



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		MAHARANA PARTAP COLLEGE (FOR WOMEN)
Name of the head of the Institution		Dr. Poonam Wadhwa
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01168222792
Mobile no.		9416078715
Registered Email		mp.college@rediffmail.com
Alternate Email		mp.college@gmail.com
Address		MAHARANA PARTAP COLLEGE FOR WOMEN MANDI DABWALI
City/Town		Mandi Dabwali
State/UT		Haryana
Pincode		125104

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Semi-urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Dr. Poonam Wadhwa			
Phone no/Alternate Phone no.		01668222792			
Mobile no.		9416078715			
Registered Email		mp.college@rediffmail.com			
Alternate Email		mp.college@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://mpcollegewomen.com/AOAR.aspx			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://mpcollegewomen.com/News.aspx			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	75.5	2003	21-Mar-2003	21-Mar-2008
6. Date of Establishment of IQAC			12-Dec-2017		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
IQAC Meeting -1st	02-Jul-2018 1		9		

[View File](#)

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Road Safety Club	National Seminar	State Government	2018 1	50000
M.P. College for women, Mandi Dabwali	NSS	DHE Haryana	2019 9	24333

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

1. To nurture spiritualism in students Sunderkand path and Sukhmani Sahib Path on 13.8.2018 and 22.11.2018 were organized respectively. 2. IQAC promoted awareness regarding personal health and hygiene amongst students by organizing doctors' talk and Health checkup camp from 11.10.18 to 13.10.18. 3. Organized National seminar on the topic " The Status of Road Safety and Safe Mobility Initiatives in India" 4. IQAC focused on boosting up the morale of students by organizing Prize Distribution function on 20.4.19. 5. To sensitize students' democratic values and election process Students' Council elections were organized on 17.10.18.

[View File](#)

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

Plan of Action	Achivements/Outcomes				
To create spiritual environment	1)Organized Sunarkhand Path on 13.8.2018 2)Organized daily prayers in morning assembly				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th>Name of Statutory Body</th> <th>Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Governing body of the institution</td> <td>21-Mar-2021</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Governing body of the institution	21-Mar-2021
Name of Statutory Body	Meeting Date				
Governing body of the institution	21-Mar-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	30-Sep-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	All the academic activities and the administrative operations are supported by management information system. Almost all the activities in the college have successfully been automated for the efficient operations. The following activities have efficiently been automated through E system. 1) College website: Through the website every kind of information like admission schedule, academic calendars, Govt. helpline numbers, daily activities news, information regarding courses and syllabus etc. is disseminated. 2) Accounts: Summary, ledgers, balance sheet including expenses and income etc. are maintained. 3) Admissions: All the required admission formalities are completed with the help of M I S admission modules such as filling up of online admission forms, providing all academic information by the students on these forms etc. The applicants can submit their applications as per their				

own convenience with the help of this module. At the same time, the process of collecting the admission forms and making merit lists as per Govt./ university norms are also facilitated through it , which in turn increases the accuracy , reliability and efficiency in work. The whole admission forms going through this office program eliminates the chances of errors. This system is a great advantage to the applicants in the rural areas as well as the candidates with disabilities. 4) Leave Record: All the faculty members of the college may apply for all types of leaves, which eliminate paperwork or manual intervention. 5) Whats App groups: Any type of information can be provided to students through Whats App groups. College work runs smoothly and effectively with the help of Management Information system.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college has a well defined system for curriculum delivery and documentation. The syllabus is planned by the affiliation university CDLU, Sirsa. The curriculum, delivery is planned through academic calendar before the commencement of regular classes. Preparation of time table and distribution of workload is done before hand. Every department is wholeheartedly devoted in implementing academic and co-curriculum activities to enrich the learning process.(All committee activities and departmental events are uploaded online to facilitate effective documentation).To clarify the topic and concepts related to syllabus the teachers discuss with the students and provide them the relevant current information .For brainstorming of the students ,they are encouraged to ask questions .To get immediate feedback teachers also ask questions from them. Teachers also provide the opportunity to students to share their views on the topics included in their syllabi through assignments, group discussions, seminars, debate and active participation in the class. Teachers also guide students to refer the prescribed text books of renowned authors. The planning of assignments and class tests is done in such a manner that it provides comprehensive coverage of the syllabi and proper evaluation of the students. Our institution has a well equipped library with the latest books for curriculum delivery. Teachers Co-ordinate with the librarian to ensure the availability of the required books. Teachers are encouraged to attend FDP. In a nutshell the scholarly and efficient teachers of our college are zestfully engaged in imparting education to students in their respective fields.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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No Data Entered/Not Applicable !!!

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	English	01/07/2018
MA	Hindi	01/07/2018

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback is collected from all spheres for the betterment of the institution. The institution constantly seeks advice from stakeholders, analyzes it and submits its report to the principal. The institution has a mechanism for obtaining and analyzing students' feedback on intutional performance. It is a comprehensive and valuable source of information. The analysis of the collected information is a gateway for improvement and enhancing the quality framework of the institution. For the above mentioned purpose Feedback analysis committee

gets structured and standardized feedback, the data is compiled by statistical tools and then whole collected responses are reviewed. If any grievance or shortcoming is there then corrective action is taken by the concerned department or IQAC under the guidance of Principal. The college gets feedback from students on various aspects such as infrastructure , curriculum delivery, library facilities and learning environment etc. Informal feedback is also obtained by teachers in their classrooms on the above said spheres. Teachers' feedback is collected from teachers on use of library, infrastructure , curriculum delivery and teaching- learning environment. Teachers have freedom to give their feedback on the above said issues as well as current issues to the head of the Department, Principal and to Parent Department in the University when they are invited to develop , review and revise curriculum. It is strongly related to teachers' satisfaction also as it is teachers' satisfaction also as it is helpful in increasing the overall productivity of the teachers- feedback collected from Alumni also guide to take necessary actions for improvement informal suggestions are collected from them as being invitees on the functions of the college. Feedback from employer is gathered on curriculum delivery, importing moral and ethical values and extra curricular activities undertaken by the institution. Formal feedback is also provided by the Parents. Students are advised as their parents can share their grievances and suggestions whenever they feel the requirement to do so . In a nutshell, the stakeholders prove the torch bearers for quality enhancement of the institution

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	General	900	550	476
BCom	General	240	140	121
MA	General (English, Hindi)	160	65	49

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	597	49	14	0	26

2.3 – Teaching - Learning Process

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

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

14	3	3	2	1	3
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Student mentoring system has been introduced in our institution from the session 2015-2016 for establishing cordial relationship between student and teacher. This system is meant for continuously monitor, counsel and lead students in educational as well as personal issues. This system also aims at ? To enhance student-teacher relationship. ? To enhance students' attendance and academic performance. ? To observe students' regularity and discipline. ? To solve the personal problems of students. To maintain and execute mentoring system all the teachers work as incharges of tutorial groups to mentor the students allotted to them. Students from all classes and streams allotted to one in-charge to make a tutorial period. One period per week is set as tutorial period. Mentors maintain and update mentoring format after collecting all necessary information. In tutorial period/ groups mentor and mentees interact with each other regarding current affairs, important issues, health, moral and ethical virtues and problems of their study and social issues are discussed. Solutions are sorted out at institutional level and also at social level. Students are guided as well with regards to their profession, career advancement and specifically for their course work. They are motivated to attend classes regularly and improve their present and overall performance. The outcomes of this system proved fruitful to: • Improvement in student-teacher relationship • Improvement in their capacity to deal with personal problems • Improvement in communication skills • Widening their perspective due to interaction with students and teachers of other streams.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
646	26	1 : 25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	14	9	0	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	VI	08/05/2019	10/07/2019
BCom	B.COM	VI	08/05/2019	01/07/2019
MA	MA	IV	08/05/2019	11/09/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution adheres to the academic calendar including the conduct of continuous Internal Evaluation (CIE). Continuous Internal Evaluation of the students in our college is adjudged by a well planned and structured mechanism. On the outset of every academic session students are briefed through morning-assembly about the continuous internal evaluation process by the Principal. All the teachers also inform the students about the entire process of CIE in their respective classes. The criteria for evaluation are regular class tests, one full syllabus test, two assignments and class attendance. To fulfill the attendance criterion the students remain regular in the class. The teachers also monitor students' performance by class discussions and queries raised by students. Class tests and assignments help the students to prepare for semester exams. This practice makes them participative in class and ensures the quick and regular feedback of their performance. For evaluation purpose teachers also raise queries on the topic to get feedback and participation of students. In the process of CIE regular tests are given to the students. After the evaluation of class tests, the answer-sheets are shown to students with instructions and suggestions. The students can come to know their weakness and they can improve accordingly. If, they find any discrepancies and they express any grievance regarding the evaluation the same is redressed immediately. A time bound schedule is followed for this purpose. The students who are not able to take the examination due to medical or any other genuine reason are given another chance on their request for the same. Another reform initiated is that if there is any change in schedule or method of evaluation that is immediately notified to the students. Thus reforms in CIE prove fruitful by making our students disciplined, regular in studies and getting through examination successfully as well.

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

The institute adheres to Academic Calendar prepared according to the Calendar provided by C.D.L.U., Sirsa. Every year Academic calendar is prepared before the commencement of regular classes for the smooth functioning. This ensures that curriculum is enriched through related activities like guest lectures, extension lectures and talk of socially renowned persons incorporating the latest topics and skills required by the students. For the academic session academic calendar is prepared with the co-ordination of IQAC and followed for the conduct of examination and other activities. Teaching schedules are planned by each department for odd and even semesters respectively. Time-Table is prepared by time-table committee specially constituted for this purpose. For internal evaluation purpose regular class tests and one full syllabus test are organized by all the teachers individually. Examination Committee organizes the exams at the end of each semester scheduled by C.D.L.U., Sirsa. For this purpose, date sheet and notices are circulated amongst students and teachers well in advance and displayed on the notice boards. This committee also helps in preparations of seating plan and other arrangements to conduct the exams smoothly. Academic calendar consisting academic as well as planned extra/ Co-curricular activities is being uploaded on the college website.

2.6 – Student Performance and Learning Outcomes

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

<http://mpcollegewomen.com/Courses.aspx#C1>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage
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			final year examination	examination	
M.A.	Nil	General (English)	16	14	87.5
BA	BA	General	115	79	69
B.Com	BCom	General	51	49	96
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2.7 – Student Satisfaction Survey

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

<http://mpcollegewomen.com/Feedback.aspx>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	NA	0	0
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Status of Road safety and Safe Mobility Initiatives in India	Road Safety Club	21/02/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded

NIL	0
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3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mathematics	3	3.3
International	English	8	0
International	History	1	0
International	Commerce	3	0
National	Commerce	1	0

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

Department	Number of Publication
English	3
Punjabi	2

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Reflection of inhomogeneous waves at the surface of a dissipative poroelastic media. Journal of Porous Media. 2018 21(11).	Dr Manjeet	Journal of Porous Media	2018	2.4	Department of Mathematics, Indira Gandhi University, Meerpur, Rewari, Haryana, 122503, India	1
Reflection and refraction of plane waves at the boundary of an elastic solid and double-	Dr. Manjeet	Petroleum Science	2019	4.135	Department of Mathematics, Indira Gandhi University, Meerpur, Rewari, Haryana, 122503, India	7

porosity dual-permeability materials. Pet. Sci. 2019,						
Reflection of plane seismic waves at the surface of double-porosity dual-permeability materials. Pet. Sci. 2018, 15, 521-537.	Dr Manjeet	Petroleum Science	2018	4.135	Department of Mathematics, Indira Gandhi University, Meerpur, Rewari, Haryana, 122503, India	7
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	Nil
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	1	0	0
Presented papers	1	21	0	0
Resource persons	0	1	0	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Observance of Surgical Strike Day on 29th sep. 2018	NSS Unit of M.P. College for Women, Mandi Dabwali in collaboration with Government of India Ministry of Youth	1	70

	Affairs and Sport		
Celebration of Daan Utsav	NSS Unit of M.P. College for Women, Mandi Dabwali in collaboration with Government of India Ministry of Youth Affairs and Sports	21	67
Observance of World Health Day weeklong activities under Red Ribbon Club	Red Ribbon Club of college in collaboration with Haryana State AIDS Control Society	5	156
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Poetic Recitation	Second position	Government college, Hisar	1
Poetic Recitation	Second position	Government college, Hisar	1
Speech	Third position	Government College , Sirsa	1
PPT	Second position	Government College , Sirsa	1
PPT	Third position	Government College , Sirsa	1
Slogan	Third position	Government College , Sirsa	1
Skit	First position	Government College , Sirsa	6
Haryanvi dance	First position	CDLU, Sirsa	1
Solo dance	Second position	JCD of Business management, Sirsa	1
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Beti padhao beti bacho	Ministry of women and child development	Various competitions like essay writing, slogan making and speech competition were organised	5	30

Talk session	Civil hospital ,Mandi Dabwali	Lecture given by Dr. Nisha on women health	4	400
yoga day celebration	Ministry of Ayush	yoga asans were taught to the students by surya foundation	18	380
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	0
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Shaheed Bhagat Singh College of Education	Nil	Faculty Exchange and Exposure to students	38
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
150000	150000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Nil	Nil	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	12265	1175475	40	4600	12305
Reference Books	8144	950000	30	4500	8174	954500
Journals	4	10000	2	5000	6	15000
CD & Video	400	8000	0	0	400	8000
Others (specify)	27	25920	3	2880	30	28800

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	20	2	1	0	0	0	13	100	0
Added	0	0	0	0	0	0	0	0	0
Total	20	2	1	0	0	0	13	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
PPT	http://mpcollegewomen.com/SubjectMaterial.aspx

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
500000	500000	250000	250000

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

The maintenance of library, computers, classrooms and playground is done by the various maintenance committees. Laboratories of Home Science department are maintained by Lab Technician and Teacher -in- charge. The requirement for books and magazines is taken from concerned Teachers/departments. The Principal approves the finalized list. The important news cuttings and notices are pasted on the flannel board fixed in the library. An identity cum library card is issued to all the students to get the facilities of library. No dues slip duly signed by the librarian is mandatory for the students before commencement of the University exams to ensure the return of the issued books. For developing newspaper reading habits in students newspaper stands are placed in library and college campus. All the issues related to library are resolved by Library Advisory Committee. There is one compulsory computer Education committee. This Committee coordinates the work of computer education. All the computers are connected with Internet via Wi-Fi. For the maintenance and repair of IT infrastructure like computer, internet facilities with Wi-Fi and projects, outsourcing is done. For the upkeep and maintenance of infrastructure the college has various committees. The improvement and maintenance of water Purifiers, generators, plumbing and other electric gadgets has also done through various committees. Annual stock -checking of furniture and fixtures is done for the verification and maintenance to upkeep the playground of the college. A gardener is employed on Contractual basis.

<http://mpcollegewomen.com/Labs.aspx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Economic Condition	1	5740
Financial Support from Other Sources			
a) National	Post Matric Scholarship, for Minorities, Maritiorious, SC BC	140	853890
b) International	Nil	Nil	Nil
View File			

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

Name of the capability	Date of implemetation	Number of students	Agencies involved
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enhancement scheme		enrolled	
Yoga Camp	14/06/2019	52	M.P College
Extension talk on Cancer and period problem in women	31/10/2018	265	Cancer Specialist Dr. kalra and Gyneologist Dr. Nisha
Student election	17/10/2018	520	M.P College as per instruction of CDLU, Sirsa
HB Chek-Up Camp	20/10/2018	300	A Team from civil Hospital mandi dabwali
Health Chek-Up Camp	11/10/2018	230	A Team from civil Hospital mandi dabwali
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career in Banking and how to crack the exam By sh. S.K Mittal	Nil	90	Nil	Nil
2019	Career in Lecturarship (Dr. Usha and Dr. seema from G.N college Mandi killianwali	Nil	50	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

nil	0	0	Nil	0	6
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	66	M P College	B.A , B.Com	MGSU Bikaner, KUK, CDLU,	M.A, Msc(maths), B.ed, D.ed, D.lib
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
36	College and inter college	352
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	CDLU	Nil	Nil	4	Nil	Anu, Anju, Aarti
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

5.3.2 The aim of our college is empowering the females through quality education. To achieve this aim students are facilitated to give their representation by participating in co-curricular, extracurricular and administrative activities . Our college students participate in number of activities at institutional level and societal level. Many activities are executed by active participation of the students as they are involved in various committees and clubs .They regularly give suggestions and themselves work also to promote the picture of the college. Students represent college by actively participating in ECO clubs, Road Safety Club, Anti -Ragging Committee and NSS. They represent college by doing activities under these committees and Club. Various other activities like sports and cultural events, Tree Plantation, Swachhta Abhiyan in the college celebration of National days and Festivals ensure the participation of the students. Students participate and actively assist in administrative functions of the college required at various levels.

students council elections were organised in the campus on 17th Oct. 2018. On the basis of these elections some students were elected for administrative designations such as President, Vice -President and class representative of the students council. Class representatives consider the grievances of the students and share these ones with concerned teachers and the Principal. All these elected members of the students council(extended their assistance) at administrative level in various college level functions such as prize distribution cum. annual function and farewell party. Apart from these activities, our students participate in social service activities like participation in door to door service of pulse polio compagin, donate blood to serve the humanity, Awareness of voting rights in society through activity of voter literacy club and filling the form no. 6(making voter card) of college students. literacy club celebration of Maharaja Aggarsian Jayanti at Aggarwal Dharamshala functions organized by senior citizen association and Public functions celebrated on the occasion of independence Day and Republic Day at sports stadium complex, Mandi Dabwali. More over college magazine has student editor for its each section. Students enthusiastically participate in statutory committees like IQA and grievances Redressal committee. At the commencement of every session during Student induction program they are convinced how they can develop their personality by participating in various committees related to co-curricular, extracurricular to and administrative level .

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumni association (register and function) contribution significantly to the development of the institution through financial and non-financial meant during the last the years. Maharani Jhansi Alumni association under the societies Registered Act 2012. It was formed in July 2018. The registration numbers HR-11-2018-02441. Maharana Partap College and the Maharani Jhansi Alumni association jointly believe in creating and maintaining association with its alumni. The alumni association provides on interface for establish a link between the alumni, staff and students of the institution. The Alumni Association Contributes through various means. 1.Alumni interaction - General Meetings of alumni association are held time for the upliftment of the college as well association. 2.Environment awareness Programmes for eg. lectures by experts, and tree plantation etc. Were organised by Alumni Association in collaboration with institution. 3.A small Alumni meet was held on women day and alumni got chance to reconnect with the Alma matter and old friends. This is the best platform for sharing their views for the Progress of Association of college and Alumni . 4.During lockdown online meetings was held that was an opportunities for connect alumni at distance places . 5.The members of our alumni association offer honorary services to teach the poor students. 6.Some members of Alumni association are the active members of IQAC of the institution also. Our alumni association is planning to do more activities for eg. books donation ,helping the Poor Students and increasing the strength of members of the same.

5.4.2 – No. of enrolled Alumni:

15

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

16500

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. The college follows the policy of decentralization and the governing body delegates all the academic and non-academic decision based on the policy to the college committee headed by the principal. The head of the institution formulates various working committees and entrust the implementation through these committees. 2. The various committees coordinate and manage the day to day activities, and also keep a track of co-curricular activities and extra activities in the college. Other units of the college like sports, NSS, library etc., have their autonomy under the guidance of these various committees and associations. Students are also involved from various departments in the internal working system of the college.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Maharana Partap College is affiliated to CDLU, Sirsa and follows the curriculum and syllabus prescribed by the University for all its Courses. Affiliated Institutions are not allowed to design their own curriculum. Rather, after every 5 to 6 years, University revises their syllabi
Library, ICT and Physical Infrastructure / Instrumentation	The institution has well maintained library. There are around 24000 books of various subjects. We have separate almirahs for religious books. Infrastructure is very good. Lighting facility is well maintained. Fans are in working conditions. There is a very soothing environment. Newspapers, Journals and Magazines are well maintained.
Research and Development	All the faculty members of the institute have access to well-equipped computer laboratories with adequate infrastructural facilities to carry out the research projects. The institute has internet facilities for fast access to online resources. The faculty members are encouraged to publish their research contributions in various National International Journals and conferences. The institute motivates the faculty members to attend research-oriented seminars/workshops/conferences, etc., by providing special duty leave. The

Institute encourages faculty members to pursue Ph.D programmes in reputed universities.

Teaching and Learning

Our Institution follows a holistic approach for growth and development of students, our teaching and learning methodology includes brainstorming sessions, presentations, quizzes, inquiry learning, hands on activities etc. We provide adequate infrastructural facilities for teaching learning. We have well qualified and experienced faculty members. We provide Computer Laboratories with latest configuration hardware and software. We have concept of mentoring to provide special care for students who are considered as slow learners. Each faculty mentor has a group of 15-20 students whose overall growth and development is continuously monitored to faculty and their problems are discussed. Education is a never-ending process, hence our faculty members are motivated to join Orientation Programme, Refreshers Courses, Workshops and FDPs to upgrade their skills and constantly be in the process of learning so that they can percolate the benefits of their updated knowledge and skills to students. We motivate our faculty members to pursue higher studies we encourage our faculty members to use innovative teaching methodologies. Internet facility is provided for the students and faculty Members

Examination and Evaluation

There is two unit tests to be conducted in a semester by the institution and at the end of semester, end term Examination is conducted by University, which is a centralized process managed by University. The institution follows a disciplined strategy for evaluating its students, which includes Continuous evaluation, is done through class tests, assignments, and presentations.

Human Resource Management

The institute strictly believes in the motto of team building and collective decision making. The Institute organizes various orientation and enrichment programmes for faculty members for upgrading their skills in the latest technology. Salary, pay-scale and increments are given to staff members as per Government norms which

lead to employee satisfaction. Institute grants Casual leave, Duty Leave and earned leave, maternity leave as permissible by Haryana Govt. norms to its teaching and non-Teaching staff. The institution provides special Leave for pursuing higher studies, attending enrichment courses/seminars/conferences/workshops and exam duties. The faculty and staff members are entitled to avail summer and winter vacations as per guidelines of the University. Our institution has Biometric and CCTV facilities which are used for human resource management.

Admission of Students

Maharana Partap college, Mandi Dabwali is an affiliate College of CDLU, Sirsa. The admission is done on merit basis. All the faculty members' visit nearby senior secondary school before starting the admission process to increase the strength of the students.

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

E-governance area	Details
<p>Examination</p>	<p>All the examination related work is done online as per instructions given by CDLU, Sirsa, Internal Assessment is uploaded on DUF Portal of University and University also upload the roll no of the students on same portal. Registration return (To be submitted to affiliated university) and promotion of the students to the next class is also done online on e-portal of CDLU, Sirsa. Results of all the classes are also declared with full particulars of the on the university website.</p>
<p>Planning and Development</p>	<p>The organization structure of the institution include governing body, Administrative setup and functions of various bodies, service rules and procedures ,recruitment and promotional rules and policies as well as grievances and redressal mechanism. Patron is the chairman of the governing body. The governing body is responsible for policymaking and to verifying the reports to the secretary correspondence. Various committees like IQAC cell, Faculty members and administrative staff are effectively involved in the planning and implementation, academic audit and evaluation.</p>

Administration	Administration has been partially computerized as part of the digitalization Programme in College. Internet facility is available in the whole campus. Bio-metric machine is also there in campus for the attendance of regular teaching and non-teaching staff. Instructions to the members of teaching and non-teaching staff are provided on E-mail. The information related to the functioning of the college is available on website.
Finance and Accounts	All financial records are maintained in the software Tally. Salary, scholarship and other admission fee all are computerized.
Student Admission and Support	The admission process for both the Undergraduate and post-graduate students are online w.e.f from session 2017-18 as per the guidelines issued by DGHE, Haryana. Registration return (To be submitted to affiliated university) and promotion of the students to the next class is also done online on e-portal of CDLU, Sirsa

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	00	Nil	Nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Seminar on road safety and safe mobility initiatives NI in India	Status of Road safety and safe mobility initiatives in India	21/02/2019	21/02/2019	22	3

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Workshop on Continuum Mechanics: Principes and Applications" held at PU, CHD.	1	19/11/2018	24/11/2018	6
Refresher course on Commerce, Economic and Management GJUST, Hisar.	1	26/11/2018	15/12/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Faculty members are promoted for self-development programs and higher education. 2. Various leaves available to teaching and non-teaching staff are casual leave, Earned Leaves, medical leave and maternity leave as per Haryana Govt. norms. 3. Fees installments scheme for wards of staff. 4. Employee Provident Fund for teaching and non-teaching staff. 5. Withdrawal of non-refundable amount/loan from provident funds in service by teaching and Non-teaching Staff. 6. Availability of accommodation for teaching and non-teaching staff. 7. Internet facility is also</p>	<p>1. Special incentives to Non-teaching staff (fourth class) on special Occasion like Diwali, and Lohri etc. 2. Earned Leave, EPF, Maternity Leave (for Female) are provided.</p>	<p>Medals and cash prizes are awarded to merit holders in sports and academics. Industrial trips are organized and various activities, training sessions are conducted for their overall improvement. Regular interaction with parents is done to ensure a coordinated effort for the welfare of the students.</p>

available in the college campus. 8. Duty leaves for attending seminars, conferences Orientation and refresher courses

6.4 – Financial Management and Resource Mobilization

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

The institution has a mechanism for internal and external audit. In our institution, internal audit is ongoing continuous process. In addition to this, external audit is being done every year to verify and certify the entire income and expenditure of the institution every year. There is a Financial Committee under the head "Bursar" which have permanently do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Likewise, an external audit is also carried out. So far there have been no major findings /objections. The Institute regularly follows internal and external financial audit system

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Governing Body	1045842	five percent contribution in salary and for upliftment of the college.
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Inspecting Committee of CDLU, Sirsa	Yes	IQAC
Administrative	No	DGHE, Panchkula, Haryana.	Yes	IQAC, Principal and Governing Body

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

Principal and teachers are accessible to the Parents for any discussion and feedback. The parents of the new entrants are encouraged to visit the college for interaction with the Principal and the faculty members. Parents are also invited on annual day function of the college.

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

Counselling sessions to inculcate work ethics and positive behavioral aspects for the creation of congenial atmosphere are organised

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

Regular health check-up camps in college to ensure the well-being of the employees. More open interactive and progress oriented organizational culture. The number of Faculty Members increased in all streams by adding new Teaching Staff on regular as well as contractual basis.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	IQAC Meeting -1	02/07/2018	02/07/2018	02/07/2018	9

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Raksha Bandhan to Celebrate Womanhood	23/08/2018	23/08/2018	320	0
Extension talk on cancer and period problem in womrn	31/12/2018	31/12/2018	265	0
Celebration of Women's Day	08/03/2019	08/03/2019	350	0
Yoga Camp	14/06/2019	21/06/2019	52	0

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

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

The college, on a regular basis, makes a thorough environmental assessment of the campus and implements healthy ecological practices in water and energy conservation and the proper process is followed to manage the air and other environmental issues. The supply of water is done through RO 's installed at various sites in the college. The proper arrangements for the safe disposal of solid waste are done through the help of municipal committee, Dabwali. One day camps and greenery committee in the college devote most of its activities and programmes to ensure for the conservation of energy and water. The tree plantation has become common practice in the college and the same is also worth good when it comes to implant saplings by the volunteers of the institution at various sites of Dabwali. The college use LED bulbs/tubes. Greenery club

performs its duty in relation to taking care of the beautification of the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Rest Rooms	Yes	0
Ramp/Rails	Yes	0
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	08/08/2018	1	Celebration of Van Mahotsav	Tree Plantation to ensure quality of air	40
2018	1	1	13/08/2018	1	Sunderkhand Path	Spiritual issues	500
2018	1	1	02/11/2018	1	Swachhta Abhiyan	cleanliness	400
2019	1	1	14/06/2019	1	Yoga Camp	fitness, depression etc.	22

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus	15/06/2018	The college prospectus is the code of conduct for different stakeholders. The prospectus is published every year few days before the commencement of the admission procedure. The mission and vision of the institution is included in this document. it prescribes college adherence to the code of conduct and some of the

basic human values to maintain minimum standard of higher education system. The mission and vision of the college are included in the very first section of this handbook of the college. The prescriptions for educating and empowering young women are mentioned and laid down clearly.

UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff Universities and Colleges and Measures for the maintenance of Standards in Higher Education, published in Gazette of India, July 2018

Nil

The professional ethics contained in UGC Regulations on Minimum Qualifications for appointment of Teachers and other staff in universities and colleges published in Gazette of India, July 2018 are adopted and followed by our institutions. It lays down professional ethics through insistence upon rules and regulations and ordinances that helps in creating conducive work culture that incorporates human values, respect for others opinion and diversity at work place. It prescribes adherence to the minimum standard of human values and basic principles that should be maintained by all stakeholders to make the teaching-learning environment conducive for growth.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Sadbhavna Diwas	20/08/2018	20/08/2018	420
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Proper drainage facilities are in place to drain the water wastage that emit from washrooms etc.

Liquid waste from the points of generation like canteen and toilet etc is let out as effluent into a proper drainage facility and to avoid stagnation.

Disposing of old, out dated and non- working electronic items such as Monitors, keyboards, mouse, power suppliers, printers, batteries etc. is a big problem because this material contains some kind of hazardous material like lithium,

lead, Zinc etc. and improper disposals of these items is harmful for living beings. All the E-waste is collected from every department /office and delivered for safe place to store in the room reserved for this purpose and the further process to sell out these waste materials to buyer by occupations is carried out as per requirements.

A number of activities related to create and spread awareness on environmental issues such as air pollution, water pollution, techniques of water harvesting, pond cleaning and tree plantation are being undertaken by the college.

One day camps were organised to clean up the college campus and to make the students aware about health and hygiene.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Name of the Practice: Greenery Club in the College Objectives of the Practice: 1)The college provides a fabulous opportunity to students to learn about environmental issues and more importantly to explore environmental concepts to take active participation in the pursuit of finding a suitable solution for the problem. 2) It provides a wonderful platform to students to create awareness and spread it to their parents and neighbourhood communities and build positive attitude to take up activities in the pursuit of practical solutions of the problems. Context: The greenery club is very helpful in the promotion of quality environment and undertakes the activities related to preservation of our environment. The management and all other stakeholders of the college fully understand the virtue of this club. All the activities and programs that are monitored and performed by this club played a greater role to provide quality environment to the students and other stakeholders of the college. The Practice: The motivated teachers of the college established green club to offer interested students to came out of the constant boredom of the classroom activities of the college. The club was set up with an idle team size constituted 50 students and undertook a wide range of activities under this umbrella. The institution has been running the club systematically and successfully from its inception. The coordinators and other staff members of the college came up with an annual plan to achieve the stimulated objectives enthusiastically and with great vagour. A number of activities related to create and spread awareness on environmental issues such as air pollution, water pollution, techniques of water harvesting, pond cleaning and tree plantation are being undertaken by the college. Sampling for various forms of trees were planted at various occasions at one or other sites, this activity was undertaken both inside and outside the periphery of the college by the greenery club. At various sites trees of variant importance were planted at different points. The expenses of saplings and others were borne by college itself and many times, some of the NGOs came forward to help this honest purpose to serve the society like virtuous club set up by Mr Keshav Sharma ji. The institution donated and extended their help and cooperate and collaborated with our institution to offer a number of saplings to the college student to implant the same inside and outside the institution. Various sites of Dabwali were covered under this joint strive of green club and NGO virtuous club Mandi Dabwali. Saplings were also distributed among students so that they could implant those saplings in their houses and other available open areas. At the same time, some of the saplings were provided with to the students to distribute to their neighbours and other nearby places. The caring of the trees implanted under this club is the sole responsibility of the volunteers. Students frequently visit to the destination and sites where they planted these saplings to watering them to ensure their smooth growth. flowers pots were decorated and prepared by hand painting for the college garden. This creation of college students helped and inspired them to reach new heights of scale. The eco-friendly water pots were installed on trees to provide clean clear and cool

water that helps birds to fulfil their ecological requirements. Artificial nests for birds were also installed on the safe and suitable places to help the common birds for breathing and protect their scions. So, the college is contributing greatly to maintain biodiversity in terms of flora and fauna of the country. Uniqueness in the context of higher education System. The emphasis was always given to the environmental issues at various levels and different Government and NGOs made sincere efforts to bring this issue to the fore. yet, till recent years, environment remained the fringe issue in formal education.

But with the introduction of the environment as the compulsory paper, Government of India took this initiation to make this one is the core issue which should be dealt with by employing a motley of means and the formation of greenery club may be an important component of the endeavour to the Government of India as higher education can be a vital force and powerful mean of enforcement and implementation of the programmes. Problems encountered : The menace of monkey is there in the college. The subsequent visit by them to the college in search of water, food and a safe and rich place to play as they swing on trees as they find an abundance in the blend of small and big trees with high density of branches. there they caused great loss to the sampling and branches of trees. The monkeys sometimes destroyed the pots that are used for the arrangement of water facilities. Name of the Practice: Feedback system in the college Objectives of the Practice: 1) To enhance the level of students learning in the institution and provide and improve learning experience to the students. 2) It helps in identification of the gaps or efforts falling short of expectations of students from various stakeholders of the college to accommodate their needs in the best possible way. 3) To develop and enhance professional practice of the teachers in the college as the professional development actually changed as behavioural change of teacher to satisfy the expectations of the students. Context: it is a major driving force to change the behaviour of teachers and other stakeholders to provide an improved environment in an educational institution. The empirical research studies established the fact that feedback has been the single bigger driving force for ensuring better output in teaching learning process. It was revealed and suggested that improvement of greater degree in the teaching process can be ensured through a well-established feedback system and teachers' effectiveness can be enhanced by this practice in terms of better outcomes in classroom teaching. Uniqueness in higher education system: The teaching of lectures can be professionalised in higher education through the effective implementation of feedback system. It facilitates student's development by monitoring and evaluating their own teaching methods and practices by a teacher. It provides opportunities to fill the gaps between current and desired performances and effective feedback system works as a source of information which can be used by teachers to tailor their teaching that thus improves the learning experience of the students. The Practice: The institution has a consistent and timely feedback system affected on various stakeholders. We have adopted the target-oriented feedback system where teachers of the institution layout the expectations and also motivate the students to understand their position in relation to the determined goals. To maintain a formal feedback system, the college has designed and prepared feedback survey template for students which aims at gathering effective feedback from students about a motley of attributes and issues about the institution. It is normally designed by a team comprised of experts from different arena and to make it most suitable to the needs of the college. it is customised and modified at later stage. It is filled by the students of college that helps the college to have the clear understanding on what they are doing good and the area that requires improvement is also identified through it. So, the feedback forms help to make an overall assessment of college teaching programmes, co-curricular activities and their infrastructure and other facilities available with the students. On the basis of the findings of the survey, the college becomes able to take necessary

action and it provides the desired amount of information to the principal and other relevant authorities to take necessary actions to make required corrections and improvements. constantly. The IQAC is there for the evaluation of the students' feedback which is presented before principal for the improvement in the college. Corrective measures were suggested to the relevant department for implementation to fill the gaps. The alumni and teachers are also incorporated in this process as teachers of the institution are also free to share their views on various issues of the college. In the same manner alumni of the college also participated in this activity and share their valuable suggestions regarding improvement that can be ensured for the better future for their juniors. The college is very sensitive to the individual needs of every stakeholder in the institution. The parents of our students are also invited to give their feedback about their childrens expectations and better learning experience in the college. Evidence of success : 1) The students were more motivated to give their suggestions on relevant issues. 2) The students got solutions for their problems instantly. 3) The bond between teachers and students became stronger, Limitations: Sometimes, students feel attached and beloved by their teachers and the information provided by them is biased under the overflow of their feeling towards teachers and college.

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

<http://www.mpcollegewomen.com/BestPractices.aspx>

7.3 – Institutional Distinctiveness

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

Many students feel overwhelmed with the options available with her when it comes to take appropriate decision regarding spend most valuable age period of their life. Sometimes, it becomes a herculean task for a large chunk of these budding students of higher educational institutes to make right decision without proper guidance about the prospectus and scope provided by various streams of skills. To cope up with these requirements and lessen the stress of opting for the best when a student try to make decision where to spend next 3 or more years of their life, the college organized workshop for twelfth pass out students to attract and make their free time more productive to motivate them to get admission in the college and to provide the guidance for the future course of action. It was a 10 days venture initiated to take concrete and effective steps to improve enrolment ratio in the institution attributed to the overall decrement in the rates of admission in the area due to new institutes that started to exist recent years. Efforts were not only focused on raising the number of students in this very institution but to make this budding students or college acquainted with some of the basic qualities of the institution that had a profound impact on these students experience during this time period in the college. The motive was to share the crux major of our mission and vision as a women educational institute in the area. The participants got refection of a sublime experience under the influence of the college values, culture and future direction. During this workshop some of the special courses and classes were arranged for the participants on various objects like mathematics English and computer etc. some of the most important and general topics from commerce and others streams were also discussed thoroughly by the teachers concerned to the subjects in the college. Besides, the training on yoga was also imparted to the students to offer participants with better fortunate with physical and mental health. Various techniques of dance were shared and discussed theory and choreography in almost every style and type of dance in an interesting and learning way. The students were trained with music also. The students were also provided the opportunity to play games

like badminton, Kho-Kho, football, table tennis, volleyball, etc. here in the institution. The students were made acquainted with various methods and skills to prepare for competitive exam and it was elaborately discussed with the participants on how acquire good hold of GK of different levels. However, It requires time and arduous efforts to change the already mind set of the students and to mould them to helping students to adjust in new and refined situations of the institution as institution sometimes find itself helpless and to lose control over students' background. Sometimes, it becomes a big Challenge to motivate academically poor students to attend special classes. But constant and sincere efforts from faculty help the students to overcome these problems.

Provide the weblink of the institution

<http://www.mpcollegewomen.com/Distictiveness.aspx>

8.Future Plans of Actions for Next Academic Year

To enhance the infrastructural facilities and increase the utility of library. Its upgradation will be done by increasing the number of books and adding more innovative techniques to make it more user friendly. The computerisation of library is the foremost objective for the next academic session as e-library proves an easy access to wide information to the students. To organise more national and international conferences, seminars and workshop to encourage promotional activities for research and innovation in the college. To covert the mode of teaching from physical to blend, the college aims at setting up a smart class room as the interactive board provides more options to both teachers and students to make teaching-learning process more productive. To organise more extension lectures on various relevant issues by keeping in minds the needs of students. To start special coaching classes of the classical dance for our students as well as for the outsiders. To plant more trees inside and outside the campus to ensure the sustainability and quality of environment. To motivate Teaching faculties to attend more conferences, seminars and workshops and at the same time, the stimulus was also given to boost up the confidence level of the staff members to communicate their research work for publication in the quality journals at national and international level. To provide incentives to teachers with best results. The best teachers will be rewarded for their performances. To organise different activities to maintain the ethics and values in the institution. To use more innovative means to ensure required output from the students. The efforts will also be made to ensure employability of our students. Remedial and special classes will be arranged for the slow learners and economically and academically weak students. To make more efforts to raise the welfare level of the students from economically weak families. To organise more seminars and other activities in collaboration with various government and non-governmental organisations. Efforts will be made to garner more funds and grant from various concerned agencies to promote infrastructural and research facilities in the institution. To improve drinking water and washrooms facilities for the students.