

Mehr Chand Mahajan
DAV College for Women
Sector 36-A, Chandigarh – 160036 (U.T.)

Annual Quality Assurance Report
2010-11

Submitted to
National Assessment and Accreditation Council
Bangalore

The Annual Quality Assurance Report (AQAR) of the IQAC

With a view to achieve the vision of MCM as a 'Total Quality Zone', the college has been following specific mechanisms for quality design and control:

- The IQAC has been constituted in the session 2015-17 (See Annexure I for constitution of IQAC).
- However, even before that, quality was being maintained through continuous assessment, monitoring and upgradation, in consultations with various academic and non-academic committees and Heads of Departments.
- The concerned faculty/Dean/ Head of the department is given an overall framework. Thereafter, the concerned faculty/committee works out the detailed quality parameters on its own.
- The college follows a set of innovative and healthy practices, which involve the faculty as well as the students.

AQAR for the year : 2010-11

1. Details of the Institution

1.1 Name of the Institution : MEHR CHAND MAHAJAN DAV
COLLEGE FOR WOMEN

1.2 Address Line 1 : Sector 36-A

Address Line 2

City/Town : Chandigarh

State : Chandigarh (U.T.)

Pin Code : 160036

Institution e-mail address : principal_mcmdavcollege@yahoo.com

Contact Nos. : 0172-2603355, 0172-2624921

Name of the Head of the Institution : Dr. (Mrs.) Puneet Bedi
Tel. No. with STD Code : 0172-2603355
Mobile No. : 9815758400
Name of the IQAC Co-ordinator: : Dr. Renu Bedi
Mobile No. : 9814007819
IQAC e-mail address : principal_mcmdavcollege@yahoo.com

1.3 NAAC Track ID : PBCOGN12690

OR

1.4 NAAC Executive Committee No. & Date:

*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

1.5 Website address : www.mcmdavcw-chd.edu

Web-link of the AQAR: : www.mcmdavcw-chd.edu/iqac.htm

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	-	2006	5 years
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : 1st November, 2015

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR (i) – January, 2016
- ii. AQAR (ii) – January, 2016
- iii. AQAR(iii) – January, 2016
- iv. AQAR(iv) – January, 2016

1.9 Institutional Status

University	N/A	State	<input type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College		Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC		Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)		Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Type of Institution :	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>			
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>			
	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>					
Financial Status	Grant-in-aid	<input type="checkbox"/>	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>					
	Totally Self-financing	<input type="checkbox"/>							

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Undergraduate:	BCA
Postgraduate:	MA (English, Sociology).
Diploma Courses:	PGDMC, PGDCA,

1.11 Name of the Affiliating University (*for the Colleges*) : Panjab University
Chandigarh (U.T.)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR

UGC-Innovative programme*

** The Department of Food Science has received a UGC Grant of Rs. 60 lakhs under Innovative Programme (2007-12)*

2. IQAC Composition and Activities : Please refer ANNEXURE - I

Since the IQAC had not been constituted, the AQAR had not been prepared in the stipulated format.

However, an Annual Report of the activities and achievements of the college in the session is furnished to the Managing Committee, New Delhi on an annual basis, for perusal.

Criterion – I Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes (Aided)	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	2	-	2	-
UG	4	-	3	-
PG Diploma	2	-	2	-
Add Ons	6	-		
• Advanced Diploma	3	-	3	3
• Diploma	3	-	3	3
• Certificate	6	-	4	3
Others	-	-	-	-
Total	20	-	17	9

Interdisciplinary	02	-	-	-
Innovative	1	-	1	-

1.2 (i) Flexibility of the Curriculum : Core and Elective options, Vocational and Add-On Courses

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Annual	21 (BA I, II ,III, B.SC I,II,III, B.Com I,II,III, BCA I,II, III, B.SC MFT I, II,III, MA English I, II, MA Sociology I, II, PGDCA, PGDMC)

1.3 Feedback from stakeholders*
(On all aspects)

Alumni

Parents

Employers

Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus is revised periodically according to the guidelines of the Panjab University, with inputs on curriculum revision and suggestions which are directed through the representatives of Board of Studies from our college, to the university. Faculty members also participate in workshops regarding syllabi revisions and improvements.

1.5 Any new Department/Centre introduced during the year. If yes, give details.
No

Criterion – II Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
78	30	48	-	

2.2 No. of permanent faculty with Ph.D. : 25

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty : 40

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State Level	Total
Attended	17	39	-	56
Presented papers	9	31	-	40
Resource Persons	-	1	04	05

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

1. Methods like group discussions, case studies and student presentations, have also been introduced in the classrooms.
2. Educational trips to places of vocational or educational interest.
3. The College publishes a research Journal 'New Horizons' with ISBN number to hone the research skills of the faculty and students.

2.7 Total No. of actual teaching days during this academic year : 180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

The college adopts the examination rules and guidelines as laid down by Panjab University.

2.9 No. of faculty members involved in curriculum restructuring / revision / syllabus development as member of Board of Study/Faculty/Curriculum Development workshop : 11

2.10 Average percentage of attendance of students :

75 % approx (as per Panjab University rules)

2.11 Course/Programme wise distribution of pass percentage:

Refer ANNEXURE II

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

1. The Academic Council motivates the faculty to participate in faculty development programmes from time to time so as to stay updated with recent developments in the pedagogy and innovative teaching practices.
2. The examination policy, setting up of question paper i.e. Pattern, distribution of marks for the house exams are declared in the very beginning to ensure transparency.
3. Participative learning is encouraged through class assignments and projects.
4. Students are encouraged to visit the library to corroborate class notes with reference books.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefited</i>
Refresher courses	05
UGC – Faculty Improvement Programme	-
HRD Programmes	-
Orientation Programmes	-
Faculty exchange Programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
<i>Others (Faculty Development Programmes within the college)</i>	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	50	06	2	20
Technical Staff	13	-	-	03

Criterion – III Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- To strengthen the Research culture, students are encouraged to actively participate in conferences. In addition, some departments also conduct special sessions to promote the skill of writing research papers amongst the students.
- The College brings out a Multi-disciplinary refereed research journal “New Horizons” (ISSN: 2277-5218) which promotes research among teachers and students from the country.
- The findings and the knowledge gathered by the faculty members through research are disseminated to all the stakeholders for extensive benefit.

3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	1	-	-	-
Outlay in Rs. Lakhs	0.65	-	-	-

3.4 Details on research publications

	International	National	Total
Peer Review Journals	11	10	21
Non-Peer Review Journals	02	04	06
e-Journals	05	02	07
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2010-11	UGC	0.65 lakhs	0.65 lakhs
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published

i) With ISBN No.: 1
Chapters in Edited Books : 5

ii) Without ISBN No. :

3.8 No. of University Departments receiving funds from: Not Applicable

3.9 For colleges

Autonomy :
CPE :
Inspire :
CE :
DBT Star Scheme :
Any other (Specify) : 02 (UGC and Chandigarh State Legal Aid Cell)

3.10 Revenue generated through consultancy : None

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College	
Number	1	1	-	-	Panel Discussions	02
					Workshops	06
					Expert Lectures	12
					Seminars	02
					Total	22
Sponsoring agencies	UGC International Seminar	In association with Chandigarh State Legal Aid Cell	-	-	-	

3.12 No. of faculty served as experts, chairpersons or resource persons : 05

3.13 No. of collaborations : None

3.14 No. of linkages created during this year : 03*

** Linkages created with companies where students participate in summer trainings and internships.*

3.15 Total budget for research for current year in lakhs :

From Funding Agency	From Management of University / College	Total

3.16 No. of patents received this year : None

3.17 No. of research awards/ recognitions received by faculty and research fellows

Total	International	National	State	University	Dist	College
01	-	01	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them : 1 Newly Enrolled and 3 Existing

3.19 No. of Ph.D. awarded by faculty from the Institution : 1

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) : 2 (JRF)

**3.21 No. of students Participated in NSS events:
University Level : 200**

3.22 No. of students participated in NCC events: 14 at National Level, 49 at State Level and 72 at University Level

3.23 No. of Awards won in NSS: One

3.24 No. of Awards won in NCC: 6 at National Level and 13 at State Level

**3.25 No. of extension activities organized
College Forum : 30 NCC : 06 NSS: 08 Any Other : 16**

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility :

MCM Rotaract Club

- Donated Solar Lanterns worth Rs. 50,000/ to Ladakh Flash flood victims in collaboration with MCM Science Association.
- Celebrated Friendship Day with children of ‘The Missionaries of Charity’, Sector 23, Chandigarh.
- Art competition for children from ‘Society for Rehabilitation of Mentally Challenged SOREM).’
- Independence Day, Janamashtami and Dusshera celebration at Old Age Home, Sector 15, Chandigarh.
- Participation in District Peace Campaign.

- Halloween and Rotaract Princess Charity events.
- 4-day Art of Living workshop for students.

MCM Medical Committee

- Month-long Cancer Awareness Drive.
- Lecture on breast cancer and cervical cancer by Dr. Sunaina Bansal from IVY Hospital, Mohali. Celebration of Nutrition Day
- Visit to Red Ribbon Express to generate awareness about HIV AIDS.
- Free PAP Smear and Mammography test camp in collaboration with IVY Hospital, Mohali.

MCM NSS Club

- 192 units of blood donated at the annual Blood Donation Camp.
- Sadbhawana Diwas celebrated.
- Performed a Skit —'Sulagti Dharti' to generate awareness about global climate change, in collaboration with ZEE News and NYKS.
- Planted 450 saplings of medicinal herbs.
- 7-day camp on —Environment with 100 student volunteers.
- Peace rally.
- Workshops on mobile addiction, best out of waste and stress management.
- Lectures on blood donation, AIDS, breast cancer, carbon footprint, female foeticide, tree plantation etc.
- 'Quami Ekta Week' and 'Hindi Diwas' was celebrated.
- Candle rally on World AIDS Day.

***MCM showcased the —Help Wildlife foundation at UGC Sponsored National Seminar and it received a spot donation of Rs. 1, 00,000/- from the Art of Living Foundation.**

- Skin care and dermatology lecture in collaboration with IVY Hospital, Mohali.
- Exhibition of dental care and hygiene products.
- Awareness on Breast Cancer.
- Lecture on Declining Sex Ratio.

Criterion – IV
Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly Created	Source of Fund	Total
Campus Area	16 acres	-	-	16 acres
Class Rooms	45			45
Laboratories	30			30
Seminar Halls	03			03
No. of important equipments purchased (\geq 1-0 lakh) during the current year				
Value of the equipment purchased during the year (Rs. In lakh)				

4.2 Computerization of Administration and Library

Administrative block of the college is fully computerized. The admission and examination records are not maintained in digital format.

4.3 Library Services:

	Existing		Newly Added		Total	
	No.	Value (in Rs.)	No.	Value (in Rs.)	No.	Value (in Rs.)
Text Books	31816	-	1261	397709.72	33077	-
Reference Books	388	-	101	252028.17	489	-
e-Books	-	-	-	-	-	-
Journals	15	12560	-	-	13	8245
e-Journals	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Magazines	60	28977	18	8679	78	37656

4.4 Technology Up gradation (overall)

Allocation of Computers:

	Total	Computer Labs	Internet (connections)	Browsing centers	Office	Departments	Library +Others
Existing	109	82	2	1	17	2	8
New	35	32	-	-	1	2	-
Total	144	114	2	1	18	4	8

4.5 Computer, Internet access, Training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Faculty members and the technical and administrative staff were given training in basic proficiency of computer skills.
- Training was given to use the ICT.

4.6 Amount spent on maintenance in (in lakhs):

1. ICT	:	2.08
2. Campus Infrastructure and facilities	:	32.40
3. Equipment	:	
4. Others	:	
Total	:	34.48

Criterion – V

Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The Principal, Deans, Convenors of Committees and the Academic/ Advisory Councils work throughout the year to enhance awareness about Student Support Services. Annual documents such as the College and Hostel Prospectus also become the medium for providing information about the vision and mission of the institution, support services/facilities available along with the facilitators, Courses Offered, Subject Combinations available, Rules and Regulations, Fee Structure, Admission Procedure, Examination System, Academic Calendar, Extension Activities, Guidelines for Scholarships, Stipends, Fee Concessions, Prizes and Cash Incentives etc to the students.

5.2 Efforts made by the institution for tracking the progression

The Alumni Association of the College-AMDA- maintains a record of the students who have passed out which is a graphic indication of their progression to further studies and employment.

Student Progression	2010-11
UG to PG	91.45%
PG to M.Phil.	9.09%
PG to Ph.D.	4.5%
Employed- Other than Campus Recruitment	2.56%

**Data as per records available with Alumni association*

5.3 (a) Total Number of students* UG-2719 and PG -200

(b) No. of students outside the state 1000*

**The above mentioned number pertains to the approximate Hostellers who are definitely from outside the state. However, the college admits many students from neighbouring and distant states who stay with their relatives/ in Paying Guest and rented accommodation; the data for which is not available.*

(c) No. of international students : 11

Last Year (2013-14)						This Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2744	57	08	22	Data not available	2831	2802	65	24	28	Data not available	2919

Dropout % = 2.07 % (approx)*

**This data is based on the number of students seeking a fee refund after seeking admission.*

Demand Ratio : Not Available

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

Subject Experts and eminent academicians are invited by the college regularly to equip students for competitive examinations through lectures, seminars, workshops and interactive sessions.

No. of students beneficiaries : Students of various concerned streams.

5.5 No. of students qualified in these examinations: Data Not Available

5.6 Details of student counselling and career guidance

The students are counselled on academic, career related and emotional issues both within the class and outside informally by the faculty. The Placement Cell of the college organizes lectures and workshops for Career Guidance, Personality Development and Stress Management.

No. of students benefited : 330*

** Number pertains to career guidance only*

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
35	1200	650	-

5.8 Details of gender sensitization programmes

The NSS Unit conducted organized a 15 day self defence training drive in collaboration with Chandigarh Police to equip young women with martial arts skills for self protection.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level : 13 National level : 3 International level : 1

No. of students participated in cultural events

State/ University level : 138 National level : 3 International level : 2

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

Sports:

State/ University level : 28 National level: 2 International level : 8

Cultural:

State/ University level : 28 National level: - International level -

**Includes team and individual prizes*

5.10 Scholarships and Financial Support

	No of students	Amount
Financial support from institution	28	52,400/-
Financial support from government	5	88,000/-
Financial support from other sources	24	1,70,300/-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives: : None

5.12 No. of social initiatives undertaken by the students : 12

5.13 Major grievances of students (if any) redressed:

The Grievance Redressal Committee handled a number of complaints this year pertaining to students' time-table issues; change of subject; availability of basic amenities and interpersonal issues.

Criterion – VI Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To make MCM DAV College a ‘**Total Quality Zone**’ by imparting quality education at all levels to produce ‘Women of Potential’ who can face the challenges of globalization in the 21st century.

Mission: To create young minds with a quest for excellence and a sense of self-evaluative accountability, and chisel them into socially responsible, morally upright, innovative women leaders, administrators and policy makers who can contribute constructively to the task of nation - building.

6.2 Does the Institution has a management Information System

- There is no formal MIS.
- However number of departments as well as the office of the college is computerized.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Being associated with Panjab University, teachers follow the Curriculum provided by the University.
- In the year 2010-11, 11 teachers from various departments were part of the Board of Studies that prepares and revises Curriculum for the students at various levels.

6.3.2 Teaching and Learning

- Faculty is encouraged to stay up to date with their subject knowledge and attend Refresher/Orientation Courses to hone their teaching skills in response to changing needs.
- Innovative teaching methods are adopted taking care of the needs of diversity of students to ensure maximum benefit to them. The traditional chalk and talk,

board method and the latest technology including audio visual aids are used to provide an enriching learning experience to the students.

- Several members of the faculty are members of the Panjab University library and procure additional study material from there for the students.

6.3.3 Examination and Evaluation

- The Institute is affiliated to Panjab University & hence abides by the examination rules & regulations laid by the University.
 - The university provides a chance to every student to have their exam papers re-evaluated for each subject, each year and each stream.
 - Student can improve their scores in case they are not satisfied with their results.
- The policy of the college regarding these parameters is very transparent and student - centric. The evaluation process ensures transparency in following the guidelines offered by the University.
 - House examination is conducted twice a year (September and December) and the question papers are set according to the pattern of Panjab University to keep a track of students' progress.

6.3.4 Research and Development

- Institution always encourages research among students and faculty members.
- The teaching faculty recommends several contemporary and challenging projects and encourage students to execute them.
- Research aptitude of the students is honed through day- to - day continuous effort. The significant institution strategies have been enlisted below:
 1. Upgradation of Library.
 2. Upgradation of Computer Laboratory.
 3. Upgradation of laboratories from time to time
 4. To cater to the increasing demand from the students, expansion of the College building is proposed.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Providing an inclusive and comprehensive educational experience which offers scope for advancement, to both its faculty and the students and allows horizontal and vertical mobility in the curriculum is rendered possible only

through timely and need-based expansion and enhancement of academic programmes, knowledge capital, and infrastructure and the College keeps on augmenting its facilities in tandem with the needs of the stakeholders.

- Library is the backbone of the academic institution. Library is regularly upgraded with the addition of new books, journals, periodicals.
- There were 1261 new text books, 101 new reference books and 13 journals available in the year 2010-11.

6.3.6 Human Resource Management

- The College recruits teaching and non- teaching staff as per the parameters provided by the UGC, Panjab University, and the DAV College Management
- Duties/Responsibilities are assigned as per skills and aptitudes.
- Regular performance appraisals of teaching and non-teaching staff are done.
- Everybody is encouraged to take upon diversified responsibilities in their respective fields for their personal growth. Opinion and suggestions of the employees are significant and utilised as feedback for plans and strategies of the College.
- Special achievements of the faculty are recognized at important college functions and recorded in the College Magazine.

6.3.7 Faculty and Staff recruitment

- Faculty is recruited as per UGC/ Panjab University norms on merit basis. The institution copes up with growing demand/scarcity of qualified senior faculty to teach new programmes by creating an atmosphere which is a blend of experienced senior faculty and hard working fresh young minds working together towards realising the institutional objectives.
- New teachers are appointed according to the need of the subject and those having requisite qualifications, specialization, and experience in the relevant field are preferred.

- 40 members of the Teaching Faculty and 20 members of the Administrative and Technical staff were appointed on temporary basis to cater to the increasing demand.

6.3.8 Industry Interaction / Collaboration

- The college faculty helps facilitate the interaction of students with established professionals in the industry, to gain exposure and build their professional network.
- The career guidance and placement cell provides valuable inputs to students in integrating their education and skills towards possible careers.
- Institute fosters linkages with institutes and industries.
- Students also go for summer and winter training to several academic institutions like Panjab University, Thapar university and several industries like Britannia, Pepsi, Verka, Cocacola, Glaxo Smithkline, CDBL and to different research laboratories like Bioage, Mohali, Bioresources study centre, Zirakpur, NDRI, Karnal.
- This supplements the infrastructural needs of research of the students and also makes them aware of the latest developments in the fields of research.

6.3.9 Admission of Students

- The college follows the guidelines prescribed by Panjab University for admissions to different courses.
- The guidelines specify the minimum eligibility criteria, norms regarding admission of compartment cases and reservations in different categories.

6.4 Welfare schemes for:

Teaching	04
Non teaching	07
Students	04

6.5 Total corpus fund generated :

6.6 Whether annual financial audit has been done : Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	No	-	No	-

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes : No

For PG Programmes : No

**The annual examination, evaluations and the declaration of results falls within the purview of the Panjab University.*

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms? : Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? : Not Applicable

6.11 Activities and support from the Alumni Association :

- The Alumni Association of the college organizes regular formal and informal interactions. The alumni Association AMDA serves as an ambassador of the college and hence plays a positive role in building the reputation of the college.
- The college invites the alumni as resource persons / speakers for various lectures and events to inspire the present students and share their valuable memories and experiences with them.
- The Alumni are honoured and felicitated, on the Induction Day, Prize Distribution Day, Annual Convocation Day and other important occasions to inspire the students.
- Alumni are invited as judges for various cultural and co-curricular events. The Alumni who have progressed to be entrepreneurs also put up stalls during various fests conducted in the college.
- Many of our alumni are serving as members of faculty in the college.
- During this session our alumni members – Dr.Vibha Ray (Principal), Mrs.Jaishree Sharma (IRS), Ms. Smriti Goel (IRS), Ms Khushboo Goel (IAS), Ms. Ritika Narula (IES), Ms.Juhi Mukharjee (IAS), Mrs. Vinita

Arora (Principal), Ms. Neha Miglani (Correspondent), Ms. Loveleen Kaur (Writer) were honoured.

6.12 Activities and support from the Parent – Teacher Association

- There is no formal Parent–Teacher Association but the parents are free to interact with the faculty to discuss the result, conduct, attendance and behaviour of the students.
- In addition, the parents are invited to offer their suggestions for improvements in teaching – learning process, infrastructure, academic courses etc. During their visits on important events of the College e.g. Prize Distribution Function, Convocation etc.

6.13 Development programmes for support staff

Members of the support staff are invited to attend lectures/seminars on important social and technical issues such safety in the laboratory, and use of computers.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- UGC sponsored National Seminar on ‘Global Environmental Issues and Climate Change’ was organized by the Science Association of the College and the occasion was graced by Sri Sri Ravi Shankar Ji, Founder Art of Living Foundation.
- Workshops and lectures on ‘Best out of Waste’, ‘Reducing Carbon Footprint’ were organized.
- NSS in Collaboration with Zee news and NYKS performed a skit ‘Sulagti Dharti’ to sensitize the youth towards the harmful effects of climate change.
- NSS organized a seven day camp on the theme of Environment.
- NSS, Environment Committee and Rotaract club Organise various activities like rallies and Plantation Drives, poster making etc. To sensitize the college students and staff on environmental issues and to spread awareness about the same.

Criterion – VII Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- E-mail groups for the dissemination of notes of Honours and Postgraduate students.
- Personalized academic time table for each students.
- Screening of movies of academic relevance.

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

Action Taken Report

S.No	POA (Plan of Action)	Action Taken
1	Creation of electronic database	<ul style="list-style-type: none"> • Electronic database created for Examination and Admission records • Internal assessment systems computerized
2	Entrepreneurial Skills in students	<ul style="list-style-type: none"> • Various Events like Diwali mela, departmental functions organized and executed by students. • Students involved in the setting up of stalls and kiosks in Diwali Mela and Environment fests
3	Environment Awareness	<ul style="list-style-type: none"> • Around 150 students participated in the Plantation Drive organized during the Van Mahotsav and planted 100 saplings of 12 varieties of medicinal plants • The NSS Wing also organized a 7-day camp on the theme of “Environment” in which 100 volunteers participated. • Screened a movie titled “Flying Monsters” highlighting the role of changing environment and maintaining biodiversity, followed by interactive session and quiz • Students were taken to an organic farm in village Tira, Kharar, for demonstration of vermiculture and organic farming.

		<ul style="list-style-type: none"> • Students were taken for a visit to a fish farm at the village Phaganmajra, Fatehgarh Sahib. • A visit to Nepli Forest and Sukhna Wildlife Sanctuary was organized, to study flora in its natural habitat and to observe species of migratory birds visiting Sukhna Lake • An Interdisciplinary Poster Making contest on “Save your carbon Footprint” was organized to generate awareness about individual environmental responsibility.
4	Spiritual Empowerment	<ul style="list-style-type: none"> • Collaborating the spirituality with the environment, a 31 Hawankund Yajna was organized in the 49th Varshik Utsav organized by Arya Samaj, Sector 16, Chandigarh

7.3 Give two Best Practices of the institution

1. Hawan

Objectives

- Hawan is organized to start a new session with pure thoughts and sustain balance and harmony for the benefit of the whole: the individual, the family and the community.

Context

- To counter the mechanization of the materialistic society, Hawan is extremely vital as a ceremony as it is founded on the principle of sacrifice for the sake of others.
- Lighting a holy flame and offering samidha, ghee and herbs is a symbolic act of giving and teaches one not to be selfish.
- Recitation of prayers in a group teaches one to live happily by sharing with others.
- It represents the protection of the environment we all have to live in.

The Practice

Hawan is a harmonious and healthy practice followed since the inception of the institute in 1968.

- The aromatic oils and herbs offered to the sacred fire in the hawan yajna burn to create chemical substances such as ketones and

aldehydes, which produce disinfectants like Formaldehyde. It is a kind of fumigation process, which cleanses the air of harmful germs.

- Its spiritual corollaries are in disciplining the mind and kindling the inner spiritual light. Hawan purifies the mind of evil desires such as anger, jealousy, greed and pride and removes sorrow and pain with the flame of knowledge.
- Through the ceremony of Hawan the miniscule presence of an individual in the cosmos is underscored. Through this ceremony we make our students realize that their material belongings and success are a result of divine blessing and that the spirit worship, benevolence, renunciation, sacrifice and unity are central to human existence.
- The symbolic significance of Hawan in marking a victory of light over darkness, knowledge over ignorance and prosperity over poverty cannot be overstated.

Evidence of Success

- High spiritual quotient of stakeholders
- Better vibes on campus
- Holistic development of personalities

Problems Encountered

- With our large student body, it is becoming difficult to accommodate all our stakeholders at one venue for the organization of such events.

2. Personalized Student Care

Objectives

- To create a friendly atmosphere in the college.
- To enhance home like feeling for boarders.
- To comfort students and provide them with an environment conducive for academic and personal growth.

Context

- In today's environment, the youth have increased stress levels and tend to be anxious.
- Competitive scenario challenges the traditional strict education system.
- College strives to forge an everlasting bond with students by offering personalized care.
- Every student has specific problems relating to family schedules, priorities, location , personality and behaviours which must be considered.

The Practice

- Allocation of rooms in the hostel based on student preference in terms of choice of room-mates.
- Previous rooms occupied are taken into consideration for allocation in a new session so as to rotate the floors of students for equal privileges.
- Academic time-table for students is created taking into consideration individual situations like place of residence, pick up and drop arrangements etc. Every student's time table is drafted individually.

Evidence of Success

- Comfortable environment leads to better performance by the students.
- Alumni have a sense of belongingness with the institution.
- MCM is the first choice of students and parents in the region.

Problems encountered

- Individual time tables are time consuming and tedious.
- Allocation of rooms becomes a massive task.

7.4 Contribution to environmental awareness / protection

- NSS , Environment Committee and Rotaract club conducted various extension activities including plantation drive, awareness rallies etc.
- Cash, and solar lanterns donated to Ladakh flash flood victims.

7.5 Whether environmental audit was conducted? : No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths:

- The college boasts of a long list of highly placed, widely recognized and responsive alumni.
- The college promotes rootedness in traditional values in tandem with ideological advancement.

Weakness:

- Limited facility to the faculty for research (Reading Rooms /Xerox facility/ Computers/ Seed money/ Study leave etc.).
- Updating of Library facilities.

Opportunities:


- A pan-Indian trend towards return to the roots is conducive to the holistic education strategy of MCM.
- Well equipped for yoga and meditation in consonance with world-wide demand.

Threats:

- Increasing demand for skill based courses and diploma education.
- Challenge of securing placement for students of certain streams.
- Introduction of most Postgraduate course to cater to the career oriented demands of the students.

8. Plans of institution for next year

- Enhancement of web-based learning techniques and resources.
- Development of greater communication channels between various stakeholders.



Name Dr. Renu Bedi

Signature of the Coordinator, IQAC



Name Dr. Nisha Bhargava

Signature of the Chairperson, IQAC

IQAC – 2015-2017

Member of Managing Committee	:	Sh. H.R Gandhar
Chairperson	:	Principal - Dr. Nisha Bhargava
Coordinator	:	Dr. Renu Bedi
Members of NAAC Core Committee:		Dr. Vibha Sharma Mrs. Bindu Sharma Mrs. Vandana Syal Mrs. Sukhpreet Bhatia Mrs. Raman Ghuman Mrs. Baljeet Kaur Tiwana Dr. Neha Pandeya Dr. Manjit Sidhu
Senior Administrative Officers	:	Registrar – Mrs. Rama Kashyap Bursar - Mrs. Madhvi Bajaj Dean (Exam) – Dr. Neela Pawar Dean(Cultural Affairs) – Mrs. Sukhpreet Bhatia
Staff Representative (Governing Body)	:	Dr. Simmi R Singh
Teaching Faculty	:	Mrs. Madhu Marwaha Dr. Savita Thapar Mrs. Suman Mahajan Dr. Gurvinder Kaur Dr. Geeta Mehra
Co-ordinator Hostel Committee	:	Mrs. Kamini Tayal
Librarian	:	Mrs. Shashi Prabha Bansal
Local Society (M.C Councillor)	:	Mrs. Asha Kumari Jaswal

President (Students Union)	:	Ms. Antpreet Kaur
Alumni	:	Ms. Anu Dhingra Ms. Suditi Jindal
Industrialists/Stakeholders	:	<ol style="list-style-type: none"> 1. Mr. Sat Pal Gupta (Swarna Industries Ltd., Ph-II, Ind. Area, Panchkula (Hry).) 2. Mr. N.S. Brar (PAGRO Frozen Foods Ltd., Sirhind (Punjab)) 3. Dr. Anil Angrish (Director, Ludhiana Stock Exchange) 4. Mr. Narender Verma (Senior Executive, CII)

Annexure II

CLASS	No. of students appeared	Ist Div.	II Div.	III Div.	College %	PU %
BCA I	83	63	1	0%	84.29%	33.85%
BCA II	74	66	5	0	97.11%	0.00%
BCA III	41	40	0	0	100%	89.19%
B.Com I	217	157	32	3	83%	73.10%
B.Com II	230	171	47	2	97.21%	69.65
B.ComIII	232	205	27	0	100%	93.74%
B.ComIII(Hons)	135	112	5	0	100%	86.58%
B.SC I (V)	46	14	18	2	88%	62.68%
B.SC I (F/Sc)	8	1	3	1	88%	62.68%
B.Sc (M)	15	9	4	1	88%	62.68%
B.Sc (NM)	60	23	9	6	88%	62.68%
B.SC.I MFT	22	10	7	4	95.5	-
B.SC II (V)	42	17	10	1	99%	84.42%
B.SC II F/Sc	5	1	4	2	98.9	84.42%
B.Sc-II (M)	16	13	6	3	98.9	84.42%
B.Sc-II(NM)	52	28	4	1	98.9	84.42%
B,SCIIMFT	22	18	4		100%	100%
B.Sc III MFT	21	19	1	1	100%	100%
B.Sc III (V)	23	11	5	0	100%	91.41%
B.Sc II(G.S)	13	9	7	0	100%	91.41%
B.SCIII (M)_	18	10	5	1	100	91.41
BSCIII(NM)	14	10	3	1	100%	91.41%
B.A.I	568	285	154	43	93.62%	48.24%
B.A.II	433				99.3%	76.29%
B.A.III	464	301	148	11	99.63%	68.83%
MA.I ENGLISH	43	3			89.29	44.23
M.A.II ENGLISH	34	2	14	6	100	83,60
PGDCA	24	5	10	11	82.1.	61.38
MA.I SOC	40	25			85.5	62.72
MA II SOC	46	24	15	4	100	83.6
PGDMC	13	8	2	6	93.3	79.65