



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>Kanya Mahavidyalaya Kharkhoda</b>
• Name of the Head of the institution		<b>Dr. (Mrs) Suresh Boora</b>
• Designation		<b>Principal</b>
• Does the institution function from its own campus?		<b>Yes</b>
• Phone no./Alternate phone no.		<b>7082002801</b>
• Mobile no		<b>9416974179</b>
• Registered e-mail		<b>kmkharkhoda@gmail.com</b>
• Alternate e-mail		<b>kanyamahavidyalaya@yahoo.in</b>
• Address		<b>Rohtak Road Kharkhoda</b>
• City/Town		<b>Sonipat</b>
• State/UT		<b>Haryana</b>
• Pin Code		<b>131402</b>
<b>2.Institutional status</b>		
• Affiliated /Constituent		<b>Affiliated</b>
• Type of Institution		<b>Women</b>
• Location		<b>Semi-Urban</b>
• Financial Status		<b>Grants-in aid</b>

• Name of the Affiliating University	Maharshi Dayanand University, Rohtak				
• Name of the IQAC Coordinator	Dr. (Mrs) Parmila				
• Phone No.	9466663970				
• Alternate phone No.	01302584110				
• Mobile	7082002801				
• IQAC e-mail address	iqackmk@gmail.com				
• Alternate Email address	kanyamahavidyalaya@yahoo.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://www.kmkharkhoda.com">www.kmkharkhoda.com</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.kmkharkhoda.com/files/AC(2020-21).pdf">https://www.kmkharkhoda.com/files/AC(2020-21).pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.10	2015	01/05/2015	30/04/2020
Cycle 3	A	3.23	2022	15/03/2022	14/03/2027
<b>6.Date of Establishment of IQAC</b>			03/08/2009		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional	Pension Grant	DGHE Haryana	2020-2021	3578287	
Institutional	Salary Grant	DGHE Haryan	2020-2021	26400000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
Quality & Renovated infrastructure with conducive learning ambience.	
Focus on employability skills, holistic and value education.	
Quality Teaching Learning Evaluation process.	
Impetus to Research Oriented Programmes.	
Initiation in Community Outreach Activities.	
<b>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</b>	
Plan of Action	Achievements/Outcomes
Timely submission of the AISHE data	As per Government Guidelines
Plan to start two year PG programme M.Voc in Food Science & Nutrition	Students enrolled for the session 21-22
International Webinar on the theme " Stress Management Mechanisms in Present Scenario"	Organized on 12.06.2020

by department of Commerce and Psychology.	
National Webinar entitled :Embracing Change and Transformation of Women for Sustainable Development" by Women Cell in collaboration with Red Ribbon and Red Cross Cell	Organized on 13.06.2020
A National Webinar on "Recent Trends and Applications of Fixed Point Theory" by Mathematics department	Organized on 19.06.2020
A National Workshop on "Cultural Exploration of Telangana" by Ek Bharat Shreshtha Bharat	Organized on 04.07.2020
Hindi Diwas	Organized on 14.09.2021
Plan to start Three Value Added Courses	Started in Sept. 2020 to Dec. 2020 1. My Vote is My Right 2. Socio - Economic Empowerment of Rural Women Components of Physical Fitness for Sports Training
An international E- Workshop on theme	Organized on 13.10.2020
Plan to participate students in International Event (Commonwealth Games) Junior camp for selection	One Student Selected in Camp held in Patiala on 05.11.2020
Diya Making for Eco - Friendly Diwali.	Organized on 13.11.2020
National Quiz- On Human Rights	Organized on 10.12.2020
Extension Lecture on Career Opportunities	Organized on 17.12.2020
Abhivayakti - 2020	Organized on 23.12.2020
Plan to start one certificate course under NSQF Scheme Banking Financial Services and Insurance.	Started In the month of December 2020 Banking Financial Services and Insurance.

Road Safety Week	Observed from 11-16.01.2021
Workshop on Social Entrepreneurship	Organized on 16.01.2021
Typing Competition	Organized on 17.01.2021
Business Plan Competition/Declamation on Impact of Three Farm Laws on Farming Sector/ Implementation of NEP in India	Organized on 19.01.2021
Lecture Series on Contemporary issues	Conducted from 22-29.01. 2021
Plan to visit to Ramaya Hotel, Rohtak	Visited on 30.01.2021
Plan to visit for Educational Trip to Mussorie by B.Voc students for Project Work	Visited from 05-07.02.2021
Plan to Industrial Visit to Jasch Industries Ltd. Sonapat	Visited on 18.02.2021
Matribhasa Diwas	Organized on 22.02.2021
International Women Day	Organized on 08.03.2021
World No Smoking Day	Organized on 10.03.2021
Observance of International Forest Day	Observed on 21.03.2021
Faculty development programme on Teaching Aids.	Organized on 05.04.2021
Community Kitchen Activity for needy people	In the month of April during COVID 19 Pandemic Lockdown
Health Awareness Week	Observed on 07-14. 04.2021
Extension Lecture on IPR	Organized on 12.04.2021
Plan to organize Nine days Online training programme in Collaboration with Rubicon Skills development programme under Barclays life scale training programme	Conducted from 03-12.05.2021

Plan to organize an Eight days Online training programme in association with GTT Foundation.	Conducted from 20-27.05. 2021
World Environment Day	Observed on 05.06.2021
Webinar on Women Entrepreneur A Catalyst to Change the World	Organized on 09.06..2021
Webinar on 'Female Health and Nutrition	Organized on 11.06.2021
Webinar on Corporate Social Responsibility during Covid- 19 Pandemic	Organized on 13.06.2021
International (Virtual) Yoga Day	Observed on 20-21.06. 2021
An Initiative - Green Corridor	Conducted from 15-31.07. 2021
International Youth Day: Poster Making /Essay Writing Competition on Climate Change and Environment	Organized on 12.08.2021
Activities Organized Under Azadi Ka Amrit Mahotsav • Fit India Freedom Movement • Sadhbhawna Pledge • Swachata Pakhwara	Organized from 15 Aug. to 02 Oct. 2021
Activities Conducted during National Poshan Maah - • Rally on ?????? ???? ???? ?? ??- ?????? ?????????? ???? ?? ??? Extension Lecture on Balanced Diet	Observed from 01-30.09.2021 10.09.2021 15.09.2021
Virtual Alumnae Meet	Conducted on 17.09.2021
NSS Day Celebration: • State Level Online Poster Making Competition on 'Save Ozone Layer' Plantation of Herbal Plants	Organized on 24.09.2021
Translation Day	Organized on 30.09.2021
International Day on Girl Child	Organized on 11.10.2021
Bird Feeder hanging on trees to preserve birds species	Organized on 29.10.2021

Visit by Government Girls Sr. Sec. School, Bohar to analyze Skill Courses	Visited on 16.11.2021
International Day for the Elimination of the Violence against Women: Extension Lecture on ????? ?????????????? ?? ??? ??? ????? ???????	Organized on 25.11.2021
Plan to Introduce new game 'Judo'	Started in November 2021
Registration in NIRF	Registered in December 2021 and data submitted in January 2022
Aids Day	Observed on 01.12.2021
Contributed in Cultural activities at the inauguration of New Courts Kharkhoda	Participated on 06.12.2021
Inter College Netball Tournament	Organized on 13-14.12. 2021
One day workshop on Threading & Facial in Adopted village Anandpur Jhroth	Organized on 17.12.2021
One day workshop on Fabric Painting in Adopted village Anandpur Jhroth	Organized on 20.12.2021
Mathematics Day Celebration National Level Online Declamation and Collage Making Competition	Organized on 22.12.2021
Plan to organized Job Fair	Conducted on 30.12.2021
To give concession in Transport facility Fee	02 Students benefited
Plan to Purchase new computers and LCD's for enhancing ICT/New Solar Panel/New Bus	Purchased as per requirement
<b>13. Whether the AQAR was placed before statutory body?</b>	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-2021	24/03/2022
<b>Extended Profile</b>	
<b>1. Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	201
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2. Student</b>	
2.1 Number of students during the year	886
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	365
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	327



File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1	<b>41</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	<b>18</b>
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

**4.Institution**

4.1	<b>35</b>
Total number of Classrooms and Seminar halls	

4.2	<b>18253632.08</b>
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	<b>120</b>
Total number of computers on campus for academic purposes	

**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

Curriculum is planned and designed by the affiliating university and college makes all strenuous efforts for proper implementation of syllabus. Institution has its own Board of Studies for programmes under NSQF. For achieving learning outcomes, Institute has Curriculum Delivery Policy.

The syllabus designed by BOS is sent to affiliating university and SSC. At commencement of the session, Time Table for different streams is prepared. Orientation session is conducted every year. Lesson plans are prepared and displayed on website and notice boards. Assignments and surprise tests are evaluated and discussed in the classes. Course outcomes and Programme Outcomes guide students to choose subjects. Internal assessment is given on the basis of attendance and class tests. Practicals are conducted by internal and external examiners. Practical files are maintained properly. Remedial and Extra classes are conducted for weak and brilliant students. Our institute has wide range of certificate and value added courses. For Experimental learning Excursion Tours/Field Trips/Industrial visits and surveys programmes are organized. Academic calendar of the college is prepared. Feedback surveys are conducted from all the stakeholders and necessary suggestions are incorporated for bringing improvement in Teaching learning Process. For all round development of students sports facility is provided to them.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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 College being affiliated to MDU, Rohtak adheres to the Academic Calendar of University. College also prepares its own Academic Calendar incorporating the activities of Departments, Cells, Sports Events, important days/festivals. Syllabus and Lesson Plans of all UG and PG classes are displayed on the notice board and website. Our House Examinations are totally internal providing sufficient scope to test the skill and knowledge acquired by the students during the course off their study. Our College includes skill oriented components in the programmes under NSQF. The other parameter of continuous evaluation is through quizzes, tests home assignments and project reports. We have two components for evaluation. One is continuous internal evaluation (CIE) another is end semester examination. There is transparency and accountability in the Evaluation Process. Every Lab has LCD projectors and Wi-Fi data is allowed to students. Orientation Programmes are conducted for first year students. Remedial classes are conducted for weak students and

more attention is given through tests and revision. Conducting small tests on weekly basis help the students to reduce the pressure of semester examination. The Collaborative activities of NSS, YRC Cell, Red Ribbon Club, Legal Literacy Cell and of other Clubs/Cells/Societies are conducted in the College.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **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	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

8

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

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

260

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Being the constituent College of M.D. University Rohtak, College follows the curricula prescribed by the University. Various cross cutting issues as professional ethics, Gender, Human values, Environment and Sustainability are well integrated in to the various UG and PG programmes. College offers papers from the elective pool to students. A number of Value Added Courses have been introduced by

the College wherein these cross cutting issues are well taken care of and in addition to different activities are organized by the cells/societies/ clubs constituted in the College with their well defined objectives

**Environment and Sustainability:** A Compulsory paper on Environmental studies incorporated in curriculum to make the students realize their duties. Eco Club, NSS Units and Women Cell are established to make students actively participate in environmental activities. The College has installed solar panels for renewable energy and LED bulbs to save the energy and minimize environmental pollution.

**Gender Sensitivity:** Various cells facilitate women's empowerment by organizing extension lectures and activities, street plays, slogan writing and awareness programmes.

**Human Values and Professional Ethics:** The College organizes extension activities by the cells/clubs/societies to inculcate the core values like national integrity, patriotism, equality, brotherhood etc. Morning Assembly is observed on every Monday.

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

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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

139

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

### 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**

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.kmkharkhoda.com/files/Feedback%20Analysis/Feedback%20Analysis%202020-21.pdf">https://www.kmkharkhoda.com/files/Feedback%20Analysis/Feedback%20Analysis%202020-21.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.kmkharkhoda.com/Action_Taken.php">https://www.kmkharkhoda.com/Action_Taken.php</a>

## 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

335

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

123

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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 College organizes Orientation Programme which helps students and parents to get familiarize with the institution, curricular/co - curricular activities. Students are exposed to different personality

development programme by involving them in value added courses, minor research projects funded by college. The College identifies Advanced & Slow learners through class tests/performance, group discussions, university examinations and previous class results.

#### Advanced Learners:

- Mentor/Mentee process helps them to nourish their talents.
- They are motivated to participate in co - curricular activities to develop analytical and problem solving ability.
- Students participate in minor research projects funded by the college to inculcate research orientation and practical awareness.
- They are given opportunities to participate and organize inter/intra college activities.
- Students are encouraged to grab university ranks.
- Extra classes are conducted for advance learners.
- Appropriate counseling is given.

#### Slow learners:

- The mentors monitor academic performance of the students and enroll them for remedial classes according to their needs.
- PTM are organized .
- Notes and Study material is provided to them.
- Specific students are given regular class tests in order to improve their performance in the university exams.
- Previous years question papers are provided.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1kE_GwHnOSWaOZncXJ8hK19xBF8UfxVtz/view?usp=sharing">https://drive.google.com/file/d/1kE_GwHnOSWaOZncXJ8hK19xBF8UfxVtz/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
886	41



File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

The vision and mission statement clearly states that the entire process of the college is student oriented. The college conducts various student centric activities. The learning becomes more experiential, participatory and socialistic by organizing activities like Group Discussion/Model Making/Field Visits/Debates/Quiz/Assignments/Poetic Recitation/Power Point Presentation. Students of CTHM visited Hotel Ramaya Rohtak on 30 January 2021. Salad and Carving Competition was organized by CTHM on 12 December 2020. Faculty members encourages students to lead their learning towards solving their problems and satisfaction. For this the college organizes community outreach workshops in adopted village and Extension Lectures by career counseling and placement cell. Faculty of Social Sciences follows the method of learning while observing Historical excavations sites are discussed by faculty from time to time. Team spirit and leadership qualities are developed in the students by organizing inter college tournament of Netball/Rugby . The college has annual publication called Disha Drishti in which students are assigned to work on the editorial board of college magazine which improves their creativity.

Important days like Teachers' day/NSS Day/Red Cross Day/National Youth Day/ Women Day are celebrated. Students are involved in minor research projects. Value added courses help them to inculcate interdisciplinary thinking.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/lyztlcMKn9JmV7P6HCNP1mb3r8CsaBtUS/view?usp=sharing">https://drive.google.com/file/d/lyztlcMKn9JmV7P6HCNP1mb3r8CsaBtUS/view?usp=sharing</a>

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

The College has 19 rooms well equipped with ICT tools. Each department has been issued with Laptop/PC with printer. The campus

is Wi-Fi enabled and allows a limited data to students also. The cartography lab is well equipped with the ICT facilities and regularly used by the students of Department of Geography. To strengthen the knowledge of staff the faculty members are inspired to participate in workshops/seminars/conferences etc. The college has its YouTube channel, Face book page, updated website, WhatsApp groups for dissemination of knowledge. All departments use PPT and multimedia to simplify the syllabus in a more meaningful way as per requirement. The language department regularly use film screening of the adapted novels, dramas or short stories. Language and Mathematics labs are useful and supportive to students for enhancing their communication and analyzing skills. Similarly commerce and social sciences Departments effectively mix up the theoretical classroom teaching and practical exposure through YouTube. B.Vocational Department and Community College use empirical knowledge by arranging industrial visit and excursion trips. Library is regularly updated with online resources. Inflibnet membership is regularly upgraded and N-LIST e - resources are provided free of cost.

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

### 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

41

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

### 2.4 - Teacher Profile and Quality

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

41

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

15

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

315

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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.

Evaluation is a vital part of teaching learning process. With regular interaction of IQAC and faculty members examination committee chalks out the plan for reforms in evaluation system. For CIE college has its academic policy on monitoring and evaluation which is made available in college library for ready reference of the students and faculty and uploaded on college website. The college follows the guidelines for internal assessment as issued by affiliating university.

- Orientation Session is conducted in which students are made aware regarding the academic policy of the college on Monitoring and Evaluation.
- House Examinations/ Class Tests are conducted as per Academic Calendar.
- During the session a proper revision mechanism is followed through class tests and presentations, project reports, practical files.
- Choice based credit system is introduced in all the PG programmes.
- Internal assessment is given to students as per criteria prescribed by affiliating university. It is displayed on the notice board as well.
- Assignments, charts, models on the topics related to students syllabus offer teachers a chance to assess students in more innovative ways.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://drive.google.com/file/d/1zUaAgFS0KdnOk-TQf2uFCG9dtecgVYym/view?usp=sharing">https://drive.google.com/file/d/1zUaAgFS0KdnOk-TQf2uFCG9dtecgVYym/view?usp=sharing</a>

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

IQAC consistently works on student centric activities. Interaction of IQAC with Examination Committee and students' goes on from time to time. Academic calendar is displayed on notice board and College website. An orientation programme is conducted by the Principal to brief about the examination and evaluation process. CO's, PO's and PSO's, are also discussed with students for attaining desired goals and displayed at prominent places in the College. Assessment Criteria as per affiliating University is made aware to students by

way of College website and notice board. Checked answer books of house examination are shown to the students to clear any discrepancy. Internal Assessment Marks are displayed on the notice board for verification. Suggestion box is also there to welcome any suggestion/opinion of the students. Parents Teacher Meet/ Mentor-Mentee Meeting are conducted regularly. University examinations are conducted as per the MDU Rohtak guidelines. Students are informed of the schedule of theory/practical examinations timely through WhatsApp groups/college website/display boards. Any grievance or common problems like non receipt of roll number slip/out of syllabus question paper/result late etc. are solved by the examination committee in a stipulated time.

File Description	Documents
Any additional information	No File Uploaded
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 POs, COs and SPOs are adopted for all programmes offered by the institution in accordance with affiliated university and displayed at prominent places of the College. IQAC organizes meetings with respective departments to formulate programme specific outcomes, course outcome of the programme and communicate these to teachers. Learning outcomes form an integral part of college vision and mission. The learning objectives are communicated through various means such as college prospectus, Principal's address to students and parents orientation programme and PTM's. These are also prominently featured on college display boards. Students are made aware of the course specific outcomes through orientation programme, classroom discussions, expert lectures and practicals. They are also made aware of the job opportunities available in these fields. Alumnae are invited to interact and share how the different courses shaped their careers during alumnae meet and other events. Faculty members are always encouraged to attend the seminars/ workshops to attain more competencies to enrich the learning outcomes. Teachers actively participate in workshops on revision of syllabus organized by the university. The students are also made aware of these in class rooms and in mentor - mentee meetings too.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.kmkharkhoda.com/files/Programme%20outcomes.pdf">https://www.kmkharkhoda.com/files/Programme%20outcomes.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The College emphasizes on the output of students. Regular interaction with IQAC to execute this goes on with a proper pace. A good number of students join the PG programmes either in the college itself or in other colleges. The programme outcomes are assessed with MCQ's/home assignments/class tests/internal examinations/university examination/practicals/ group discussions/participation in class activities. The CO's, PO's and PSO's are displayed in the college campus at important locations. Close awareness of cross cutting issues, basic conceptual clarity, life skills, practical exposure and their behavioral changes are few of the parameters to recognize or evaluate the attainment of their course outcomes. The College provides subject related value added and vocational education. Lectures on competitive examinations/ soft skills/career counseling are organized for the overall development of the students. Job fairs are organized to meet the need of the students. Programme specific outcomes are measured through curricular and co - curricular performance of the students. Students are encouraged to take part in competitions/seminars/conferences. Good performance in NSS/sports/academic are duly recognised and given certificates/mementos/cash prizes in annual function of the College. The Practice of selecting the best girl student of each stream is decided on the basis of students' all round performance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://www.kmkharkhoda.com/files/Programme%20outcomes.pdf">https://www.kmkharkhoda.com/files/Programme%20outcomes.pdf</a>

### 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

<b>year</b>	
<b>309</b>	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil
<b>2.7 - Student Satisfaction Survey</b>	
<b>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)</b>	
<a href="https://www.kmkharkhoda.com/Feedback-Analysis.php">https://www.kmkharkhoda.com/Feedback-Analysis.php</a>	
<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>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)</b>	
<b>0.15</b>	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>
<b>3.1.2 - Number of teachers recognized as research guides (latest completed academic year)</b>	
<b>3.1.2.1 - Number of teachers recognized as research guides</b>	
<b>1</b>	

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

### 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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
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

The College provides good ambience for learning and make efforts to increase their participation in innovation and research activities. Students of Geography and Psychology participate in competitions and exhibitions on Model Making. They analyze the facts about the different parts of the model. Participation of Students in exhibitions builds up their confidence.

Students participate in Inter-College PPTs making competitions at State/National Level which improves their horizons of learning. "Innovative Business Plan" and webinar on "Corporate Social Responsibility during Covid-19 Pandemic" activities are organized by Commerce Department to enhance the creativity among students. Skill training augments the potential of students under B.Voc and Community College programmes.



The College encourages faculty members to engage themselves in Research related activities such as presenting of papers in seminars/conferences, to apply for minor/major research projects funded from UGC/ICSSR/other such agencies. A Research project funded by the College itself has been completed by Social Sciences Faculty during the year. Faculty make notable contribution in research by getting their papers published in National/International Journal/ Chapters in edited books. One faculty members in Department of Mathematics is working as Research Guide too for Ph.D works. In the session 2020-2021 College has organized 6 webinars successfully.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1x814KeFEdTWzBOaf61eGP1Ux241Evlah/view?usp=sharing">https://drive.google.com/file/d/1x814KeFEdTWzBOaf61eGP1Ux241Evlah/view?usp=sharing</a>

### 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

7

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

### 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

4

File Description	Documents
URL to the research page on HEI website	<a href="https://www.kmkharkhoda.com/PhD.php">https://www.kmkharkhoda.com/PhD.php</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

15

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

16

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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 College promotes regular engagement of its students with the neighbourhood community by the means of organizing different activities as it will help in the holistic development of students

and contribute towards sustainability of community. Throughout the year a substantial number of activities are organized by different cells/clubs/societies constituted in the College. The objective of these activities is to transform our students into a well informed and responsible citizen.

Various Cell/Clubs organize programmes such as Tree Plantation, Conservation of Water & Energy Resources, Rally on Beti Bachao Beti Padhao/ Blood Donation Camp/First Aid Training Camp/Human Chain on different occasions to spread unity, solidarity & fraternity among community. Awareness Programmes and Campaigns on Saving Earth/Gender Sensitization/Swachh Bharat/HIV/AIDS/Legal Literacy/Road Safety/Voter Awareness etc. are organized round the year. To sensitize the students important days such as International Earth Day, Energy Conservation Day, National & International Youth Day, International Yoga Day, International Women's Day, National Girl Child Day etc. are organized. These programmes are organized either solely by the College or in association with the Gram Panchayats, Civil Surgeon office, Sonepat, SHO office Kharkhoda, Aangan Waris and local administration with the means of workshops, rallies, skits, nukkad natika and other activities in nearby villages.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1I1eu72uYlZp3SUzvuI3F2Ho613C6SKs_/view?usp=sharing">https://drive.google.com/file/d/1I1eu72uYlZp3SUzvuI3F2Ho613C6SKs_/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

### 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

18

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

**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**

31

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

**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**

1664

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

**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**

1

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

### 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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

Proper Infrastructure of an institution accentuates the teaching learning process. The College has 16 acre lush green campus. It has Thirty Two classrooms including Nineteen ICT enabled rooms. It has one multipurpose hall /two seminar halls equipped with e-podium, interactive panels with latest audio visual aids. With LAN and Wi-Fi facilities, College has Three Computer Labs, One Mathematics Lab, One Entrepreneurship Lab, One Geography Lab and One Language Lab. Under NSQF College has one Beauty and Wellness Lab, One Dress Designing & Tailoring Lab with fifty latest sewing machines, Physiotherapy Labs, Hotel Management Labs, Suite Room, Front Office. In addition to this College have 129 Computers, 5 Laptops, 17 Printers & Copier machines. There are two libraries which are automated and enriched with 11527 books, Print & e-journals, e-

Books, Videos, Newspapers and Magazines. These libraries are equipped with latest software i.e. SOUL 2.0 and Tech. Lib 7. Web OPAC facility is available in the Library to track the Books easily. CCTV cameras are installed in each classroom and prominent areas of the College campus. For student support Facilities College has Hostel/Power Generators/Common Room/Tuck Shop/College Lawns/Herbal Vatika/Solar Panel/Rain Water Harvesting System/ Proper Waste Management & Adequate Transport Facility .

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1SedF_CNlXveAj9jDtfz4EV97K5cwvM2J/view?usp=sharing">https://drive.google.com/file/d/1SedF_CNlXveAj9jDtfz4EV97K5cwvM2J/view?usp=sharing</a>

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

### Sports

Every year students of the College win medals in individual sports as well as make their place in State / University teams and bring laurels to the College by winning number of medals. The students also participate in adventures sports organized by affiliating university. The Inter College Netball Tournament this year.

For different Sports/Games coaches are hired to increase the acumen of players in respective games. College has maintained an outdoor sport grounds/tracks as well as Indoor Hall/ Courts for different games.

The College has maintained fully equipped Gymnasium Hall with exercise machines namely Treadmill, Leg Cycle, Abdominal Exercise Board, Bench Press, Multi Exercise Machine, Twister etc. Multi Exercise machine has been added in Gymnasium. Yoga & Meditation Lab for Yoga and Meditation sessions.

### Cultural

As far as facilities for cultural activities are concerned, in Multipurpose Hall Talent Hunt Show, Ramp Show, Academic Fest is organized. Seminar halls are used to organize seminars, debate, declamations, guest lecture etc. College hires the services of

Professionals to train the students for different events. Think lab is maintained to enhance the creativity of students. Assembly ground is used to celebrate different Festivals.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/14FtxNTBe4005Lw044pJgXjjAx9Uegk5B/view?usp=sharing">https://drive.google.com/file/d/14FtxNTBe4005Lw044pJgXjjAx9Uegk5B/view?usp=sharing</a>

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

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1Xo12uJ_9Lm-HCO5AYWQo7UlofF_YKxGY/view?usp=sharing">https://drive.google.com/file/d/1Xo12uJ_9Lm-HCO5AYWQo7UlofF_YKxGY/view?usp=sharing</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

2.25

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

## 4.2 - Library as a Learning Resource

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

The library is enriched with Books/Journals/Magazines/ Competitive Books/Encyclopedias/Dictionary/Vedas/Upanishads etc. to expand the knowledge base of students. It is automated through Integrated Library Management System TECH-LIB7 with 11 computers & 50Mbps Wi-Fi speed.

The LMS have following modules:

#### Circulation -

Issue/Return/Renew/Reservation/Fine/Security/History/Gate Pass/Serials /Newspaper Issue/Pending Books/Overdue Items/New Member/Update/Delete Member/Member I Card/ Member Bar Code/ Communication/ No dues/ Change Session/Stock in circulation/ Missing Stock/Write Off Stock/ Stock List/ Stock Statistics/Circulation Rules etc.

#### Acquisition -

Accessioning/Accession Register/Cataloguing/Keywords/Synonyms/Class No/ Book No/Export to Excel/Accession Register editing/Recommendation/On approval/Ordering/Requisition/Binding/Accounts/Budgeting/E Books/E Notices/ Events/ E Journals etc.

#### Periodicals -

Serials list/Serials Kardex/Reminders/Serials/Magazines stock/Newspaper attendance/ Newspaper report/ Newspaper bill/ Serials bill/ Serials orders tec.

#### Tools-

Printing of bar codes/Circulation rules/Data updation/ Data allocation/Almira shelf allocation/Subject allocation/Department allocation/Data editing/ Database backup/ Photocopies functionality/ Support tickets etc.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://drive.google.com/file/d/1zj0OD1g7aYQOck6G8iASBeDmlJzEjZdV/view?usp=sharing">https://drive.google.com/file/d/1zj0OD1g7aYQOck6G8iASBeDmlJzEjZdV/view?usp=sharing</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**B. Any 3 of the above**

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

**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)**

**3.52**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

**100**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

Details of updated IT Facilities are as follows:

- MS Office-13 License Copy
- Tally ERP Gold
- Oracle 11 G Std.
- Visual Studio 8.0
- Turbo C
- Java JDK
- Window OS
- ORELL/SANAKO - Software for Language Teaching
- SOUL and TECHLIB7 - ILMS Software
- Quick Heal Version 19.00, 64 bit
- 129 Computers with LAN
- 19 Classrooms ICT enabled Classrooms (Smart Board/LCD/LED/Projectors)
- Digital Podium

College has successfully organized 07 National/International Webinars during the year.

IT facilities are availed of by the College fully for other academic purposes such as online admission process, DBT (Direct Benefit Transfer) of Post Matric scholarships and freeship scheme, online submission of examination forms, Taking feedback from stake holders and uploading of internal assessment awards. Each student has her own e-mail ID. The institution has WhatsApp groups of students and employees separately.

As per the requirement, the maintenance of above IT Equipments. College has an Infrastructure Maintenance Policy. A demonstrator is also appointed to update and repair the equipments. The measures like installation of Anti Virus periodically, updating the software, replacing of hardware and cartridge in printers etc. are taken for maintaining and utilizing IT Equipments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1evLsf8-Gz2pJGP9fBAhUC_CV6PurhNKO/view?usp=sharing">https://drive.google.com/file/d/1evLsf8-Gz2pJGP9fBAhUC_CV6PurhNKO/view?usp=sharing</a>

#### 4.3.2 - Number of Computers

129

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

14.93

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

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.

**The procedure followed for usage, upkeep and maintenance of Physical, Academic and Support facilities:**

**Laboratories:**

The schedule of laboratories is decided by the time table committee. Stock and maintenance registers are maintained.

**Library:**

Library of the college is automated with the software TECHLIB 7/ SOUL 2.0, OPAC facility and is equipped with photo copier machine & printer. Online access to e-resources is provided through INFLIBNET - NLIST. Stock verification of library is done regularly by the library staff.

**Sports:**

Grounds and Tracks are fully maintained. Support staff weeds out its grass at regular interval and upkeeps it.

**Computers:**

A Hardware Technician is employed by the college for the maintenance of IT resources such as computers, printers, software problems, NET working problems etc. Proper disposal policy of scrapped parts of computers is followed.

**Classrooms:**

College has 32 properly ventilated classrooms. Classrooms, Benches,

Desks, are always kept clean by the sweepers.

#### Other Physical Facilities

Multipurpose & Seminar Hall, College grounds are extensively used for the conduct of academic/cultural programmes. This year multipurpose hall was renovated for more usage. Committees are set up to improve the efficiency of the Canteen/college premises/ Green Cover/ Hostel. Water Purification System/ Fire Extinguishers are routinely serviced.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1zrmBmmqXOtyNIDR_fb05YrOt5f_K-U8T/view?usp=sharing">https://drive.google.com/file/d/1zrmBmmqXOtyNIDR_fb05YrOt5f_K-U8T/view?usp=sharing</a>

### 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

145

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

##### 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

86

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

**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	<a href="https://www.kmkharkhoda.com/">https://www.kmkharkhoda.com/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

756

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

756

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

<p><b>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</b></p>	<p><b>A. All of the above</b></p>
--	-----------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

95

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

**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**

0

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

**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.**

63



File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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 )

#### **Representation and Engagement of Students in Administrative activities:**

Bright students are nominated to the statutory committees/cells/societies, such as IQAC, Grievance Redressal Cell, Anti Ragging committee, Internal Complaint Committee etc. They attend the meetings of these committees held at regular intervals. Participation in these committees helps them in developing ideas for the betterment of College. As the member of library advisory committee students apprise committee about the problems faced by the students related to books or timings of library and also give suggestions for its betterment.

#### **Representation and Engagement of Students in Co-Curricular and Extracurricular Activities:**

Students are also given representation in Cultural Committee to organize different programmes such as Talent Show, Ramp Show etc. As a part of Literary Committee students help in organizing programmes such as Hindi Divas, Inter College and Intra College Competitions in Essay writing, Debate, Declamation etc. Students are made the part & parcel of other cells/clubs/societies such as NSS, Women Cell, Youth Red Cross, Red Ribbon, Road Safety, Ek Bharat Shreshth Bharat etc.,. As member of Sports Committee they help in organizing Inter-College tournaments in different sports/games. Students take active part in all Community Outreach Programmes organized round the year.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1Qpb-I3tVdgO3j6k38seFIkT9EZJvVWmd/view?usp=sharing">https://drive.google.com/file/d/1Qpb-I3tVdgO3j6k38seFIkT9EZJvVWmd/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

### 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

20

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 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

Alumnae Association meetings are organized yearly and future plans are discussed with them. Alumnae also visit campus at regular intervals too to extend support for the activities of different clubs/cells/societies. They also guide present students as resource persons in workshops for guiding them for competitive exams. Virtual Alumnae Meet was organised by the College on 17 September 2021 to have meaningful interactions with the old students. Alumnae from the batch of 2004- 2005 to 2020-2021 joined the meet and share experiences of their tenure in the college. They reminisced their stay and cherished their memories how college has helped in grooming personality. Seventy Alumnae including settled overseas joined the meet.

The office Bearers of the alumni association has close links with the College administration in giving suggestions for reforms and giving support for developmental activities. Moreover members of association contribute financially towards the welfare of College. Alumnae also help in organizing NSS Special Camps and other activities/ awareness programmes Blood Donation Camps, Tree Plantation Programmes, Community Outreach Programmes etc.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1U45lBHv3YRJGAudUvNcd31uL0nfhMlg7/view?usp=sharing">https://drive.google.com/file/d/1U45lBHv3YRJGAudUvNcd31uL0nfhMlg7/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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

**Vision:** "Empowerment of women through holistic learning and make them efficient through professional programmes so that they won't lag behind in any sphere of life".

**Mission:** "To provide value based, quality based, skill based and innovative education to the girls."

Kanya Mahavidyalaya Kharkhoda is a premier educational institution is providing education to the woman majority of which belong to the economically weak strata of the society. The institution always strives to achieve its vision and mission. Broad plans and polices of the college are devised and formulated under the guidance of Governing body, Principal, suggestions of HODs, faculty members and feedback off stakeholders are also taken into consideration. Various committees comprising members of teaching and non - teaching faculty are involved in curricular and co-curricular affairs and administrative functions of the institution. For smooth functioning

the list of committees is displayed on College website at the commencement of session.

The administration encourages them and supports them at all level. There is an advisory committee which includes Principal with the senior faculty members of the College, which takes decision on important and exceptional matters. The effective leadership which is manifested in all its affairs has led to the academic excellence.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/18Yg-outiAVhrLiS--3d6KkYt4unhWHWx/view?usp=sharing">https://drive.google.com/file/d/18Yg-outiAVhrLiS--3d6KkYt4unhWHWx/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

DGHE gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfill the vision and mission of the institution. All the academic and co - curricular responsibilities are fairly divided among all the staff members. Different committees are appointed to conduct various academic and co-curricular activities. For smooth functioning the list of committees is displayed on college website at the commencement of session. There is an advisory committee which includes Principal with the senior faculty members of the college, which takes decision on important and exceptional matters. One of the senior faculty is the bursar who looks after the financial matters. College has been able to achieve its vision and mission with the team work provided by the Management, Principal and faculty. To provide quality education to students, it has taken initiative in providing skill education and B. Vocational programme and Community College scheme to achieve its goal. This is in tune with the Mission and Vision of the College. The effective leadership which is manifested in all its affairs has led to the academic excellence.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1Y0ketolWlLDwdgMWOzDi-fF-b3-nGpic/view?usp=sharing">https://drive.google.com/file/d/1Y0ketolWlLDwdgMWOzDi-fF-b3-nGpic/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

To attain its mission and vision it has a perspective plan of development. The perspective plan is prepared by IQAC, by keeping in mind all the seven key indicators of quality assurance and is uploaded on the website of the College.

In the current perspective plan great impetus is given to the skill oriented education. To start M.Vocational in Food Science & Nutrition gives more impetus to the skill oriented education. Eleven Value Added Courses are being run by the College successfully. Perspective Plan is further subdivided into annual strategic plans. Introduction of new skill courses created an urgent need to add the new infrastructure and more facilities in the form of Laboratories, ICT enabled Seminar Halls, expanding seating capacity of library, adding new programme specific books, journals and separate book racks which were done accordingly. To collaborate with institutions, industries, corporate houses, MoUs are signed with them. A Minor Research Project funded by the College itself has been completed by Social Science faculty. Registration in NIRF is also an intiation by the College. To give practical exposure of work place field trips, industrial visits are organized. Training/Internships are provided. Workshops and webinars are organized time to time.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://drive.google.com/file/d/1HFq0W2dS835GMlDuW_nRew25HRiTK8KV/view?usp=sharing">https://drive.google.com/file/d/1HFq0W2dS835GMlDuW_nRew25HRiTK8KV/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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.

Like other Higher Educational Institutions of Haryana Directorate, the College is governed by the policies of higher education Department, Haryana which frames the regulations, policies to be complied with. All norms of affiliating university i.e M.D.U Rohtak are strictly adhered to by it. The Principal is involved in overlooking the implementation of plans of the College. She ensures that all the curricular, co-curricular and other important day to

day activities are properly conducted, through feedback from conveners, teaching and non - teaching staff. The Heads of the departments ensure that the plans communicated to them by the Principal are implemented systematically. All committees are formed before the commencement of session and are assigned the tasks according to the institutional plans. For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1gk7_-MyJ7nkVSfFmQbwJxPWGgOJafEnk/view?usp=sharing">https://drive.google.com/file/d/1gk7_-MyJ7nkVSfFmQbwJxPWGgOJafEnk/view?usp=sharing</a>
Link to Organogram of the institution webpage	<a href="https://www.kmkharkhoda.com/files/Organogram%20of%20the%20College.pdf">https://www.kmkharkhoda.com/files/Organogram%20of%20the%20College.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The welfare measures are in place for its teaching and non-teaching employees as provided by the government and also at its own level.

There are a number of welfare measures taken by the College for the

benefit of Teaching and non-teaching staff which are stated below:

- Gratuity Funds.
- The College allows maternity leave to the women staff as per the rules of the State Government.
- Fee concession is given to the relative/ wards of the employees.
- Promotions/ salary hike are given to the faculty members according to the rules of higher education Panchkula.
- Workshops/Seminars/Webinars are organized to increase the competencies of the faculty.
- Reimbursement of registration fee of the faculty members for National/International Seminars/ Workshops/ Conference/Webinars is done.
- Annual increments are provided as per policies.
- College gives advance to its employees in case of exigencies.
- Faculty recreation trips are organized to rejuvenate faculty members.
- Cell Phone and bicycles are given to faculty members & supporting staff for their convenience.
- Uniform is provided to Non-Teaching Staff.
- Training programmes/workshop for non teaching employees are conducted.
- Well equipped gymnasium facility and Yoga & Meditation Lab..

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1kVrX7KwzSuuHrcxRpP-YvGvfDconwOCm/view?usp=sharing">https://drive.google.com/file/d/1kVrX7KwzSuuHrcxRpP-YvGvfDconwOCm/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**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**

17

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

### **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**

**1**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### **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**

**39**



File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The Institute has an effective mechanism to assess and evaluate the performance of its employee. The self appraisal report is designed for teaching faculty as per the norms of UGC and Affiliating University. Every year this report has to be submitted individually to the Principal. Teaching Learning and Evaluation related strategies adopted by the teacher, organizing and conducting of curricular, co-curricular & extra- curricular activities and also their professional and academic development is considered for their performance and appraisal. This report is assessed and evaluated by the Principal as well as at the Management level and is taken into consideration for ACR.

Feedback of students regarding teacher's performance is a regular practice. The feedback forms are collected and analyzed by the IQAC and are communicated to the Principal. Teachers fill their Academic Performance Indicator (API) score in the prescribed proforma whenever they are to be promoted under Career Advancement Scheme (CAS) for the higher grade in their teaching career.

Performance of the Non-teaching staff is also under the scanner of Principal for their appraisal. Their performance is assessed by the Principal on the basis of their quality of work, efficiency, sincerity, punctuality annually.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/147TYLNZLqMOyCbGj9w9qLct2RqNvCLYA/view?usp=sharing">https://drive.google.com/file/d/147TYLNZLqMOyCbGj9w9qLct2RqNvCLYA/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 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 Audit:-** Internal Audit is done initially by the College Bursar. Bursar verifies and checks all the vouchers of transactions. All payment vouchers are signed by the Bursar and finally by the Principal. Stock verification is done at the end of each year and non-operational items are written off by the stock verification committee. Quotations from three vendors are taken before giving the final order for purchasing of goods/items by the purchase committee. Grants received for seminar/ workshops/ research projects are utilized as per the guidelines issued by funding agencies i.e. UGC/DGHE etc. and used in consultation with the research committee constituted in the college. Utilization Certificates is duly sent to the respective agencies. RUSA committee is in place for utilizing the grant received for adding infrastructure and other facilities

**External Audit:-** A Certified Chartered Accountant carries out the work of external audit regularly with regard to the receipt and expenditure of the College. He verifies all the receipts, grants, scholarships and their utilization. External Audit of the College in respect of grant of salaries and post matric scholarships is conducted by auditors from DGHE Accounts department annually. It is also done by Principal Accountant General (Audit), Haryana every five years for all the grants and funds and their utilization.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/18YK_13BtrNV0aPyfR0BOVYn3p73qX8Zy/view?usp=sharing">https://drive.google.com/file/d/18YK_13BtrNV0aPyfR0BOVYn3p73qX8Zy/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

**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)**

6.64

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

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

College is affiliated to M.D. University, Rohtak and follows the rules & regulations of DGHE, Haryana and the affiliating university framed from time to time. Institute is on 95% grant in aid by the govt. of Haryana and is included under sections 2 (f) and 12B of the UGC act, 1956. It is fully eligible to receive the grants under various schemes of UGC.

The Institution has very transparent mechanism of auditing and has formed specific committees for utilizing these grants and resources. Each and every rupee is utilized in an efficient manner. Quotations are invited from three vendors/ suppliers and their rates are compared.

Audited utilization of grants of research projects funded by the College are submitted to respective agencies. Grant from RUSA is utilized under the specifications and the RUSA committee maintained for the purpose. For every expenditure permission from Principal is taken. Library committee looks after the matters related to purchase of books, journals and other items. In order to provide financial support to the needy students, a fee- concession committee is constituted which deals with the concession given to student on the basis of merit cum economic criteria.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1LEFvaZDCXPVvCiedkeHmyluGK6OQKV--E/view?usp=sharing">https://drive.google.com/file/d/1LEFvaZDCXPVvCiedkeHmyluGK6OQKV--E/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

## 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

Various quality assurance initiated by the IQAC of the institution are as under:

- All the faculty members are motivated to participate in FDPs.
- Teachers with Ph.D are also encouraged to act as Research co-guide.
- Teachers are motivated to organize/conduct webinars.
- College has started Eight value added/ Certificate courses.
- Teachers are advised and supported to participate in examination evaluation process, paper setters and external for practical examinations.
- The IQAC also provides guidelines, Internet access and verification process for various scholarships.
- The College administration provides the transport facility to the needy students at lowest possible bus fare.
- The College also provides platform for the students to participate in Inter and Intra college activities and show case their creative manifestations in the College magazine "DISHA DRISTHI"
- To enhance the skill of the students M.Vocational Course have been introduced in Food Science and Nutrition.
- The institution has purchased 10 new computers and the old College bus has been replaced with new one.
- The capacity of Solar Panel has been increased.
- NSS units and other cells are encouraged to sensitize adopted village folk on different issues.
- The College celebrate Van-Mahotsav yearly.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1yWZRkIV1ncRwxEi87gtZtk6GNsLvDcJ/view?usp=sharing">https://drive.google.com/file/d/1yWZRkIV1ncRwxEi87gtZtk6GNsLvDcJ/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

### Quality Enhancement of Teaching Learning Process

For effective learning outcome, IQAC has made internal assessment strategies. Teaching plans, academic calendar are prepared beforehand. COs, POs, PSOs are communicated to teachers for implementation. From devising strategies to improve teaching learning process through ICT, expanding the scope of library, increasing the research related activities; IQAC is committed to learners' centric approach.

IQAC has regularly convened departmental meetings regarding AQARs, teaching learning process for improvement, regular feedback and suggestions incorporated in proposed plans. Infrastructure is upgraded.

#### Enhancement of ICT Facilities:

To keep pace with the growing need of global requirement, IQAC motivates faculty to embrace and adopt ICT enabled teaching methodology. 10 Computers for this purpose were purchased. Training Sessions on ICT are arranged for teachers. College has its own YouTube channel. Google and other digital platforms are invariably used to conduct online classes. Automated library facilitates both online and offline database access & N-List subscription to all the faculty and students, where they can access e-books and e-journals. The online feedback method is helping stakeholders to communicate their views. All important activities and notices are uploaded on website and face book. All Labs are equipped with ICT resources

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1xXkgf5CoRfGH970g4N0yXojB_a7kvtup/view?usp=sharing">https://drive.google.com/file/d/1xXkgf5CoRfGH970g4N0yXojB_a7kvtup/view?usp=sharing</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://drive.google.com/file/d/13ZNnyddbSz663fhds2V0DBmZ_g09hAzL/view?usp=sharing">https://drive.google.com/file/d/13ZNnyddbSz663fhds2V0DBmZ_g09hAzL/view?usp=sharing</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

**The College shows gender sensitivity in providing facilities such as**

- 1. Safety & Security:** - Security guard cum chowkidar is appointed on the campus. Full time hostel warden is also there.
- 2. Complaint Box:** - Complaint box has been set up on College campus for students as well as for staff to collect complaints & suggestions.
- 3. Grievance Redressal Committee:** - The College has constituted many committees to address gender sensitivity such as anti

ragging committee, anti-sexual harassment committee, equal opportunity cell etc.

4. CCTV Cameras are installed on the College premises which provide 24 hours surveillance.
5. Medical facility: - The College has signed MOU with AMAR hospital Kharkhoda to provide any kind of medical facility required to the students and staff.
6. Fire Safety equipments: - Fire extinguishers are installed on the College campus to ensure fire safety.

To make holistic development of the girl students, women cell has been established. Various Cell & Clubs organize different activities to maintain Gender Equity & Equality. We have few courses under community College which equip them with employment oriented knowledge and skills.

Extension lecturers on different topic pertaining to women like are organized to procure Gender Sensitivity.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.kmkharkhoda.com/files/Policies/Gender%20Sensitization%20Action%20Plan.pdf">https://www.kmkharkhoda.com/files/Policies/Gender%20Sensitization%20Action%20Plan.pdf</a>
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	<a href="#">Yes, excluding Day Care Centre</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

**Solid Waste Management:**

- Blue dustbin is for solid waste and green dustbin is for wet waste.
- Biodegradable waste includes food waste & garden waste is dumped into a pit in order to make Compost which is used as manure for plants grown in the College campus.
- Dry solid waste like paper, card boxes etc. are given to 'Rag Picker' regularly for reuse and pulping.
- In order to reduce wastage students are sensitized through best out of waste activities.
- Sanitary napkin vending machine has been installed in the girls' washroom.
- Burning of garbage on the campus is strictly prohibited.
- Use of plastic cups, plates, polythene etc. is also banned.
- Plants litter are regularly collected and used in compost pit.
- Non - biodegradable waste like plastic wrappers are picked up by Municipal Corporation Kharkhoda (Sonipat) daily.

**E-Waste Management:**

E - Waste corner/store has been set-up beside the computer lab. E-waste is handed over to the suppliers with whom buyback assurance has been received.

**Liquid Waste Management:**

Kitchen waste water & toilet waste water is drained into sewage tanks. Partial waste recycling system is maintained on the campus by utilizing roof tops water for gardening.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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**

A. Any 4 or all of the above



**of water bodies and distribution system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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**

C. Any 2 of the above

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

<p><b>7.1.7 - The Institution has disabled-friendly, 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</b></p>	<p><b>B. Any 3 of the above</b></p>
--	-------------------------------------

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

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).

In order to promote and aware the general public and students, various Cells/ Clubs/Societies/NSS units organize many activities round the year. Government hospital, agricultural office, S.D.M office and Sarpanch etc. are fully involved in the national development activities like celebration of national festivals,

observing important days, awareness rallies and Government campaigns.

Our students raised awareness regarding various issues like Clean & Green Environment/Women Safety/ Water Conservation in adopted village Anandpur Jharoth during NSS camps. Workshops on Personality Grooming/Fabric Painting were organized in the same village.No Vehicle Day is executed at regular interval. Campus is horn free zone and vehicle movement is restricted. Van Mahotsav is celebrated every year. Students participated in Harit Haryana Abhiyan enthusiastically.

Various collaborative programmes like Sadbhawana Pledge/ Swachata Pakhwara/Fit India Freedom Movement/Poshan Maah were organized under Azadi Ka Amrit Mahotsav, an Initiative by Govt. of India.

To maintain the linguistic importance, Department of Hindi and English conducted various activities on prominent days.Thus, the College has created very positive image for all the communities and help the College in the development activities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Preamble of the constitution is displayed at the entrance of assembly and it is clearly visible to all the entrants. National Anthem, N.S.S Song, College's Vision and Mission are clearly displayed in the campus.

Morning Assembly is mandatory on every Monday along with National Anthem. The institution has tried his best to increase the level of awareness and appropriate practices amongst the students with regard to the following areas:-

#### 1. National Identities and Symbols:-

The College has taken various steps which promote the awareness about National Identities and Symbols. We celebrate the Republic and Independence Day, Constitution Day with great zeal in order to spread constitutional values and ideals.

#### 1. Fundamental Duties and Rights of Indian Citizens:-

We have significantly organized various academic/co-curricular/extra co-curricular activities for the propagation of Fundamental Duties and Rights of the Indian Citizens. Students have enthusiastically participated in various under mentioned activities conducted by different cells/clubs/societies. Various District/State/National level cultural/literary/fine arts activities are organized and maximum number of participation is ensured.

#### 1. Constitutional Obligations:-

The Voter's Day/Yoga Day/ Legal Services Day/ Human Rights Day/International Youth Day/Women Day are celebrated every year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://drive.google.com/file/d/19EqjXL7B2ohobKgKWFtaWNpbOcGE3iUe/view?usp=sharing">https://drive.google.com/file/d/19EqjXL7B2ohobKgKWFtaWNpbOcGE3iUe/view?usp=sharing</a>
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 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

A. All of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The College actively participates in the National Flagship programmes promoted by MHRD, UGC, DGHE and Haryana Govt. offices.

The Institution celebrates National Festivals to commemorate the great leaders and great historic events of National importance. National Celebrations create an atmosphere of patriotism in the minds of young Students. Independence Day and Republic day are celebrated with great fervour followed by events including Flag-hoisting and sweets distribution among Students. Anniversaries of great personalities are also observed, so that the Students can recall their Sacrifices. Rallies, Rangoli, Essay Writing, Poster and Painting competitions are usually organized to commemorate all important days. Various religious festivals like Baisakhi, Diwali, Lohri, Holi, Teej are also celebrated to inculcate cultural values among students. Different exhibitions of decorated Diyas, Karwas, Rakhi etc. are exhibited occasionally. Such activities imbibe moral and ethical behaviour of Students in their professional and personal lives.

Ek Bharat Shrestha Bharat Clubhas been established in the college which has a collaboration with Girls College, Karim Nagar, Telangana. This club organized various activities to boost our culture.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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.

### Best Practices - 1

**Title of the Practice: A step to Green Initiatives**

#### Objectives

To pursue knowledge and practices that can lead to more environment and ecologically responsible decisions. To cut cost of electricity.

#### Context

Green Initiatives are efforts to support energy efficiency, planting more and more trees, to minimize the cost of electricity by harnessing solar energy and engaging catering in environment friendly practices.

#### The Practice

Our College has promoted variety of activities to help protect the environment. Our College is smoke / plastic free/ partially paperless office. Green Corridor Activity/Harit Haryana Abhiyan/NO Vehicle Day/Compost Pit /Herbal Vatika/Bird Feeders/Solar Panels/Rain Water Harvesting Systems are some initiatives for Environment Sustainability. Guests are always welcomed with saplings.

#### Evidence of success

This has developed a sense of responsibility / paperless / plastic free attitude among stakeholders. New solar panel saves electricity

bills. Planting trees help the environment to be clean and green. New rain water harvesting system helped to save water.

#### Problems Encountered and Resources Required

This Initiative should be considered as necessary in every institution and separate funds should be allotted. Green Initiatives not only needs investment of money but also strong will of beneficiaries.

#### Best Practice - 2

Title of the Practice: Vocational Education

Objectives of the Practice:-

To acquaint girls with practical knowledge

To integrate relevant skills into the Higher Education system

To provide entrepreneurial orientation

The Context:

Two B.Vocational courses are running from 2016-17. M.Vocational in Food Sciences & Nutrition has started from the session 2021-22. Besides previous Certificate Courses, One in Banking, Financial Services & Insurance has started under NSQF.

The Practice:

During the year various activities like extension lecture Seminars, field projects, internships are organized. Students earn their livelihood by getting order from faculty. Nodal Officer of NSQF invites various industry experts. New MOU's have been signed. Community Outreach Programme are organized to create awareness.

Evidence of Success:-

Many students have opened their own boutiques and parlors after

taking expertise from College. Nodal Officer has encouraged all students to improve their presentation skills and confidence by organizing personality development Seminars/Workshops. Enrollment in M.Vocational has also proved its success.

#### Limitations:

Many excellent students desire to have skill programmes but due to financial constraints they don't.

Students are more elated towards traditional programmes.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.kmkharkhoda.com/files/Best%20Practices/Best%20Practices%202020-21.pdf">https://www.kmkharkhoda.com/files/Best%20Practices/Best%20Practices%202020-21.pdf</a>
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

Kanya Mahavidyalaya has carved a niche in the Sports Arena by creating unassailable record at International/National/State Levels. The infrastructure which includes Gymnasium/Indoor Sports Hall/Outdoor Sports and meticulous training/exercise offered, makes the students capable to shine at International Levels. The College has arranged the best coaches to train in specific sports. The Sport Judo has been introduced this year.

#### Sports Facilities

Gymnasium-cum Fitness Gym equipped with high-tech equipments. Multi-exercise machine has been added. Athletic meet to orient 1st Year students and Meditation / Yoga session are organized. PG Diploma in Yoga Science helps the players to remain fit mentally as well as physically. Inter-college tournaments hosted by college also give exposure to students. Our One student Yashika proved her mettle in sports by smashing achievement in Weightlifting at International Level and appointed as Brand Ambassador of Swachta Survey by Municipal Corporation Kharkhoda. Two Students Shivani (53 Kg) & Urmi



(52 Kg) came with flying colour by grabbing Gold Medal in National Indian Wrestling Federation Tournament. The list of sports achievements also proves Institutional Distinctiveness in Sports. The college has also got appreciation award by Director Sports, M.D.University, Rohatk for its exemplary records in sports.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

- More Tie-ups and Industry Linked Programme for better placements
- More Alumnae Engagements.
- More Placement Drives (Off Campus & On Campus).
- More Seminars/ Webinars/ Workshops and Publications in reputed journals for Research programmes.
- More Faculty development programmes.
- Attract more funds from funding agencies like UGC, Govt. and other organizations.