



YEARLY STATUS REPORT - 2021-2022

Part A			
Data of the Institution			
1.Name of the Institution	K. L. MEHTA DAYANAND COLLEGE FOR WOMEN FARIDABAD		
Name of the Head of the institution	DR. MANJU DUA		
Designation	PRINCIPAL		
Does the institution function from its own campus?	Yes		
Phone no./Alternate phone no.	01292416602		
Mobile no	8837722768		
Registered e-mail	klmfbd@rediffmail.com		
Alternate e-mail	klmdncollege@yahoo.com		
• Address	K L MEHTA MARG NH-3 NIT FARIDABAD		
• City/Town	FARIDABAD		
• State/UT	HARYANA		
Pin Code	121001		
2.Institutional status			

Affiliated /Constituent	AFFILIATED
Type of Institution	Women
• Location	Urban
Financial Status	Grants-in aid
Name of the Affiliating University	MAHARSHI DAYANAND UNIVERSITY ROHTAK
Name of the IQAC Coordinator	MS Amita Dureja
Phone No.	9999760972
Alternate phone No.	01292416602
• Mobile	9810319942
IQAC e-mail address	klmfbd@rediffmail.com
Alternate Email address	klmdncollege@yahoomail.com
3. Website address (Web link of the AQAR (Previous Academic Year)	http://www.klmehtadcw.org/wp- content/uploads/2022/05/aqar- 2020-21.pdf
4. Whether Academic Calendar prepared during the year?	Yes
if yes, whether it is uploaded in the Institutional website Web link:	http://www.klmehtadcw.org/wp- content/uploads/2022/04/Academic- Calendar-2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B++	2.83	2022	28/06/2022	27/06/2027
Cycle 2	В	2.53	2015	15/11/2015	14/11/2020
Cycle 1	B+	77.52	2003	21/03/2003	21/03/2008

6.Date of Establishment of IQAC 14/03/2009

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

Institutional/Department /Faculty	Scheme		Funding Agency	Year of award with duration	Amount
INSTITUTIONAL	STATE GOVERNMENT SALARY GRANT		DGHE	2022	48300000
8. Whether composition of IQAC as per latest NAAC guidelines		Yes	Yes		
Upload latest notification of IQAC	t notification of formation View		<u>View File</u>		
9.No. of IQAC meetings held during the year		4			
Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?		Yes			
10. Whether IQAC received any of the funding agency tactivities during the year?	•	No			

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

a. Mentor-mentee system is being effectively followed. b. Organized Institutional level seven days' workshop on Resume Building and drafting Cover Letter for students and seven days' Faculty development workshop on Techno Literacy c. IQAC in association with different departments and cells organized a number of expert talks and seminars at institutional and national level on topics like New educational Policy, Intellectual Property Rights, Financial awareness and Career Opportunities after Graduation. d. Feedback and student Satisfaction Survey (SSS) at Institutional level being constantly done to ensure better teaching learning process and students' performance. e. Green Campus Movement at Institutional level is pursued with involvement of teachers and students. Environment and Green Audit for the session 2021-22 was conducted.

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

Plan of Action	Achievements/Outcomes
Planned to have more MOUs.	MOU signed with Shrijaa Welfare Society on 6th June

	2022 and ekARMA on 1st June 2022.
Preparation and Submission of AQAR for the session 2020-21.	AQAR prepared and submitted on 12th March 2022.
Completion of 3rd cycle of Assessment and Accreditation for which various steps like SSR preparation and submission, DVV and Peer Team Visit to be arranged.	3rd cycle of Assessment and Accreditation completed on 28th June 2022 and Graded B++.
Planned to commence centralized Data Center for uploading all departmental, sports, cells and clubs' data.	Centralized Data Center was started in March 2022 and functional.

13. Whether the AQAR was placed before statutory body?

No

Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	18/01/2022

15. Multidisciplinary / interdisciplinary

In order to develop the comprehensive skills of students, such as intellectual, aesthetic, social, physical, emotional and moral, the institution is prepared to include interdisciplinary subjects in with the National Education Policy 2020. Keeping in accordance mind the problems faced by students, the institution plans to establish short-term vocational courses. The aim is to feed students in a way that paves the way for self-employment rather than relying on government jobs. As the institution has planned to introduce more and more multidisciplinary subjects, they seek to identify programspecific outcomes, along with course outcomes that define the specific knowledge, skills, attitudes, and values. College is strengthening the Research Committee to meet multidisciplinary research endeavours to find out the solution to environmental challenges and social issues. The college management strives to encourage all faculties to attend workshops and seminars on NEP -2020.

16.Academic bank of credits (ABC):

As the college is affiliated with MDU Rohtak, is following the credit system of the University only for PG Programs and for UG in the future, the college will follow the guidelines of MDU Rohtak.

17. Skill development:

The institution's vision is to promote value-based quality education. The institution strives to instill a positive attitude among its learners. Our Institution organizes different events on important National and International days like World Environment Day, World AIDS Day, Voters' Day, World Mental Health Day, and World Heritage Day. The institution also observes special weeks like Computer Science Education Week, National Nutrition Week, National Wildlife Week, Road Safety Week ,etc. It helps to imbibe the best qualities of students. It is also one of the institution's practices to ensure that they can to make the most of their studies, seeking future employment avenues after graduation. To inculcate the skills (Soft and Hard) among students college is running the following skill-based programs- Soft Skills like Graphic Designing and Digital Marketing and Hard skills like Basics of Self-Grooming (Saundarya Beauty Training Centre), Cut and Stich (under process). The institution is planning to commence more vocational courses (skillbased) in which multiple Entry and Exit points will be provided. College is planning to commence some online vocational diploma/certificate courses in Computer Science.

Existing value- based programs of our institution are NSS, Women Cell, Youth Red Cross Society, Spiritual Club, Road Safety Club, Red Ribbon Club, INTACH Club etc.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Our Institution conducts many Quizzes, events like Paper writing competitions (in Hindi and English), PowerPoint presentations, shloka recitation competitions in Sanskrit poem recitation competitions in Urdu/Haryanvi/Punjabi/Hindi/English, Declamation contests in Haryanvi/Punjabi/Hindi/English.

INTACH Club of our institution celebrates World Heritage Day every year to make aware the students of the historical monuments and culture of our country.

19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

The institution understands that the pursuit of knowledge is a lifelong activity, and strives to develop a positive attitude and other qualities that will lead its students to success. Interpreting, analyzing, evaluating, and developing accountability and effective citizenship is one of the student's programs outcomes.

All of these programs are delivered as Outcomes-Based Education (OBE) designed with local and global needs in mind. The Institution conducts outcome-based education with clearly defined Program Outcomes (PO), Program-Specific Outcomes (PSO), and Course Outcomes (CO) as prescribed by MDU, Rohtak. All courses are designed with outcomes that focus on cognitive skills such as comprehension, application, assessment and creation. Beyond discipline-specific skills, learning outcomes at all levels ensure social responsiveness, ethics, and entrepreneurial skills, enabling students to make positive contributions to the economy, environment, and social welfare. The Course Outcomes (CO) is also in line with the Program Outcomes (PO), Program-Specific Outcomes (PSO). All curricula have been developed with due consideration of prevailing macroeconomic and social needs to apply the spirit of the National Education Policy initiative 2020.

20. Distance education/online education:

As was experienced during the pandemic period 2020-21, educational institutions were increasingly advocating the use of digital platforms to participate in the field of education conducting webinars, online meetings, and conferences. Online education has broken down geographical barriers and created an interaction between professionals and students from remote locations. The re-opening of the economy, including educational institutions, has paved the way for the introduction of a blended form of education that combines online and offline resources. This can be seen as the new normal, which is also foreseen by New Educational Policy. Faculties are encouraged to offer MOOC courses to promote blended learning systems. Our institution is planning to connect NPTEL and SWAYAM PRABHA Portals to benefit the students of different programs run by the college.

Extended Profile			
1.Programme			
1.1			F04
Number of courses offered by the institution across all programs during the year			504
File Description	Documents		
Data Template	<u>V</u>	<u>iew File</u>	
2.Student			
2.1			2606
Number of students during the year			3696
File Description		Documents	

Institutional Data in Prescribed Format		View F	<u>ile</u>
2.2			
Number of seats earmarked for reserved category as during the year	per GOI/ State G	ovt. rule	654
File Description	Documents		
Data Template	<u>Vi</u>	ew File	
2.3			1289
Number of outgoing/ final year students during the year	ear		1209
File Description	Documents		
Data Template	<u>Vi</u>	ew File	
3.Academic			
3.1			120
Number of full time teachers during the year			120
File Description Documents			
Data Template	<u>Vi</u>	ew File	
3.2			38
Number of sanctioned posts during the year			36
File Description	Documents		
Data Template	<u>Vi</u>	ew File	
4.Institution			
4.1			60
Total number of Classrooms and Seminar halls			80
4.2		101 00	
Total expenditure excluding salary during the year (INR in lakhs)		191.08	
4.3		220	
Total number of computers on campus for academic p	ourposes		339

	Part B	
CURRICULAR ASPECTS		

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum is mainly designed and prescribed by the affiliating university i.e. Maharshi Dayanand University, Rohtak. However the senior staff members contribute to the development of the curriculum as they are the members of Board of studies at university level. The institution has 10 UG Programsand 6 PG (Under CBCS). The institution adopts strategic plans for effective implementation of the curriculum. We have been following comprehensive time table, Departmental Planner, LessonPlans, StudentsFeedback. The Institution follows a well-planned academic Calendar. Lesson Plans are prepared in the beginning of the Semester bythe teachers in consultation with their respective HODs. Teachers must complete their syllabus with the given time framework. The Institution gives special weightage to regularity of students. To support the effective curriculum delivery the institution has well lit classrooms. Smart classrooms are the important component of teaching process. Thelibrary has a huge collection of books, magazines and newspapers to facilitate reading habits among the students. The feedback regarding curriculum is obtain through various channels like students, teachers and stakeholders etc. Suggestions are discussed at departmental level. Structured feedback on curriculum is sought from different stakeholders and new strategies and programmes are designed to address the issues.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	Nil

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

The institution prepares its academic calendar in tune with the academic calendar of the affiliating university MDU Rohtak. The academic calendar highlights the academic events during the year. It is prepared with the consultation of all Heads of the departments. Academic calendarof the institution displayed on the college website for easy access to the students. Lesson plans are prepared and discussed along with the mode of Continuous Internal Evaluation. In the beginning of the semester guidelines of internal assessment are circulated as per the direction of MDU Rohtak. All HODsreport to the Principal regarding completion of the syllabus at the end of each semester. Each faculty gives one assignment and two tests to the students. Mock tests are conducted at the end of the each semester by the Examination Committee of the college. Parent Teacher Meetings are conducted during each semester .The students who do not attend classesat regular basis and do not appear for internal tests /mock

tests are searched out and the list for those students is prepared and displayed on the notice board and on students WhatsApp groups.

File Description	Documents
Upload relevant supporting document	<u>View File</u>
Link for Additional information	Nil

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

8

File Description	Documents
Any additional information	<u>View File</u>
Minutes of relevant Academic Council/ BOS meetings	<u>View File</u>
Institutional data in prescribed format (Data Template)	<u>View File</u>

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

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

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

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

484

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add- on programs	View File

1.3 - Curriculum Enrichment

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

The Institution is dedicated to the noble cause of women's Cause of women's education and empowerment. The National policy phrase of 'Beti Bachao, Beti Padhao' was implemented 51 years back by the late founder presidents Sh. K.L.Mehtaji. A Philanthropist.

The curriculum is designed to provide comprehensive education to the students for developing moral values and make them into responsible citizens. Comprehensive development of the students is main purpose of curriculum. The institution periodically organizes seminars/extensions lecture on Gender, Environment and sustainability, Human Values and professional ethics . There are specifics committees and clubs that make collective effects to raise the level of awareness amongst the students. Many programs have course/chapters related to gender issues. The Programme B.Sc. Home Science has a course of "Women Empowerment", while B.A. Sociology with "Women Empowerment in rural Society", B.A. Political Science with "Women and political process in America", "Women and political process in U.K", M.A Political Science with "Gender Discrimination Adverse Sex Ratio causes and Consequences" , "Social Satisfaction on the basis of Gender". Gender Studies aims to develop students' sensitivity towards issues of gender in contemporary society.

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

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

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<u>View File</u>

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

101

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	<pre>http://www.klmehtadcw.org/feedback- analysis-and-action-taken-report/</pre>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<u>View File</u>
Any additional information	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<u>View File</u>
URL for feedback report	http://www.klmehtadcw.org/feedback-analysis-and- action-taken-report/

TEACHING-LEARNING AND EVALUATION

- 2.1 Student Enrollment and Profile
- 2.1.1 Enrolment Number Number of students admitted during the year
- 2.1.1.1 Number of students admitted during the year

1282

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

466

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

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

The admission of the students relies on their qualifying examination score. The academic session begins with orientation programme so that students could be informed about the diverse programs run by the college with their respective outcomes.

At departmental level, assessment and learning of the students start and they are assessed based on their performance in assignments, class tests (oral & written), mock test, group discussion, presentation and semester end examination. On the basis of participation in diverse activities, the students are grouped under advanced and slow learners so that various measures could be taken to enhance their performance. To intensify the performance of the

slow learners, various measures are used such as mentorship programme and group study system. Apart from that, various workshops are conducted to enhance the intellectual ability of the students that provides simplified lectures, revision of key concept at departmental level.

Along with this, for the enhancement of advanced learner students, various events and programs are organised such as debate, group discussion, quiz, personality development classes and professional coaching classes as well. They are also motivated to study beyond the prescribed syllabus for which they are given access to various online and offline study material.

File Description	Documents
Paste link for additional information	http://www.klmehtadcw.org/wp- content/uploads/2021/10/advanced-Slow-learner- policy-FINAL-converted.pdf
Upload any additional information	<u>View File</u>

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

Number of Students	Number of Teachers
3696	122

File Description	Documents
Any additional information	<u>View File</u>

2.3 - Teaching- Learning Process

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

Learners are taught through the use of modern technologies by adopting ICT facilities. To enhance learning experiences, student centric methods given importance are- involvement in practical group work, field visit, debates, seminars and presentations, quest lectures by experts from industry and academia, internship programs, seminars, conferences/ workshops and facilities for self-learning. Various Add on courses such as Early Childhood Care and Education, Fashion Designing and Accounting on Computers also add to the purpose. We have various clubs and cells which help to expand the educational horizon of students. Further Intra College and intercollege competitions help to develop leadership and inculcate the spirit of team work. The student centric teaching learning is promoted by ensuring classroom environment to be learner friendly, skill oriented, aiming to develop their personality, communication skills, and management and entrepreneurship skills and to make them globally competent. All these strategies ensure the spirit of

cooperative and participative learning. Some of the examples of enhancing learning experience include

- 1. Experiential Learning- Field visits of B.Sc Home Science students to milk plant, DilliHaat, etc.
- 2. Participative Learning-Participation of students in various competitions like quiz, rangoli, etc.
- 3. Problem Solving Methodologies include group discussions for BBA students

File Description	Documents
Upload any additional information	<u>View File</u>
Link for additional information	http://www.klmehtadcw.org/events/

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

The ICT infrastructure of college is fully technology enabled and well-furnished with 24*7 internet connection (2 Broadband and 1 Leased Line) available for staff and students. The teachers are competent enough to make maximum use of available ICT sources. Following are the ICT facilities available with the institution:

- Learning Management System (LMS) College digital library has a collection KLMDCW LMS. The college LMS is a collection of faculty notes in various forms such as PDFs, audios, videos, presentations, etc. Students are given credentials to access the quality content available on LMS.
- ICT Enabled Classrooms- We have 12 smart classrooms for effective teaching learning process.
- Digital Library Library has implemented KOHA- open source integrated library management system, Web OPAC, NList programme of Inflibnet, own e -Library and KLMDCW e-Library app for students and faculty.
- Computer cum Language Lab- Lab is well furnished with a server and 30 licensed systems with high configuration.
- Computer Labs- The College has 9 computer labs providing services to students who do not have access to such technology at home.

File Description	Documents
Upload any additional information	<u>View</u> File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<u>View</u> <u>File</u>

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

2.3.3.1 - Number of mentors

106

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

2.4 - Teacher Profile and Quality

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

122

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

34

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

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

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	<u>View</u> <u>File</u>

List of Teachers including their PAN, designation, dept. and experience	<u>View</u>
details(Data Template)	<u>File</u>

2.5 - Evaluation Process and Reforms

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

The mode of internal assessment includes monthly class tests, monthly class assignments, attendance, mock test, presentations, group discussion held in each semester. Depending on the suitability, one or more tools such as presentations by students, open book tests, multiple choice questions, group discussions, case study, etc. are used for every course in the semester. Attendance and class test results are displayed on the notice board and PTM is called forth every month to discuss the problems students are facing and the weakness of a student in a subject. Methods are suggested to overcome the problems. Evaluated test papers are given to the students and their performance is discussed and is told about the areas of improvement. This makes the mode of assessment completely transparent to the students and helps them to keep track of their performance throughout the semester. 20 percent weightage is given to internal assessment. The students who underperform are counseled by the HOD and the Mentor. There is a mock test committee and mock test is held exactly on the pattern of semester end examination. Transparency is maintained as the teachers work collectively in a committee to assess every student.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	Nil

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

Internal examination involves looking at student's regular performance in studies through attendance, monthly class tests, assignments and mock test (theory and practical) and presentations. The external examination is through evaluation system offered by the University vis-à-vis semester end theory and practical examination. As regard to examination, grievances are attended at three levels, one at the departmental level, and another at the college level and lastly at the university level. Internal assessment tests are looked into at the departmental level by the subject teacher and HOD of the concerned department. With regard to internal examination, dealing is very transparent. The grievance committee looks into the complaints and tries to resolve the grievance. Grievances related to semester end examination are attended to at the university level and college administrative staff helps the students in this matter. The kind of grievances attended are non-declaration of the result of the student, showing absenteeism in the examination, non-receipt of mark

sheet, wrong declaration of result, issues related to DMC, misprinting in the award list. Grievances are attended in a time bound manner. For discrepancy in the university examination, students need to apply to the University for Re-evaluation.

File Description	Documents	
Any additional information	<u>View File</u>	
Link for additional information	Nil	

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The effectiveness of any learning programme depends on its course outcomes and programme outcomes. Various Programmes are offered by the college catering to multiple interests of students. The course outcomes for UG Programmes are drafted at departmental levels. Headsof departments and teachers discuss and frame POs and PSOs of the programs. The syllabus, course outcomes, POs and PSOs are displayed for students at the college website, departments and the library. The course outcomes and programme outcomes primarily are imparting knowledge and skills which are critical for building competence and personality. The principal addresses to all newly admitted first year students and their parents in the induction program. During this address, college vision, mission and program outcomes are explained. And every course teacher discusses the POs, PSOs and COs with students at the beginning of each semester. Syllabus with COs is mandatory part of the teacher's diary prepared by the subject teacher.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	http://www.klmehtadcw.org/programme-and- course-outcomes/
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Each course outcome is arrived at rigorously based on the student performance in the internal and external examination. Continuous internal evaluation and semester end examination are the prime tool for evaluation of POs and COs attainment. Continuous assessment includes monthly class tests, assignments, presentations, attendance, mock tests and semester end exams. There are two ways by which POs, PSOs and COs are assessed i.e. direct and indirect

method. In direct method, attainment of POs is through internal assessment which has 20 percent weightage whereas external assessment that is semester end examination has 80 percent weightage. Indirect assessment involves getting feedback from the outgoing students regarding satisfaction with the quality of courses and the curriculum delivery. The marks obtained by the students can be used for the measurement of the level of mapping POs, PSOs and COs and CO attainment can be a combined result of direct and indirect assessment. Besides this, exit survey is taken from students for indirect assessment of the POs. The alumni surveys are undertaken for indirect assessment of the PSOs. Further seeing our talented alumni doing outstanding work in their endeavors provides a clear cut platform to observe the acquisition of POs and COs.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional information	<pre>http://www.klmehtadcw.org/feedback- forms/</pre>

2.6.3 - Pass percentage of Students during the year

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

1289

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	No File Uploaded
Paste link for the annual report	http://www.klmehtadcw.org/result- june-2022/

2.7 - Student Satisfaction Survey

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

http://www.klmehtadcw.org/wp-content/uploads/2022/12/SSS-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

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

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

34

File Description	Documents	
Any additional information	No File Uploaded	
Institutional data in prescribed format	<u>View File</u>	

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

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

0

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

3.2 - Innovation Ecosystem

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

A healthy and innovative ecosystem is sustained in Institution by three way interactions between management, staff and students to disseminate knowledge and development of etiquettes, skill and culture.

Advanced teaching tools, well equipped labs, digitalized library, smart boards and projectors, seminar hall, auditorium, playground are the key elements of our Institution. Teachers are encouraged to attend various activities like seminars, webinars and workshops to

enhance their knowledge and skill. Additionally interdisciplinary activities promote a research culture among faculty and students.

Expert talks, Faculty Development programs, seminars and lectures by eminent personalities are conducted to explore advanced and innovative teaching methods on regular basis. Some of our faculty members make educational videos on a wide range of topics and upload on digital platforms to disseminate knowledge not only to students but also for the public. To promote implementation of innovative methods the Institution has signed memorandum of understanding (MOU) with reputed organizations like NIIT, Manufacturer Association, Faridabad, Lune Blaze, Froyo Technologies, Abhi Enterprises, Shrijaa welfare Society, J C Bose University, Faridabad. Incubation centre has been launched to support and promote e- business and entrepreneurship.

File Description	Documents	
Upload any additional information	<u>View File</u>	
Paste link for additional information	Nil	

- 3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year
- 3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

13

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.3 - Research Publications and Awards

- 3.3.1 Number of Ph.Ds registered per eligible teacher during the year
- 3.3.1.1 How many Ph.Ds registered per eligible teacher within the year

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

- 3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the year
- 3.3.2.1 Number of research papers in the Journals notified on UGC website during the year

0

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

- 3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year
- 3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

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

3.4 - Extension Activities

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

The Institution encourages students and staff to interact with the local community for their holistic development through various activities like cleanliness, tree plantation and environment restoration etc. A variety of awareness programmes are organised on Water conservation, Save soil movement, Gender equality, Road safety, Empowerment of girls and women etc.

Our students make regular voluntary efforts to keep campus clean under Swachh Bharat Abhiyaan to create awareness for the need of clean environment for human health. National and International days like World AIDS Day, World Consumer Right Day, Voters Day, Earth Day, Environment Day are observed with great zeal and enthusiasm., Visits are frequently organised to Old age homes, Blind school, Deaf and Dumb School to sensitize the students about social issues. Blood donation camp, health check-up camps (BMI, anaemia, mammography, bone density test, dental, eye, Thalassemia screening etc.) are organised on regular basis by National Service Scheme(NSS) & Youth Red Cross Society(YRC). The institution emphasizes on the importance

of physical, emotional and psychological wellbeing of the students & neighbouring community.

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

- 3.4.2 Number of awards and recognitions received for extension activities from government / government recognized bodies during the year
- 3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

3

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

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

File Description	Documents
Reports of the event organized	<u>View File</u>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

- 3.4.4 Number of students participating in extension activities at 3.4.3. above during year
- 3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

_	-	_	_
b	u	u	6

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

- 3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year
- 3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

5

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<u>View File</u>

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

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<u>View File</u>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate physical and academic facilities required to run different programs. It has well equipped physical and technology enabled infrastructure that helps to run smoothly the existing academic programs and administrations. It has 28 well equipped labs: - 2 Biotechnology labs, 2 Zoology labs, 2 Botany labs, 3 Home Science labs , 6 Chemistry labs , 2 Physics labs, 1 language lab and 9 Computer labs. There are 59 Classrooms available for UG and PG students with seating capacity of 80 for UG classes and 60 for PG classes. The Institution has spacious Administrative Block, an Auditorium with seating capacity of 1000 persons with green room, Seminar hall with capacity of 200 students. The library is fully equipped with latest ICT requirements. Nine computers are equipped with internet facility so that the teaching faculty and students may have access to e-books and e-journals. Students can access library resources through their smart devices. Institution has 354 computers, out of which 224 computers are equipped with internet access. There are 15 classrooms and 2 darkrooms with ICT facilities. It has a Botanical Garden, 2 Common Rooms, 2 Staff Rooms, 9 Departmental Staffrooms, lush green lawns, Cafeteria, Book Shop and 2 Parking Areas.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>Infrastructure and Physical Facilities -</u> <u>Dayanand College (klmehtadcw.org)</u>

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

The college provides various sports facility to the students. The college motivates the students to participate in various sports activities like Cricket, Yoga, Archery, Drop Roball, Basketball, Yoga etc. Special yoga classes are organized under the guidance of professionally trained coaches. The college is devoted to create a balance between academic, cultural and sports activities for the all round development for the students. For this college provides various facilities within the campus. The college has a big basketball court, Drop Ro-ball and Volleyball court, Cricket pitch, Yoga and Judo rooms in addition to indoor sports facilities. There is a sports room with adequate furniture for storage of sports equipment. There is Basketball Court (28*15 m), Cricket Pitch (22.2*3.05 m), Volleyball Ground (18*9 m), Kabaddi Ground (12.5*10 m) Archery Ground (10m Straight) and Kho-Kho Ground (29*16 m). The college motivates the student to participate in cultural activities like dance, drama, debate, singing and fine arts etc. Our students participate every year in the University youth festival conducted by MDU, Rohtak. We have sufficient infrastructure for practising cultural activities. The college undertakes special seminars, workshops and conferences for overall development of the students.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	Sports And Cultural Facilities - Dayanand College (klmehtadcw.org)

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

17

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	ICT Enabled Classroom - Dayanand College (klmehtadcw.org)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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

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

98.19

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

4.2 - Library as a Learning Resource

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

The library is fully automated and has employed KOHA - Integrated Library Management Softwareto smoothly manage Library resources. In each session, new books are added to the existing book bank collection to support financially weak and meritorious students. As per the policy of the library, Under Graduate students can get issued only 2 books and Post Graduate students can get issued 4 books in a semester. Merit holders can get two extra books in a

semester. The library has a separate section for journals and reference books. The library's computer center is equipped with 9 internet facility enabled computers for the faculty members and students to access electronic resources. Web-OPAC facility helps students to find the availability of the desired books in the library and allow them to access details of their holdings. The library has also subscribed to N-LIST program of INFLIBNET for the students and the faculty members. In addition, institution has its own e-Library with huge collection of e-resources from world class publishers. Furthermore, the institution e-Library app is available on Google Play store and Apple store. The faculty members of the institution contribute massive resources in the form of video lectures and presentations to ILMS.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional Information	K L Mehta Dayanand College catalog (refread.com)

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership ebooks Databases Remote access toeresources

B. Any 3 of the above

File Description	Documents
Upload any additional information	<u>View</u> <u>File</u>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<u>View</u> <u>File</u>

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

0.51

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<u>View File</u>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

21430

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

4.3 - IT Infrastructure

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

The institution has a total of 354 computers out of which 214 are equipped with internet access having a bandwidth capacity of 40 Mbps. and LAN configuration of 100 Mbps. Besides, One leased line connection of 10Mbps is also available. The Institution has 10 wellequipped air-conditioned IT Labs with networking equipment like 8 routers, 10 LAN Switches, and 2 Firewalls. There is a website coordinator who ensures that the institution's website is updated from time to time. Moreover, all important notices concerning academics, examinations, admissions, fee details, etc. are uploaded on the website. There is a provision for the maintenance of all computer labs and the implementation of computer usage policies. The Hardware Engineer handles issues with LCD projectors. The computer labs provide services to students who do not have access to such technology at home. The computer labs are well equipped with highquality gadgets with provisions of support and assistance for computer-related issues. These labs have a LAN facility and 24×7 reliable internet connection service which provides a platform for computer-based online examinations. A printer facility is also available.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<pre>IT-POLICY-GUIDELINES.pdf</pre>

4.3.2 - Number of Computers

339

File Description	Documents	
Upload any additional information	<u>View File</u>	
List of Computers	<u>View File</u>	

4.3.3 - Bandwidth of internet connection

in the Institution

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

4.4 - Maintenance of Campus Infrastructure

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

92.38

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

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

To maintain labs and classrooms we have a contractor who has been associated with our institution on regular basis. Besides, an engineer regularly visits and supervises the work. A carpenter is also there to maintain the wooden infrastructure. The college also has an electrician who takes care of electrical issues. Electricity bills are paid timely. A plumber is also associated with the institution. RO System is maintained through AMC. Besides this, we also have a website coordinator to maintain website. To maintain labs, there is a regular practice of keeping stock registers which are checked and verified. We have efficient and experienced gardeners to maintain the lawns and flora of the college. Security of the whole campus has been outsourced to an agency which provides personnel who are on duty round the clock. There are CCTV cameras at prominent locations around the college campus, through which constant vigil is maintained. Office software is maintained under annual maintenance contract and regularly serviced. Fireextinguishers are available and maintained on regular basis. Public Address System and Gensets are maintained with frequent visit by technician. Solar system is also maintained.

File Description	Documents
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Upload any additional information	<u>View File</u>
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

407

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

- 5.1.2 Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year
- 5.1.2.1 Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

251

File Description	Documents
Upload any additional information	<u>View</u> File
Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	<u>View</u> File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://www.klmehtadcw.org/5-1- 3/
Any additional information	No File Uploaded

Details of capability building and skills enhancement initiatives (Data Template)

View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

795

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

795

File Description	Documents
Any additional information	<u>View</u> File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View</u> File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<u>View File</u>

Details of student placement during the year (Data Template)	<u>View File</u>
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- 5.2.2 Number of students progressing to higher education during the year
- 5.2.2.1 Number of outgoing student progression to higher education

127

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<u>View File</u>
Details of student progression to higher education	<u>View File</u>

- 5.2.3 Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)
- 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

4

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	<u>View File</u>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

- 5.3 Student Participation and Activities
- 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year
- 5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

File Description	Documents
e-copies of award letters and certificates	<u>View</u> <u>File</u>
Any additional information	<u>View</u> <u>File</u>

Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)

<u>View</u> <u>File</u>

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

Our institution believes in Women Empowerment. The greatest tool of empowerment is Education. Following the principle of learning by doing, the students of our institution are actively involved in the various committees and cells in the institution. They are involved in NSS, Youth Red Cross, Women Cell and Anti Sexual Harassment cell, Guidance and Counselling Cell, INTACH Club, Grievance Committee, Sports and cultural committee, Red Ribbon Club, Road safety Club, and Spiritual Club. Volunteers are working tirelessly towards social causes like cleanliness, health and hygiene, women empowerment, mental health etc.

Student representatives, from each class of UG and PG programs are chosen through nomination. These students are actively involved in organizing various departmental activities and events, maintaining discipline and addressing students' grievances etc. Students are also engaged in organizing and conducting various sports, cultural and co-curricular activities.

Students from all the programs contribute articles and poems to the college magazine "Manas Jyoti". It provides a platform to the students to exhibit their flair for writing.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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

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

File Description	Documents
Report of the event	<u>View</u> File
Upload any additional information	<u>View</u> File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other	View File

5.4 - Alumni Engagement

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

The inception of College's Alumni Association took place on 11th April 2022 as "Alumni Association of KLM Dayanand College for Women", with a mission to open channels of communication and growth between alumni and the institutions. Our alumni share their knowledge and expertise with institution and also with the schools under Maharishi Dayanand Education Society (MDES). Alumni help to promote the institution name in the corporate world and provide mentorship and internship and placement assistance to the outgoing students of the institution. The institution also invites the alumni for expert talks and lectures for our current students. Alumni meet - Milan 2022 has been organized by the institution to provide a platform to the students for building network with the teachers and current students. Our alumni also contribute to the institution by handing out books to the college library. We feel extremely proud, happy and grateful to see our students grow and reach greater heights.

File Description	Documents	
Paste link for additional information	http://www.klmehtadcw.org/klmdcw-alumni/	
Upload any additional information	No File Uploaded	

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

E. <1Lakhs

File Description	Documents
Upload any additional information	<u>View File</u>

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision statement of the college is 'Beti Bachao, Beti Padao.' It reflects the distinctive feature of the institution. Its aim is to provide the Nation with an honest, hardworking and dedicated women workforce. Advisory members of the Teaching Staff also serve as Faculty representatives in the Governing Body of the College.

The institution strives to stand true to the aspirations of Late Shri. K.L Mehta, the founder President of the Maharishi Dayanand Education Society. He devoted his life for the cause of Women's education and upliftment in the early decades of the nineteenth century. The institution is empowering those women who are at the

margins of our society. It caters to the educational, social, cultural and economic needs of the society.

File Description	Documents	
Paste link for additional information	http://www.klmehtadcw.org/vision- mission/	
Upload any additional information	<u>View File</u>	

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

The Governing Body, different Committees and Cells are the integral part of the institution. Regular meetings of the management with staff representatives of teaching and non-teaching staff are conducted to find out the solution of various problems. The institution functions through delegated system of authority and responsibility. The conveners and student representative of committees, units and cells formulate their policies and then set targets under the direction of the Principal. Heads of various departments are responsible for time-table, admissions, examination etc. Purchase committee is an example of Decentralization. The purchase committee is responsible for all types of purchases that are required by different departments in the college. The departments in need of any type of material make a requisition in front of purchase committee. It then invites quotations from different vendors. These are analyzed by committee members and order is placed to vendor quoting minimum bid.

File Description	Documents
Paste link for additional information	<pre>http://www.klmehtadcw.org/committee- list/</pre>
Upload any additional information	<u>View File</u>

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC of the college has taken initiatives in the preparation of the perspective plan considering the quality indicators of all criteria determined by NAAC.

Key areas to focus:

- From 2015 to 2022, 12 smart class rooms have been developed.
- Two Biotech labs have been built which are equipped with modern facilities.
- Library has been completely digitalized.
- For practical exposure of students 17 science labs have been operative.9 computer labs are running with latest computers and internet facility.

- We have added 20 class rooms to meet out our requirement and number has increased from 39 to 59.
- A big multifunctional hall is developed in PG Wing.
- Canteen is modernized and extended to provide healthy food to students.
- Two more staff rooms are added so that all faculty members can be accommodated comfortably
- .The whole college is under the surveillance of CCTV cameras.
- College is covered with greenery and has eco-friendly environment

File Description	Documents
Strategic Plan and deployment documents on the website	<u>View File</u>
Paste link for additional information	Perspective-Plan2015-22.pdf (klmehtadcw.org)
Upload any additional information	<u>View File</u>

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

The institution has a well-defined organizational structure. The institution functions under the supervision of its Governing body following the guidelines of MDU Rohtak and DGHE. The Governing body comprises President, Vice President, Treasurer, Secretary, Principal, Director of Self-Finance, two teaching staff representatives. Principal is the chief executive and administrator of the college and co-ordinates all activities of the institution.. All major decisions are implemented by Advisory Committee comprising of senior faculty members with the help of various committees. As per directions of Govt. of Haryana & MDU Rohtak various policies are duly implemented by principal through chain of various committees like Bursar, assistant librarian and administrative office. The rules and regulations for appointment of full-time teachers and nonteaching employees are properly adhered to as per the directions of Directorate General of Higher Education (DGHE) and University Grants Commission (UGC).

File Description	Documents
Paste link for additional information	<pre>http://www.klmehtadcw.org/wp- content/uploads/2022/12/clist.pdf</pre>
Link to Organogram of the institution webpage	ORGANOGRAM - Dayanand College (klmehtadcw.org)
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	<u>View</u> File
Screen shots of user inter faces	<u>View</u> File
Any additional information	<u>View</u> <u>File</u>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	

6.3 - Faculty Empowerment Strategies

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

Education is an area where management of people and resources has become increasingly important as professionals are a real asset for the organization. The institution has adopted the following welfare measures that confirm to the Government and UGC guidelines, for its teaching and non-teaching staff. Regular Health Check-up camps for teaching and non-teaching staff are held. Covid vaccination drive was organized in September 2021. FDP for teaching staff for their knowledge up-gradation was held. Duty leaves for Orientation for PhDs', Refresher Course, Practical Exam, Expert lectures in other colleges are provided by our Institution. As per norms, Provident Fund system for the employees is also maintained. Purified water, uninterrupted power supply, Xerox facility, Medical Insurance, Loan, uniform facility for the employees, all of these is taken care of by the institute. The provision of Compensatory leave, Casual leave and Earned leave are also available for the employees of Institution.

File Description	Documents
Paste link for additional information	http://www.klmehtadcw.org/naac/fdp-webinar- quiz/
Upload any additional information	<u>View File</u>

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

File Description	Documents
Upload any additional information	<u>View</u> <u>File</u>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View</u> <u>File</u>

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

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<u>View</u> File
Reports of Academic Staff College or similar centers	<u>View</u> File
Upload any additional information	<u>View</u> <u>File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View</u> File

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

30

File Description	Documents
IQAC report summary	<u>View</u> File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<u>View</u> <u>File</u>
Upload any additional information	<u>View</u> <u>File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View</u> File

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

The staff play a significant role in any institution as they are the backbone of the institute. Thus performance appraisal is a continuous process of assessing and measuring the inputs of every staff and knowing their strengths and weaknesses and communicating the results of their efforts to the staff.

For Teaching staff, the college has created an ACR (Annual Confidential Report) form which is to be filled by all the staff members and approved by the Principal. The ACR (Annual Confidential Report) form includes aspects such as:

- a) Pass Percentage of students
- b) Achievements of faculty members.
- c) Regularity and punctuality.
- d) Research contribution
- e) Suggestions for improvement in self-competency
- f) Contribution in college activities

For Performance Appraisal of non -teaching staff another Performa is filled which is again approved by the Principal. The main areas covered by this Performa are punctuality, honesty, regularity, performance etc. Further for the non -teaching staff their performance is measured from the work-register maintained for them. Their work is checked by the office superintendent and final appraisal is done by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

6.4 - Financial Management and Resource Mobilization

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

Internal and External Audits are conducted by the Institution as per guidance of Director General Higher Education, Panchkula/Government of Haryana / Maharshi Dayanand University Rohtak. The entire income and expenditure is audited by internal auditor of Maharshi Dayanand Education Society, Faridabad. Balance sheet is prepared by management auditor. There are 49 funds. Funds include Amalgamated fund, Science/Home Science fund, Literary Activity, cycle fund, electricity & water charges, building fund, campus fee fund, computer fund, EVS Fund, corporative book shop membership, generator fund, audio visual fund, career counseling & placement fee, computer

fund, alumni fund, college fee, library security, correspondence fund, Red Cross fund, Radha Krishna fund, Identity card fund, students aid fund, magazine fund, house exam fund, medical fund, development fund, NCC/NSS/ any other fee fund, lab fee, insurance Fee, annual fee fund, book bank fund, college admission fee, convocation charges, curriculum charges, stationery fund, student union fund, library fee, University Charges, University Development fund, Continuation Registration & enrollment fee, sports registration fee, youth welfare, Examination fee. The internal audit is conducted by Mr. M.K. Mohtas and Associates of Faridabad. The audit is conducted annually.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

160000

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

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

The major sources of funds of the institution are:

- 1. Director General Higher Education Panchkula provide 95% of the total salary of sanctioned post
- 2. Development Grant, Additional Grant and Major Research & Minor Research Grant of UGC.
- 3. Scholarships to Students are provided by Director General higher Education under different schemes like Schedule Caste Scholarship, Backward Caste Scholarship, and Scholarship for freedom Fighter Children, Haryana State Merit Scholarship, National Merit Scholarship and University Merit Scholarship.
- 4. Students can also Login on National Scholarship Portal.

5. Miscellaneous Funds at Institutional Level.

For optimum utilization of funds, the Account Department prepares annual budget estimates in consultation with authorities. For major expenses, approval from Management and IQAC is required after the recommendation from the Advisory Committee. The major heads of expenses are:

- The remaining 5% of salary of staff under Grant in Aid.
- The salary of temporary staff.
- Extension and maintenance of infrastructure of the college.
- Information and Communication Technology (ICT).
- Purchase of furniture and furnishings as per need.
- Electricity bills & its related expenditure like Diesel for Generator.
- Honorarium paid to the visiting resource persons.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<u>View File</u>

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. Various key areas for regular monitoring and documentation by IQAC are

- Organization of seminars/workshops by prominent speakers in different areas.
- Processes involved in implementation of the Curriculum.
- Skill development courses to enhance employability...
- Publication of college magazine 'Manas Jyoti'.
- Extension activities for the community development.
- · Arrangement of Remedial classes and students doubt session.
- Feedback from the stakeholders.
- Collaboration with Industry & placement meet.
- Maintenance of infrastructure (Physical and IT both) of the Institution.

Quality assurance is a dynamic process and we are moving towards documentation of strategies and processes as per new guidelines for

IQAC. The library is well equipped with automated new 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 N-list programme of Inflibnet. Besides that, college has its own e -library.

File Description	Documents
Paste link for additional information	https://klmdcw.refread.com/#/home
Upload any additional information	<u>View File</u>

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

With the existing academic and the administrative system, the college has developed its own mechanism of quality enhancement since inception of IQAC in 2009. However, the institution reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through its various committees like Advisory Committee, Internal Assessment committee, Placement Cell , Time Table committee etc. As suggested by NAAC committee various measures have been adopted for overall development of the College. Among those we are discussing one of our best practices.

Feedback from stakeholders: Under the supervision of IQAC of the

Institution, feedback is collected from all the stakeholders i.e. students, teachers & alumni. HOD's direct the faculty members of respective departments to create Google form on their e-mail ID's and sends to the various student groups to be filled in stipulated time. The collected feedback is analyzed by tabulating/representing the obtained responses and making the observation. The outcomes there of are deliberated upon for the improvement of academic, administrative and infrastructural facilities. Further the overall institutional performance is also evaluated by conducting student satisfaction survey.

File Description	Documents	
Paste link for additional information	https://klmdcw.refread.com/#/login	
Upload any additional information	<u>View File</u>	

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality

C. Any 2 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://www.klmehtadcw.org/iqac/
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As part of curriculum of UG/PG programs of BSc (H.Sc) , sociology and political science, various chapters related to Women Empowerment are included, which help our students to think critically and rationally as regards to gender equity. Aspart of Co-curricular activities , Women Cell of our institution plays an important role in developing gender sensitivity byorganizing competitions, seminars and expert lectures on women empowerment and gender equitywhich develops creativity and encourage the students to think independently and adopt new perspective about this issue.

Facilities for women in the institution

- Suggestion/Grievance boxes are placed at various places in our institution. These boxes are emptied monthly and grievances are redressed by members of Grievance Cell .
- Meetings are held regularly to interact with students' representatives to discuss problem related to examinations, mock test and others.
- For safety and security of students 75 CCTV cameras are installed and the entry / exit gate is guarded by 2 security guards 24×7 .
- There are 6 sanitary pads vending machines for students.
- There are two spacious Common Rooms with ample sittingspace.
- College campus has a big ground with facilities for Archery, Cricket, Basketball, Badminton and many other games.
- Van of Durga Shakti.

File Description	Documents
Annual gender sensitization action plan	Nil

Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information

http://klmehtadcw.org/naac-2023/CRITERIA%207.1.1%20new.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<u>View File</u>
Any other relevant information	No File Uploaded

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

Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words)

All the solid waste in the institution is collected and then segregated into two categories. degradable and non degradable waste, by allotting different coloured dustbins kept at various places in the college campus. Every student is informed to discard waste in a proper way.

No disposable plates, spoons and glasses etc. are used in the institution. It is totally a plastic free zone including all services at the canteen. RO plant waste water is collected in 2000 litre capacity tanks and is practically reused in washrooms and other cleaning activities. All liquid waste from canteen, washrooms, labs etc. is in direct connection of the Municipal Corporation Faridabad (MCF) network. Besides, rain water harvesting is operational for this purpose underground tank are constructed. An incinerator is installed in toilets to disposed of the sanitary napkins. Proper vendors take care of the e-waste by replacing the worn out parts with new ones at a regular basis. Manure is made of the organic waste collected from dry leaves shredded by leaf cutting machine. No hazardous radioactive materials are allowed in the labs.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other	<u>View</u>

approved agencies	<u>File</u>
Geo tagged photographs of the facilities	<u>View</u> File

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

- 7.1.5.1 The institutional initiatives for greening the campus are as follows:
 - 1. Restricted entry of automobiles
 - 2. Use of bicycles/ Battery-powered vehicles
 - 3. Pedestrian-friendly pathways
 - 4. Ban on use of plastic
 - 5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	<u>View File</u>
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

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

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

A. Any 4 or all of the above

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

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

The College values inclusionary practices at multiple levels including its admission policy.

Students from all over india study in the institution. To promote personal growth and healthy society. Our Institution organizes cultural events on various occasions. Students visit many educational and historical sites where they get knowledge about traditional costumes, art, cultural heritage and cuisines of different states. Institution is also a member of INTACH,

Faridabad Chapter. Madhubani and Warli painting are the part of curriculum of the program BSc(Home Science). Students of various religions and castes study in the institution. All sit in same class

room & study from same staff. In the institution students are given admission from both urban and rural areas. Students belong to socioeconomic strata. Institution provides various scholarships, fee concession, bus pass faculty and book bank facilities to the needy students. Teachers teach in both English and Hindi Medium. Students can take exams in any of these. Our college magazine 'Manas Jyoti' is printed with English, Hindi and Sanskrit sections. Our college has enrolled the physically handicapped students also. Trips to institutions having physically and mentally handicapped are organized.

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

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

Legal Literacy Cell organises lectures on legal aid to spread legal literacy among students. voters Club organizes lectures and competitions to make students aware of their Right to Vote. Students and employees are sensitized, through various activities and programs organised by different departments and various clubs, to be constitutionally aware of their fundamental rights and duties. Students visit Blind School, Deaf & Dumb School to interact with the inmates, teach them things of their interest like cooking, selfgrooming etc. These visits make the students aware of their duties towards society. Sanitary pads are distributed in slum areas to make them aware of hygiene. NSS volunteers engage in teaching children of under privileged section, take out rallies and carry forward the programs like Beti Bachao Beti Padhao, Swachhta Abhiyan, Say No To Plastic Bags etc. Students are advised to switch off lights and fans while leaving the room. All these instructions help them to develop lifelong habits of conservation of resources. Morning prayer is conducted in the Institution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.klmehtadcw.org/gallery/
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed

A. All of the above

on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	<u>View</u> <u>File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<u>View</u> File
Any other relevant information	<u>View</u> File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates all National and International days with great enthusiasm. The celebrations include lectures, competitions (both intra and inter college) and other activities.

Women Cell celebrates International Women's Day, Mother's day, International day for girl child . Road Safety Club celebrated Road Safety Month from 18th January 2022 to 17th February 2022. Independence Day and Gandhi Jayanti were celebrated with great Zeal.'Lohri' and Sawan festivals were also celebrated in the college with great Zeal. Science Association organised Green Consumers Day, Wild Life Week and Science Day. National Service Scheme (NSS) celebrates Literacy Day, NSS Day, World AIDS Day, International Youth Day and International yoga Day. Youth Red Cross celebrates World Red Cross Day, No Tabacco Day, World Food Day and World Iodine Deficiency Day .Social Science Forum celebrates Voter's Day, International Yoga Day, Constitution Day, Communal Harmony Campaign Week, Armed Forces Flag Day and Hindi Day. Department of Home Science celebrates 'Sawan' Fest, World Breast feeding week and National Nutrition week.

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

7.2 - Best Practices

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

Nil

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

We believe that nobody can succeed in life without good discipline. We feel before disciplining anybody, we should be disciplined first. Staff members are quite punctual regarding their entry/exit timings and taking classes.

Identity card of the students is checked at the college gate. The campus is monitored through 75 CCTV cameras. Entry record of visitors is maintained. Teachers and students are not allowed to use mobile phones during classes. Students are not allowed to enter the classroom after the class starts or roam around in the teaching block when classes are going on. Students are kept on discipline duty at different gates and corridors under "Earn While You Learn" program.

Monthly attendance and test marks are displayed on the notice boards of the department. Parents of students having poor attendance and less marks are called for Parent Teacher meetings. During examination time, complete pin drop silence is maintained. Architecture of our teaching block helps us in maintaining discipline all the time.

Ours is a college where everybody is disciplined right from top to bottom. All these characteristics make it distinct from other colleges.

File Description	Documents
Appropriate web in the Institutional website	<u>View File</u>
Any other relevant information	<u>View File</u>

7.3.2 - Plan of action for the next academic year

As recommended by the NAAC Peer Team members under 3rd cycle of assessment and accreditation of our Institution and to achieve the goal of overall development of the girls, the future plans for the next academic session include

- 1. To extend teaching learning process with ICT enabled facilities.
- 2. To develop the departmental libraries
- 3. To have more research publications in indexed journals
- 4. To take up more collaborative research projects
- 5. To encourage the students for frequent usage of college's elibrary app, KLMDCW
- 6. Guidance and Counseling Cell will be made more effective for better placements.
- 7. Alumni will be strengthened through involvement of them in college activities.