- Cultural Activities
- Extension Activities
- Teachers Orientation towards research activities
- Creating Discipline among students

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
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	Class attendance has improved. Students helped in organising events and participated in various extension activities and attended experts' lectures.
Enrichment of library	Library was digitalised. New books, magazines and newspaper have been

	added.
Use of technology in office	Use of computers and networking for efficient working (fully computerised fee collection, use of tally in accounting, etc.)

* 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:

- Reduce absenteeism

- Promote research

- Improve infrastructure

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	03	-	03	03
UG	07	-	05	05
PG Diploma	-	-	-	-
Advanced Diploma	03	-	03	03
Diploma	03	-	03	03
Certificate	03	-	03	03
Others	-	-	-	-
Total	19	-	17	15

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	
Trimester	-
Annual	19

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
	13	06	06		01

2.2 No. of permanent faculty with Ph.D. | 06

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
	-	5	-	-	-	-	-	-	-	5

2.4 No. of Guest and Visiting faculty and Temporary faculty | 01 | | 06 | | 27 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	11	-
Presented papers	02	05	-
Resource Persons	-	-	-

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

- Senior and Jounior interaction sessions

- Classess on Personality Development

2.7 Total No. of actual teaching days during this academic year | 182

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/quizes 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	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com.I	167		18.05	43.05	38.85	49.31
B.Com.II	129		36.58	47.56	15.85	64.56
B.Com.III	202		35.08	39.76	25.15	87.69
B.A.I	147		10.34	24.13	65.51	20.86
B.A.II	93		20.68	44.82	34.48	64.44
B.A.III	86		14.54	54.54	30.90	64.70
B.B.A.I	46		30.0	60.0	10.0	21.73
B.B.A.II	41		37.14	17.14	45.71	85.36
B.B.A.III	46		53.12	25.0	21.87	69.56
B.C.A.I	22		22.22	66.66	11.11	40.90
B.C.A.II	57		53.57	25.00	21.42	54.90
B.C.A.III	41		50.0	36.36	13.65	53.65
M.Com.(P)	04		-	100.0	-	75.00
M.Com.(F)	10		90.00	-	10.00	90.00
M.A. Hindi (P)	14		-	44.44	55.55	64.28
M.A.Hindi (F)	16		-	28.5	71.42	87.5
MBE (F)	6		-	66.66	-	66.66

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

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-

Staff training conducted by the university	-
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	-
Others	42

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	03	-	-	05
Technical Staff	01	-	01	03

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

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	-	-	-
Non-Peer Review Journals	-	05	-
e-Journals	-	-	-

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. [Nil]

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 [Nil]

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring	-	-			-

agencies					

3.11 No. of conferences   -

organized by the Institution

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

3.13 No. of collaborations   International | _ | National | _ | Any other | 03 |

3.14 No. of linkages created during this year | 04 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | Nil | From Management of University/College | Nil |

Total | Nil |

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
-	-	-	-	-	-	-

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 | - | College forum | 10

NCC | 02 | NSS | 08 | Any other | 05

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
- Environment Protection Campaign
- Save the Girl Child Campaign
- Aids Awareness Programme
- Door to Door Survey and Counselling of villagers on social and health related issues
- Annual Sports 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	30	-	UGC, DGHE, Management	30
Laboratories	03	-	UGC	03
Seminar Halls	01	-	UGC, Management	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	-	-	UGC	-
Value of the equipment purchased during the year (Rs. in Lakhs)	8987945-00	471,536-00	UGC	9459481-00
Others (Auditorium)	01	-	UGC	01

4.2 Computerization of administration and library

- Automation and digitalization of library
- Computerized system for depositing fee
- Facility of Printers, Scanners and Photocopy
- Internet facility

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books and Reference books	27588	29,46,356-00	162	23,973	27,750	29,70,329-00
Reference Books						
e-Books	-	-	-	-	-	-
Journals	14	11,138-00	-	-	12	8458-00
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others(Magzines	22	11470-00	02	-	24	9700-00
Newspapers)	09	9200-00	-	-	09	9326-00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others (Communica tion Lab)
Existing	70	03		01	-	01	06	-
Added	-	-		-	-	-	-	-
Total	70	03		01	-	01	06	-

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.

4.6 Amount spent on maintenance in lakhs :

i) ICT   66892-00

ii) Campus Infrastructure and facilities   60966-00

iii) Equipments   13265-00

iv) Others   80269-00

Total :   221192-00

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 counsellors

- Fee concession for poor and meritorious students through fee concession committee

- Support to marginalized sections like handicapped, SCs, BCs, Minorities,

- 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

- 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
1131	54	Na	-

(b) No. of students outside the state

118

(c) No. of international students

Nil

Men

No	%
878	74

Women

No	%
307	26

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
974	116	-	397	04	1487	760	109	-	316	4	1185

Demand ratio - 90%   Dropout - 23%

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

NIL

No. of students beneficiaries

-

5.5 No. of students qualified in these examinations

NET [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [ ]

5.6 Details of student counselling and career guidance

Career guidance cell provides information and guidance regarding various career opportunities and employment avenues available. Lectures by experts are organized time to time to guide the students about the present and future career opportunities.

No. of students benefitted

112

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	55	12	15

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   18   National level   01   International level

No. of students participated in cultural events

State/ University level   38   National level   -   International level   -

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

Sports : State/ University level   -   National level   -   International level   -

Cultural: State/ University level   02   National level   -   International level   -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	03	8,402-00

Financial support from government	102	2,32,760-00
Financial support from other sources	05	15,000-00
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 | 10 |

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
>
> - Absentee report of students
>
> - 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:

> 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

- Enrichment of teaching experience through assignments, tests, seminar presentation, field project work (whereas applicable)

- Encouraging students for self exposure to latest knowledge by use of 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

- Establishment of cyber library

- 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.

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 subsidies 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

> 4,31,37,506-00

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

- 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

Imparting training for the use of modern technology by college faculty.

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.

Special classes for meritorious and weak students.

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

IQAC planned its objectives for current years (2009-10) and its progress was monitored from the stake holders and the suggestions were implemented.

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

- Merit Scholarships from college management funds.

- Special classes for meritorious and weak students.

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
    - 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
    - Lack of automation of library and access over e-resource
    - Lack of well equipped seminar hall

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**

- Enrichment of library

- To extend internet facility for students and staff

- Further improvement in sports facilities.

Name   *Dr. Karuna*   *Name*   *Dr. P.K.Bajpai*

_____   _____

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

Annexure -I

Academic Calendar 2009-10

	Semester - I	
Month	**Activity**	**To be organized by**
July, 2009	Faculty Development Programme	IQAC
August, 2009	Sadbhavana Diwas	Youth Red Cross Club
	Inter –Class Quiz Competition	Department of History
September, 2009	Essay Writing Competition	Department of Hindi
	Talent Show	Cultural Committe
	Van Mahotsav	NSS Unit-I and II
October, 2009	Participation in Zonal Youth Festival	Cultural Committee
	Declamation Contest	Department of Economics
November, 2009	Communal Harmony Week	Youth Red Cross Club
December, 2009	Quiz Competition	Department of Hindi
	House Examinations	Examination Committee
	World AIDS Day	NSS U NIT -II
	Special Camps	NSS Unit-I
January, 2009	Declamation Contest	Department of Public Administration
February, 2009	Annual Sports Meet	Department of Physical Education
	First Aid Training Camp	Youth Red Cross Club
	Extension Lecture	Women Cell
March, 2010	Celebration of International Women's Day	Women Cell

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

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 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

****