



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		K. L. MEHTA DAYANAND COLLEGE FOR WOMEN
Name of the head of the Institution		DR. VANDANA MOHLA
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01292416602
Mobile no.		9818286238
Registered Email		klmfbd@rediffmail.com
Alternate Email		klmdncollege@yahoo.com
Address		K. L. MEHTA MARG, NH-3, NIT FARIDABAD
City/Town		FARIDABAD
State/UT		Haryana
Pincode		121001
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	MS. ARCHNA DUA
Phone no/Alternate Phone no.	01292416602
Mobile no.	9810319942
Registered Email	duaarchna10@gmail.com
Alternate Email	klmfbid@rediffmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.klmehtadcw.org/aqar/
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.klmehtadcw.org/academic-calender/

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	77.52	2003	21-Mar-2003	21-Mar-2008
2	B	2.53	2015	15-Nov-2015	15-Nov-2020

6. Date of Establishment of IQAC	14-Mar-2009
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
e-Faculty Development Programme on Research Methodology: Techniques &	21-Jul-2020 1	220

Ethical Perspectives		
FDP on Plethora of Tools through Online Teaching	17-Jul-2020 1	114
FDP on Imparting Online Teaching Learning Methodology	23-Jun-2020 1	107
FDP on Art of Education through Online Teaching Methods	17-Jun-2020 1	232
Webinar on Careerguidance	11-Jun-2021 1	100
E- Technobuzz	27-Apr-2020 1	21
Coding Competition	22-Feb-2020 1	8
Infotsav-2020	07-Feb-2020 1	36
Technobuzz-2019 (Inter College Competition)	20-Sep-2019 1	25
Technobuzz-2019 (Intra College Competition)	30-Aug-2019 1	66
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTION	MAINTAINANCE GRANT OF SALARY	STATE GOVERNMENT	2019 365	58130000
INSTITUTION	SEMINAR GRANT	STATE GOVERNMENT	2019 1	50000
INSTITUTION	SCIENCE EXHIBITION	STATE GOVERNMENT	2019 1	23000

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes

Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Digitalization of classes. Library successfully implemented 'Koha' open source integrated library system. College ELibrary app (KLMDCW ELibrary) is available on Google Play Store and Apple Store.	
Faculty Development Programmes on Research Methodology: Technology and ethical perspective and Art of Education through online teaching mode and successfully organized National workshop on "Intellectual Property Rights".	
Installation of smart boards and active mentor-mentee system throughout the year for improvisation in teaching learning.	
Academic and administrative audit conducted.	
Best practices adopted such as developing green area in the college, use of mask, sanitizer, social distancing during COVID-19 pandemic.	

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

Plan of Action	Achievements/Outcomes
Upgradation of college dispensary	Construction of new medical room.
Up gradation of IT Department	60 new computers were bought.
Upgradation of institutional website	Website is now linked with YouTube and Facebook.
Academic upgradation: 11 smart boards to be installed	Order was placed for the purchase of smart boards.
Infrastructure upgradation	*10 new classrooms constructed *Reading room adjacent to library is constructed. *Chemistry lab is completely renovated for UG classes. *Pedestrian pathways are also renovated. * BCA labs were renovated.
Total digitalization of library	The college has implemented web OPAC. The college library has also subscribed to NList programme of INFLIBNET, besides that college has its own e library. The college also uploads video lectures and presentation related to

curriculum on elibrary as LMS.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

INTERNAL QUALITY ASSURANCE CELL (IQAC)

28-Nov-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

08-Jan-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

College management information system manages students' fee, library, office, finance, faculties etc. The MIS system of the college helps in decision making, coordination, control, report generation, analysis and retrieval of information. MIS makes paperless environment, improves work efficiency and saves time. College has incorporated various technology oriented functionalities for excellence in management of the educational institution. Various modules keep the college automated and smooth administration of the following functional areas - 1. Student Details: MIS through Excel helps to record students' data and speedy retrieval of data. • Keeps track of personal and academic information of every student. The recorded information helps to generate various reports for statistical analysis of academic results. • Keeps track of attendance of all the students. This helps to identify students' with short fall of attendance. • Keeps track of students enrolled in various scholarship schemes, scholarship fund flow etc. • Keeps track of placed students in

campus placements and helps to generate reports of company wise, student wise and stream wise placements. • Keeps track of parent teacher meetings and performance evaluation of students. • Keeps RR for Ist year, CR for IInd and IIIrd year students updated, upload sessional assessment and practical assessment of students and download exam roll number slips from ERP module of MDU and maintain the report in Excel Sheet. 2. Faculty Details: MIS through Excel helps to record various details of college faculties. • Keeps track of personal data, qualification details, experience details, achievements, applicable pay scales, leave status etc. • Keeps track of faculty wise timetable, lesson plans, curriculum development plan and governance. 3. Finance and Accounts: For managing finance and accounts, college has implemented Tally ERP 9. The system creates Fee/ Fine Collection vouchers, enters cash and bank receipts / payments vouchers, Contra Entry Vouchers, General Vouchers, prints reports like cheque register, Cash Book, Day Book, General Ledger, Bank book reconciliation, Trial Balance, Income and Expenditure statements and Balance Sheet. 4. Library: The Library is well equipped with automated software TECHLIB7 to streamline the data, including various functional modules. In the session 20192020, college implemented Open Source Integrated Library Management Software, KOHA 18.11.16 and database holdings of library can be located in the online catalogue. 5. Office Administration: MIS through Excel helps to record various administrative aspects of the college. • Helps to manage the store items and keep track of purchased items. • Helps to manage payroll, calculating monthly net payable as per pay scale, generating TDS Challans, PF and ESI Challans for teaching, nonteaching and support staff. • Keeps track of college events and participated students. • Keeps track of inward and outward communication to administration section. College MIS helps to generate various reports which provide clear picture of all the functional areas.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The curriculum of the institution is designed, prescribed and governed by the affiliating university i.e. Maharshi Dayanand University, Rohtak (A state government university with NAAC grade A+). The institution meticulously plans for effective implementation of the curriculum while following comprehensive departmental planner, timetable, lesson plans, academic audit, infrastructural facilities and students' feedback. All the departments prepare departmental calendar in line with the academic calendar prescribed by the University which consists of all the activities in detail. Time table is prepared in consultation with the respective HODs. Timetable is scheduled to prevent monotony and thus ensures that curriculum is well absorbed by the students and effectively delivered by the faculty. The approved time table is displayed on notice board and college website. Once the subject is allotted to the faculty member they prepare lesson plan in the beginning of the semester. HODs monitor and ensure that the teachers must complete their syllabi within the given time frame. For effective curriculum delivery, the institution pays special attention to regular attendance of students in all the classes. Attendance is monitored by each faculty member and defaulter students with poor attendance are identified. Parents of such students are informed telephonically for the PTM. Feedback is taken from the students and analysis is done. If feedback is poor, then corrective measures are advised by HODs. Faculty member meetings are held by the HODs to take academic review and suitable remedial measures are advised if necessary. For the effective delivery of Curriculum, the institution has aesthetically designed classrooms to provide a stimulating atmosphere helpful to all around development of the students. The library acts like a hub of knowledge. It has INFLIBNET facility and has plenty of books of various subjects of different authors. The faculty encourages the students to access the library for better understanding of the topics pertaining to their course work and also to enhance their knowledge. To support the effective curriculum delivery various teaching methods are applied based on the requirement of the subject or topic. Both the conventional and the advanced learning aids are used in delivery of the lesson such as chalk and Black-board method, ICT-enabled teaching learning method, paper presentation and group discussion by the students. Seminars and Special talks by experts are also arranged. Regular class tests are conducted. Departments maintain the detailed record of the classes and assignments. The college administration also keeps a vigilant eye on the results, departmental proceedings and also keeps record of different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery. The Governing body of the college along with the principal evaluate the result of semester end examination. Feedback from all the stakeholders helps in taking concrete decision as to how to improve and go about with the next academic session.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Data Analytic Training	Nil	30/04/2019	45	YES	YES

Accounts Executive	Nil	14/04/2019	59	YES	YES
Mutual Fund Agent	Nil	14/04/2019	59	YES	YES
Communication Soft Skill	Nil	14/04/2019	50	YES	YES
FRONT OFFICE ASSOCIATES	Nil	14/04/2019	59	YES	YES
Personal computing digital lifestyle	Nil	15/07/2019	25	YES	YES
Computer overview and programme structure methodology	Nil	15/07/2019	30	YES	YES
Computerised financial accounting using Tally ERP 9 level 1	Nil	15/07/2019	26	YES	YES
Logic building and effective problem	Nil	15/07/2019	35	YES	YES

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	828	46

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
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ACCOUNTS EXECUTIVE (CERTIFICATE)	14/06/2019	77
MUTUAL FUND AGENT (CERTIFICATE)	14/06/2019	51
COMMUNICATION SOFT SKILLS (CERTIFICATE)	14/06/2019	18
FRONT OFFICE (CERTIFICATE)	14/06/2019	22
IBM NEW COLLAR EMPLOYABILITY PROGRAM(DATA ANALYTICS TRAINING) (CERTIFICATE)	30/04/2019	200
PERSONAL COMPUTING DIGITAL LIFESTYLE	15/07/2019	238
COMPUTER OVERVIEW AND PROGRAMME STRUCTURE METHODOLOGY	15/07/2019	117
COMPUTERISED FINANCIAL ACCOUNTING USING TALLY ERP 9 LEVEL 1	15/07/2019	40
LOGIC BUILDING AND EFFECTIVE PROBLEM	15/07/2019	10
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	BBA	116
BSc	BIOTECH	37
MSc	COMPUTER SCIENCE	7
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The institution has a feedback policy which is used as an effective monitoring tool for maintaining academic excellence. The online facility of filling the data has been provided to all the stakeholders. The data is compiled and analysed through SPSS. It is given for deliberation to the Principal/Departmental Heads. After the analysis action to be taken is discussed in IQAC. The whole objective of this policy is effective

implementation of Curriculum for better learning and continuous improvement of the processes and practices that are carried out in the institution. Feedback on Students' Satisfaction: Findings of the feedback become useful to IQAC in identifying gap between student expectations and quality of education offered by the institution. Students can also give feedback through the suggestion box available in the department. While revision and upgradation of the syllabus is done at the University level, the college has a mechanism for effective curriculum delivery. For this, the college has got the provision of special teaching for slow learners. In addition to the regular subject classes, the college also organizes special lectures by inviting experts from various fields to share their knowledge with the students. The college offers multiple certificate courses in order to make students industry ready. Suggestions like encouraging students to take up various certificate courses for skill development in areas required by the industry which has increased the employability of our students. These mechanisms help to decide the options or new programs that the College may offer and for planning other curriculum enrichment extension activities. The feedback from parents is taken both in face to face interactions through PTM and also through a structured feedback questionnaire. Such practices have been appreciated by the parents and created a bond between the parents and the institution. The suggestions are taken up seriously. Regular PTM has proved to build a productive connect between the institution and parents and has helped to make studying at the institution an effective and joyful experience to our students. The college also takes feedback from teachers on relevance of the syllabus in terms of employability, evaluation system, and coverage of contents and so on. The college promotes the faculty to upgrade themselves by sending them to complete the Orientation and Refresher Courses. Alumni Feedback is utilized to enhance their collaboration and cooperation in various activities of the college. Other certificate and add-on courses have been introduced to improve the employability prospects of our students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	PASS	240	1057	239
BA	PASS	320	848	319
BSc	MEDICAL	160	337	132
BSc	NON MEDICAL	160	331	100
BSc	HOME SCIENCE	30	156	20
BCom	COMPUTER APPLICATION	120	444	120
BCom	HONOURS	60	745	60
BBA	BBA	60	683	60
BCA	BCA	120	527	120
BSc	BIOTECHNOLOGY	40	189	39

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3580	255	114	10	28

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
124	72	76	4	2	7
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

An effective mentoring system prevails in the institution. The head of the Institution nominates the faculty member for the mentorship programme, where after, a fixed number of students are allotted to the mentors to be their mentees. Students from both UG and PG programmes are a part of this mentor-mentee system. Every mentor is allocated 30 students for mentorship while some are allotted two groups of 30 students each. The mentees discuss their problems with their mentors and related to their education, career, family and all other issues they want to. The mentors try to resolve the matter and advise the students accordingly. The system tends to strengthen the bond between the student and the teacher. The students feel free talking to a mentor more than when they talk to a teacher in a class. The main advantage of this mentor-mentee program is that the girls, who are otherwise shy or hesitant to speak/discuss their problems, find it comfortable when they talk to their mentors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3835	124	1 : 31

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	18	20	Nil	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Ms. Archana Dua	Associate Professor	Certificate of Appreciation from Indian Red Cross Society for Selfless services during COVID-19 Pandemic by Indian

			Red Cross Society Haryana State Government
2020	Ms.ArchnaDua	Associate Professor	Certificate of Appreciation in outstanding performance in COVID - 19 emergency 2020.
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	B.SC BIOTECHNOLOGY	6th	22/10/2020	09/11/2020
BCA	BCA	6th	17/10/2020	05/11/2020
BBA	BBA	6th	17/10/2020	05/11/2020
BCom	B.COM HONOURS	6th	22/10/2020	09/11/2020
BCom	B.COM COMPUTER APPLICATION	6th	18/10/2020	09/11/2020
BSc	B.SC HOME SCIENCE	6th	22/10/2020	10/11/2020
BSc	B.SC NON MEDICAL	6th	18/10/2020	10/11/2020
BSc	B.SC MEDICAL	6th	18/10/2020	09/11/2020
BA	B.A.	6th	17/10/2020	11/11/2020
BCom	B.COM PASS	6th	18/10/2020	09/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The continuous internal evaluation system aims at academic growth of the students as well as the teaching process. Other than the routine classes, the students are evaluated on a number of parameters. Class tests, assignments, group discussion, presentations are the criteria tested for. The dates for class tests and assignments are announced well in advance by the teachers in class. The corrected test papers are returned to the students so that their doubts and problem areas can be discussed keeping in mind the preparation for final exams.

Further, the mock tests and mock practical's are also conducted for the assessment of students. All these methods prove to be useful for the students as they are able to track their level of performance and also prepare for the finals accordingly. Wherever possible the students are also provided with the option of undertaking retests to build up their confidence. Periodic PTMs are conducted in order to present the overall performance of the children before their parents. The purpose of the PTM is to discuss the weakness and problems of the students which they are facing and as a solution, extra classes are

conducted for them. The students are kept informed about their attendance also as it is also an important part of CIE. The main purpose of CIE is to help students improve in their weak areas to make them feel free from any kind of academic pressure.

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

The college is affiliated to MD University Rohtak which circulates its academic calendar to the respective colleges. In accordance to the university academic calendar, the college prepares its own academic calendar. Subsequently university and college academic calendar is uploaded on the college website. The very purpose of the academic calendar is to hold academic schedule/activities etc. well in advance before the commencement of the academic session and is also communicated to students at the time of admission. The schedule of the college activities is decided on the basis of academic calendar which clearly refers about various academics/extracurricular activities. During the orientation in the new session students are informed about the academic calendar of the college and CIE. The principal holds the meetings with the HODs and the staff regarding the successful implementation of the academic calendar. The calendar also includes the break (summer and winter) and semester end examinations dates which are decided by the University. Adherence to academic calendar helps in timely delivery of curriculum by the teachers and also other matters without any conflict and overlapping with other issues.

2.6 – Student Performance and Learning Outcomes

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

<http://www.klmehtadcw.org/programme-and-course-outcomes/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.COM PASS	BCom	PASS	221	171	77.4
B.A.	BA	PASS	240	161	67.1
B.SC MEDICAL	BSc	MEDICAL	126	103	81.7
B.SC NON MEDICAL	BSc	NON MEDICAL	116	83	71.6
B.SC HOME SCIENCE	BSc	HOME SCIENCE	17	16	94.1
B.COM COMPUTER APPLICATION	BCom	COMPUTER APPLICATION	106	82	77.4
B.COM HONS	BCom	HONOURS	60	58	96.7
BBA	BBA	BBA	57	51	89.5
BCA	BCA	BCA	106	82	77.4
B.SC BIO TECH	BSc	BIOTECHNOLOGY	37	30	81.1

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2.7 – Student Satisfaction Survey

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

<http://www.klmehtadcw.org/sss/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	0	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Webinar on “Changing Scenario: A discussion on pre and post covid times”	Internal quality assurance cell/ Department of Commerce Management	06/06/2020
Webinar on Art of Education through Online Teaching Methods	Internal quality assurance cell/ Department of computer Science	17/06/2020
Webinar on Imparting Online Teaching Learning Methodology	Internal quality assurance cell/ Department of computer Science	23/06/2020
Workshop on Plethora of Tools through Online Teaching Methods	Internal quality assurance cell/ Department of computer Science	17/07/2020
e-Faculty Development Programme on Research Methodology: Techniques Ethical Perspectives	Internal quality assurance cell/ Department of computer Science	21/07/2020

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

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

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

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

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
COMMERCE	2
ECONOMICS	1
MATHEMATICS	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	COMMERCE	2	Nil
International	MATHEMATICS	1	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
COMPUTER	2
ECONOMICS	2
BOTANY	1
MATHEMATICS	1
COMMERCE	7
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
A Study of solution of variational inequality system and mixed equilibrium problems	Ms.Sonam Ahuja	Research Review journals	2019	0	KL Mehta Dayanand College For Women Faridabad	Nil
Profit to Purpose - developing an	Ms.Yashika Chakarwarty	International Journal of Advance and	2019	0	KL Mehta Dayanand College For Women Faridabad	Nil

Integrated CSR Strategy		Innovative Research				
Profit to Purpose - developing an Integrated CSR Strategy	Ms.Kunika Arora	International Journal of Advance and Innovative Research	2019	0	KL Mehta Dayanand College For Women Faridabad	Nil
Development of an In vitro Propagation Protocol and a Sequence Characterized Amplified Region (SCAR) marker of Viola serpens Wall ex Ging.	Dr.Shipra Rani Jha	Plants	2020	0	KL Mehta Dayanand College For Women Faridabad	Nil
Detection And Control Measures Of Air Pollution	Dr.Shveta Arya	International Journal of Scientific Technology Research	2020	0	KL Mehta Dayanand College For Women Faridabad	Nil

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Detection And Control Measures Of Air Pollution	Dr Shveta Arya	International Journal of Scientific Technology Research	2020	Nil	Nil	KL Mehta Dayanand College For Women Faridabad
Development of an In vitro Propagation Protocol and a	Dr.Shipra Rani Jha	Plants	2020	Nil	Nil	KL Mehta Dayanand College For Women Faridabad

Sequence Characterized Amplified Region (SCAR) marker of <i>Viola serpens</i> Wall ex Ging.						
Profit to Purpose - developing an Integrated CSR Strategy	Ms.KunikaArora	International Journal of Advance and Innovative Research	2019	Nil	Nil	KL Mehta Dayanand College For Women Faridabad
Profit to Purpose - developing an Integrated CSR Strategy	Ms.YashikaChakarwarty	International Journal of Advance and Innovative Research	2019	Nil	Nil	KL Mehta Dayanand College For Women Faridabad
A Study of solution of variational inequality system and mixed equilibrium problems	Ms.Sonam Ahuja	Research Review journals	2019	Nil	Nil	KL Mehta Dayanand College For Women Faridabad
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	82	302	36	91
Presented papers	13	22	Nil	Nil
Resource persons	Nil	Nil	1	13
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such	Number of students participated in such
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		activities	activities
Talk on Healthy Lifestyle	Fortis Hospital Faridabad	2	100
Eye Check up Camp	Fortis Hospital Faridabad	2	100
Visit to Deaf and Dumb School	BalBhawan	2	24
Talk on Life Skills	Sri SathyaSaiSeva Organisation, Delhi NCR	2	53
Talk on Oral Health	B.K. Hospital Faridabad	2	100
Visit to Government Girls Senior Secondary School, Village. Pali, Faridabad	Government Girls Senior Secondary School, Village. Pali, Faridabad	1	20
Visit to Government Girls Senior Secondary School, Village. Pali, Faridabad	Government Girls Senior Secondary School, Village. Pali, Faridabad	1	9
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
(Youth Red Cross/Annual General Meeting)	Shield	Indian Red Cross Society, Haryana State Branch Chandigarh	87
International Womens Day Celebration(Women Cell)	Shield	Rotary Club of Faridabad Tulips	90
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
YRC	Government Girls Senior Secondary School, Village. Pali, Faridabad	Visit to Government Girls Senior Secondary School, Village. Pali, Faridabad	1	9
NSS	Government Girls Senior	Visit to Government	1	20

	Secondary School, Village. Pali, Faridabad	Girls Senior Secondary School, Village. Pali, Faridabad		
YRC	B.K. Hospital Faridabad	Talk on Oral Health	2	100
YRC	Sri Sathya Sai Seva (Organisation, Delhi NCR)	Talk on Life Skills	2	53
YRC	BalBhawan	Visit to Deaf and Dumb School	2	24
YRC	Fortis Hospital Faridabad	Eye Check-up Camp	2	100
YRC	Fortis Hospital Faridabad	Talk on Healthy Lifestyle	2	100
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Student Exchange Programme (Spiritual)	37	0	1
Outreach Programme	19	0	1
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
INTERNSHIP	BIOTECH	DIFFERENT HOSPITALS	Nil	Nil	37
INTERNSHIP	BBA	DIFFERENT COMPANIES	Nil	Nil	37
INTERNSHIP	M.SC COMPUTER SCIENCE	WITH IN THE SAME COLLEGE	Nil	Nil	37
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Manufacturers Association Faridabad	02/03/2019	Industrial Exposure	57
IPRIMED Education Solutions Pvt, Ltd.	30/04/2019	Data Analysis	200
Edu Bridge Learning Pvt. Ltd.	14/06/2019	Accounts Executive,	85
Edu Bridge Learning Pvt. Ltd.	14/06/2019	Mutual Fund Agent ,	42
Edu Bridge Learning Pvt. Ltd.	14/06/2019	Communication Soft Skill,	6
NIIT	15/07/2019	Personal computing digital lifestyle,	238
NIIT	15/07/2019	Computer overview and programme structure methodology,	117
NIIT	15/07/2019	Computerised financial accounting using Tally ERP 9 level 1	40
NIIT	15/07/2019	Logic building and effective problem	10
National Association of Blind (NAB)	27/07/2019	Social Service	20
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
11039000	11066405

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Newly Added

Class rooms	Newly Added
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Techlib	Fully	7	2013
KOHA	Fully	18.11.16.000	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	21549	23799167	865	253309	22414	24052476
Reference Books	3633	215573	10	3008	3643	218581
e-Books	Nill	Nill	660300	159300	660300	159300
Journals	31	34570	23	41750	54	76320
e-Journals	Nill	Nill	164990	5900	164990	5900
Digital Database	Nill	Nill	61	222713	61	222713
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existin g	297	8	140	0	0	10	17	40	0
Added	57	1	74	1	1	2	16	10	0
Total	354	9	214	1	1	12	33	50	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3408000	3345170	705000	7037043

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

Our institution has a defined mechanism to maintain its infrastructure. All the procedures and policies of the college are to fulfil and upgrade the infrastructure requirements. For the maintenance of infrastructure, management has outsourced the contractor and engineer to supervise the construction. For the maintenance of labs, under the direct supervision of HOD through a departmental committee and lab assistant to ensure the maintenance of labs. Any major infrastructure project involving a large financial outlay is first discussed by the Building Committee and then routed to the principal/governing body. Financial outlay is planned for the same. The department committee with the teacher incharge as the convener meet and decide about which equipment/Apparatus/ glassware etc. is to be obtained and then assign proper priority to them and purchase committee is entrusted with the task of purchase with the consent of principal. The library staffs keeps updating the record of all the academic material and stock checking is done regularly. For the requirement and maintenance of the library, meeting of the library committee is held regularly. For IT Upgradation and maintenance, a IT professional is hired. If needed the services of professional Agencies is taken. For maintenance of IT Labs separate registers are placed in every lab and requirement is noted in the register. Further requirement on the basis of register are placed before the purchase committee / management and requirement is fulfilled. Computers, Gensets, Office software are under annual maintenance contract and regularly serviced. College has eco-friendly environment to ensure our Institution remains a green campus, we also have a green committee comprising members from botany department and also we have efficient and experienced gardeners to maintain the lawns and flora of the college. As our colleges excel in sports activities, it is ensured that proper infrastructure for indoor and outdoor sports to be maintained. Fire extinguishers are also installed in the entire campus for the safety of the staff and the students which are regularly serviced through outsource. There are two gensets to cover for power failures. Being a women educational institution security is the prime priority. Security of the whole campus has been outsourced with sufficient guards. There are CCTV cameras at strategic locations around the college campus, through which constant vigil is maintained. The college has its own plumber, electrician, carpenter and technician to assist smooth operation of work. Decisions regarding request for general purchases are taken by administrative block of the college and in case of purchase for individual departments it is decided by the purchase committee, rectified by the principal and then executed. u

<http://www.klmehtadcw.org/infrastructure-and-physical-facilities/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Need Cum Merit Scholarship Scholarship to Needy Student Earn While you Learn Annual Prize Distribution	278	432580
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Diet Counselling Session	25/02/2020	230	Dr. Kumar
Talk on Lifestyle management and Yoga	19/02/2020	315	By Dept of Food Nutrition
Fit hai to Hit hai Programme	15/02/2020	350	By Women Cell
Talk on Mental Health and Menstrual Hygiene Anemia	19/11/2019	320	Dr. Sudha Nigam
Talk on Oral Health	12/10/2019	520	Dr. Vandana Mehta, B.K. Hospital
Talk on Life Skills	30/09/2019	400	Mr. Shalabh Mittal and Mrs. Bharti Dudeja
IBM NEW COLLAR EMPLOYABILITY PROGRAM (DATA ANALYTICS TRAINING)	30/04/2019	146	Ms. Shobha Chawla (9887493944)
Communication Soft Skill	14/06/2019	18	Ms. Sarabjeet (9899725290)
NIIT	15/07/2019	358	Mr. Captian Singh (9818129386)
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	SSC, Bank PO Police Coaching By Bharat Academy	29	Nil	Nil	Nil
2019	I-Primed	Nil	146	Nil	40
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
21	32	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Capgemini	146	16	NIL	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	59	B.A.	ARTS	Dehat Vikas Institute Of Education And Technology, Faridabad Shiv College Of Education, Tigaon Faridabad K.L Mehta Dayanand College For Women, Faridabad K.L Mehta Dayanand College For	B. Ed M.A (Pol Sc.) M.A (Economics) M.A (Hindi) M.A (History) M.A (English)

				Women, Faridabad Pt. Jawahar Lal Nehru Govt. College, Faridabad Pt	
2020	1	M.A.	ECONOMICS	Shiv College Of Education, Tigaon Faridabad	B. Ed
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
CAT	1
Any Other	4
No file uploaded.	

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

Activity	Level	Number of Participants
Kabaddi Tournament	Inter College	10
Volley Ball Tournament	Inter College	10
Ball Badminton Tournament	Inter College	9
Shooting	Inter College	1
Cricket Tournament	Inter College	15
Basket Ball Tournamnet	Inter College	11
Archery Tournament	Inter College	3
Yoga Tournament	Inter College	5
Taekwondo Tournament	Inter College	8
Sports: Kho-Kho, Basketball, Cricket	Inter Class	29
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	SILVER MEDAL	National	1	Nil	17F2411061	KAJAL
2020	SILVER MEDAL	National	1	Nil	1911411081	Komal

2020	Silver medal	National	1	Nil	1800411049	Pinki Pandey
2020	Silver medal	National	1	Nil	17F2410495	Madhu Saini
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Our Institution believes in youth empowerment through quality education. The main motto behind the student council is to invite and provide the students a platform where they can explore and showcase their talent and prepare themselves for the world of competencies. Before 2018, student representatives were chosen from each class of UG and PG programs through nomination, who used to organize various departmental events likes sports, cultural programs, co-curricular activities, maintaining discipline and addressing students' grievances etc. In 2018, a student council was formed through indirect elections. Students Council is actively engage itself in the academic and administrative processes of the college. The student council comprises of President, Vice-president, Joint -secretary and fifteen other council members. Student's council functions under the guidance of Principal and the faculty members along with the support of the students. The student's representatives encourage and motivate other students to participate in student's oriented programs such as Blood donation camp, Fresher's day, NSS Rallies, Independence day, Voter's day, Sports day, etc. The various academic and administrative bodies that have student's representation includes: Academic bodies: ? Time Table Committee: Student council gives suggestions regarding time table. ? Examination Committee: Suggestions are given by members of the committee regarding Practical Mock Test Date Sheet. ? Library Committee: The members of the committee put forward the requirement of books journals in the library. Extra-Curricular Co-Curricular Bodies: ? Sports Committee : This committee has student players as representatives who take a lead role in organizing various sports and games competition along with the Annual Sports Day for UG and PG programs ? Cultural Committee : Students' representative is actively involved in cultural activities and events of the college like Fresher's Day , farewells , Annual Day etc. in the college . ? Extension Activities : Clubs like NSS, YRC ,Women Cell etc. are actively run by students working tirelessly towards social issue like cleanliness , water conservation , blood donation , health and hygiene, women empowerment and many more important issues. ? Grievance Committee: This committee addresses grievances of students and also ensures zero tolerance to Ragging. ? Magazine : The college magazine "MANAS JYOTI" draws a major contribution from the students where they are provided an opportunity to express their flair for writing and creativity through articles , poem. ? Technical Activities: Students from every department participate actively in model making, power-point, e-quiz and various inter college and intra college competitions. Participation in various committees develop leadership skills, team building, decision making, time management, self-discipline among the students. It helps the institute to generate fresh ideas which infuses dynamism in the college environment.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings: As and when notified by the college. Activities: Talented alumni have a wealth of experience and skills to share with current students via talks and meets. The college utilizes the intellectual inputs of its alumni by giving them chance to serve the institution, not only this, our ex-students work with schools of Maharshi Dayanand Educational Society. Ms. Aanchal Sharma who was awarded with "Best Actress Award" work as co-director of Mime, Hindi and Sanskrit play in the youth fest. Ms. Anjali conducts Zumba classes in the college. Most of the sports coaches are our alumni members. Our alumni connect with their Alma mater through social media. The college always feels proud and accomplished seeing its alumni working efficiently in various fields. The alumni of college is guiding and nurturing our students to become professionals and responsible citizens. We are planning to develop everlasting relations with our alumni which in turn will give rise to mutual benefits.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college functions through delegated system of authority and responsibility. Various committees are constituted to manage the academic and non-academic activities. The academic departments are led by their respective heads and various committees. Subject societies and cells are headed by conveners. These committees and cells formulate their policies and programmes and set targets under the guidance and leadership of the principal. These committees are responsible for college timetable, admission, organisation of various cultural programmes, welfare of students etc. Our college has a decentralized system of performing different activities especially Youth Festival. Every year our college participates in Zonal and Inter Zonal youth festivals where various talents of students are promoted like singing, dancing, theatre, fine arts, photography and literary activities. Conveners of different activities are selected from faculty members with specific interest areas. Every convener is independently responsible for the activity assigned. Every convener selects the students by organising Talent Hunt programme for the activity. The Principal/Conveners select directors for their activities to groom the selected students nicely to compete in the zonal Youth Festival. They are given rigorous training for several hours per day to excel in that event. It is the responsibility of the conveners to arrange costumes for students, hiring accompanist, managing the resources for designing the sets etc. Students bring Laurens to the college due to sincere efforts of directors/ conveners and the incharges of various activities, the college wins many prizes in the Youth Festival. Similarly decentralized system and participative management is followed by other committees like purchase committee and disposal committee.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type

Details

Admission of Students	<p>The students are guided to opt for right choice of subject combination at the time of admission. In the process of admission, aspiring students register themselves on the Government portal and fill up the form. Students are admitted on the basis of merit merit lists are displayed on the government portal. University norms are strictly followed as far as allotment of seats are concerned. Economically poor students are provided with financial aid by the management</p>
Industry Interaction / Collaboration	<p>The College collaborates with some industries for quality improvement. 'NSDC' skill courses are introduced in the institution keeping in view national policy of honourable Prime Minister, "Skill India". This is a skill training programme designed by the Ministry of skill development and NSDC. This is a step towards employability along with the academics. Our college has collaboration with iPRIMED education Solution Pvt. Ltd to organise Data Analysis Training placement drives for the students. Another collaboration is with NIIT offering IT education to college students. College has also signed a large number of MOUs with other industries, organisations and hospitals.</p>
Human Resource Management	<p>The College arranges various training programs for teaching and non-teaching staff. They are also motivated to participate in similar programs organised by other institutions. Various welfare facilities are available for the benefit of teaching and non-teaching staff like study leave, salary advance facility for teaching staff, summer and winter uniform and loan for support staff etc.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Our college has added modern well equipped techno friendly infrastructure which includes: a) ICT: Various computers, Wi-Fi enabled campus, projectors, smart boards are there. b) PG wing: Various PG classes are held. c) Lab: Well-equipped labs have been made. d) Library: Library has been digitalised.</p>
Research and Development	<p>The research committee of the college holds seminars / workshops etc. at institutional level. It has also been</p>

	<p>organising Director General Higher Education (DGHE) sponsored seminars from time to time. Research committee also makes effort to provide insight for research aptitude amongst the teachers and students.</p>
Examination and Evaluation	<p>Evaluation of the student is done through class tests, presentations, seminars', mock test etc. Every month class tests are taken and in every semester one mock test is also conducted. Parent teacher meeting is being organised every month and for weak students suggestions are given by teachers to improve their performance. Final evaluation is done through theory and practical semester end examination.</p>
Teaching and Learning	<p>Teaching and learning is a continuous and ever changing process. Hence its updating is very necessary. Quality is enhanced through various modes of teaching learning. For academic excellence FDPs, workshops, seminars, presentations, group discussions is a regular feature of the institution. For the upgradation, college keeps on improving and adding infrastructure like ICT-enabled classroom, digital library, inflibnet facility and projectors. For over all development of students' skill development, employability and various value add-on courses have been initiated. Mentorship also helps in enhancing the teaching quality.</p>
Curriculum Development	<p>Curriculum is developed by the affiliating university MDU, however value addition by the college is done in the transaction of curriculum. The departments draw the workload of individual teachers and department as a whole. The time table committee prepares and allocates teaching periods as per guidelines by Director General Higher Education (DGHE). Also feedback from students on curriculum helps to improve the quality in teaching.</p>

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

E-governance area	Details
Planning and Development	<p>College uses digital technology for storing data and information which helps out in decision making. All the necessary data like prospectus, time table, co-curricular activities are uploaded on the college website using</p>

digital technology. CCTVs camera is installed outside the Principals' Office and at strategic locations which gives information about upcoming and recent events.

Administration

E-governance is followed in the college in all spheres i.e. Accounts, Administration and Academics. All the activities and events of the college are uploaded on the website and account documentation are digitally maintained. Process like fee submission, registration return (RR) continuous return (CR) are filled up online on the university panel.

Finance and Accounts

All finances and accounts are digitalised. In self finance programs decision regarding finances and accounts are managed by management as per government norms. For government aided courses the financial decisions are taken as per the grants and funds sanctioned by the state government. Internal audit is done by CA, deputed by the management and external audit is done by university and government representatives regularly. Tally ERP 9 is used by the Accounts Office to maintain all the financial data of the college. The college has Public Financial Management System (PFMS) to manage the funds received from UGC.

Student Admission and Support

In line with the process of DGHE Panchkula college is undertaking the admission through online process. In this regard college has taken various initiatives to give proper guidance to students. For ease of students college prospectus is uploaded on website. Before the pandemic period hard copies of prospectus were also given to the students free of cost. Queries with regards to admission process is promptly attended by the help desk.

Examination

MD University, Rohtak provides the schedule for semester end examination. This information is uploaded on University as well as on college website. The college ensures that datesheet of examination reaches to the students much before the time. Exam related matters and information regarding admit cards are uploaded on the website. Even sitting plan for the examination is also shared in the respective groups of the students.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	NIL	NIL	NIL	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nill	Developm ent Traning Programme on Accounting Software	08/08/2019	08/08/2019	Nill	9
2019	Nill	Developm ent Traning Programme on Smart Office	22/08/2019	22/08/2019	Nill	9
2019	Nill	Developm ent Traning Programme on TDS	07/09/2019	07/09/2019	Nill	9
2019	Nill	Developm ent Traning Programme on GST	18/09/2019	18/09/2019	Nill	9
2019	Nill	Developm ent Traning Programme on Pay Roll	19/10/2019	19/10/2019	Nill	9
2020	Art of Education through Online Teaching Methods	Nill	17/06/2020	18/06/2020	234	Nill

2020	Imparting Online Teaching Learning Methodology	Nil	23/06/2020	24/06/2020	107	Nil
2020	Plethora of Tools through Online Teaching	Nil	17/07/2020	20/07/2020	114	Nil
2020	e-Faculty Development Programme on Research Methodology : Techniques Ethical Perspectives	Nil	21/07/2020	25/07/2020	220	Nil

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
SPSS For Beginner by Research Siksha India	1	18/05/2020	22/05/2020	5
MOOC'S and E-learning Technologies by MDU, Rohtak	1	10/04/2020	15/04/2020	6
Short Term Course On Graph Theory By NPTEL	1	01/01/2020	30/03/2020	90
Emerging Trends In Data Science Its Application College - J.C. BOSE University of Science Technology YMCA , Faridabad	1	11/11/2019	15/11/2019	5
Recreating the Bharatiya History: Select Sanskrit	1	02/06/2019	06/06/2019	5

inscription of India, organized by govt. Of India, Indira Gandhi National Centre for arts, Chennai.				
Arayash-great tradition of Jaipur fresco painting, organized by govt. Of India, Indira Gandhi National Centre For Arts, New Delhi	1	20/05/2019	26/05/2019	7
District level Youth Red Cross Training Camp Aggarwal College , , BallabgarhFaridabad	2	20/05/2019	24/05/2019	5

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
18	124	2	9

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teaching: Sanctioned of different kind of leave, Liberal permission for attending FDPs, seminars, workshops etc. , Training for Online teaching, Wi-Fi Facility, Usage of e-resources in the library, salary advance for teaching staff etc.	Different kinds of leave, PF, ESI, Regular increment in the salary for self finance staff by the management, special incentive to some of the staff members for working during admission/audit, Permission for departmental training organised by Government/ University. Salary advance or loan system. Uniform for Summer and winter (only for support staff).	Fee concession, scholarship, books from book Bank, cash prizes, Bus and train Passes, Redressal of Grievance through grievance cell. Usage of e-resources of the library, Reading Room in the library with Computer facility, Various Infrastructural facilities.

6.4 – Financial Management and Resource Mobilization

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

Regular internal and external audits are conducted by the college as per the requirement of the DGHE, Government of Haryana and MD University Rohtak. The entire income and expenditure is audited fund wise vis-a vis building fund, sports registration fund, youth welfare fund, Radhakrishna fund etc. The internal audit is conducted by M.K. Mohta and Associates of Faridabad. This audit is conducted monthly. There are different external auditors for the audit of different types of funds. For the 'A fund', external audit is conducted by the University Auditor. For grants of maintenance etc. and government scholarship for SC, backward class and handicapped students, pre and post external audit is conducted by external auditor appointed by Director General of Higher Education. For grant of salary, AG audit DGHE(Chandigarh) is conducted.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Wazir Chand Scholarship	168000	Given to meritorious students
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Expert from JC Bose University of Science Technology, YMCA Faridabad	Yes	Internal Audit Committee
Administrative	Yes	Expert from JC Bose University of Science Technology, YMCA Faridabad	Yes	Internal Audit Committee

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

Academic progress of students is shared with their parents through telephonic feedback from time to time and parent teacher meeting. Parents are being informed periodically about attendance of their wards. Any misbehaviour misconduct by the student is brought to the knowledge of their parents.
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6.5.3 – Development programmes for support staff (at least three)

Development Traning Programme on Accounting Software Development Traning Programme on Smart Office Development Traning Programme on TDS Development Traning Programme on GST Development Traning Programme on Pay Roll
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Introduced PG courses like M.Sc. Chemistry, M.Sc. Maths, M.A. Economics. 2. MOU's signed with industries and other academic and Social organisations. 3. Website is functional, dynamic and updated regularly. 4. IQAC is more functional with regular meetings. 5. The library is well equipped with automated software 'KOHA'. The college has also implemented web OPAC to facilitate the users to avail library services through internet. The college library has subscribed to NLIST programme of INFLIBNET. Besides this students can have access to e-books, e- journals etc. Library has its own computer centre and 247 internet connection is available for the students and teachers to access the electronic resources. 6. Career guidance cell has also strengthened.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Technobuzz -2019 (Intra College Competition)	30/08/2019	30/08/2019	30/08/2019	66
2019	Technobuzz -2019 (Inter College Competition)	20/09/2019	20/09/2019	20/09/2019	25
2020	Infotsav-2020	07/02/2020	07/02/2020	07/02/2020	36
2020	Coding Competition	22/02/2020	22/02/2020	22/02/2020	8
2020	E-Technobuzz	27/04/2020	27/04/2020	27/04/2020	21
2020	Careerguidance Webinar	11/06/2020	11/06/2020	11/06/2020	100
2020	Art of Education through Online Teaching Methods	17/06/2020	17/06/2020	18/06/2020	232
2020	Imparting Online Teaching Learning Methodology	23/06/2020	23/06/2020	24/06/2020	107
2020	Plethora of Tools through Online	17/07/2020	17/07/2020	20/07/2020	114

	Teaching				
2020	e-Faculty Development Programme on Research Methodology: Techniques Ethical Perspectives	21/07/2020	21/07/2020	25/07/2020	220
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Poster making competition on gender equality	19/11/2019	19/11/2019	14	Nil
Badges making on gender equality	19/11/2019	19/11/2019	21	Nil
Taekwondo and Yoga show	06/03/2020	06/03/2020	25	Nil
Lecture on legal rights of women by Ms.SushmaAdhana (advocate)Adhana (advocate)	08/03/2020	08/03/2020	72	Nil
National level Photography competition on "Role of women in self-reliant India"	27/06/2020	27/06/2020	13	Nil
National level Poem writing competition on "Role of women in self-reliant India"	27/06/2020	27/06/2020	10	Nil
National level Slogan writing competition on "Role of women in self-reliant India"	27/06/2020	27/06/2020	15	Nil

Poster making competition on "Role of women in freedom struggle and women as responsible citizens of India"	15/08/2020	15/08/2020	8	Nil
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>1. Our college building is designed in such a manner that all rooms are well lit with a natural light. This saves a lot of electricity. 2. One solar panel is installed on administrative block. We are planning to install more solar panel. 3. Green campus drives includes large trees all over the campus, lush green lawns, botanical garden and potted plants. This is done in supervision of the green committee. 4. Students are taught to switch off lights and fans, when not in use. Staff also follows the same habit. 5. All the fluorescent bulbs and lights have been replaced with LED ones. 6. ACs and refrigerators are being replaced with star-rated ones. 7. College lawns are being irrigated with water sprinkler so that water is not wasted. 8. College celebrates all important days to sensitize environmental consciousness like tree plantation (Van Mahotsav), wildlife conservation week, rally on save rivers, water day, and environment day. 9. Two rain water harvesting mechanisms are installed in the campus. The total amount of water received in the form of rainfall is recycled for use in gardening and toilets. 10. RO Waste water is very efficiently used in washrooms and for watering plantation.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	19/09/2019	1	Visit to BalBhanwan(deaf and dumb Centre)	Awareness about various Govt. scheme. Giving knowledge related to hygiene,	23

						health and nutrition through puppets and interaction	
2019	1	1	14/10/2019	1	Visit to Govt. girls school, Pali village	Interacted with girl students and taught them Accounts, Maths, and Sanskrit	22
2019	1	1	19/12/2019	1	Visit to Govt. girls school, Pali village	Made students aware about traffic rule and AIDS	20
2019	1	1	19/12/2019	1	Visit to Govt. girls school, Pali village	Gave lecture on Menstrual hygiene and nutrition to 8th class rural girls	10
2019	1	1	19/12/2020	1	Visit to Govt. girls school, Pali village	Presented street play to 6th to 8th students on "Junk vs. healthy food"	10
2020	1	1	23/01/2020	1	Visit to blind school(National Association for blind), Faridabad	Interacting with blind children and adults and giving awareness	23

about
health,
hygiene,
and
nutrition

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

Title	Date of publication	Follow up(max 100 words)
Handbook of code of conduct	17/07/2019	The college has code of conduct handbook for the students and the faculty members. It is also displayed on the website.
College prospectus containing code of conduct for students	17/07/2019	Daily announcement on moral values made after morning prayer. Moral value quotes are displayed on LED TV and walls of the building
Manasjyoti(College magazine)	10/09/2019	Some of the articles are printed on Moral values

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Life skills	30/09/2019	30/09/2019	53
Personality development	08/11/2019	08/11/2019	52
Key to relationships	18/01/2020	18/01/2020	56
Managing stress negativity	29/02/2020	29/02/2020	46
Ceiling on desires	29/02/2020	29/02/2020	46
Power of one(webinar)	22/06/2020	22/06/2020	48

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? Well ventilated and well lit classrooms, which do not require electric light during day time. ? Lush green campus with lots of green trees and flowering plants. ? Regular tree plantation drive in and out of the campus. ? Separate dustbin for organic and inorganic waste. ? Installing solar panel with LED light. ? Changing over to star rated ACs and refrigerators. ? Say no to single use plastic. ? Reuse of waste water from RO plant. ? Use of sprinkler irrigation on the ground. ? Welcoming the guest with plants/saplings instead of flowers bouquet. ? Adoption of Practice of saving the electricity. ? Installed two rainwater harvesting system in the campus. ? No Vehicle Day once in a month.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title: Clean, Green and Safe Campus Our college emphasizes on providing clean, green and safe environment to our students. We believe in inculcating a sense of eco-friendliness in our students so that the campus is environmentally sustainable and this in long run will affect their future vision and personality. A campus which is plastic free, and works towards energy conservation along with sustainable use of water and power can be achieved only by joint efforts of the students and the staff. The college canteen avoids the use of deadly plastic material. Our college has a lush green campus which includes a variety of plants and trees (having name plates) to which new trees are added every year, which indeed is a matter of pride for the college as a major step towards Green initiative. A Botanical garden is also maintained in the campus comprising of a wide variety of plants along with the ones having medicinal importance. It is always a treat to watch the colourful flowers blossoming in the campus. Tree plantation drives like Van Mahotsava are carried out annually. Students are also motivated to plant trees and plants in their neighbourhood. Environment friendly electrical appliances (star rated) are installed in the college having lesser electrical inefficiencies. The conventional light sources are gradually getting replaced by LED lights along with the use of power saving air conditioners, refrigerators and televisions at various places in the college. Also there is less need of artificial light because architecture of college is such. The college has a solar panel installed in the administrative block and has provision for two rain water harvesting units. Waste water from RO (Reverse Osmosis) system is reused by directing it to the washrooms. To provide a safe environment to the girl students, measures like round- the- clock guards at the entry gate, 64 CCTV Cameras, Durga Shakti police personnel at the gate, high walls of the campus, etc. are religiously followed. In all the laboratories, fire extinguishers have been installed. Every student is advised to install Durga Shakti application in their mobile phones for their own safety.

Best Practice - 2: Title: Pursuit for excellence through Talent building Our motto of education is to strive for excellence in academics as well as in co-curricular activities which can be attained by training and habituation. For all round development, we encourage our students to develop their innate skills so that they can excel in various fields i.e. sports, dance, dramatics, theatre etc. The first step towards achieving this is Talent hunt or audition. Once the student is able to make out the talent she holds, proper training is provided by the outsourced highly trained professionals hired by the college. The faculty incharges, the trainers and the students work tirelessly for the perfection in their talent. This gives them exposure to participate at different levels vis a vis district, state and National. Besides nurturing their talents for various activities, we have capability enhancement courses like Fashion Designing, Early child care education, Accounting on Computers and Communication Skills all helps the girl students to become empowered for employability and make them financially independent. The talent for which they have been polished at college level can brighten their future prospects for self-employment. This further develops self-confidence, leadership and positive self-concept. This enhances achievement motivation which helps them to achieve best in the academics as well as have significant accomplishment in life. Since COVID-19 pandemic started in 2020, college ensures not to suppress the talent of students and keeps students active by helping them to participate in various inter and intra college and national competitions. Students were also exposed to webinars like environmental consciousness, psychosocial well-being and Nutrition during COVID-19 etc. The sole aim of the college since its inception (1970) is pursuit for excellence.

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

7.3 – Institutional Distinctiveness

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

Response Very good discipline is maintained in our college which makes it distinct from other colleges. We believe that discipline is a powerful virtue necessary to be successful in life. We have specified the code of conduct for the management, principal, staff and the students to follow. We feel, before discipline anyone, we should be self-disciplined. On the very first day during orientation, students are made aware about rules and regulations of the college for inculcating self-discipline. Probably the citizenry of Faridabad prefers our college for the strict discipline. For the maintenance of discipline there are certain rules which are to be followed by all the students as entry time is between 9am to 10:30 am. Students are not allowed to use mobile phones. Students cannot leave the campus before 1:00 pm except for medical emergencies. Identity card of the students is checked at the college gate so that no outsider can enter inside and create indiscipline. For the academic discipline students are not allowed to enter the classroom if late. They are not permitted to roam around in the teaching block when classes are going on. They strictly need to follow the university rules for completion of 75 attendance. Students are kept on discipline duty under "Earn While You Learn" scheme. Attendance/Test Marks of the students are regularly monitored and displayed on the notice boards. PTM is convened for the students with complaints of misbehaviour and poor performance in their class tests and mock tests. During online classes also, fortnight attendance is sent to the Head of the Department. All faculty members ensure that academic discipline is maintained by completion of syllabus on time, taking regular classes, class tests and assignments. A large number of students placed in the university merit list clearly show a very stimulating, motivating and disciplined environment in the college. The very infrastructure and human resource also adds to the discipline environment in the college. College gate and campus is also monitored through sixty-four CCTV cameras. Entry record of visitors is maintained. CCTV cameras are positioned in such a manner that from Principals office, one can have a look of the entire college and its discipline. Even police forces (Durga Shakti) are always available 24/7 with a police force outside the gate to avoid hooligans. Even during COVID-19 period, good discipline is maintained while holding doubt classes, university practicals, offline theory exams by maintaining social distancing, wearing mask and using sanitizers which are placed at various locations in the college. We feel proud of our college because of these characteristics which makes it distinct from the other colleges.

Provide the weblink of the institution

<http://www.klmehtadcw.org/wp-content/uploads/2021/08/Institutional-Distinctiveness-converted.pdf>

8.Future Plans of Actions for Next Academic Year

The College firmly believes in following its vision and mission by providing quality education to our girl students to empower them and develop as women of competence, confidence and financial independence. • Inclusion of more new Add-on courses and value added courses for capability enhancement. • To introduce more UG (Hons.) programs, PG programs and integrated programs. • To enhance experiential learning and improve overall academic performance of students. • To encourage ICT enabled teaching. • To strengthen mentoring system and provide adequate counseling to students for both personal and career related issues. • To

provide opportunities to both teaching and non-teaching staff to develop their skills and knowledge through faculty development programs and self enhancement workshops. • To motivate faculty for pursuing research. • To carry out more extension and outreach activities. • To have more collaborations and MOUs signed with other institutions/ universities/industries. • To build up the alumni database and get alumni association registered. • To bolster career counseling and placement cell. • To sustain efforts of IQAC for quality assurance as objective of the college. • To emphasize on 3Rs for managing waste-Reduce, Reuse and Recycle. • To motivate students and faculty for 'Each One-Plant One' drive. • To install more solar panels for energy conservation. • To provide facilities for specially abled students.