Maharaja Agrasen Mahavidyalya Jagadhri - 135003

Session: 2019-20

Minutes of the IQAC meeting held on 1-7-2019

A meeting of the IQAC Steering Committee was held on 01-07-2019 under the chairmanship of the worthy principal of the College Dr. P.K. Bajpai

Agenda of the meeting-

- Presentation and discussion on the criterion wise report by criterion incharges.
- Discussion on activities to be conducted for the new session 2019-20.

In this meeting-

- Criterion wise reports were presented by Dr. Seema Gupta, Dr. Anita Dhingra, Mr. Lakhpat Singh, Dr. M.L. Singla and Dr. Vijay Chawla.
- A healthy discussion was made on the reports presented and many suggestions were given by the worthy Principal Dr. P.K. Bajpaito the criterion incharges and all were advised that final report should be submitted to the IQAC very soon along with all templates and proofs.
- It was also decided that
 - All heads of the department will plan the activities for their respective departments for the
 upcoming session and submit the list to the IQACCoordinator before the start of the classes.
 Induction and Bridge Courses will also be organized.
 - More stress would be given on organizing and involving the students in the extracurricular activities and enhancement of job skills along with the teaching.
 - More national level seminars would be organized.
 - It was also decided that the healthy practice of OutreachProgrammesfor the school students in the vicinity would be continuedby the faculty after completion of the semester.

The meeting ended with a vote of thanks to the chair.

Principal

Maharaja Agrasen Mahavidyalya

Jagadhri-135003

Convener, IOAC

Minutes of the IQAC meeting held on 6-1-2020

A meeting of the IQAC members was held in the IQAC office on 6-1-2019.

Agenda of the meeting-

Online submission of AQAR 2018-19

In this meeting-

- The steering committee was renewed for the session 2019-20 for preparing the AQAR 2018-19 according to the new NAAC guidelines. The members were requested to prepare the Criterion wise reports along with the information to be uploaded in the college website and also submit the soft copy of their respective reports to the IQAC by 31-01-2020. The following were the members of the Steering Committee:-
 - Criterion 1- Dr. Seema Gupta
 - o Criterion 2- Dr. Vijay Chawla and Mr. GouravBareja
 - o Criterion 3- Dr. V.S. Dhillon
 - o Criterion 4- Mr. Lakhpat Singh and Mr. HemrajKaushish
 - o Criterion 5- Dr. Anita and Dr. Rakhi
 - o Criterion 6- Dr. M.L. Singla
 - Criterion 7- Mrs. PunamGarg

The meeting ended with a vote of thanks to the chair.

Principal

Maharaja Agrasen Mahavidyalya

Jagadhri-135003

Convener, IQAC

Maharaja Agrasen Mahavidyaiya

As per the discussion in the IQAC meeting held on 6-1-2020 regarding online submission of AQAR according to new guidelines, a steering committee is hereby constituted for preparing the AQAR 2018-19 with the following members:

Criteria I	: Curricular Aspects
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Criteria II: Teaching, Learning and Evaluation

Criteria III: Research, Consultancy and Extension

Criteria IV: Infrastructure and Learning Resources

Criteria V: Student Support and Progression

Criteria VI: Governance, Leadership and Management

Criteria VII: Innovations and Best Practices

Dr. Seema Gupta

Dr. Vijay Chawala Chitistih

Mr. Gaurav Bareja/

Dr. V.S. Dhillon Y

Mr. Lakhpat Singh

Mr. Hem Raj Kaushish

Dr. Anita

Dr. Rakhi

Dr. M.L. Singla

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Members are required to prepare the criterion wise report along with information to be uploaded in college website (for providing weblinks to NAAC verification Committee) and submit the soft copy of the same to IQAC at iqacmac@gmail.com latest by January 31, 2020.

The AQAR Performa has already been mailed to all members. It may also be downloaded from NAAC website.

Dr. P.K. Bajpai

Principal

Dr. Karuna

Co-ordinator, IQAC

Minutes of Meeting Held on 19-02-2020

A meeting of IQAC with its members was held on 19-02-2020 in the Principal's office under the chairmanship of the worthy Principal of the college Dr. P.K. Bajpai

Agenda of the meeting-

Submission of AQAR 2018-19

In this meeting:

- The members were informed that HEI Portal of NAAC was opened for 90 days for submission of AQAR 2018-19. So all team members were directed to expedite the work allotted to them of the preparation of the report for the final submission.
- All members were directed to update their department/cell on college website.
- Sh. Lakhpat Singh was requested to provide technical hand required for preparation and submission of AQAR and SSR.

The meeting ended with a vote of thanks to the chair.

Principal

Maharaja Agrasen Mahavidyalya

Jagadhri-135003

Convener, IQAC

Maharaja Agrasen Mahavidyalya

Minutes of Meeting Held on 16-03-2020

An emergency meeting of IQAC with its members was held on 16-03-2020in the Principal's office in the backdrop of the spread of the Corona Virus, under the chairmanship of the worthy Principal of the college Dr. P.K. Bajpai.

Agenda of the meeting-

- Update regarding Government Advisory on the closure of the educational institutions due to the spread of the Corona Virus
- Providing E-Resources to the students
- Submission of AQAR 2018-19
- Collection and submission of data and material for publication of the College Magazine Nawaldeep

In this meeting:

- The PrincipalDr. P K Bajpai updated the faculty about the Government advisory on the outbreak of the Corona Virus and the sudden closure the educational institutes and requested all the faculty members to provide good quality E-resources to the students so that they do not suffer academically. For this purpose the college Webportal will be updated. They were also requested to engage the students by giving assignments digitally and upload important question on the college webportal. All mentors were advised to counsel their mentees and boost up their morale during this tough time.
- · It was decided that important information regarding Corona virus and Government Advisory regarding it will be displayed on the college website.
- All the team members involved in preparation and submission of AQAR 2018-19 were directed to expedite their work for final submission.
- All members were directed to update the information related to their department/cell on college website and prepare for NAAC accreditation 2020.
- The suggestions for improvement in college magazine Nawaldeep were sought and all members were requested to give material for publication of college magazine.

The meeting ended with a vote of thanks to the chair.

Maharaja Agrasen Mahavidyalya

Jagadhri-135003

Maharaja Agrasen Mahavidyalya

Action Taken Report of the IQAC 2019-20

- Student Induction programme and Bridge Courses were organised in the beginning of the new session starting from 16-7-2019 to 23-7-2019 to help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the college, help them build bonds with other students and faculty members.
- 2. Mentor-Mentee relationship was strengthened and constant counselling of students was done by their mentors to increase their interest in studies. They remained in constant touch with students to keep their morale high. Mentors have also been given the responsibility to monitor the attendance of their respective class and take appropriate steps to improve the attendance and encourage students' retention. During lockdown period mentors played a very important social responsibility of informing and counselling the students and their family members to keep their morale high.
- Various Seminars and workshops were organized to enhance the professional skill of the faculty (Annexure 1).
- 4. Extension/Guest Lectures and Workshops were organised to enhance teaching learning process and to enrich the real-world interactions of students(Annexure2).
- Community Outreach Programmes were undertaken to sensitize students towards their duties and
 responsibilities within the society and community and inculcating in them various skills like soft
 skills, leadership skills and team-building skills (Annexure 3).
- Declamation, debate, poetical recitation contests by various departments and cells and workshops for students by experts have been conducted and seminars organized by the Computer, Commerce, Sociology departments, Mathematics department and Training and Placement Cell(Annexure4).
- To enhance employability skills among students, Placement cell of the college undertook significant initiatives and coordinated with companies for recruitment drives in addition to many career counselling sessions, workshops, pre-placement talks and recruitments(Annexure5).
- 8. The college ERP was updated for uploading of study material and assignments and extensively accessed by the students, the faculty and the office. Video lectures were prepared and uploaded on web portal for the benefit of students due to COVID 19 lockdown.

The links: https://mac.ac.in/studymaterial.aspx

https://mae.ac.in/ContentPost.aspx?postid=20

Principal Mahareja Agrasen Mahavidyalya Jagadhri-135003

Cancinal Production Maharaja Agrasen Maharidyalya Jagadhri-135003

Annexure 1 List of Seminars/ Webinars organised during 2019-20

Sr.	Date	Activity organised	Organised by
No.			
1.	11-01-2020	One day DHE Sponsored National Conferenceon 'Water Conservation: Current Issues and Future Challenges'.	NSS
2.	01-02-2020	One Day DHE Sponsored National Conference on 'Application of Mathematics in Science and Technology'	Department of Mathematics
3.	29-2-2020	National Seminar on 'Livelihood Security in India: Issues and Challenges'	Department of Sociology
4.	14-05-2020	Webinar on 'Covid-19 and the Future of Higher Education'.	Commerce Department
5.	26-05-2020	Webinar on 'Insurance Sector: Changing Scenario Post Covid'	Commerce Department
6.	28-5-2020	National Seminar on 'Life during and after Covid-19'.	NSS
7.	29.05.2020	Webinar on 'Current state of Indian Economy- Challenges Posed by Covid-19'.	Organized by Dept. of Economics
8.	8-6-2020	National Webinar on 'History and Mythology: Issues and possibilities'	IQAC and Department of History
9.	18-06-2020	International Virtual Event on 'Insights into Yoga'	IQAC, Placement Cell and Commerce Department
10.	20-6-2020 to 22-6-2020	Three Day Online National Level Yoga Workshop	NSS and NCC Units

List of Extension/Guest Lectures and Workshops organised during 2019-20 to enhance teaching learning process and to enrich the real-world interactions of students

Sr. No.	Date	Activity name	Organised by
1.	9-7-2019	Extension Lecture on Population Control	NCC and Legal Literacy Cell
2.	22.07.2019	Extension Lecture on Anti Ragging Measures	Legal Literacy Cell
3.	24-7-2019	Pledge Ceremony and Extension Lecture on - Water Conservation under Jal Shakti Abhiyan	NSS
4.	26-7-2019	Extension Lecture on Humanity Not On Sale	Legal Literacy Cell
5.	30-7-2019	Extension Lecture on Cyber Crimes	Legal Literacy Cell
6.	10-9-2019	Extension Lecture on Slowdown of Economy and	Training and Placement
		Consumer Behaviour	Cell
7.	17-9-2019	Extension Lecture for outgoing students on	Training and Placement
		Planning for a Successful Career	Cell
8.	18-9-2019	Extension lecture on Community Development	Department of
		and Social Welfare	Sociology
9.	20-9-2019	Extension Lecture on GST Not a Subject but a	Commerce Department
		New Field of Employment	and Alumni Association
10.	21-9-2019	One Day Paper Craft Workshop	Commercial Arts
			Department
11.	24-9-2019	Awareness Workshop on Traffic Rules and Durga	NCC, NSS with Rotary
		Shakti App	and Inner Wheel Club
12.	28-9-2019	Extension Lecture on Career Advancement and	PG Department of
		Simple Measures for Employment for PG Studens	Commerce
		of Commerce, Hindi and Economics	
13.	28-9-2019	Guest Lecture on Thalassemia Awareness	Youth Red Cross and
			Rotary Club
14.	7-10-2019	Guest Lecture on Indian Constitution and Social Justice	NCC

15.	10-10-2019	Guest Lecture on Artificial Intelligence	Training and Placement
			Cell
1.	3-1-2020	Guest Lecture on Importance of Yoga	NSS
17.	4-1-2020	Guest Lecture on Youth and Social Service	NSS
18.	11-2-2020	Special Lecture on Tax Implications of Budget	PG Department of
		2020-21	Commerce
19.	13-2-2020	Special Lecture on Business Planning	Commerce Department
20.	18-2-2020	Guest LectureonPersonality and Livelihood Skills	Alumni Association
21.	20-2-2020	Guest lectures on World Social Justice Day	NSS
22.	24-2-2020	Guest lectures on Career Planning and Skills	Training and Placement
			Cell and Commerce
			Department

List of Outreach Programmes Undertakenduring 2019-20 to Sensitize Students towards their Duties and Responsibilities within the Society and Community and inculcating in them various Skills like Soft Skills, Leadership Skills and Team-building Skills

Sr. No.	Date	Activity name	Organised by
1.	10-7-2019	Survey and awareness by Students in the adopted Village MandkherikiTapria on Solid Waste Management under the aegis of Bharat Summer Internship	NSS
2.	15-7-2019	Interaction with School Children in Village Chaneti on Health and Hygiene	NSS
3.	13-8-2019	Organisation of Blood Donation Camp	District Red Cross Branch Yamunanagar, Rotary Club (North)Jagadhri, Inner Wheel Club and Alumni Association
4.	6-9-2019	Awareness Rally on Water Conservation in the adopted village MandkherikiTaparia	NSS
5.	18-9-2019	Nutrition Walk and Awareness Programfor general Public and Angarwari Workers under the Nutrition and Sanitation Campaign in Maandkheri Ki Taparia, BuriaChungi and Hanuman Gate	NSS
6.	18-9-2019	Awareness Rally on Nutritious Diet in Maandkheri Ki Taparia and BuriaChungi	NSS
7.	20-9-2019	Nutrition and Cleanliness rally in Sarswati Colony and near Sharma Hospital	NSS

8.	27-9-2019	Awareness Campaign on Balanced Dietby NSS	NSS
		Volunteers to other students of the college during	
		class to class interaction programm	
).	15-10-2019	3 day door to door Awareness rally on Agricultural	NSS
		Technology for Crop Residue Management in	
		village MaandkherikiTapria	
10.	17-10-2019	Awareness rally from AgrasenChowk to	NSS
		BuriaChungi and MaandkherikiTapria to spread	
		message of Importance of Voting	
11.	31-10-2019	Pledge of National Integrity and Awareness Rally	NSS
		in the adopted village MaandkherikiTapria on the	
		occasion of the birth anniversary of	
		SardarVallabhbhai Patel	
12.	6-11-2019	Awareness Rally in village MaandkherikiTapria on	NSS
		the issue of Environment Protection	
13.	23-11-2019	Educational Tour of the school Girl Students in	IQAC .
		the College under School Interaction Programme	
		to acquaint them with the college environment and	
		provide them the career counselling	
14.	1-1-2020	Swachh Bharat Abhiyan and Water Conservation	NSS
		Campaign in adopted village Parvalo	
15.	25-1-2020	Voter Awareness Rally on National Voters' Day in	NSS
		MaandkherikiTapria	

List of Extra Curricular activities organised during 2019-20 for enhancing Students' social, intellectual and emotional skills, increasing intrinsic motivation, building mental toughness and improving teamwork and collaboration

Sr. No.	Date	Activity name	Organised by
1.	1-8-2019	Essay Writing and Poster Making Competitions on Water Conservation organized under 'JalshaktiAbhiyan' for Water Conservation Awareness	NSS
2.	02-08-2019	Song, Music, Dance, Fashion Show, Haryanvi dance, Punjabi Gidda by girls to Celebrte Teej Festival	Cultural Council, Commerce Arts and Women's Cell
3.	7-8-2019	Fresher's Partyfor healthy interaction of juniors with senior students	Commerce Department
4.	8-8-2019	National Deworming Day – Awareness and distribution of Albendazole tablets	NSS
5.	09.08.2019	Essay Writing Competition on Importance of Cleanliness	NSS
6.	10-8-2019	Essay Writing Competition on Importance of Blood Donation	commercial arts department
7.	13-8-2019	Organisation of Blood Donation Camp in the fond memory of the former President of the College Managing Committee late Lala Des Raj Ji,	District Red Cross Branch Yamunanagar, Rotary Club (North)Jagadhri, Inner Wheel Club and Alumni Association
8.	14-8-2019	ShownPatriotic Movie on the eve of	Commerce

		Independence Day	Department
1.	14-8-2019	Slogan Writing and Poster Making Competition	NSS
٠		on Jal Shakti Abhiyanto create awareness on	
		Water Conservation	
10.	26-8-2019	Essay Writing Competition on Social Issues	Sociology
			Department
11.	27-8-2019	Fresher's Party for healthy interaction of	Faculty of Arts
		juniors with senior students	
12.	28-8-2019	Declamation Contest on Indian Constitution,	Commerce
		Water Conservation and Stress Management	Department
13.	29-8-2019	ShownFit India Programme by PM to Students	NSS and NCC
		in College Auditorium to motivatethem for	
		physical and mental fitness	
14.	30-8-2019	Rangoli and Declamation, Poetical Recitation,	Cultural Cell
		Quiz, Anchoring, Painting, Best Out of Waste,	
		Hair Style and Nail Paint competitions in 2	
		dayTalent Haunt Programme	
15.	31-8-2019	Solo Dance, Group Dance, Comedy, Mimicry,	Cultural Cell
		Solo Singing, Group DanceSkit competitions in	
		2 dayTalent Haunt Programme	
16.	4-9-2019	Guest Lecture on Water Conservation Under	NSS
		Jal Shakti Abhiyan	
17.	5-9-2019	Teachers Day Celebrations	Faculty of Arts
18.	5-9-2019	Debate and Poster Making Competition on the	NSS
		Importance of Nutritious and Balanced Diet	
19.	7-9-2019	Organisation of Cleanliness Camp	NSS
20.	9-9-2019	Awareness on how to downloadand use	NSS
		Cleanliness APP	
21.	14-9-2019	Poetical Recitation and Essay Writing	Faculty of Arts
		Competitions on Hindi Divas	or ruts
22.	26-9-2019	Inter-Departmental Business PlanCompetition	Commerce
			Department
Secretary and the second		Speech Competition on the topic Chandrayaan-	- Proceeding

		2	Computer Science
			Department
24.	1-10-2019	Pledge to Make Plastic Free India	NSS
25.	11-10-2019	Crop Residue Management awareness	NSS
26.	18-10-2019	Declamation Contest on Voting Rights	Department of
			Sociology
27.	19-10-2019	State Level Essay Writing Competition on	PG department of
		Digital Marketing, Time Management,	Commerce
		Leadership, Voting Rights	
28.	22-10-2019	Pledge forEnvironment Protection	NSS
29.	23-10-2019	Diya and Thali Decoration Competitions on the	Commercial Arts
		Eve of Diwali	Department
30.	29-12-2019	7 DaySpecial NSS Camp	NSS
31.	30-12-2019	ShramDaan by Cleaning the College Campus	NSS
32.	11-1-2019	Celebration of Road Safety Week	NSS
	to 17-1-		
	2019		
33.	16-1-2019	Slogan Writing and Poster Making Competitions	NSS
		on Road Safety	
34.	20-1-2020	Declamation Contest on Swami Vivekananda-	Hindi Department
		The driving force of Indian youth	
35.	23-1-2020	Essay Writing Competition on the occasion of	History
		Subhash Chandra Bose Jayanti	Department
36.	24-1-2020	Celebration of Girl Child Day	NSS
37.	25-1-2020	Poser Making and Slogan Writing Competitions	Commercial Arts
		on the occasion of the Republic Day	Department
38.	28-1-2020	Celebration of Voters Day by motivational	NSS
		lectures	
39.	6-2-2020	Cultural Programmes on Ravi DassJayanti	Hindi Department
			with College
			Students
40.	8-2-2020	Declamation Contest on CAA and Article 370	Department of
			Political Science

			and Public
			Administration
41.	10-2-2020	Awareness and distribution of Albendazole	Youth Red Cross
		Tablets on National Deworming Day	
42.	14-2-2020	Tributes paid to martyrs in Pulwama attack	NSS
43.	17-2-2020	Education Trip of Girl Students to SarasMela	Women Cell
44.	17-2-2020	Competition on Business Planning	Commerce
			Department
45.	25-2-2020	One Day Cleanliness Drive and Awareness of	NSS
		Environment	
46.	27-2-2020	Inter College Declamation Competition on the	Economics
		theme Economic Prosperity and Emerging	Department
		Issues in the Social Sector	
47.	28-2-2020	Declamation Contest on Business Plan	Commerce
			Department
48.	2-3-2020	Painting Exhibition - 'Yadonke Rang, AkhilKe	Commercial Arts
		Sang'to remember and honour our brilliant	Department
		deceased student Akhil who lost his life in road	
		accident	
49.	4-3-2020	Athletic Competitions on the occasion of	Health and
		Annual Sports Day	Physical Education
			Department
50.	5-3-2020	Awareness Drive on COVID 19	NSS
51.	6-3-2020	Motivationaland awareness Programmes – Durga	Commerce
		Shakti App Download, Showing Movie Pink -	Department and
		onWomen Empowerment and Safety in the	Women Cell
		context of International Women's Day.	
52.	7-3-2020	Interactive and cultural Programmes to celebrate	Women Cell
		International Women's Day	
53.	11-5-2020	Online Yoga Competition to aware students	Health and
		about Physical and Mental Fitness during	Physical Education
		COVID lockdown	Department
54.	15-5-2020	Conduct of online activities to celebrate Family	NSS

		Day	
55.	May 2020	National Level Online Quiz Competition to spreadAwareness on Corona Outbreak	NCC
56.	21-5-2020	Virtual Programs to celebrate Anti-Terrorism Day	NCC
57.	May 2020	National Level Online Essay Writing and Slogan Competition to spread COVID 19 Awareness	NSS and NCC
58.	23-05-2020	A Virtual Panel Discussion on Employment & Entrepreneurship-Changing Scenario Post COVID	Commerce Department

Report of the Placement Cell for the Session 2019-20

- A Mock Banking Exam was conducted in the college for the final year students on 29-08-2019 in collaboration with Bulls Eye Yamuna Nagar. More than 300 Students appeared for the test.
- A Lecture on Jobs and Opportunities in Banking and Financial Sector was
 organized on 10-09-2019 in which Mr. Vaibhav Mehndiratta shared his thoughts with
 the Students of Final Year. The conversation on the slowdown in economy was also a
 part of the session.
- A Session on How to prepare for Placements was organized on 17-09-2019 in which Dr.NarenderRana Director MAIMT shared his Valuable thoughts and experiences for preparing for the Interviews.
- A Session on "Building a Good Resume" was conducted by Ms SnehaMakkar,
 Assistant Professor in Management MAIMT on 23-09-2019. She shared tips to make
 an appealing and brief resume. The session was attended by almost 70 students of
 B.Com Final Year. One student Shashank of B Com Final Year Participated in the
 Interview by Outline System held at Chandigarh on 28-3-2020.
- A placement drive with one of the leading Multinational's Genpact was organized in
 the college campus on 04-10-2019 in which more than 180 students of the Yamuna
 Nagar, Ambala, Panipat and Karnal got them registered. Mr. Amit Rao, Human
 Resource Manager from the company conducted the interviews successfully in three
 rounds i.e. Aptitude Test, Group Discussion and Telephonic Interview. The interviews
 continued till 11.30 at night and 15 students were selected.
- A Session on Career Aspects and Skill Set Requirement was organized on 10-102019 in which Mr Ishan Vaid, from All soft Solutions, Chandigarh acted as the
 resource person. He spoke about the need of acquiring the skill before getting on to
 the job and the best time to acquire is when you are doing your routine studies so that
 at the time of final placement nothing can stop you.
- One student of B.Com Computer Application Participated in the Placement Drive held at Maharishi Markandeshawar University, Mullana by Infosys on 12-10-2019.
- Eight students of the college participated in Leadership Training Camp which was organized in Guru Nanak Girls College Yamuna Nagar on 6th and 7th November 2019.

- A placement drive with eClerx Chandigarh was organized in the college campus on 14-11-2019 in which more than 140 students of the Yamuna Nagar, Ambala and Karnal got them registered. Mr. Gaurav Mehta, Human Resource Manager from the company conducted the interviews successfully in two rounds i.e. Personal Interview and Writing Skills. After a daylong procedure 11 students were shortlisted.
- Organised a placement drive in collaboration with E Clerx Chandigarh in the College
 Campus on 23-1-2020 for the Graduation and Post Graduation Final Year Appearing
 Students. More than 100 Participants appeared for the interview out of 160
 Registrations and 8 students were finally selected.
- Organised Classes on Finance and Communication for the Job Aspirant Students of B Com Final Year of the College.
- Collaborated in organising a Joint Campus Drive by Dial Ur Dream organised at MAIMT on 11-2-2020.
- Organised International Yoga Event on 18⁻6-2020 in collaboration with the Commerce Department and the IQAC of the College for the Mental Well Being of the Students.

Principal Maharaja Agrasen Mahavidyalya Jagadhri-135003

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