



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

MAHARANA PARTAP COLLEGE (FOR WOMEN)

MAHARANA PARTAP COLLEGE FOR WOMEN, WARD NO. 4, NEAR RAM
DYAL CHOWNK, MANDI DABWALI -125104

125104

www.mpcollegewomen.com

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Maharana Partap Post Graduate College for women, Mandi Dabwali named after an audacious warrior, King of Mewar (Maharana Partap) was established in 1968 with a mission to spread the light of female literacy in the backward area of this remote corner of Haryana.

Our college is situated at a stone's throw from the borders of Haryana, Punjab and Rajasthan as a sole women institution in the radius of approximately 30 Kms. Even after 56 years of Haryana state coming into existence, our college comprises an enviable reputation for quality education and good results at University level.

Its foundation stone was laid by H.H. Jagadguru Shankracharya, Anant Shree 1008 Swami Niranjan Dev Ji Maharaj in April 1968 and inaugurated by Ch. Bansi Lal, the then Chief Minister of Haryana. The college was established with an aim of endowing the students with the fine qualities of patriotism, bravery, single-minded devotion to duty, ethical and spiritual values so as to make the women of the area grow into responsible citizens to serve the community and the nation.

The college imparts education in both Arts and Commerce streams as well as in Post-Graduation in English and Hindi. A new graduation degree course Bachelor of Library & Information Science has been started from the session 2021-22. Through these programs the college practices a well-structured system of mentoring, to provide proper guidance to the students, to choose right career path as well as help them to become confident and emotionally secure individuals.

Our college was accredited with grade B+ by NAAC in 2003.

Our college celebrated its golden Jubilee year 2018-19 with a sense of great pride and fulfillment of the targeted goal to mark its glorious existence.

Vision

The vision of our institution is to empower women by imparting quality higher education to achieve the motto of simple living and high thinking. We intend to nurture the thought process of students by inculcating moral, ethical, religious and social values amongst them. Our institution focuses on an affordable quality education in their chosen academic field along with identifying their hidden talents, providing opportunities, to assess their potential and shaping them into future leaders, entrepreneurs and most importantly good global citizens.

Mission

- To provide qualitative and utilitarian knowledge and value based education to the girl students.
- To synchronize tradition with modernity and blend professional and traditional education for the development of women. To prepare students to compete in the changing scenario.
- To encourage the students to be sensitive towards the immediate environment and the society at large.
- To motivate the students by inculcating a strong belief in hard work, moral values and social values like

gender equality and human rights in order to transform them into socially responsible citizens.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The biggest strength of the college is its location. It is Centrally located and well connected to different parts of the city. It gains from the connectivity to rural areas as it is in the vicinity of railway station and the distance between college and bus stand is also not much. If we talk about the safety of girls, then, it is located in a completely peaceful and safe area.
- The college has a long and illustrious history. It is the oldest college in the city and has good reputation in people from both villages and cities.
- It has committed and dedicated staff as teachers here match the highest quality of education. A large percentage of the college teachers hold PhD degrees.
- It is a women's college and given the socio-economic conditions of the vicinity of the city, parents express their faith in this college. Parents, who wish to ensure good education for their daughters find a safe home here.
- Scholarships, generous fee concessions, and relaxation in paying fees in instalments and other items like books, clothes are all provided by the college to help disadvantaged and needy students to cope with the mainstream of society. Equity of access to quality education is encouraged by floating a reduced fee structure for socially and economically challenged classes. Good alumni support for developmental activities of the college.
- The college fosters a spirit of conviviality and warmth in every kind of relationship eg. between the faculty and students, between the principal and the teachers and between the management and the principal and teachers.
- College campus is dotted with greenery and plant diversity.
- The biggest strength of this college is that it can handle the students of the village and the city together and reconcile it well. Student diversity on campus strengthens communities and the workplace is also the noticeable feature of the student composition.
- Social involvement instinctively drives faculty and students of the college to respond to social issues in the society. The college tries to understand the issues of society and takes steps forward to solve it itself emotionally and financially.

Institutional Weakness

- The biggest drawback of the college is that there is no science stream here, only arts and commerce stream is running, due to which there is a negative impact on the student strength of the college and the Status and Reputation of the college is also slightly underestimated.
- The college has not received grants from all those government agencies like UGC for a long time, due to which the financial condition of the college has deteriorated. The infrastructure of the college is not world class as due to financial crunch; good auditorium and other relevant basic overhead costs could not be developed.
- Many a times, the scholarships of S.C. and minority students are not disbursed on time by government agencies due to which students prefer to get admission in other government colleges at nearby places.
- For a very long time, the sanctioned posts of teaching and of non-teaching in this college are lying vacant due to government rules/administrative reasons. It proves a bottleneck in the development of the

institution.

- The biggest drawback of a college has been its inability to provide transport facilities to students committing from nearby villages. Parents feel insecure in sending their daughter to the city in the absence of good and safe transport facility.
- Formal education catering to the need of professional courses has not been run in the college due to which the campus placement opportunities are very limited which is a huge drawback for any institute in today's Scenario.

Institutional Opportunity

- To enhance the scope of National/international MOUs and linkages for collaborative research & academic.
- With the significant increase in coaching programs for Competitive Exams, the institution aims to create a greater number of placements for the students.
- Under the New Education Policy, the college has the opportunity to start professional courses. If the college wants to attract new admissions, the college will have to introduce different types of integrated professional courses.
- By ensuring good infrastructure and good courses for students who are neither able to go abroad for various reasons nor go to study in big cities, the college can attract more admission. Also, a big opportunity for college is in starting the short-term certificate courses, which is also a part of the new education policy and this will also use the vacant building of the college.
- The college aims at strengthening alumni associations for their involvement in developmental, academic, research, and mentorship activities of the students. To make a relationship stronger with alumni can lead to financial and other gains to the college.

Institutional Challenge

- Job opportunities is nowadays largely depended on the professional courses as more employment exist in private sector and Students are more inclined towards professional courses, this is having a very bad effect on the admission rate of the college. In today's era, it is a big challenge to make students understand the importance of traditional courses, professional courses dominate the job market which is occupied by the private sector.
- In the surrounding areas, the government has proposed or opened many new government colleges. Apart from this, some private universities and colleges have come into existence in the surrounding area, which has been negatively affecting the enrolment rate of the institute. Sometimes the showy infrastructure dominates better teaching. Better students who earlier preferred to do M. Com nowadays choose MBA or other professional courses instead of Commerce.
- This institute is in the region where there has been a trend in the recent past to go abroad for further study after secondary education. Nowadays, the craze of students towards study in foreign institutions has become even more intense, and it is giving a challenge to our institute. Due to financial conditions, students who are unable to go abroad for study choose big cities for study.
- Guiding students to face competitive examinations interleaved with regular curriculum stress as per the

changing needs and expectations of stakeholders in general and Industry in particular vis – a – vis the graduates seeking jobs is another noticeable challenge for the college,

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Maharana Partap College for women, Mandi Dabwali is an institution committed to impart education to girl students only to uplift, promote and develop females of this rural area. Our institution endeavours to promote employability and skill development amongst girl students of this terminal area connecting three states. This institution is affiliated to CDLU, Sirsa and follows the predetermined syllabus prescribed by the university. On the onset of the session academic calendar and a time table are prepared and streamlined according to the workload. Each department adheres to academic calendar and time table and process of continuous internal assessment by adopting measures like regular class test, assignment and one full syllabus test before end-semester examination. Our principal and many staff members are the members of Board of Studies, Selection Committees and UMC and other statutory bodies and they provide valuable suggestion for revision of the curriculum as and when required. Almost all the staff members also play the role as paper setters at UG and PG level, External Examiner and Paper Evaluator. Our institution has contributed to the academic credentials by organizing add-on courses in data entry operator , fashion design , cosmetology , fundamentals of computer and our college ventures for the overall development of the students by familiarizing them the core issue of the society like gender equality , human and ethical values , environmental awareness and professional ethics by inculcating in them the human values , spiritualism and a feeling of service to humanity by following professional ethics. Our college remains interactive with its stakeholders by perusing well mechanized system of feedback. Feedback system provides a sense of transparency and accountability. Feedback is taken through online as well as offline platform. Online responses, analysis and action taken report of feedback are available on college website. This approach supports to analyse and improve the teaching learning process, co-curricular activities and infrastructure.

Teaching-learning and Evaluation

Our institution focuses on holistic intellectual, social, emotional and aesthetic development of the girl students of this semi-urban and nearby rural area. Over the years, various effective and efficient teaching-learning techniques have evolved to reach the standard of academic excellence. The college offers a wide range of courses and programmes for the students coming from diverse backgrounds. The admission process of all the programs is transparent, non-discriminatory and devoid of bias. The ratio of teachers to students and mentors to mentees is Ideal. Mentors actively assist mentees with academic, psychological, and general counseling. In-depth tutorial sessions are designed to help students work in small groups so that lecturers can give them one-on-one assistance. Students with special needs and those from the economically disadvantaged area are given special consideration. The primary goal of the college is to empower girl students and develop them as agents of the necessary change in society. So the outcome-based education has been adopted by the college. The Programme Outcomes (POs) and Course Outcomes (COs) are uploaded on the institutional website. Innovative teaching strategies and enhanced learning opportunities are provided by ICT-enabled, experiential, and

participatory learning techniques. Students consistently perform exceptionally well in university examinations. The college upholds complete transparency in its evaluation processes, and student complaints about exams are promptly addressed. To bridge the knowledge gap between the present and the desired, remedial classes are offered. The internal assessment mechanism is open and reliable in terms of frequency and mode. The mechanism for internal assessment in our institution is followed as per rules and regulations set by C.D.L.U. Sirsa. It includes the unit test, the assignment, attendance, etc. and has a 20% weighting in the overall evaluation of the students. Feedback is effective and contributes to a teaching-learning-evaluation system that is fair and open.

Research, Innovations and Extension

Research and innovation are the essential areas that the College is working on. During the assessment period, the number of publications by the faculty in various journals, including Scopus and UGC-CARE, gained an impetus. The faculty has also published several books and chapters in edited books bearing ISBN. Our college is at the forefront of hosting many national seminars and webinars on different academic fields. Some members of teaching staff have been nominated as Ph.D supervisor also.

The College has signed MOU's and linkages with other Institutions & social bodies for academic collaboration and other co-curricular activities. In line with the vision and mission of the College, extension is the core area of the College. The extension activities circumscribe environmental conservation, community work and interactions, holistic development, value-based education, creation of gender just society, health and nutritional care, educational sustenance, skill development, social service, career, and entrepreneurial guidance, and conserving the indigenous culture and values. The extension activities are carried out under the banner of different departments along with NSS, Red Cross Society, Red Ribbon club, Women Cell, etc. The College has been recognized on various fronts for its extension activities.

Infrastructure and Learning Resources

Maharana Partap College for women is situated in the heart of the city Mandi Dabwali. Our institution is spread over approximately 4 acres of land with a multi-building structure. Institution has 21 well-ventilated and well-maintained classrooms including ICT enabled classrooms 02, well-equipped computer laboratories 02, seminar hall, home science laboratory 02 and music rooms etc. A spacious, airy, well maintained library with Wi-Fi having approximately 24000 books which include Text Books, Reference Books, religious books, competitive examination books, donated books and encyclopaedias etc. The college library also provides numerous journals and magazines related to different subjects, reference section and book bank area facilities for students as well as for faculty members.

Our institution intensely works on mental, physical and spiritual health of students; therefore sports and cultural programmes are core activities organised in day to day operations. Our sports infrastructure is adequate with facilities to cater the indoor and outdoor games. Our Institution has a well-furnished conference room, canteen and staff quarters, yoga and gymnasium room, students' common room and one outdoor stage to accommodate the requirement.

The college is equipped with Hi-Tech technology like computers, printers, scanners and Wi-Fi facility with 50 Mbps bandwidth.

Our college area is kept under 24/7 surveillance with CCTV cameras for facilitating a safe and secure environment for all the students and staff.

Our institution has an appropriate/systematic approach towards procedures and policies for maintaining physical, academic and other support facilities. Different committee has been constituted time to time to ensure maintenance of physical, academic and support facilities in the institution.

Student Support and Progression

The goal of our college is overall development of the students' personality through quality education and moral support . For this purpose the students are guided to apply for the different types of Govt. Scholarships so that they can continue their studies. Books are also provided to a number of students through well established library . Well qualified and dedicated staff leaves no stone unturned for making students successful. A part of that various initiatives have been taken by the college to train students in soft skills short term skill based programmes such as tailoring , computer based courses, dancing, cooking, beauty parlour etc. are introduced. Webinars, seminar, extension lectures and a large number of activities such as sports and cultural events, tree plantation, quiz competition, Swachhta Abhiyan, National festivals commemoration are undertaken for this purpose. As far as grievances of students are concerned, timely redressal is ensured through grievances committee and tutorial periods.

At the same time our students participate in social activities also like door to door survey of pulse polio campaign, donate blood to serve the humanity, distribution of self stitched mask, ration, gloves during covid etc. Our college has organized covid vaccination camps from time to time to make people safe against pandemic disease and also make sure that their all the students are vaccinated timely . Pass out students of the college are currently working as teachers, lecturers , Assistant professors, bankers, C.A., G.S. Principal at various other reputed and responsible positions. N.S.S. wing , Eco club , women cell, Road safety club actively engage the students in different activities. Students enthusiastically participate in statutory committee like IQAC, Anti-ragging committee , ragging committee, greenery Committee, Annual college magazine committee etc. To Inculcate the moral values among students meaningful holy scriptures like Ramayana , shrimad Geeta and Guru Granth Sahib etc, are cited during assembly. At the commencement of every session during student Induction Programme they are convinced how they can develop their personality by participating in various activities to be conducted throughout the session. The college has also registered .Alumini Association.

Governance, Leadership and Management

For efficient governance and operation of the college, the Governing Body adheres to the vision and mission. The college maintains its focus on providing value-oriented, skill-based, and globally competent education with the primary goal of empowering girls' students and promoting their overall development. Our college features a participative governance system that is open and multi-layered. The meetings of Governing Body and principal with staff are held on regular basis for the effective planning and implementation of teaching, learning and administrative programmes. With Maharana Partap College for women Society at the top, followed by Principal, and IQAC, the governance is entirely decentralized. At the beginning of the academic year, the various bodies and committees that make up the institution's Organogram lay out a strategic plan of occasions and actions that will support growth and development of the college. The institution strictly adheres to the service rules set forth by the Haryana government. For administration, admissions, exams, and accounting, there is an electronic, efficient information system. In accordance with government regulations, the college has

implemented welfare schemes, and a range of development oriented programmes for the teaching and non-teaching staff. The college collects the performance appraisal of non-teaching staff based upon Annual Confidential Reports and calculated API Score for the Promotion of the teaching Staff. The college has established ways and procedures for securing funding from various funding organizations, including DGHE, Haryana, CDLU, Sirsa, and philanthropic people. The college's top priority is to use all resources as efficiently as possible. Internal and external financial audits are undertaken on a regular basis by relevant authorities within a well-developed system. Through regular meetings with the principal and management and by effectively gathering input from all the stakeholders, IQAC plays a crucial part in planning and creating systems and processes. To improve many aspects of institutional operations and procedures, IQAC maintains and documents a regular feedback and Action Taken Report system. The IQAC holds regular meetings that are recorded. The annual action plan is created well in advance, and at the conclusion of the academic year, an action taken report is produced.

Institutional Values and Best Practices

The present criterion focuses on ensuring the best practices by following the institutional values. This is an area which caters to the foundational principles of sustainable development being expressed in all related parameters like gender sensitivity and equity, eco-consciousness, management of water resources and waste disposal, promotion of green practices, use of alternate energy, facilities for the differently abled, promotion of moral values, professional ethics, patriotism and national unity.

M.P College for women is striving hard and aims at to excel the students in their concerned interested areas of sustainable development so as to enable them to prove valuable Human Resource for the betterment of the society and nation. Safety of girls is a top priority at the college campus. The institution is providing girl students a comfortable and safe ambience of “feel at home” within the campus. The institution is integrating programs like Women’s Campus Safety Program with the existing curriculum.

For the safety of the girls, CCTV cameras have been installed to monitor activities in and outside the college campus. Besides, adequate security forces for 24 hours are available at the college campus and at times first aid training is also provided to the students. To avoid damage to the equipment and to the furniture, fire extinguishers have been placed at all the places where they are required the most Sanitary pads vending machine has also been installed for the proper care of our students.

Environmental consciousness is embodied in the heart of college. The rich greenery is maintained and accumulated through tree plantations through NSS and Greenery committee every year. It is the predominant motive of the management to maintain the pristine purity and beauty of the college and also to provide a congenial atmosphere for the academic and non- academic pursuits. The institution has well-maintained system for the proper management of the solid, liquid and e-wastage system. MP college is undertaking various initiatives in the direction of ensuring inclusive environment for evolving communal harmony, respect and cares towards diversity in the society.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MAHARANA PARTAP COLLEGE (FOR WOMEN)
Address	Maharana Partap College for women, Ward no. 4, Near Ram Dyal Chownk, Mandi dabwali -125104
City	Mandi dabwali
State	Haryana
Pin	125104
Website	www.mpcollegewomen.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Poonam Wadhwa	01668-222792	9416078715	01668-222792	mp.college@rediffmail.com
IQAC / CIQA coordinator	Poonam Babbar	01668-222272	9416078715	01668-222792	mp.college@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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State	University name	Document
Haryana	Chaudhary Devi Lal University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	13-11-1974	View Document
12B of UGC	13-11-1974	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Maharana Partap College for women, Ward no. 4, Near Ram Dyal Chownk, Mandi dabwali -125104	Semi-urban	3.498	3805.68

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Department Of Commerce	12	Senior Secondary	English,Hindi	80	12
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	10	2
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	10	1
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	22	13
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	10	0
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	15	9
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	25	23
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	5	0
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	20	20
UG	BA,Department	12	Senior	English,Hindi	10	0

	ent Of Bachelor Of Arts		Secondary	i		
UG	BA,Departm ent Of Bachelor Of Arts	12	Senior Secondary	English,Hind i	8	0
UG	BA,Departm ent Of Bachelor Of Arts	12	Senior Secondary	English,Hind i,Punjabi	10	0
UG	BA,Departm ent Of Bachelor Of Arts	12	Senior Secondary	English,Hind i	10	2
UG	BA,Departm ent Of Bachelor Of Arts	12	Senior Secondary	English,Hind i	10	1
UG	BA,Departm ent Of Bachelor Of Arts	12	Senior Secondary	English,Hind i	40	37
UG	BA,Departm ent Of Bachelor Of Arts	12	Senior Secondary	English,Hind i	10	0
UG	BA,Departm ent Of Bachelor Of Arts	12	Senior Secondary	English,Hind i	30	23
UG	BA,Departm ent Of Bachelor Of Arts	12	Senior Secondary	English,Hind i	12	3
UG	BA,Departm ent Of Bachelor Of Arts	12	Senior Secondary	English,Hind i	13	13
UG	BA,Departm ent Of	12	Senior Secondary	English,Hind i	13	7

	Bachelor Of Arts					
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	10	10
UG	BA,Department Of Bachelor Of Arts	12	Senior Secondary	English,Hindi	7	1
UG	BLibISc,Department Of Library And Information Sciences	12	Graduation	English,Hindi	20	9
PG	MA,Department Of Hindi	12	Graduation	English,Hindi	40	10
PG	MA,Department Of English	12	Graduation	English,Hindi	40	10

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				23			
Recruited	0	0	0	0	0	0	0	0	0	15	0	15
Yet to Recruit	0				0				8			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				14
Recruited	1	1	0	2
Yet to Recruit				12
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	10	0	10
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	0	3	0	3
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	6	0	6
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	431	12	0	0	443
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	27	4	0	0	31
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	7	0	0	0	7
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	177	146	171	214
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	112	103	134	175
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	165	179	185	257
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		454	428	490	646

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Our college is not an autonomous body. Hence it is not possible for us to build our own curriculum based on a multidisciplinary approach. At our own level we have offered short term skill based certificate programs to create possibilities for students from diverse streams to participate in different skill based training programs. We arrange interdisciplinary seminars also to highlight the various views that other disciplines might bring to bear on a theme subject or issue.
2. Academic bank of credits (ABC):	We follow the courses and schemes implemented by the affiliating universities /State govt. Hence our State Govt. /Affiliating University must first

	<p>implement the scheme. As soon as the university changes the rules of course registration, enrollment, requirements, credits to be granted and nature of grades etc. we will formally undertake the same following their guidelines.</p>
<p>3. Skill development:</p>	<p>To develop the professional self of the students, our institution emphasizes on developing and enhancing their professional aptitude so that they can explore versatile career goals. The faculty members continuously help students to identify their inherent talents/skills as well as develop new skills that can be aligned with the career of their choice. For the mentioned purpose our college has introduced short term skills courses like tailoring, cooking, computer based courses, dancing and singing etc. Each and every student is motivated to participate at least in one such course. Workshops, extension lectures, seminars and visits to bank etc. are organized for inculcating the innovative aptitude in them. Our placement cell also keeps informing our students instantly about the new skill course as well as new job opportunities.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Embracing the modern technology and approaches our institution adores the traditional Indian knowledge system. For the mentioned purpose students are offered choices of language as medium of their study such as apart from English, Hindi and Punjabi can be the medium for the promotion of vernacular/foreign language. In addition the knowledge of Indian culture and values is imparted in the morning assembly. various competitions based on Indian folk culture are held from time to time and all Indian festivals like Holi , Lohri , Diwali etc. are commemorated with zeal and enthusiasm so that the students can gain a better understanding of India's diverse cultural heritage and our customs and traditions are passed down from generation to generation. Historical tours are also organized for it. Our college library has a store house of books related to our historical and traditional Indian works. So that students can gain unique perspective on ancient people's social, political, economic and cultural lives. The courses offered in the existing streams also include various chapters on Indian knowledge system, arts and the spirit of our cultural heritage; but its proper integration will be plausible only through the instructions from the concerned university and</p>

	state authorities.
5. Focus on Outcome based education (OBE):	<p>Our College has well defined program outcomes and course outcomes for every course offered which are also available on the website of the college. In spite of adhering to traditional teaching methods that focus solely on the mere instruction of facts, causing students to become exam-oriented, we emphasize outcome based education so that students not only earn credits but also gain experience with higher-order thinking and knowledge of the subject. To discourage the system of memorizing or reproducing what has been learnt, students are expected to be able to complete more difficult tasks. The course format incorporates theory, practical, seminars, problem solving techniques and assignments as an integral element of their classroom teaching.</p>
6. Distance education/online education:	<p>COVID-19 crises has created many education challenges but at the same it has offered new opportunities to embrace new technologies in education system. These crises have brought a shift from traditional education to online education in all the educational institutions around the globe. Pertaining to the barriers posed by the pandemic our college has successfully imparted all its courses' content in online mode along with adequate study material keeping in view the remote accessibility so that no problem is faced by any student. After opening the economy along with educational institutions, our college adopted a hybrid mode of education inculcating online as well as offline resources for teaching learning process. Faculty in the college are regularly encouraged to learn new methods for imparting courses' content through online mode using various apps like Zoom , Google classroom, Google meet, etc. to deliver the online lectures. Many of them also uploaded their lectures on you tube channels. Tools like PowerPoint Presentation, Digital Board etc. are also used. As a part of formal education, there is no course on distance education in our college it can be incorporated only by instructions from the competent authorities.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
454	428	490	646	659

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 22

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
19	18	14	14	15

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
882629	721764	999999	900000	810000

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Maharana Partap College for women is a constituent college of the Chaudhary Devi Lal University, Sirsa and adheres to its curricular aspects with the mission of providing quality education to the girls of this educationally backward area. For achieving this target institution ensures timely preparation of academic calendar and timetable, fair distribution of workload and periodic assessment and review of work accomplished. Various co-curricular activities are planned / chalked out and executed throughout the academic session to provide experiential learning to students. The feedback and updates are taken from the university about the syllabus, changes and amendments if any apply on the existing curriculum and syllabus. Collection and circulation of information regarding curriculum at the commencement of session. The information regarding amendments in existing syllabus and curriculum is collected from the university and circulated to the concerned staff who disseminate the same among the students. Academic calendar is obtained from the university. The teaching staff is provided with curriculum for clarification. Curriculum is also uploaded on the website of the college as per the instructions from the university and DGHE, Haryana. The rules regarding admissions, fee structure or any other kind of information regarding programmes and courses is provided to the students through college website. The details of programme outcomes, programme specific outcomes and courses outcomes are also communicated through college website. College timetable is prepared, circulated among staff and displayed on the notice-board by the time-table committee.

An academic calendar is prepared keeping in view the prescribed academic calendar of Chaudhary Devi Lal University, Sirsa. Every department follows the prescribed academic calendar of the college. Apart from traditional lecture method, various other methods such as classrooms discussions, seminars, quiz and brainstorming etc. are used for curriculum delivery. Progress of students is mentored through regular tests and assignments. Parents of underperforming students are informed by the concerned teachers. This mechanism helps to improve the performance of students. Special attention is given to weak students by the teachers in their respective classes as per the need of the students. Results are analyzed department wise and discussed with the Principal.

Continuous Internal Assessment of the students is adjudged by a well planned and structured mechanism. This structured mechanism helps in creating an effective evaluation system. For this purpose we follow academic calendar of our institution. Teaching – Learning process, exams as well as other activities are conducted strictly according to the academic calendar. The criteria for continuous assessment is regular class tests as well as one full syllabus test, 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 them. Taking regular class tests and the preparation of 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 assessment purpose teachers also raise queries on the topic to get feedback and participation of students.

Thus, continuous evaluation system proves fruitful by making them disciplined, regular in studies and getting through examination successfully as well.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 05

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 4.86

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
75	00	00	00	55

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

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

Response:

Our institution has been working for the overall development of the students by concentrating particularly on the core issue of society like Gender Equality, Human and Ethical values, Environmental Awareness and Professional Ethics which are integrated into the curriculum. UG and PG courses integrate gender issues. Under the PG course Department of English offers one course Literature and Gender. Hindi department under UG course offers a novel Dhruvswamini. All the courses related with gender issues aim at promoting gender equality and focus on gender issues, therefore integrating gender issues in the curriculum has been its top priority. The issues related to gender equality are inculcated in students by organizing competitions like slogan writing, speech, poster making and poem recitation by women cell and other various committees. Our institution integrates courses that teach human values. The above mentioned issues are included in some parts of Hindi, English and Punjabi literature. During teaching process the students are imparted awareness regarding the concerned issues. The students imbibe moral and ethical values by participating in daily morning assembly. The teachers also inspire students to learn lessons from the episodes of the life of Lord Rama, Lord Krishna, Lord Hanuman and learned sages of ancient India. Issues related with environment and sustainability are also integrated in curriculum. In UG programmes there is a mandatory paper related to environmental studies in all the years of all the courses. Apart from it the above mentioned issue are inbuilt in the curriculum of other subjects. The Greenery committee of the college pays special attention towards environmental awareness and its sustainability. Plantation, painting of pots and projecting of handmade nests for birds etc. are managed by greenery committee. Van Mahotsava is celebrated every year in the month of July or August. Our institution takes care of sustainability issues by continuous plantation, waste water management and rainwater harvesting by bore well. UG program of commerce teaches professional ethics through various topics covered under the subjects “ Entrepreneurship Development”, “Advertising” and “ corporate social responsibility” etc. It inculcates in students the importance of recognizing and acknowledging the professional ethical values and not adopting the malpractices. In a nutshell, the college puts special efforts to work out the issues relevant to Gender Equality, Environment, moral values and Professional Ethics

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 1.54

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 7

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 41.06

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
454	428	490	646	659

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1320	1300	1300	1300	1300

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the last five years (Exclusive of supernumerary seats)

Response: 100

2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
289	249	305	389	372

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
289	249	305	389	372

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

Response: 23.89

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 using ICT tools

Response:

Many students centric methods for example lecture method, interactive method cum- participative learning methods experimental method and problem solving methodologies are used by faculty members for enhancing learning experiences of students. Teaching and learning process is made effective by these practices. Teachers use conventional blackboard presentation method for teaching, sometimes they use power point presentation and ICT tools besides the conventional oral presentation methods. Some students centric methods are given below.

1. Experiential Learning: Our college encourages the students to improve their knowledge, skill and personality. Home Science Labs, Computer Labs and Music Rooms provide such an environment to students of B.A. and B.Com that they learn their subjects by doing practicals and using their equipments and instruments. This helps the students to verify the facts of the subject with the help of experiments. This practice enhances the interest of students in the subject and they learn the things by experiential learning. Students also learn by participating in extracurricular activities when they are given a role of leader to hold the stage and organizing function like farewell function and Teachers' Day at their own.
2. Participative Learning: The College uses Participative learning to motivate students to actively involve themselves in learning process. The faculty members to develop interaction with students use methods like group discussions, quiz, seminars, assignments and debates etc.
3. Problem solving: The institution has established a student Grievances Redressal Committee to cater redressal services to our students. This committee actively resolves the problems of the students. Individual problems of the students are sorted out by the mentors in proctorial and tutorial periods. Problem solving skill is also inculcated in students by advising them to study and sink deep

in the holy texts of the Religion. They note down the teachings and its meanings given in the religious books.

One suggestion box is placed in the campus to collect the novel suggestions to overcome the problems they face.

Blackboard Presentation: Teachers use conventional blackboard presentation method for teaching. Students are also given a chance to use blackboard for their presentations. In this method students are given questions and they have to solve these questions on blackboard.

Students Seminars: Students seminars are organized in which the papers are presented by students on current topics as well as topics related to their curriculum to enrich their learning experience.

Group Learning Method: Group learning method is used in Home Science Labs, Computer Labs and Music department where in students learn topics of their curriculum in a grouped manner. Now a days group learning method is used by all the teachers through whats app groups. Students and teachers share their notes and study material by this method. In this way they share the information with each other.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 69.57

2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
23	23	23	23	23

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 73.75**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
11	12	12	12	12

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms**2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient****Response:**

Mechanism of Internal Assessment is transparent and robust in terms of frequency and mode.

The mechanism for internal assessment in our institution is followed as per rules and regulations set by C.D.L.U., Sirsa. It gives 20% weightage in overall assessment of the students.

The breakup of internal assessment as prescribed by the university is as follows:

10% through Assignments

5% through class tests

5% through Attendance

The system for internal assessment is so transparent that every student has awareness regarding evaluation process of theory and practical subjects. On the outset of Academic session students are briefed through orientation programme by the Principal and all the teachers also inform the students the entire process of internal assessment in their respective classes. Regular class tests and assignments are conducted and students are given many opportunities to improve their performance. Evaluation of tests is done by teachers of respective departments

After evaluation tests, sheets are shown to students with instructions and suggestions. The students can come to know their weakness and they can improve accordingly. If there is any change in schedule or method of evaluation that is immediately notified to the students through notice board and also through class room briefing by the concerned subject teacher. The subject teacher informs the students about their

attendance and performance in tests. Students interact with the teachers to resolve their grievances regarding assessment without any hesitation.

At the end of each semester the assessment reports of all the departments are submitted to the Principal by the concerned teachers. Internal Assessment marks of all the classes are verified by the Principal before being sent to the University. After the verification of the Principal, Internal Assessment marks are uploaded on the university portal.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

Programme outcomes comprise wide canvas of knowledge, abilities, skills and attitudes that students gain while pursuing graduate and post graduate courses. M.P College offers UG Programmes in Arts and Commerce and PG programmes in English and Hindi. Programmes offered by the college suit to multiple interest of the student community society and nation by transforming them in to competent human capital. The programme outcome and course outcomes aim at imparting knowledge and skills which is necessary to build students' capability and personality. The POS/COS also focus on holistic development of students by as ethical and moral values are emphasized by learning outcomes. The POS and COS are offered keeping in view the prime motive of the college to empower the females and flourishing them as agents of required change in society.

Teachers and students are well informed about the stated Programme and course outcomes of the Programmes offered by the institution. The Programme outcomes are mentioned by the affiliating university in the syllabi prescribed to each class. Programme outcome are also available on university website and the course outcomes are available on college website. On the outset of every academic year programme outcomes are disseminated to the student by teachers and the principal. Programme outcomes and course outcomes are explained to students directly or indirectly in class rooms also. The course outcomes depend upon the nature of the course and subject. Every department conducts and plans its activities in the light of programme outcomes and course outcomes. To obtain the outcomes, students are encouraged to participate in co-curricular and extracurricular activities. The students' responses for teaching learning process, their internal assessment and their participation in co-curricular and extra curricular activities help to judge the programme or course outcomes. Some of the course and programme related outcomes are : good communication skill, responsible citizenship developing social attributes through activities through Women Cell, NSS and Legal Literacy Cell.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2 Pass percentage of Students during last five years

Response: 88.16

2.6.2.1 Number of final year students who passed the university examination year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
116	168	143	142	168

2.6.2.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
119	168	169	182	198

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

To augment the proficiencies of teachers and students, the institution provides a suitable atmosphere, infrastructure, and appropriate resources to involve/encourage themselves in research and innovative activities. The college motivates and promotes the research habits among the faculty members. The institution encourages faculty members and PG students to get enrolled in doctoral and post-doctoral research. The faculty members are also encouraged to publish research papers in national and international journals, specifically in UGC-recognized journals, organize seminars/webinars, present the papers in multidisciplinary seminars, and attend the FDPs, short-term courses, orientation, etc. The students are also encouraged to participate in National & International seminars and conferences along with the faculty. The college has a library enriched with traditional and contemporary books, journals, encyclopedias, and reference books. The library is well equipped with computer systems, internet facilities, E-Books, E-Journals, and Wi-Fi connections provided to faculty and students so that they can do their work without any hindrance and access the plethora of information available on the internet. As and when required, faculty are provided with facilities such as extended library usage hours and timing flexibility to carry on their study. The institution also has a well-furnished seminar hall to conduct the seminar, guest lectures, cultural and informative screenings, educational movies, etc. The college conducts Seminars/Webinars and extension lectures on different topics, which induce effective knowledge creation and transfer in the institution.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 8

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
02	03	00	02	01

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals on UGC care list during the last five years

Response: 3

3.3.1.1 Number of research papers in the Journals notified on UGC CARE year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
10	06	04	20	26

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 0.91**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
01	02	00	05	12

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.4 Extension Activities**3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

Various college committees have conducted extension activities, including the NSS unit, Women Cell, Red cross, Red Ribbon, Legal Literacy, Cultural Committee, and the college's Academic departments. The NSS unit of the college has adopted the slum area of Mandi Dabwali. One-day and Seven-day camps are organized by the NSS unit, including activities like Nukkad Natak, Rallies, Cleanliness drives, Extension lectures, Rangoli competitions, speeches, debates, poster making, slogan writing competitions, etc. Topics related to social issues, evils, and upliftment include women empowerment, health, and safety, traffic rules, legal literacy, energy, water conservation, HIV AIDS, First Aid, etc. The cultural committee organizes cultural activities like talent show annually. Also, Sports meets are organized in college annually. College sports teams continuously participate in inter-college level and sports competitions and have shown caliber. Also, different academic departments organize departmental activities like group discussions, PowerPoint presentations, cultural activities, quizzes, Poster making, Slogan writing, etc. Further, workshops and training like self-defense training, Yoga, Cybercrime against women, etc., are organized to ensure students' Holistic development. Students are aware of their voting rights through the Activities of the Voter ID Committee.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The extension activities are an essential part of every institution. They help the students with their overall development. Our college students have been participating in various competitions organized under the aegis of the Higher Education Department of Haryana, which various colleges and state universities organize at distinct levels. During the assessment period, our college students have secured various positions such as first, second, and third in the various activities, including poem recitation, PPT, speech, slogans, skit, Haryanvi dance, solo dance, classical dance, mimicry, mahendi competitions etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3 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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 90

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

2021-22	2020-21	2019-20	2018-19	2017-18
30	16	23	13	08

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.5 Collaboration

3.5.1 Number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research and other academic activities during the last five years:

Response: 04

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

The Maharana Partap College was established in April, 1968. The Management of the institution has a very optimistic approach since the beginning to increase, upgrade and promote overall facilities in the college. Our institution has ample facilities in form of infrastructure as we have sufficient numbers of class rooms (airy and ventilated) with internet facility, home science and computer laboratories, computerized library, seminar hall, smart class room, gym and yoga center, girls common room, staff room, offices, canteen, music room, safe drinking water, 24 hours electricity facility and generator facility, indoor as well as outdoor games facility with pollution free green campus.

1. The institution is lush with green campus and pollution free environment.
2. Sufficient and well equipped class rooms with internet facility. All the classrooms are allotted to various departments as per time table i.e. prepared according to workload prescribed by UGC/DHE/Affiliating University and strength of students. The time table is rigorously followed as per college timing. The time table committee ensures efficient utilization of classrooms within scheduled time period except holidays i.e. Monday to Saturday.
3. Well-endowed and furnished computer laboratories with internet facility and printers.
4. Well-equipped and furnished home science laboratories.
5. A very well furnished, spacious and enriched with books (Text, Reference, Religious, Competitive and intellectual), magazines and newspapers computerized library with proper lighting, ventilation and sitting arrangements.
6. A well-furnished seminar hall and smart class room with ICT tools for audio-visual presentations.
7. A well-furnished staff room.
8. Girls common room with indoor games facilities.
9. Hygienic and nutritious food and water at the canteen.
10. Round the clock security.
11. Outdoor space and stage for functions.
12. Record room / Store room
13. Lord Shiva temple for hallowed environment and stress free mental health of the institution.
14. Administrative block including Principal and Clerical offices.
15. Conference room: the conference room is utilized for innumerable activities such as IQAC meetings & discussion, Alumni meetings, General meetings, managing committee and exactive members meetings etc.
16. The College has a well-furnished music room lush with variety of tabla, sitar, harmonium, jal tarang, dholk etc.

One regular qualified teacher for sports and physical health of students and one qualified / trained teacher for yoga and gymnasium. The college encourages the participation of students in various games and extra co-curricular activities. The students' participations are considered highly while marking their internal assessment.

1. A Basketball court
2. Kho-Kho ground
3. Kabbadi ground with soft land
4. Concreted badminton court
5. Yoga and Gymnasium center

We celebrate the International Yoga Day every year to cognizant the students how to reduce anxiety, depression and mental stress with the help of Yoga. The NSS Unit of the institution also organizes extension lectures on stress management, drugs and social ethics etc.

The college participates in various cultural activities outside the college such as affiliated university youth festival, Haryana day, Lohri, Vaishakhi, Independence Day and Republic day, inter college competitions and many more fests as per invitations. Our institution conducts various cultural fests on the occasion of Teachers' Day, Prize distribution cum Convocation day, Sports meet, Lohri and Karwachauth etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 21.13

4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
70117	291596	250000	150000	150000

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

The library of our institution is named Maharani Jhansi. It has an abundance of stock approximately 24000 books in terms of reference books, text books, competitive examination books, religious /rare books, encyclopedia, magazines and newspapers etc. of different branches of studies. These books are categorized as prescribed and recommended as per curriculum designed by the affiliating University and director general of higher education, Haryana.

The library is fully airy, lighted and ventilated with a sitting capacity of approximately 100 students at once. The library is automated with LMS Alashka software to keep track of the access to library books, issues and for updating the stock. It will be fully digitalized in due course of time.

Name of software: LMS Alashka

Nature of automation: Partially

Version: 2018

Year of automation: 2020

The requirement of staff and students for library books, magazines, journals and newspapers etc. is noted very particularly and purchase is materialized with immediate effect. Students are informed and motivated to visit the library regularly and read newspapers, magazines and competitive books along with text and reference books and also write articles in college magazines and newspapers. Newspaper stands are placed in an open corridor.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

Our institution uses a system of providing IT facilities. The whole campus of the college has Wi-Fi facility with high speed. The computers of the college are connected with printers and scanners wherever required.

All the computers have internet connection via Wi-Fi. Teachers and students use Projectors, Smart Board and LCD for blended teaching learning (Power-point presentation, preparation of lectures, seminar, Viva - voce, guest lectures, live telecast of programmes, motivational movies etc.). Students and teachers have their email Ids, Facebook account, what's app group, telegram group and Google classroom etc. for updating and uploading recent information, assignments, audio-video lectures etc. In general, computing and internet facilities are available for faculty and students on the campus. To make the learning process more effective, various innovative methods are used by the teachers.

The monitoring and updating of the college website is done through an outsourcing contract. Various committees have been constituted for maintenance and supervision of IT facilities and other connections such as CCTV camera / Biometric attendance committee, compulsory computer education committee and electrical gadgets maintenance committee etc. The institution has 21 computers running on window 7 and K 7 antivirus is purchased and updated regularly. In Covid-19 pandemic phase, our institution gave high priority to high speed internet network for smoothly maintaining online classes and Webinars so that the students as well as teachers do not face any difficulty during the online classes which helps in the smooth functioning of curriculum. After the Covid -19 pandemic IT sector grow as necessity of life, now students can avail what they want. The college carries out, every year before the start of the academic session, need - based assessment for replacement/up gradation/addition of the existing IT and wifi facility infrastructure based on the suggestions from the head of the department with the help of IQAC in general meeting of the staff after reviewing course requirements, computer – student ratio, budget constraints, working condition of the existing equipments and also students' needs & grievances.

Our institution registered with NEPTAL for online free MOOC courses, from upcoming January, 2023 we will start Local Chapter under NAPTEL for overall development of students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 21.62

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 21

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 100

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

2021-22	2020-21	2019-20	2018-19	2017-18
882629	721764	999999	900000	810000

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 25.14

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
178	102	101	140	152

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

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5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description

Document

Upload supporting document

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Institutional data in the prescribed format

[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 20.36

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
31	98	230	90	96

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 39.72

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
45	66	45	72	110

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
119	172	172	193	195

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 50

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3	5	2	2	0

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	8	5	5	2

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response: 5

5.3.1.1 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 wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	4	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 37.6

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
35	32	55	36	30

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The alumni association (register and function) contributes significantly to the development of the institution through financial and non-financial means during the last years. Maharani Jhansi Alumni association under the societies Registered Act 2012. It was formed in July 2018. The registration number is 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 establishing 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 to time for the upliftment of the college as well as the association. 2.Environment awareness programmes for e.g. 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 lock down online meetings were held that was an opportunities for connecting 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 e.g. books donation ,helping the Poor Students and increasing the strength of members of the same.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

- The governance of the institution is reflective of and in tune with the vision and mission of the institution. The vision of our institution is to provide qualitative, utilitarian knowledge and value-based education to the girl students and enriches them by synchronizing tradition with modernity and by blending professional and traditional education. Our institution focuses on affordable quality education in their chosen academic field along with identifying their hidden talents, providing opportunities, assessing their potential, and shaping them into future leaders, entrepreneurs, and most importantly good global citizens. The institution strives to stand true to the aspirations of values of Maharana Partap, Savitri Bai Phule and Maharani Laxmi Bai, Kalpana Chawala as well as other great Indian Visionaries. The Governing Body and the Principal collaborate on developing and implementing an institutional quality policy. The College's numerous administrative and academic divisions are efficiently regulated through the establishment of required entities such as the IQAC, Staff Council, Purchase Committee, and others with well-defined duties and principles in line with the College's vision and goal. The Principal is well-supported by the Teachers-in-Charge, who work with their department members and students to carry out the strategic and perspective plans. Apart from building an Eco-friendly campus/premise, the administration raises funding for infrastructure, laboratory, library, and office equipment. The college follows the policy of decentralization and the governing body delegates all the academic and non-academic decisions based on the policy to the college committee headed by the principal. The Principal formulates various working committees and entrusts the implementation through these committees. 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 the principal.

CASE STUDY OF Decentralization (Annual Prize Distribution Function (April 20, 2019))

Our college organized Annual Cultural and Prize distribution function on April 20, 2019. It emphasized the idea of decentralization and participatory administration throughout to make the function a grand success. The fundamental goal of decentralization in this regard was to realign organizational culture and provide opportunities for teachers and students to engage meaningfully, enhance the decision-making process, and foster stronger democratic professionalism, as well as competent event management.

The Governing Body of the College along with the Principal decided to organize the Annual Cultural Festival, and then the faculty and the College Student Council were asked to arrange the event. Students, non-teaching personnel, and teachers collaborated as active participants in the event's management. To bolster the concept of participatory decision-making, various Committees and Sub Committees were formed under the supervision of the Principal to efficiently manage the event. Students of the college were also involved in the various committees. Duty charts for teaching and non-teaching staff were made by the principal. These roles surely enable students and staff members to be more accountable, responsive,

sensitive, and proactive in their planning and execution in a democratic and participatory atmosphere.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

For the smooth functioning of the college, the college has a society named Maharana Partap Society registered under the Societies Act 1860. Patron is the chairman of the governing body. Other Office Bearers are Vice-President, Secretary, and Treasurer. The Principal is an ex-officio member, while there are two Teacher Representatives in this Society.

The governing body is responsible for policymaking and for verifying the reports of all the matters related to the college. The decision-making process is made in an organization hierarchy. Some different bodies and committees give academic and administrative leadership to the institution. The Internal Quality Assurance Cell (IQAC) of the College works to achieve quality enhancement and maintenance goals. Various committees like, Anti-Ragging cell, women's cell, Placement cell, cultural committee, scholarship committee, etc. are also included in the organizational structure of the institution and do the work as per the university /government guidelines. The goal of these committees is to ensure that the college runs smoothly and that no rules are violated, as well as to work for the development of the students and the institutions. The institution strictly follows the service rules according to the Haryana government norms. Recruitment takes place according to the norms of the UGC/affiliated university rules/Haryana govt. rules.

The institution prepares a strategic plan taking into consideration the vision, mission, and objectives of the university/Institution. Various bodies and committees that make up the institution's Organogram lay out a strategic plan of events and activities that will support growth and development in these key areas at the start of the academic year, The strategic plan is effectively deployed and annual action plan and budget are prepared to implement this plan. This plan is developed at three levels namely

1. Departmental Council
2. University level
3. IQAC level

While preparing the strategic plan various elements are kept in consideration like Academic Administration, Teaching and learning process, Staff resources, skill development, safety and security of women, Students sports activities, Internal Quality Assurance System, Institutional Values and Best Practices, Governance, Leadership and Management and placement of students in various fields. The purposed plan is made under the guidance and approval of the competent authority. For example, Our College is actively engaged in promoting the spirit of Entrepreneurship and skills development among students to fulfill the vision of the institution. The placement cell is actively working for creating awareness about entrepreneurship among degree students. Many of our students are recruited in different fields of education and the Banking system. N.S.S., Red Cross society, and women's cell encourage the students for leadership qualities, the spirit of Empowerment, and Health awareness by organizing various events. Effective implementation is done on infrastructure resources and research and innovation. At the end of the year, a review of the implementation and outcomes of the perspective plans is conducted.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The principal and The Management Committee are always ready to do work for the betterment of the teaching and Non- teaching staff. They constantly raise awareness among the teaching and non-teaching personnel about the need of maintaining good health as well as improving the college campus. In line with this, the Following are the welfare measures provided by the institute for teaching and non-teaching staff:

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 Extra-Ordinary Leave, Study leave, etc.
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. Wi-Fi facility
8. Special incentives to Non-teaching staff (fourth class) on Special occasions like Diwali, Lohri, etc.
9. Duty leave for attending seminars, conferences Orientation, and refresher courses.
10. Provision for study leave.

For the development and improvement of every institution, it is necessary to follow certain rules and regulations which help to improve the effectiveness and working style of the institutions which in turn helps to improve the institution's recognition. An effective performance appraisal system plays a crucial role in efficiently managing the organization. Our college discusses the performance of Teaching and Non-Teaching staff regarding various activities done by the college i.e. Curricular and Co-curricular activities in the general staff meeting and with the Management as and when required.

In line with this, the Institute is following the appraisal schemes according to DGHE, and CDLU, Sirsa to

1. ACR of the Teaching Staff members

The performance of teaching staff is assessed with the help of Annual Confidential Reports which the teachers are required to fill out at the end of the academic year. The comprehensive Annual Confidential Report comprises of nine parameters checked on a seven-point scale. The overall assessment is based on the cumulative grade by the principal and President of the managing committee.

1. API(Academic Performance Indicators) Scores based upon following criteria

1. Teaching, Learning, and Evaluation related activities
2. Co-Curricular, Extension, and Professional Development related activities
3. Research Publications and Academic Contributions

The Principal in consultation with IQAC of the college evaluates the Performance of API at the end of the year. These scores are used for the award of career advancements to faculty members and promotion to the next higher position.

Non-Teaching Staff

All non-teaching staff is also assessed through annual confidential reports and annual performance appraisal File Description Document.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 19.23

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
7	5	5	2	1

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3	5	5	5	6

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.4 Financial Management and Resource Mobilization**6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)****Response:**

The college raises finances for its ongoing activities and development from a variety of sources, including government agencies and individuals. A major source of institutional receipts/funding is 95% funds for salary through UGC Grant 5% trust share is generated by the College Fees from students for regular and add-on courses Grants from DHE (for Seminar) Grants from CDLU, Sirsa (Red Cross) Grant for N.S.S. Donations in the form of equipment such as gym Items, computers, LED have been received from the Philanthropists and people associated with college. Utilization of Resources The Institution is liberal, although it adheres to a conservative spending strategy. The Purchase Committee decides the policy and procedure for purchasing any item. Each item is purchased by comparing a minimum of three quotations received from different vendors. Only authorized persons by management can operate the transaction through the bank. The accounts are done by Tally Software, so all the entries can be monitored by authorities. For every financial transaction proper permission is taken from the Principal of the College. The institution has a mechanism for internal and external audits. In our institution, internal audit is an ongoing continuous process. In addition to this, an external audit is being done every year to verify and certify the entire income and expenditure of the institution. The internal and external auditing mechanisms are as follows. Internal Audit: Internal Audit: The officer in charge scrutinizes and validates the financial data first. The Principal reviews this for clarity, authenticity, transparency, and financial accuracy. There is a Financial Committee under the head "Bursar" which has permanently done a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. The Bursar, the Principal, and the Section Officer keep a close eye on income and expenditure (Accounts). Periodically, an inspection team from an affiliated university visits the college and inspects all of the college's financial matters, as well as all receipts and payments. The audit report is then submitted to the college authorities. Corrections are made based on the audit report, and any explanations requested are supplied in the form of an audit reply. Utilization certificates are generated according to the allowable spending under various heads and submitted to the competent department for grants obtained from the DGHE and Affiliated Universities for conducting seminars under NSS, Red Cross, and Red Ribbon. External Audit: Every financial year, after the end of the fiscal year, an external audit is conducted. The College appoints the

Chartered Accountant who serves as an auditor. During May, the program runs for 8 to 15 days. The revenue expenditure bills and vouchers are examined. The vouchers and accurate records of capital expenditures with the concerned Department are also scrutinized and validated. Physical checks were performed on the departmental accession register, dead stock registers, and purchase registers. The external auditor also examines the Utilization Grant Certificates. The audit objections/compliance, if any, is handled by the Accounts Department.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC has consistently striven to institutionalize quality assurance strategies and processes at every level of the institution's functioning. It works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new self-finance courses.

The following two practices are the results of IQAC initiatives

Collaborative Learning

There is a provision of weekly tutorial lectures in which the students from different streams come in one group under the guidance of the teacher in charge. In this lecture, they come together to discuss the current situations prevailing at the national and international level, learn about the moral values and our great epics and Vedas, etc. They can also discuss their personal and college-related problems with their teacher in-charges

Spiritual development

To keep the mind and soul peaceful and to impart spiritual values among the students, prayer is conducted every day. A committee has been formed to organize the prayer so that the proper attention of students is promoted. The principal, teachers, and students are the important participants in this occasion. The principles of self-discipline and confidence are inculcated among students. The students are informed about special activities to be performed and important information regarding curriculum and co-curricular activities. The prayer assembly offers opportunities for the student to improve communication skills, remove stage fear and anxiety, and reflective mood.

It has been one of the primary concerns of IQAC to adopt practices, which will provide quality education to the students through an effective and meaningful teaching-learning process. This plays an instrumental role in enhancing the quality of the academic and co-curricular endeavors of the College in keeping with its vision and mission. IQAC achieves this through mainly two practices,

Implementation of e-teaching-learning and evaluation process by using the latest ICT tools and teaching aids:

The IQAC makes steps to encourage teachers to get familiar with the most up-to-date ICT technologies so that they can use their newly gained abilities to improve the teaching-learning experience in the classroom. IQAC suggests innovative pedagogical methodologies like PowerPoint Presentations, Projects, Field Trips, videos, etc. in addition to the completion of the curriculum through Assignments, Class Tests, encouraging questions, etc.

For example, as the globe grappled with the rapid spread of COVID-19, the teachers were motivated to better equip themselves with a set of skills that would help them in taking online classes. They were motivated to learn how to make videos and develop e-content for online lectures and make them accessible to students.

Collecting feedback from stakeholders

Collecting feedback from stakeholders like students, parents, staff, and alumni to facilitate teaching-learning reforms is a regular practice. This helps in obtaining an unbiased and honest opinion about institutional performance, especially in academics. A careful analysis of the feedback received is done and communicated to the teachers to enable them to enhance their teaching skills and their relationship with the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)/ membership of international networks**
- 3.Participation in NIRF**
- 4.any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

NAAC

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

Inclusive education without compromising quality is one of the domains of our institutional distinctiveness. Best quality teaching to all sections of the society irrespective of religion, caste, creed, and economic situation is our priority area. We focus on empowering women with knowledge, skills and self-confidence. Being a women college, the major thrust areas for our college is to attract and motivate girl students from all spectrum/strata of society so that students can be allowed from the socially/economically challenged backgrounds to get education in our college. The fee structure of the college gives our college distinction in the area compared to other colleges, as it has inflated fee structures. As per the Government policy, reservation of admission seats for SC, ST, OBC-A and OBC-B students is followed. Keeping in view the needs of sanitary napkins and their convenience, sanitary napkins vending machine has been installed in the college premises. To empower women to make them live with dignity so that they can contribute as valued partners in sustainable development of the self, families and the nation has always been the prime object of the college, The college nurture the very idea to create an environment for women that is inclusive, free from violence and discrimination and one that promotes social and economic empowerment of women by creating awareness amongst women about their rights. The institution is very quick to organize activities and programme with the help external agencies and in collaboration with others originations. The college has women cell and placement cell to address grievances and career development issues of girls in the college. The institution believes that greater sharing of information with girl students about healthy and unhealthy relationships ensure safety for them. Various speakers for the different sessions that includes Mrs. Preeti Bhardwaj Dalal, Chairperson, Haryana State Commission for Women, Panchkula and Justice Bharat Bhushan Parsoon,, (former judge) high court, Chandigarh , Dr, Ashok Makkar from Chaudhary Devi Lal University, Sirsa shared various forms of domestic violence and the legislation status regarding prevention of the same. The role of higher education intuitions towards solving public social issues and engaging their resources and energies has been increasing under dynamic situations and we need to make collective efforts to address violence against women during covid-19 also. Being a women college, we are providing information and supporting vital programme to sensitize girl students against shadow pandemic of violence against women during covid-19 also. Various activities and talks on the rights, women are entitled to, are undertaken to make women strong enough to live a life free from violence and discrimination so that they can attain and enjoy the highest mental and physical and satisfaction. Special talks were organized to understand the role of Nivedita for the welfare of Indian people and for the education and empowerment of women. Yoga and training sessions are being hold time to time by the institution for imparting self- defense training to our girl students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: C. Any 2 of the above

File Description	Document
Upload supporting document	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

MP college is undertaking various initiatives in the direction of ensuring inclusive environment for evolving communal harmony, respect and cares towards diversity in the society and to follow the same, numerous of activities, festival and programs are undertaken every year in the college. To encourage students for inculcating a feeling of national integration, peace, affection and communal harmony among students, 2th August is observed as 'sadbhavana Divas' every year. To make students able to be Cognizant of and accomplish the divine directions and light, to promote positive thinking and enabling them to change for the better, holy books from various religion like Hinduism, sikh, christianity etc. are included in

the list that are cited by students during assembly in the college. Sports meet is organized every year to bring the spirit of unity and true sportsman among students. The students of the college participate in various activities, competition in youth festival held at university or other institution which bring out the competitive and friendly relationship among students. To give respect to different cultures, festivals like Holi, Dusserah, Diwali, Haryali teez, Eid, christmas are celebrated in the college. The college take this celebration as an opportunity to instill the values that springs love, affection and respect for all culture. Lohri and Makar Sankranti are celebrated as the cultural festival for farmers from all communities in Haryana. It is celebrated to pay gratitude to Sun god and Lord Indra for blessing farmers with better farm yield. Navratri is also celebrated by college students and faculty members every to celebrate the victory of good over evil. On Hariyali Teej, new clothes and bangles are worn by students. They also swing Jhula after wearing bangles and applying Mehndi. Fresher day is celebrated to welcome students in a friendly atmosphere and to encourage their creative impulses to raise the level of their confidence. It is beginning of a healthy and friendly relationship and by establishing connection and focusing on building strong personal relationship. They get together with cordial and good rapport to celebrate their start-up in the college journey to be the creative and conducive product of the college and good human being for the society. To give due respect to different languages, languages like Hindi, English Punjabi, Sanskrit are taught in the college. At the same time, various activities like speech competition, poem recitation, debate, play etc. are conducted by the concerned department to develop a sense of respect among students to other languages and its beauty. To ensure communal harmony, NSS programme in the college also play a very conducive and major role by bringing students with diverse background on single platform for creating inclusive environment in the college and society as a whole. For the promotion of constitutional duties and rights, Independence Day, republic day, voters' day, constitution day etc. are celebrated and various competitions are organized by the college time to time for sensitize the students towards their constitutional rights and values.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

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

Response:

First Best Practice

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 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 come 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. 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 like virtuous club. The institution donated and extended their help and cooperate and collaborate 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 institution attracts a variety of birds into the campus and it gives an immense pleasure and a wonderful opportunity to watch birds from close quarters. 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 contributed 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 these 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.

Second Practice

Title of the practice: Prayer

Objectives of the practice

To keep the mind and soul peaceful

To give the spiritual value to the students, prayer is conducted every day.

To inculcate moral and ethical values among students.

To develop positive thinking and mould their behaviour.

To maintain discipline and team spirit.

The context

A committee has been formed to organise the prayer so that proper attention of students is promoted. The principal, teachers and students are the important participants on this occasion. It is conducted to provide opportunities to plan and execute the prayer of the college focuses on unity and team building quality through prayer.

The Practice

The prayer sessions are organised keeping in view the all-round development and to improve the quality of education. The prayer committee guides and encourages students to conduct the prayer on regular basis. There is conducted class wise every day. First of all Gayatri Mantra is enchanted to improve the concentration power. The habit of reading is developed among students. The principles of self-discipline and confidence are inculcated among students. The students are informed about special activities to be performed and important information regarding curriculum and co-curricular activities.

Evidence of success

The prayer assembly offers opportunities to the student to improve communication skills and remove stage fear. The prayer sports students to overcome anxiety or depression and reflective mood. It instils self-

confidence. It was students to have friendly porch with neighbours, family members and society. It develops sense of togetherness. Through the prayer, moral social and spiritual values are inculcated successfully. By conducting the prayer class wise, a sense of regularity and discipline is created.

Problems encountered and resources required

Sometimes, prayer conducted in a spatial context takes more time than scheduled time of 15 minutes. When as the prayer is arranged in the sitting manner that creates fatigue in students.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

‘???????’ is our core traditional value. The college enjoys its distinctiveness for its role that is played to serve the society during difficult phase and for the needy section of the society. The Covid-19 pandemic has emerged as a serious threat to our health, economy and social life, which gets minimized substantially by simply wearing a mask at workplaces and in public spaces. This small piece of clothing has the ability to potentially save our lives, jobs and the economy and M.P college understand the importance of Masks and contributed lot in this direction especially in slum areas of Mandi Dabwali. During the year 2019-20, our institution had been very much concerned with the pandemic covid-19. There were many people in the city who did not have proper equipment or necessary supplies. Our college has strong belief that a small act of kindness can brighten up someone’s day or do miracle. Our institution paid special attention towards making our student aware about the pandemic. The college disseminated information through electronic media. Students were also guided about helping their neighbourhood in these woeful hours. They were motivated to prepare and distribute masks also. In the process of Mask making, our principal, staff and students wholeheartedly prepared approximate 2000 masks. These masks were distributed directly to those individuals free of charge who were not able to purchase. The guidelines related to covid-19 were shared to students through various modes. The information on guidelines regarding use of mask were also disseminated with students. They were urged not to go out without wearing their masks besides taking other precautions. They were motivated to wear masks at inside and

outside the house also to break the chain of transmission as an asymptomatic person can continue to spread infection at home without giving any indication or warning. Our principal got hand sanitizer prepared at home got them distributed among beneficiaries. Some of the staff members along with the principal distributed grocery to the needy persons. The instant imposition of lockdown led to a great hike in the cases of mental illness and suicides in India. Our institution took stoke of the situation and came forward to provide multiple protection layers to our students and other members of the society. These problems are very common even during normal situation in India but the imposition of lockdown played negatively by exacerbating the situation and to raise the numbers of the cases of anxiety, depression, mental illness and depression. The uncertainty and onslaught of bad news were taking the heavy toll on mind and mood. When this situation arises, the life seems bleak and hopeless and the thinking ability is interfered with and affected by the overwhelming depression. So, special sessions were arranged by teachers of the college to overcome these issues. In order to distract their focus from the ongoing situation, numerous efforts were made by teachers to explore different sources of joy for their students. Students were motivated to redirect their energy to learn more skills like music, singing, computers, languages, cooking and special classes were conducted to help the students to learn these ones in an interesting way. They were exhorted to maintain routine and for the inclusion of a set of exercise, yoga and proper sleeping hours. They were warned against the overconsumption of negative news or shunning the unreliable social media coverage that fuels the engine of negative energy.

During 2020-21 also, various safety items like masks, gloves, sanitizers were distributed among slum-dwellers of Mandi Dabwali. Besides, awareness was generated and created on the importance of using mask and the people there in slum areas were convinced for the use of masks and gloves.

The members of the management committee, principal of the college teaching and non-teaching staff of the college are always ready to support financially to this social endeavor. Besides, the nutritious food items like Halwa, Chane etc were also distributed among the children and women residents of the slum area of the Mandi Dabwali. Except to it, many a time, the president of the managing committee, and principal visited to these have nots to understand their problems and motivate them emotionally and financially towards better life and participated in the activities that aims at to ensure the well-being of these needy people. Many programmes have been launched by Teaching staff and NSS Volunteers under the guidance of President and principal of the college to create awareness against drug-addiction and tried to demotivate against these evils. NSS volunteers of the college following the fundamental principal of National Service Scheme remain in constant touch with the community and work in slum area. Volunteers conducted their survey to find out the problems faced by the locals in the public club area, Mandi Dabwali. Volunteers tried to know the cases of different kinds of addictions prevailed in the area under discussion and very shocking facts revealed. Volunteers also launched door to door activities to make locals aware about the negative effects of various kinds of addictions on their health. so, the institute envision the better life not for our students only but it has broad objective to contribute significantly to reach the bliss point as a whole. Through these activities, institution not only aims at helping the poor but inculcating the feeling of empathy toward these people in our students. So, our actions act as a gesture which is expected to be followed by our budding social workers. NSS volunteers resided in the slum area with the members of the community and learned about the socio-economic conditions of the slum-dwellers. The aim was to improve the living conditions of slum dwellers. As educational institutions are expected to play as a mediators between masses and public officials, S.H.O., Seema Sodhi was invited and she discussed on drug addiction in detail with slum-dwellers.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

NAAC

5. CONCLUSION

Additional Information :

All the members of the institution treat one another as a family. Student Teacher relationship is very congenial. The students are very much friendly to teachers so as to discuss their personal problems with their mentor for getting expert and experience advice. The highest authority of the Maharana Partap family i.e the management and the Principal treats all the employees as the elderly one treats the younger one in family. Hence, while adhering to work ethics, humanistic approach is followed.

Concluding Remarks :

Our institution was established in the year 1968 with the vision of empowering girl students in this semi urban area. The college offers both undergraduate and Post Graduate courses The College is fortunate to have eminent personalities in management, well qualified and dedicated Principal and faculty and disciplined students. The college was founded with the intention of instilling in its students the noble virtues of patriotism, unwavering devotion to duty, ethical ideals, and spiritual values. The IQAC and the Time table Committee prepares an academic calendar for effective co-curricular and curriculum delivery. The college has an effective mechanism to seek and analyzed feedback from different stakeholders like students, parents, teachers, alumni etc. Transparent admission process, Optimum Teacher–student ratio, system for identifying slow learners and advanced learners, Outcome Based Education, ICT based Teaching, transparent evaluation methods, Redressal of Examination related Grievances are the main features of the teaching learning process. The institution focuses on enhancing research innovation and extension activities by signing MOUs, encourages faculty members to publish papers in reputed Journals, and by organizing activities in collaboration with other institutions. College is having well-ventilated classrooms, ICT enabled laboratories, library, sports ground, CCTV Cameras and Canteen, Gymnasium etc. Our institution offers various Scholarship Schemes, professional development courses, and organizes functions, for the progress of the students in various fields. Our registered alumni association organizes various activities for the betterment of the students. The effective decentralized governance is ensured by following rules of relevant authority for the appointment, promotion and performance appraisal of the teaching and non-teaching staff, making Strategic plan and by conducting internal and external audit. Gender awareness programmes Celebration of various festivals and important days, code of conduct, fire extinguishers first aid room, Vending Machine, compliant box, green Campus make up the Institutional values and best practices. To sum up, although our institute's motto is "simple living and high thinking," we are steadfastly committed to giving our students well-structured systems and appropriate guidance so that they can make the right decisions and develop into self-assured and emotionally strong citizens in the face of today's challenging environment.