



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

Maharaja Agrasen Mahavidyalya,
Jagadhri

- Name of the Head of the institution **Dr. P. K. Bajpai**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9468100769/ 01732245719**
- Mobile No: **9468100769**
- Registered e-mail **principalmac.bajpai@gmail.com**
- Alternate e-mail **macjagadhari@gmail.com**
- Address **Maharaja Agrasen Mahavidyala,
Near Agrasen Chowk, Jagadhri**
- City/Town **Jagadhri**
- State/UT **Haryana**
- Pin Code **135003**

2.Institutional status

- Affiliated / Constitution Colleges
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Kurukshetra University,
Kurukshetra**
- Name of the IQAC Coordinator **Dr. Karuna**
- Phone No. **9416991900**
- Alternate phone No.
- Mobile **9416991900**
- IQAC e-mail address **iqacmac@gmail.com**
- Alternate e-mail address **iqacaqarmac@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://erp.mac.ac.in/Images/WebUpload/2019-20/aqar_2019-20.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_p1_278.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.29	March 2015	01/05/2015	30/04/2020

6. Date of Establishment of IQAC

15/07/2004

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Director Higher Education	Salary Grant	Director Higher Education	2020-21	Rs 2,77,88,600-00
Donation	Alumni Fund	Sh. Ashwani Singla	2020-21	Rs 201000-00

8. Whether composition of IQAC as per latest

Yes

NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

• An appropriate student and teacher friendly strategy was made for shifting to Online Mode of Teaching, Learning and evaluation due to COVID-19 Pandemic. College Web Portal was updated for this purpose. All class wise and date wise study material along with questions for revision were uploaded on the college portal. In addition Whatsapp groups of students of all classes for digital/online classes were formed and information related to study material, assignments and other activities was shared alongwith sharing of awareness on spread of the COVID disease and its precautions. • Mentors were given the responsibility to counsel the students and to reduce their stress. They approached their Mentee through phone calls and other social media channels and engaged them in many productive academic and extracurricular activities. • Awareness on COVID 19, its Vaccination, Wearing Masks and Maintaining Social Distancing were the main themes on which all talks, discussions and contests were based. In addition, virtual programmes related to Health and Hygiene, Communal Harmony, Environment Protection and Yoga Workshops were also organised. • Various webinars and training programmes and pre-placement activities were organised by the Career Guidance and Placement Cell to groom students for career and enhance their job skills. Online Sessions from outside agencies were conducted on

Personality Development, Financial Literacy, conducted Mock-Interviews and ensured the preparedness for Virtual Recruitment Drives. • The Zonal Youth Festival was organised.

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

Plan of Action	Achievements/Outcomes
<p>Making appropriate strategy for shifting to Online Mode of Teaching and Learning due to COVID-19 Pandemic</p>	<p>Online classes • Made whatsapp groups of students of all classes for digital/online classes and shared study material on a daily basis. • Syllabus and last year question papers and important questions along with links of important topics were shared in the groups. • All important circulars/ information and notices of competitions were shared through the groups. Uploading study material on College portal • All class wise and date wise study material along with questions for revision were uploaded on the college portal. • Notices for submission of assignment and tests were shared on the portal as well as on whatsapp groups. Using of Emails/Google Classroom for submission of tests and assignments Counselling to Students is done by their mentors and teachers to reduce their stress due to lockdown. Internal Assessment College webportal was used to upload internal assessments of students on the basis of Assignments, tests and attendance to bring transparency.</p>
<p>Institution Efforts towards Social Responsibility</p>	<p>As per directions of the government, students were counseled for downloading and</p>

	<p>using Arogya Setu APP. • Made contribution in CM Corona Relief Fund. • Reached out to students to know about their requirements during lockdown period as per government directions. • Participated in COVIDVEER Project of Department of Higher Education, Haryana as a part of their feedback programme and contacted migrant workers and sent feedback to the government (migrants were contacted in two durations).</p>
<p>Strengthening Training and Placement Cell for grooming Students and enhancement of their job skills</p>	<p>Various webinars and training programmes and pre-placement activities were organised by the Career Guidance and Placement Cell to groom students for career and enhance their job skills. Online Sessions from outside agencies were conducted on Personality Development, Financial Literacy, conducted Mock-Interviews and ensured the preparedness for Virtual Recruitment Drives.</p>
<p>Inculcating effective public speaking skills among students Undertaking social initiatives</p>	<p>Declamation, debate, poetical recitation, PowerPoint contests by various departments and cells were organised and many students took part in them. Awareness on COVID 19, its Vaccination, Wearing Masks and Maintaining Social Distancing, were the main themes on which all talks, discussions and contests were based. In addition, virtual programmes related to Health and Hygiene, Communal Harmony, Environment Protection and Yoga Workshops were also organised.</p>
<p>Encourage students retention and reduce absenteeism</p>	<p>Mentors have been given the responsibility to monitor the</p>

	attendance of their respective class and take appropriate steps to improve the attendance and encourage students' retention.
Gearing up the college for Golden Jubilee celebrations	Renovation work was started to upgrade and extend Vehicle Parking and Make a new Golden Jubilee Park. Publish work of Golden Jubilee magazine was also initiated
To host Zonal Youth Festival	The Zonal Youth Festival was organised from February 13 to 15, 2021.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	25/07/2022

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	Maharaja Agrasen Mahavidyalya, Jagadhri
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• Designation	Principal
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3.Website address (Web link of the AQAR (Previous Academic Year))	https://erp.mac.ac.in/Images/WebUpload/2019-20/aqar_2019-20.pdf				
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Year	Date of Submission				
2020-21	28/02/2022				
15. Multidisciplinary / interdisciplinary					
16. Academic bank of credits (ABC):					
17. Skill development:					
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)					
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):					

20.Distance education/online education:**Extended Profile****1.Programme**

1.1	7
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	836
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	222
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	290
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	23
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Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2	50	
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1	31	
Total number of Classrooms and Seminar halls		
4.2	1886545	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	100	
Total number of computers on campus for academic purposes		
Part B		
CURRICULAR ASPECTS		
1.1 - Curricular Planning and Implementation		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
<p>Maharaja Agrasen college is affiliated with Kurukshetra University, Kurukshetra. The Curriculum is all set by the university. The college adheres to the academic calendar prepared by the Kurukshetra University, Kurukshetra and uploads the annual calendar at the beginning of every academic year on its website. For the successful and timely implementation of the curriculum, each department conducts departmental meeting where workload distribution among faculty members is decided. The timetable incharge prepares time-table after discussion with the departmental heads at the beginning of each semester. The college also uploads the activity calendar which includes extra-curricular activities like quiz, power point presentations, group discussion etc. to develop the personality and communication skills of the</p>		

students and make them job worthy .One week Induction programme including need based Bridge course is arranged for students in the beginning of session . Different methods followed for CIE are presentations, assignments, revisionary tests etc The schedule for the internal evaluation is displayed at the college website, circulated in classes and are also displayed on notice boards.

In this session,due to corona lockdown, Whatsapp groups, Google Classrooms, Google meet, Youtube lectures etc. were used by all teachers for all classes for online teaching & other information sharing.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://erp.mac.ac.in/IOAC/naac/view.ashx?i=n2020-21_c1_121.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Our college being affiliated to Kurukshetra University, Kurukshetra, adheres to the Academic Calender for the affiliated colleges, released by University at the beginning of every academic session. This academic calender of KUK prescribes the starting and end date of every semester along with examination schedule.Due to delay of the academic calender schedule because of Corona Lockdowns, it was only on departmental level , schedule of Induction programme for new entrants, bridge course in mathematics was decided & arranged. s The schedule for the internal evaluation was displayed at the college website, circulated in classes, shared on whatsapp groups and was also displayed on notice boards.Thus before the onset of classes, the principal of the college addressed newly admitted students to make them aware of various facilities available to students in college, rules & regulations of discipline, lecture requirement of university and rules of examination. Then departmental heads & incharges of other major activities like NSS, NCC, PLACEMENT, LIBRARY discussed and explained to students their action plan of these activities for the session. Teaching as well as examination wereconducted in blended mode as per the directions of KUK..

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c1_152.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

11

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

107

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

107

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

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Education with a holistic perspective is concerned with the development of students intellectual, emotional, social, and creative potentials. This is consistent with the vision of the college which aims at integrated development of individuals by providing value based education. Keeping this in view our college engages students in the teaching/learning process through integration of cross cutting issues relevant to the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum in the following way:

- The curriculum includes some of issues related to environment, gender, professional ethics, and human values

leading to holistic development of students..

- Many Capacity Building and Personality Development programs, courses and workshops are conducted by various departments and the NSS, NCC, IQAC, Red Ribbon Club, Youth Red Cross Society, Legal Literacy Cell try to imbibe universal ethical principles such as peace, social progress, honesty, trust worthiness, integrity, loyalty, respect for others, adherence to the law, doing good and avoiding harm to others and accountability.
- Gender Sensitisation, Environment Sensitisation and Human-Social Values were the themes on which talks, discussions and contests were based. In addition, programmes related to Cleanliness, Health and Hygiene, Communal Harmony, Voting Rights, Blood Donation, Environment Protection and First Aid Training were also organised.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

437

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c1_223.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

580

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

195

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Apart from the guidelines received from the university in context to the assessment of the learning levels of the students, the college itself has a mechanism for dealing with the slow and the advanced learners. On entry in Ist Year the college provides the students with a Bridge course which helps the students in meeting the gaps if any in the previous and the present study. Time to Time different Oral and Written tests are taken on individual level in the class room on weekly/monthly basis. The slow performers are then given extra time where they can consult the teachers on the academic gap left. For advanced learners we normally recommends reading more text on the same topic with the help of Books available in the library and on the web. Saturday's are celebrated as activity days by many teachers where discussion is initiated among the students and they are promoted to collect information on different issues and present them in the class room. Second, the advanced learners are pointed out to give presentations in the classrooms so that they can come forward and become habitual with this art of public speaking and also this practice motivates the other students also. The orientation was completed in online mode and also various activities and programs were conducted online.

File Description	Documents
Link for additional Information	https://erp.mac.ac.in/IOAC/naac/view.ashx?i=n2020-21_c2_236.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
836	23

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Faculty often uses techniques which have more impact on the students. Practical assignments on topic which are relevant from all aspects are given to the students. Group Discussion is one of the salient features at individual as well as group level. Saturday's are devoted to exercises like this. Students are divided into group of 5-10 for Group Discussion topics and not only them but when they finishes whole class or the audience is motivated to come up with their ideas. GD is not only important for participative learning but for employment point of view also it is very important thus all the faculty members gives extra emphasis on this. Case Studies and routine happenings in the economic and social world are discussed time to time to make the students aware of the happenings around. Case studies are used as a very effective way to improve the decision making and analytical skills of the students. Many times the students comes up with brilliant ideas and solutions and thus whole group gets the benefit of their study.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c2_137.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The use of ICT by the faculty members for the regular updation of the students is another salient feature of the college. PPT's are considered as one of the best ways of imparting education as it enables the students to have visuals in front of them. Also it saves writing time in the classrooms. All the classes of the college are equipped with Projectors to make the faculty able to use the presentation facility. The college is equipped with almost 100 Computer systems where the teachers/students can use technology to enhance the teaching learning process. Students are

often made a part of ICT through various Power Point Making competitions so that they can also learn explaining content through it. The college has access to different E Journals and Web sources for the knowledge enhancement of the teachers/students. The You Tube Channel of the college have more than 100 videos developed by their teachers on different-2 contents of the syllabus.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c2_138.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

16

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

9

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

286

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The College strictly follows the criteria provided by the university in terms of marking internal assessment of the students. The internal assessment of the student carries 20 Marks at both UG/PG Levels and for that the parameters of the University are as under:

Two Assignments : 10 Marks

One Conditional Test : 5 Marks

Attendance : 5 Marks

Assignments are given out of the topics in the books or on any important topic related to Social/Economic Issues prevailing around where the students can write his/her observations on the same. The choice of topic can be left with the student also but he/she has to take prior permission for the same from the concerned teacher. With the suggestion from IQAC monthly or need based tests are also conducted time to time.

File Description	Documents
Any additional information	View File
Link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c2_139.pdf

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

The College follows the Mentor-Mentee system which empowers the mentors to listen and resolve the grievances related to internal examination. As per the guidelines of the university one conditional test per semester is mandatory while teachers as per their convenience and need takes test on weekly/fortnightly basis to ensure whether the student got the topic well or not. In case of any issue or grievance the student can talk to the concern teacher, the mentor, the HOD in case required and in case he/she is still dissatisfied they can talk to the controller of examination directly.

File Description	Documents
Any additional information	View File
Link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx? i=n2020-21_c2_140.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college is offering Programs in Commerce, Arts, Science and Computers. The college strictly follows the syllabi as prescribed by Kurukshetra University, Kurukshetra. The course outcomes basically includes making the student at first get an idea about the subjects and the future. We at the time of orientation do discuss a brief about the subjects that are to be offered to the students and this process normally goes on for a week in normal times. The future course of action, the subject gaps, job opportunities and even career profiling is also made at this particular time. The subjects of all the courses are discussed in detail with the students. The gaps are met by organizing bridge courses because normally in B Com Courses the many students don't have Math's in their senior secondary classes so they are given classes for meeting the gaps.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx? i=n2020-21_c2_168.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

There are two methods of judging the program and course outcomes. One is the direct method where the students' performance is judged by their performance in their exams. The university results this year clearly indicates that the outcomes are very well achieved as the results are very good. The indirect method includes measuring their performance during the class in various interaction activities. The participation in the class and beyond activities

are timely organised and students are motivated to participate in them. And once they start participating and moving their performance is judged and evaluated. We believe that the ultimate goal of education is not only to make them good at academics but we have to make sure that they get a chance to develop their overall personality.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://erp.mac.ac.in/IOAC/naac/view.ashx?i=n2020-21_c2_237.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

267

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://erp.mac.ac.in/IOAC/naac/view.ashx?i=n2020-21_c2_237.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://erp.mac.ac.in/IOAC/naac/view.ashx?i=n2020-21_c2_187.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research

projects / endowments in the institution during the year (INR in Lakhs)**No Grants Received from Government and Non-Government Agencies**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

06

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

05

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

04

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Maharaja Agarsen Mahavidyalaya, Jagadhri creates a vivacious environment in its vicinity to promotes extension activities for sensitizing students to social issues for their holistic

development. The students are provided ample of opportunities to extend their classroom knowledge into practical experience. All the Cells and Departments of the College try to develop a sense of service among students and about utilizing their knowledge in finding solutions to community problems, acquiring leadership qualities, constitutional and democratic values. During the last academic year, various community related extension activities were organized such as Tree Plantation Programme, Zonal Youth Festival, Online Examination Outreach Programme, Alumni Meet, Swachhata Abhiyan, Road Safety Awareness, Water Conservation Awareness Programmes, Voter Awareness Programmes, Legal and Constitutional Rights Awareness Programmes, Vaccination Awareness Programmes, Covid19 Awareness and Support Programmes, Health Awareness Programmes, and students played the roles of community helpers at Maharaja Agrasen Mahavidyalaya, Jagadhri. The College aims at inculcating a sense of responsibility among students for the community. They also hone their skills and capabilities to meet emergencies and natural disasters and participate in community services by actively involving in various campaigns and Programmes. During the last academic year, various community related extension activities were organized to give positive influence in the society by the various cells of the college.

File Description	Documents
Paste link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c3_159.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

06

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

19

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1197

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

As a matter of policy, the institution decides about the creation and enhancement of infrastructure through an Infrastructure Development and Maintenance Committee under the leadership of the Principal. Deliberations for periodic up-gradation are made and then budget is allocated for the same. As per the requirement, financial assistance may be sought from the Management Committee, Government of Haryana and UGC. The institution strives to provide sufficient infrastructure with modern amenities and state of art equipments to facilitate effective teaching and learning and for comprehensive and holistic growth of our students.

The college already has a separate block for Commerce stream and a

separate Arts block for the Under Graduate classes. To meet out the modern trends of higher education, the tools and instruments are regularly added with the funding of college management or UGC. Our campus have fully Wi-Fi enabled by own intranet with 100mbps speed and JIO intranet with 50 mbps speed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mac.ac.in/DisplayGalleryPhotos.aspx?GID=MjE=

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

The College provides the indoor, outdoor sports and cultural facility to our students. As well as many kinds of facilities are provided for sports and games such as :-

- NSS: The College has two units of NSS to train the students for social and community service. Meetings and activities are performed from time to time.
- NCC: The campus has its special cell for NCC to provide training for the future to the budding aspirants. Training is provided to build their stamina, inculcate discipline and forge unity.
- Facilities for Cultural Activities:- The college has a superior instruments like Tabla, Sitar, Harmonium to train the students for various cultural activities. We have provided a state of the art facilities.
- Communication skills development: The College has a functional lab which helps in developing communication skills of the students. It is a modern digital lab with latest teacher-student interactive panels and software to enhance spoken English skills. Computers & projectors are available in the lab to use various speech software's and to play videos.
- Facilities for Yoga and Health: The College provides the adequate facilities for students and staff. Boy's common room and Green lawn are used for Yoga and meditation in the morning. The Women Development Centre, Red Ribbon Club, Red Cross Committee of the college organized extension lectures and seminars from time to time on issues related to health and hygiene and to highlight the importance of Yoga and

spiritual health.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mac.ac.in/DisplayGalleryPhotos.aspx?GID=MjQ=

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

27

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

27

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://mac.ac.in/DisplayGalleryPhotos.aspx?GID=MjE=
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

0

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Maharaja Agrasen Mahavidyalya have central Library which is fully automated using self-designed and developed integrated ILMS (Integrated Library Management Software). It consists of the following 13 modules. Each module has further been divided into sub modules to cater to its functional requirements: Through Web-OPAC users can check the availability of particular document. Users can check the list of new addition of the books through library software. Users have the facility to reserve the particular book. Users can also give their suggestions for the improvement of library facilities through OPAC. Through Web-OPAC they are able to search the library document via any angle like: title of the books, author, publisher, accession number, language and almirah rack number/classification number for location.

The users can be accessed to the digital library collection using library portal via any devices like mobile, tablet, computer system etc.

Every year an Orientation Programme is organized at the beginning of the new session to make the students aware of the rules, regulations and different library facilities. In this programme the students learn how to use e-resources such as N-List Programme and other open resources. They are also made aware about the library portal of the college.

Session

ILMS Name

Nature of Automation

Version

2020-21

WebLib

Fully with Barcode +Biometric enabled

5.0

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c4_143.pdf
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
Not purchased/subscribed due to COVID-19 Lock down	
File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
59	

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College provides modern ICT facilities whenever required; the students get the benefits of latest technology like ERP-Portal.

The campus has fully WiFi enabled with ERP system and we have in-house maintenance system of computer hardware, software, CCTVs and other IT infrastructure. We have good communication's lab, computer's lab, physic's lab, chemistry's lab, automated library with barcode technology and biometric enabled, eduset facility, big auditorium and seminar room with audio-visual facility and 25 classrooms equipped with projector facility and two smart classrooms.

College have its own big server with following capacity:-

Microsoft-Windows-Server-2016 (OS) and MS-Sql-Server-2016 (Database) based big IBM server, in which have 16GB RAM, 16 cores Intel(R) Xeon(R) CPU-E5-2620 v4 @ 2.10Ghz processor with 2TB hard disk.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mac.ac.in/DisplayGalleryPhotos.aspx?GID=MjE=

4.3.2 - Number of Computers

100

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS
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File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

5.61

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Maintenance: For upgrading and maintaining the infrastructure the college has established a system by assigning responsibilities and duty to various committees. A well-defined road map is prepared by the principal and college management to guide the different departments/persons involved in the maintenance and up gradation of the campus. Many kinds of committees have been formulate for smoothly done the task.

Important committees working in the college are Library Committee, Purchase Committee, Construction Committee, Campus Maintenance Committee and Disposal Committee. All departments regularly review the need for addition or dispose of equipments/items followed by an annual stock taking and stock verification exercise.

The college auditorium is best utilized for annual convocation, honors conferring function, PDP, cultural programs, seminars etc. The college allows its premises to be used as examination centre also for various government examinations. The college also organizes its social outreach programs like computer literacy program for senior citizens, school students from surrounding suburbs etc. during vacations and examination time.

The library ensures the use of its content and facilities by issuing of books to the needy and poor students for a full semester, making arrangements for new edition books for meritorious students, displaying of new arrivals, newspaper cuttings, issuing of text books/reference books, CD/DVD, magazines, journals and newspapers for various competitive exams. College has the 60 pcs with original Microsoft Windows-8 with latest configuration and technology.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://mac.ac.in/Content.aspx?pageid=89

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

135

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
20	
File Description	Documents
Upload any additional information	View File
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	https://erp.mac.ac.in/IOAC/naac/view.ashx?i=n2020-21_c5_239.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
544	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
544	

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
---	----------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
38	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
4	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	
0	

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Since the session was severely affected due to covid -19 pandemic ,so student students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms) could not possible.-

However,some students representation and are ensured by forming History Society 2020-21 ,student members in the Editorial Board for the college Magazine " Nawaldeep ",and in NSS Advisory Board.

File Description	Documents
Paste link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c5_122.pdf
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

7

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Impact of Covid 19 was severe for both schools and colleges across the globe during session 2020-21. Institutes had to be shut with rise in cases around us. Technology played a crucial role in these tough times. Three major apps like Zoom, Google Meets and Microsoft teams have been used widely by the teachers as a mode of online education and interaction. However, an active alumni association exists in the college which is working with the objectives like to remain in touch with all its alumni, to promote among them a sense of belongingness to their Alma Mater, to motivate them to contribute for the development of their Alma Mater by financial or non-financial means. During session 2020-21, KUK ALUMNI FEES AND DONATION AMOUNT WAS Rs.207,150/-. COVID-19 resulted in complete shut down and we did work from home from 23rd march 2020 to 3rd August 2021. we could not manage some alumni engagements due to pandemic period. However, A Virtual Alumni meet was organised. The Virtual Meet was organised on 27th June 2021 at 11:00 a.m at Zoom app.. The program was conducted live at the link given below :-

<https://www.youtube.com/watch?v=H2oEOpIdlXM>

File Description	Documents
Paste link for additional information	https://erp.mac.ac.in/IOAC/naac/view.ashx?i=n2020-21_c5_102.pdf
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Management of the college is fully committed to run the institution in a democratic manner. There is a Governing Body which includes one representative from the University, one from the State Government, Two members of the Faculty and one from the Non-Teaching staff besides Officer Bearers and Executive Members. The management reviews the vision and mission of the institution on time to time and approves the prospective plans for the development of the institution. Besides members of the faculty also in one of the another committee like Advisory Committee, IQAC Committee which also works as Planning Committee.

The college was opened in 1971 which has observed its Golden Jubilee year in 2021 with the mission to create and provide quality education to the children of migrant workers and surrounding ruler areas. It has the vision to make the college a center of excellence for quality teaching, research and extension activities and transform the lights of our younger generation through and innovative, laborious and compassionate across to education.

The college has a mission: • To equip students with a thorough knowledge and technical skills in their chosen stream, • To inculcate moral values and to develop quality attitude towards like, • To identify and polish their hidden talents to help them realize their career goes, • To provide opportunity for students

to realize their full potential and thus.., • To mould them into good and responsible citizens

The college is contently marching into the mission and vision outline by the management.

File Description	Documents
Paste link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c6_197.pdf
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The participating management is the soul of the governance of the institution. As is described above the Governing Body consists of the representatives from all the stake holders and the day to day administration of the college is performed through the various committees and action platforms. The functional committees at college level are Advisory Committee, IQAC and NAAC Committee, Purchase Committee, Cultural Committee, Admission Committee, NCC Committee, NSS Committee, Publication Committee, Time Table Committee, Discipline Committee, Grievance Redrassel Committee, Library Committee, Sports Committee, Canteen Committee, Student Welfare Committee etc. besides Women Cell, Legal Literacy Cell, Training and Placement Cell, Youth Red Cross, Red Ribbon Club, Eco Club etc.

In order to bring transparency in the financial management of the college there is a Bursar who reviews and countersigns the vouchers. The principal is assisted by faculty members in different capacities such as Dean Student Welfare, Examination Controller, NSS and NCC Coordinators etc.

The students representation is also ensured in various committees.

File Description	Documents
Paste link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c6_273.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is regularly augmenting its infrastructure. It has constructed a 360 seats well furnished Auditorium, a well equipped Seminar Hall, ICT enabled class rooms, well organized and updated labs, an open Gym and a Golden Jubilee Park. Within its financial capacity it has reconstructed and expended its parking space and continuously engaged and maintain the green campus with full of Flora and Fauna. The college has also acquired a new 26 seater bus which is used for pick and drop facility for girls students and for study tours and excursion. The college has also constructed the Physics and Chemistry Labs and is expecting better utilizations by the students.

The college ERP is functional. Teachers post their lesson plans and other instructions and students can get their all required information like Attendance, Fee Details, Dues, Mark Sheets and Certificates etc. During CORONA lockdown teaching material was uploaded on ERP in large number which was accessed by the students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mac.ac.in/DisplayGalleryPhotos.aspx?GID=MjE=
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college follows the rules prescribed by the State Government, Kurukshetra University and UGC (as and where applicable) in letter and spirit. The appointment and service rules have been prescribed by Kurukshetra University and UGC and the financial approval is granted by the State Government. The college also follows the reservation policy of the government and the roster is signed by welfare department before any post is sanctioned by the state Government.

The appointment committee consists of the Representative of The

Kurukshetra University and the State Government and proceedings are first approved by the University and later by the State Government. The management can issue the appointment letter only after the approval from University and the State Government. 95% of the salary of the sanctioned staff is funded by the State Government and 5% is contributed by the Management. However, the salary of the staff not sanctioned by the State Government, is borne by the Management.

The periodic inspections are conducted by the University and annual audit of funds is also performed by the University as well as auditors of the State Government. There is a system of proper checks and balancing in the functioning of the institution.

File Description	Documents
Paste link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c6_276.pdf
Link to Organogram of the Institution webpage	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c6_275.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has a robust welfare programme for the staff :-

1. Uniform to support staff, Cycle to Peon with periodic repairs, advance in case of emergency, Provident Fund.

2. ESI

3. Contribution to Labour Welfare Fund

4. Health Check-up camps

5. Emergency medical support to the staff

6. Fee concession to the wards of the staff

7. Emergency conveyance

8. Besides the above the college provide all the statutory welfare facilities to the staff

Duty leave to attend the training programmes, seminar, conference etc.

File Description	Documents
Paste link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c6_257.pdf
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

9

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

226

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

ACRs are filled by the staff annually. The IQAC reviews all promotion cases before sending to the appropriate authority. The Management, reviews all cases individually and gives its administrative order which is mandatory in this regard. Career advance scheme for the teaching faculty is well laid out which is for the college.

The staff meetings are conducted on regular basis to review the progress of class teaching, class syllabus, mentoring and students grievance management etc.

Teachers give their achievements to the IQAC for inclusion in AQARs.

Teachers also publish their work performance in college magazine Navaldeep which is published every year.

Faculty meeting at department level take place regularly by the Head of the Department reviews and discusses the progress, performance and problems of the members of the staff.

Besides non-teaching staff can directly approach to the head clerk or the principal of the college.

Teachers are also conveners, members of the different committees to report the principal and to the concerned department as per the laid down schedule.

File Description	Documents
Paste link for additional information	https://mac.ac.in/Content.aspx?pageid=92
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution adheres to the principle of prudent financial management system and undergoes an internal review by Bursar who scrutinizes the bills and the auditors appointed by the management who audit the account every year and submit an audit report the management.

University conducts annual audit of funds related to the university.

Government of Haryana conducts annual audit.

Scholarship for SC/BC students is also audited twice every year- 1st Advance Audit and 2nd Utilization Audit.

CAG Audit also takes place occasionally.

The administration responds to suggestions and objections in the audit report appropriate.

The college management passes Budget, Appoints Internal Auditor and approves the report submitted by the Auditor.

File Description	Documents
Paste link for additional information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c6_265.pdf
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

327600

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The major source of the Funds of the college is Fee and Govt. Grant. Though, the college is non-profit and non-business organization devoted to the all over development of the students by imparting them quality education and exposor to the real world and we have adequate funds for the smooth running of the institution and improving infrastructure and learning atmosphere. Yet, we need more funds to upgrade our services for that we receive some donations and continuations on time to time. As described in 6.4.1 we have sufficient mechanism to support that our resources are optimally utilized.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

- An appropriate strategy was made for shifting to online mode of teaching, learning and evaluation due to COVID-19 Pandemic.
 - College Web Portal was updated.
 - Class wise and date wise study material was uploaded on the college portal.
 - Whatsapp groups for students of all classes were formed and information related to study material,

assignments and other activities was shared with the students.

- Awareness on spread of COVID and Govt. Advisory was circulated among students and staff.

The college geared up for Golden Jubilee celebrations. Construction activities were started for extension and renovation of Cycle Stand and a new Golden Jubilee Park.

The Zonal Youth Festival was organised.

Various webinars and training programmes and pre-placement activities were organised by the Career Guidance and Placement Cell to enhance the job skills of students.

Many online activities were conducted related to Health and Hygiene, Communal Harmony, Environment Protection in this changed situation. One day Yoga Workshops was also conducted on mental health. Counselling were done by the Mentors to reduce the Mentees stress. They approached their Mentee through phone calls and other social media channels and engaged them in many productive academic and extracurricular activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

- The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken include the following:
 - Automation of Admission Processes - Provision for online fee payment
 - Automation of Examination Processes
 - Curriculum Development Workshops in many subjects
 - Reviving Fortnightly discussions forum by Research Cell whereby

one member of the faculty prepares and presents his thoughts/papers before the faculty forum followed by open discussion.

- Green initiatives in Campus - plantation, Biodiversity Park, solar photovoltaic power plants,
- MoUs with prestigious Institutes and NGOs are delivering results in training and preparing students for different competitive exams and learning life skills.
- School students visit to College takes place over the year. It helps to sensitise them about higher learning and alleviate their fear of HEIs.
- The IQAC has introduced a unique gender sensitisation program whereby male students compete with the female students in cooking, decorating, make-up, nail art and hair art etc. besides doll making, pooja thali decoration, sari wrapping rakhi making etc. which is emerging as the best practice in our College.
- The College IQAC is regularly monitoring the teaching- learning processes and reviews and verifies the promotion cases of the members of the faculty.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://erp.mac.ac.in/IOAC/naac/view.ashx?i=n2020-21_c6_277.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

It is one of the foremost priorities of our institution to provide facilities for safety and security of the girl students and staff. Some of the initiatives taken and facilities provided are as follows;

1. There is a separate common room for girls in the college situated at a very protected location.
2. Cameras are installed at almost every place in the college.
3. In every period, 5-6 faculty members remain on discipline duty. They keep a watch on almost every corner of the institution.
4. For any personal or psychological issues, girls can go to their tutor/ mentor. The tutors provide counselling to the students whenever required.
5. There is a Sexual Harassment prevention committee. If any complaint comes to the committee, the committee takes immediate action.
6. The female faculty members take good care of the girl students and provide them emotional security and motherly care.
7. Women Helpline Nos. are displayed at many places in the college

8. There is a separate unit of 100 girls of NSS.

9. One third intake of NCC unit of the college is girls.

10. Women cell and other cells in the college frequently organize programs to sensitize students regarding women related issues.

File Description	Documents
Annual gender sensitization action plan	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c7_224.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c7_213.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college aims to reduce, reuse and recycle waste. For solid waste management, dustbins have been kept at various locations. This ensures that solid trash is separated. The solid waste is handed over to municipality to ideally process at their level.

The e-waste generated in the college such as non-functional computers, printers etc. has not been disposed of and is lying in the college. There is no hazardous chemicals and bio medical waste in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://erp.mac.ac.in/IQAC/naac/view.ashx?i=n2020-21_c7_214.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

D. Any 1 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

A number of initiatives are taken in the institution to promote

tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Cultural Committee of the college organises many cultural activities and celebration of festivals throughout the year. Anniversaries of great personalities like Sant Kabir Dass, Sant Ravi Dass, Swami Vivekanand, Mahatma Gandhi are celebrated by different departments and clubs (Report enclosed in 7.1.11). Students of all castes, religions, regions, socio economic groups and communities come to study here. They study together, play together, attend NCC and NSS camps together, participate in different co-curricular and extra-curricular activities. This shows that the environment is inclusive and full of tolerance and harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

For sensitisation of students and employees towards the constitutional values, rights, duties and responsibilities of citizens a number of activities are organised by NCC unit, two units of NSS, other depts., cells and clubs. A few of the initiatives taken are creating awareness about exercising the voting right, use of EVM machines, enrolment of new voters, tree plantation, water conservation, cleanliness, First Aid and Home Nursing, awareness about cybercrimes and their laws and remedies, Blood donation Camps, programs for motivation for blood donation, Road Safety, Harmful Effects of Smoking and Drinking on Health, Importance of Family, Saving and Educating the Girl Child, Population Awareness, awareness regarding COVID-19, health and nutrition, Yoga, Deworming in children, Be vocal about local.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</p>	<p>A. All of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 689 539 757">File Description</th> <th data-bbox="539 689 1445 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 757 539 824">Code of ethics policy document</td> <td data-bbox="539 757 1445 824" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 824 539 1115">Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims</td> <td data-bbox="539 824 1445 1115" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1115 539 1182">Any other relevant information</td> <td data-bbox="539 1115 1445 1182" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Code of ethics policy document	View File	Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded	Any other relevant information	View File	
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Code of ethics policy document	View File								
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded								
Any other relevant information	View File								
<p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p>	<p>We organize national festivals, national days and anniversaries of great Indian personalities. Swami Vivekanand Jayanti, Sant Ravi Das Jayanti, Maharaja Agrasen Jayanti, Gandhi Jayanti, Shahidi Diwas, Sardar Vallabh Bhai Patel Jayanti etc. are organized every year. On these days we organize some competitions like Essay competition, Declamation contest, Poetical Recitation Contest and some lectures are also organized so that the students can learn from the lives and teachings of these great Indian Personalities. Festivals like Holi, Haryali Teej, Diwali, Lohri are also celebrated with great fun and enthusiasm. Students in large number participate in these programmes. They enjoy themselves as well as learn a lot of things like our culture, values, team spirit, leadership and harmony.</p>								

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

TITLE OF THE PRACTICE: BLOOD DONATION CAMP

OBJECTIVE OF THE PRACTICE: To serve the humanity and save lives. It is the regular feature of the institution to help mankind in case of any exigency. Therefore, Blood Donation Camp is organized in the college on annual basis by Youth red Cross Club, NSS and NCC Units of the College jointly.

2) TITLE OF THE PRACTICE: Digitalization, Automation and E-resources

OBJECTIVE OF THE PRACTICE: Improvement in efficiency & governance, reducing cost, eco-friendly services and e-content development. To keep with the pace of digitalization our institution has digitalized its administrative work with our own designed and developed ERP System with the following modules: Admin Module, Master Module, Subject Module, Registration Module, Admission Module, Exam Module, Attendance Module, Identity card module, SMS/Email Module, Result Module, Report Module, Student portal, Parents portal, Staff portal, Website Module and Library Module.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Maharaja Agrasen College, Jagadhri firmly believe in the dictum, "Asato Ma Sat Gamaya." This rigorous task is fulfilled by our highly qualified, sincere, motivated and dedicated teaching faculty. Our inclusive ethos and commitment to the highest standards in education has made our college shine on the map of Jagadhri, excelling both in academic and co-curricular activities. The college provides best educational facilities, library support, eco-friendly campus and online study facilities with ERP. To help the needy and meritorious students various Govt. and Non-Govt. scholarship schemes are intimated to the students and they are provided help to avail them. The mission of MAC to provide education to the poorest of the poor has been manifested in its activities. The Pre-Admission Counselling is organised by faculty of the college particularly focusing on SC /OBC and girl candidates. The objective of the programme is to counsel them regarding the choice of course, its outcome and employability and introduce the candidates to online registration, document verification and admission process, and various Govt. scholarships. The meritorious and needy students get full set of books for the complete duration of their course. NSS volunteers and NCC Cadets are provided two extra books from the college library.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. **Structured Feedback Mechanism-** The institution is obtaining Student feedback since many years but a structured and systematic feedback mechanism is required and the college is planning to work on that mechanism.
2. **Student Satisfaction Survey-** Despite the continuous practice of obtaining Student Satisfaction Survey, there is still some scope of improvement and a more structured mechanism for student survey related to teaching-learning process, curriculum delivery and Programme Outcomes is required.
3. **MOUs with outside agencies-** The College is planning to have Memorandum of Understanding(MOUs) signed with industry and various outsourcing agencies.
4. **Activities will be concentrated towards making students and society self reliant.**
5. **The institution intends to make new open Gymnasium in the coming session.**

