



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

1. Name of the Institution	M. D. S. D. GIRLS COLLEGE
Name of the head of the Institution	Dr. Kiran Angra
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01712518341
Mobile no.	9416146454
Registered Email	mdsdedusat@gmail.com
Alternate Email	mdsdgirlscollege@gmail.com
Address	MDSD Girls College, Novelty Road, Ambala City, Haryana-134003
City/Town	Ambala City
State/UT	Haryana
Pincode	134003

<b>2. Institutional Status</b>																			
Affiliated / Constituent			Affiliated																
Type of Institution			Women																
Location			Urban																
Financial Status			Self financed and grant-in-aid																
Name of the IQAC co-ordinator/Director			Dr Anuradha																
Phone no/Alternate Phone no.			01712519541																
Mobile no.			9034025223																
Registered Email			mdsdedusat@gmail.com																
Alternate Email			mdsdgirlscollege@gmail.com																
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)			<a href="http://mdsdcollege.ac.in/igac/aqar/">http://mdsdcollege.ac.in/igac/aqar/</a>																
<b>4. Whether Academic Calendar prepared during the year</b>			Yes																
if yes,whether it is uploaded in the institutional website: Weblink :			<a href="http://mdsdcollege.ac.in/academics/academic-calender/">http://mdsdcollege.ac.in/academics/academic-calender/</a>																
<b>5. Accrediation Details</b>																			
<table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>2</td> <td>A</td> <td>3.41</td> <td>2017</td> <td>22-Feb-2017</td> <td>21-Feb-2022</td> </tr> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	2	A	3.41	2017	22-Feb-2017	21-Feb-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
2	A	3.41	2017	22-Feb-2017	21-Feb-2022														
<b>6. Date of Establishment of IQAC</b>			01-Jul-2010																
<b>7. Internal Quality Assurance System</b>																			
<table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date &amp; Duration</th> <th>Number of participants/ beneficiaries</th> </tr> <tr> <td>Participation in NIRF</td> <td>01-Dec-2019 365</td> <td>300</td> </tr> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	Participation in NIRF	01-Dec-2019 365	300					
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Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries																	
Participation in NIRF	01-Dec-2019 365	300																	

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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Salary	DGHE	2019 365	37630000

[View File](#)

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Stakeholders play a significant role in the augmentation of an Institution. Thus their feedback is quite important. IQAC of M.D.S.D Girls College initiated feedback collection, analysis and action taken of the collected feedback for the development and quality initiative for various academic activities of the college.

Academic audit encourages departments to progress and improve education quality. Thus IQAC of M.D.S.D Girls College has initiated internal as well as external audit to assure regular improvement in teaching and learning.

Financial audit endows a fair assessment of institution's financial strength. Thus IQAC of M.D.S.D Girls College initiated internal as well as, external audit to promote best practices for investment policies as well as to provide objective insight.

Keeping in view the current scenario where employers look for distinct quality in candidates for employability IQAC of M.D.S.D Girls College has initiated value added courses. Such courses inculcate advance concepts that give students the ability to face the challenges with a more strategic approach.

Seminars, Faculty development programs facilitates for participatory teaching and learning process. Thus IQAC of M.D.S.D Girls has organized various seminars and faculty development program to promote quality circles for the students, teaching and non teaching faculty of the institution

[View File](#)

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

Plan of Action	Achievements/Outcomes
Internal and external financial audit	Internal and external financial audit provided best investment plans
Internal and external academic audit	Internal and external academic audit helped teachers to plan better for next academic year
Research	Faculty published papers and attended seminars, conferences and faculty development programs
Placement Activities	Placement activities helped students to get job and start earning for themselves
Analysis of feedback	Feedback analysis helped to start more value added, certificate and diploma courses for the next academic year.
To start value added courses	Value added courses helped students to equip themselves for employability
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body, Academic Council	17-Feb-2020

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

Yes

Date of Visit

30-Jan-2017

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission	28-Feb-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>M.D.S.D Girls College is affiliated to Kurukshetra University and governed by the Department of Higher Education, Govt. of Haryana and follows the ERP system developed by the government for financial and administrative matters. College has developed website <a href="http://www.mdsdcollege.ac.in">www.mdsdcollege.ac.in</a> to display all the important information and it is also being updated time to time. All the notices, admission procedures, fee structure, scholarships, examination and evaluation, cultural events, sports activities, webinars, conferences and other relevant procedures and policies are being exhibited on the website so that all the stakeholders can get access to information. Library is automated with Library Management Software eGryanthalay of 3.0 Version. An OPAC (Online Public Access Catalogue) has been created and 08 terminals are provided to facilitate access. Library collection is classified with Dewey Decimal Classification Scheme with Open Access System. Library has open access to the collection. Financial transfer is done through PFMS, cheque or direct online transfer to vendors, resource persons etc. Fee is collected online by the department of Higher education Haryana.</p>

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

For Ensuring the Effective curriculum delivery a well-planned and documented process is followed by the college. Every year in the beginning of the academic year the academic calendar is prepared by departments and approved by the principal of the college. Departmental meetings are held in which syllabus is distributed among the teachers according to their expertise and experience. Centralised/Consolidated Time table is prepared by the time table committee comprising faculty members from different departments to facilitate and involvement of students in both curricular and Co-Curricular activities. Classes are started according to well planned and structured guidelines issued by DGHE and University. Lesson plans are prepared by the teachers as per DGHE

modules and placed on the notice boards of departments and documented to DGHE. Lectures on the topics are prepared and presented by using both conventional and modern methods of teaching such as chalk and talk method, ICT enabled teaching methods like PowerPoint presentations, Group discussion, Field trips are organised according to the need of the Topic and the Situation. Hand written notes are also given by the teachers to the students. There is a regular check on the performance of the students. For the weak Students remedial classes are conducted. For the effective curriculum delivery departments conduct regular meetings to check completion of syllabus within precise time. Internal as well as external academic audit strengthen curriculum delivery. College has a library with open access system which helps students to enhance learning and it remains open till evening on all working days. Some departments also have their departmental libraries from where the books are issued to the students for whole year. A good number of journals and other competitive exam books are also subscribed and purchased by the college for the benefit of the students. A number of e- learning resources are also available in the library to make the curriculum more effective and need based. A number of add on courses and value added courses are also run by different departments. Continuous internal evaluation is part of curriculum delivery as it helps differentiate between slow learners and advance learners. There is a mechanism to maintain record of different activities of the college regarding teaching learning, development and improvements in the methods of teaching.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Textile Designing	Nil	17/07/2019	240	Designing of textile like Tie and Dye, embroidery	Textile Designing
Diet Health Nutrition	Nil	17/07/2019	240	Skill of making healthy diet and nutrition food	Diet Health Nutrition
Web Designing	Nil	17/07/2019	240	Enabling students to learn intermediate and advanced web development practices	Web Designing
Fashion Designing	Nil	17/07/2019	240	Designing of different styles of dresses	Fashion Designing
Yoga Therapy	Nil	17/07/2019	240	Learning different postures and asanas	Yoga Therapy
Nil	Garment	17/07/2019	240	Designing	Garment

Construction				and texturing of various kinds of fabrics	Construction
Nil	Garment Construction (Advance Diploma Course)	17/07/2019	240	Designing and texturing of various kinds of fabrics (advance level)	Garment Construction (Advance Diploma Course)

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	00	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	00	Nil

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

	Certificate	Diploma Course
Number of Students	55	5

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Latest Trends in Haryanvi Dance	22/12/2020	35
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Fashion and Textile Designing	20
BCom	Computer Application	11
BA	Environmental studies	92
<a href="#">View File</a>		

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes

Employers	Yes
Alumni	Yes
Parents	Yes

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

#### Feedback Obtained

The college has a structured mechanism for Feedback. Feedback form/formats are designed for the stakeholders. This includes faculty, alumni, students, teachers and employers. Feedback is collected by the committee and after proper analysis its report is presented to the head of the institution and IQAC for future plans. Feedback from the students is taken once in each semester, regarding different issues like suitability and relevance of the curriculum with regards to value enrichment, employability and research orientation. Feedback is analysed by the committee and on the basis of analysis suggestions regarding revision in curriculum is sent to Board of Studies of the different departments of university . To cater the need of the students college also provide add- on or Advance diploma courses. As library is the important component of the institution thus views of students are also taken to enrich and enhance its utilization. Feedback from faculty members is also taken for their suggestions regarding curriculum, curriculum delivery ,methodology and pedagogy . Feedback is also collected from the Employers to meet the requirement of Job market and to prepare our students . This feedback is analysed by the career placement and guidance cell. The alumni feedback is taken during alumni activities which helps to improve teaching learning process. Feedback is also taken from parents This process enables the institute to improve in the areas where ever necessary. Based on the above feedbacks and suggestions received we take corrective actions.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Nil	160	116	63
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	274	Nil	25	Nil	25

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
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	Resources)				
25	25	105	10	5	9
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

M.D.S.D. GIRLS College provides an adept mentoring system for each student at the College. All faculty members are motivated by the principal. Faculties are guided by the principal and give details about the mentoring system. Each student is allotted and assigned to a faculty mentor for individual guidance, career progression, and growth even at the beginning of their program. Mentors are assigned to monitor and guide students all through the three years for Under Graduates. Mentors meet their students and guide them periodically regarding their studies and extracurricular activities. The mentor analyses the strength and weaknesses of the students and guides them in the needed path. Every faculty member stretches his/her service as a mentor and builds a rapport with the student mentee, encouraging him or her to ask questions, attempting to clarify doubts, and facilitate counseling on different issues. The advance learners are identified and given guidance according to their ambition. Similarly, slow learners are identified and given sufficient motivation towards the improvisation of their academic prowess. Mentors even converse with their fellow colleagues for the sake of his/her ward and help mentees at the time of difficulty and promote at the time of opportunity to support them develop further in their areas of interest. The mentors also act as a guardian for the mentees and have a better understanding of his/her financial background as well. When scholarship is given from college and government, mentors once again make sure that the needy and deserving mentee applies for it and gets the benefits. The mentoring system enhances the students' confidence and challenges them by setting higher goals, molding them in taking risks, and eventually guiding them to achieve higher levels. Individual appreciation and backing, psychosocial support at the time of need, routine advice on balancing academic and professional tasks are a few significant credentials validated by the mentors in MDSD GIRLS College. From time to time, the Head of the Department reviews the proper implementation of the mentoring system. Mentors even coordinate with the parents regarding the progress of the students and strike a cordial relation with the mentee's parents as well. The mentors thus lay the groundwork for the students to reach better heights in their professional lives, thereby contributing to durable individual and professional relationships. During the Covid-19 Pandemic, when the physical, social and mental trauma among the students was at its peak, all the assigned mentors stayed in constant touch with the assigned group of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
274	15	1:18

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
20	15	5	Nil	5

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Ms Ujjwal	Assistant Professor	Nation Builder Award 2019 Under Rotary Literary Mission

[View File](#)

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nill	5th	16/11/2019	06/03/2020
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute works on continuous evaluation of the students. Internal assessment is followed for evaluation that is based on tests, debates, extempore, group discussion, seminar presentations, regularity, competence, etc. In Practical subjects, short-term projects (group projects independent projects), case studies, on-job training, and overall practical performance of the student are considered for internal evaluation. Formation of dedicated Examination Committee which prepares the examination schedule at the beginning of the session and strictly adheres to it. • The HODs randomly select a few answer sheets for the purpose. • Answer sheets are made available to the students and discussed with them. • Mock viva and mock practical exams are conducted shortly before the commencement of the final exams. • The result compilation is fully automated which results in timely delivery of report cards. • Students' performance report is prepared and discussed with teachers during department meetings. • The weak cases are discussed with the principal. Remedies for improvement are initiated. • Record of the student performance in the midterms and class assignments is duly maintained for monitoring the growth of the student in classes and midterm exams. • Parents are informed about the performance of the students. • Students with outstanding performance are awarded in College Annual Function. • The students who do not meet the necessary conditions are strictly dealt with.

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

Before the commencement of the academic year, the Institution prepares and publishes an 'Academic calendar' containing the relevant information regarding the teaching-learning schedule (working days), various events to be organized, holidays, dates of internal examination, semester examination, etc. The academic calendar is prepared by the IQAC as per Kurukshetra University Kurukshetra norms so that teachers should know all the activities regarding the continuous internal evaluation process, and it is also published on the website of the college and displayed in the principal's office. The students academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, seminars, project work, unit tests, and semester examinations. The review of internal assessment is taken by the principal regularly. For the implementation of the Internal Assessment Process, an Examination committee is formed at the college level which monitors the overall internal assessment process. The examination committee sends the information to the University about the students who are appearing for the examination. After receiving an enrolled list of the students by the University, the college prepares a seating arrangement chart, a list of invigilators, etc. The record of internal assessment is maintained at the college level. Every department must submit the compliance of the academic calendar as part of their annual submissions. In addition, the internal audit conducted ensures compliance to verify with documentary evidence. The process is as follows: Teacher: Every teacher is assigned the subjects to be taught during the academic year. The teacher plans the teaching and evaluation schedule of the assigned subject. The type and

schedule of internal evaluation are Planned in consultation with the head of the department. Head of the Department: The Head of the department compiles the academic plan submitted by the teachers and ensures that there is no overlapping of the activities in general and the Continuous Internal Evaluation in particular at both the internal as well as the University level Then the Academic calendar is forwarded to the IQAC. IQAC: The IQAC compiles the inputs received from the various departments and a comprehensive plan is prepared and uploaded on the college website. Stakeholders: The stakeholders are aware of the Continuous Internal Evaluation of every department in the college.

## 2.6 – Student Performance and Learning Outcomes

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

<http://mdsdcollege.ac.in/program-outcomes/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Nill	38	38	100
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<http://mdsdcollege.ac.in/ssss/>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	Nill	Nill	Nill
No file uploaded.				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
00		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	Nill	Nill	Nill	Nill
No file uploaded.				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
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Fashion Designing Textile Dept.	Fashion Designing Textile	MDSD Girls College, Ambala City	Boutique	Apsara Designer Boutique	10/12/2019
<a href="#">View File</a>					

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00		

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

Name of the Department	Number of PhD's Awarded
00	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	• Dept. of Mathematics	1	0.64
International	• Dept. of Library	1	0.43
<a href="#">View File</a>			

#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Dept. of Music	1
Dept. of Library	1
<a href="#">View File</a>	

#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Fundamental Solution and Study of Plane Waves in Bio-Thermoelectric Medium with DPL	Suniti Ghangas and others	Journal of Solid Mechanics	2020	Nil	M.D.S.D. Girls College, Ambala City	Nil
Students perception on Information	Kaushal Chauhan	Library Philosophy and Practice	2019	Nil	M.D.S.D. Girls College, Ambala	Nil

Literacy at M.D.S.D. Girls College Ambala City					City	
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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nill	Nill	Nill	2020	Nill	Nill	Nill

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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	42	54	Nill	1

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## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day: Rally on environment protection	NSS	2	52

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### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC Day	OUTSTANDING ANO 2019	Commanding Officer-1 HRGBN, Ambala Cantt.	53

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### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Awareness on use of E-Resources	Library Dept.	Quiz on "Awareness on use of E-	1	2061

Resources  
during COVID-19  
Pandemic"

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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research	R. Kumar, A.K Vashishth and Suniti Ghangas	Self	365
Research	Mrs. Reenu Sharma	Self	365
Research	Ms. Aanchal	Self	365
Research	Dr. Ujjawal	Self	365
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
On-the-job training	Dying and Printing	Fashion Art Screen Printer in Ludhiana, Punjab, M.D- Mrs. Sangeeta Sood	21/12/2019	05/01/2020	Mansi
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Priyadarshini Indira Govt. College for women, Jind	01/01/2020	Mentorship Program under the UGC Scheme 'Paramarsh' to mentor NAAC Accreditation/Re-Accreditation Aspirant institutions to promote quality Assurance in Higher Education To enhance overall	2126

quality by mentoring and to enable to get Accredited/Re-accredited

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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
20000000	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
E Granthalaya	Fully	3.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14004	1652121	144	33013	14148	1685134
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Anuradha	Communication Skills	Zoom ,Facebook live for IGNOU nu Radha is inviting you to a scheduled Zoom meeting. Topic: BEGLA-135 Time: May 5, 2020 11:30 AM India Join Zoom Meeting https://us02web.zoom.us/j/2369222912	05/05/2020
<a href="#">View File</a>			

### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	Computers	Lab		Centers	Centers		Internet	Bandwidth (MBPS/GBPS)	
Existing	90	3	90	3	3	2	16	0	0
Added	15	0	15	0	0	0	0	0	0
Total	105	3	105	3	3	2	16	0	0

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

20 MBPS/ GBPS
---------------

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Touch Screens, Interactive Boards, Audio System, Smart Classrooms, Adobe illustrator	<a href="https://www.youtube.com/channel/UCSpCvHbA6ZYl_u9gFAfa0eQ">https://www.youtube.com/channel/UCSpCvHbA6ZYl_u9gFAfa0eQ</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1000000	1094250	40000	46336

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

The infrastructure pertaining to physical, academic and support facilities in college are regularly maintained to ensure that they are of maximum benefit to the students as well as teaching and nonteaching staff. Staff members are deputed to ensure maintenance of the campus. There are various committees like Library, Sports, Website Development, Gardening, Cafeteria, etc. to ensure proper maintenance and upkeep. Suitable budget is allocated every year for the maintenance of various facilities. The various committees meet regularly to monitor the optimum use of infrastructure and using the grants received by the college as per the requirements in the interest of students. Laboratory: The Music labs(2), B.Sc. Labs(3), Fine Arts Lab(1), Audio Visual Lab(1), Computer Labs(2), Yoga Health Labs(3), Vocational Lab(1), DNH Lab(1) are properly looked after and any requirement is submitted by the respective HODs. Library: The requirement and list of books is taken from the concerned departments and HODs are involved in the process. The finalized list of required books is duly approved and signed by the Principal. • Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. • To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exams. • The proper account of visitors (students and staff) on a daily basis is maintained. Sports Complex: Sports and Games is an internal part of the college and coaches are available for the students - Table Tennis, Basketball Ground, Volleyball, Badminton Court, shooting range, gymnasium are few of the highlights. Additionally:- • Department wise annual stock verification is done by the concerned Head of the Department. • Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute concern Employees. • College campus maintenance is monitored



through regular inspection. • Upkeep of all facilities and cleanliness of the environment in women's hostels is maintained through the Hostel monitoring committee. • Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi. • Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing. • Regular maintenance of the water cooler and water purifier is done regularly. • The maintenance of the reading room and stock verification of library books is done regularly by library staff. • The campus maintenance is monitored through surveillance Cameras. • Parking facility is well organized.

Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffrooms, Seminar halls and Laboratories, etc are cleaned and maintained regularly by Non-teaching staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed on every floor. The Green Cover of the campus is well maintained by a full time gardener.

<http://mdsdcollege.ac.in/library/library-rules/><http://mdsdcollege.ac.in/library/library-rules><http://mdsdcollege.ac.in/about-us/policies-procedures/><http://mdsdcollege.ac.in/campus/sports/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Support for education	3	15510
Financial Support from Other Sources			
a) National	Financial support to SC students from Director, Higher Education	39	456370
b) International	Nill	Nill	Nill
<a href="#">View File</a>			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
1. Communication Skills	10/10/2019	60	Wave Oversea, Ambala
<a href="#">View File</a>			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Online training and testing for	135	135	Nill	Nill

	competitive tests				
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	5

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Skybizz, Ambala City	37	Nil	Ravi Bajaj	1	1

[View File](#)

### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	5	B.com	Commerce	Govt PGCollege, Ambala Cantt	M.com
<a href="#">View File</a>					

**5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)**

Items	Number of students selected/ qualifying
Any Other	2
<a href="#">View File</a>	

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

Activity	Level	Number of Participants
Kho-Kho	College Level	20
<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 national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Welfare Association (SWA) is the largest student body of the college in which all the students are registered every year. Students are selected on managerial posts through rigorous procedure of personal interviews and analysis of students' contribution to the college. The association is committed to provide high quality, convenient services and facilities that enhance the daily life of the students and social community. It seeks to provide a community centred gathering place with exceptional programs, services and facilities to encourage formal and informal student learning and leadership growth. Vision and Mission It aims at empowering the students with confidence and leadership qualities. It also ensures the welfare of every student. The association aims at development of executive proficiency among students The objectives of Association • SWA is core association which acts as a link between the administration and students. • It identifies skills of students and helps to channelize their skills. • It ensures the welfare of students. • It provides opportunity for the expression of students opinion. • It grooms and inspires the students to become responsible civilians. • It educates the students through a comprehensive array of distinguished academic programs. There are various committees in which students participate wholeheartedly such as: 1. Event Organization Committee- Organize major events in the college, arranging student activities. 2. Cultural Committee- Organize Cultural events 3. Discipline Committee - Performing discipline duties during working hours. Ensuring discipline in the college events 4. Reception and Hospitality Committee- Receiving the guests dignitaries during events Stage handling during the functions 5. Press and Publicity Committee- Preparation of reports for newspaper during an event, Maintaining college Face book/ Instagram page 6. Tourism Committee- Organizing trips 7. Campus Beautification Committee- Ensuring availability of clean water in various blocks ,Suggesting various measures from time to time regarding hygiene 8. Human values Committee -Creating awareness about ethics and moral values 9. Rotractors Committee - Planning and implementation of projects for the social welfare 10. NSS- NSS volunteers work in rural areas, adopted villages and college to the serving the cause of society through survey, education and health awareness programmes. 11. NCC- Perform duties in Event Organization in college/camps 12. Decision Making Committee- Students are part of IQAC

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

425

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1. Tree plantation drive was organized by Alumni to protect the environment on 27 July 2019. 2. Cultural events were organised by the freshers on 22nd August 2019 for the alumni 3. The college has organised Alumni Meet on 18-09-2019. There were cultural and recreational activities. 4. On 22 Feb., 2020 College has organised a cleanliness drive "swachh bharat" and alumni has taken oath for cleaning and protection of the environment. 5. College has organized Yoga camp

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

Decentralization plays an important role on policy, planning and management. Decentralization helps in improving the efficiency of education system and the quality of educational service. M.D.S.D Girls College practices decentralization and promotes the culture of participative management. Administrative and academic structure of college provides the better opportunity to all for participation in the decision making process. M.D.S.D Girls college follows all norms laid down by the Government of Haryana, Director General Higher Education ,Haryana and UGC in Academic and administrative Aspects Principal is the administrative and academic Head, followed by departmental heads. The best two practices adopted by the college are ? Students are empowered to play an active role in co-curricular and extracurricular activities, and social services. There are different committees such as Women Cell, NSS, IQAC, NCC, Entrepreneur Cell, Placement, Guidance and Counselling cell etc. in which students participate and work at managerial positions. ? The College core committee formulates common working procedures and entrusts the implementation through departments. The department or committee in-charge manages the activities of the department and keep track of co-curricular and extracurricular activities in the College. Other units of College like sports, library, students council also operates under the guidance of the various committees.

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

Yes

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	? College has a transparent and well coordinated admission system .Prospectus and handouts are provided with the application for admission. ? The fee structure is determined by the DGHE. ? The Admission committee is always available during admission time to guide applicants to select the course suitable to them. ? The college being affiliated to Kurukshetra University, admissions to all courses are effected in accordance with the University rules, regulations and guidelines. ? Student counselling is done at the time of admission by the faculty. ? Special concession is given to social and economically backward students. ? Special concession is given to students who excel in sports
Industry Interaction / Collaboration	? Located in the close vicinity of an industrial area, the institution has constant interaction with various

industries. Every year on the job training, project work are being coordinated with different industries. ? Placement and training department is in constant interaction with industrial houses for job specific training and campus recruitment. ? Add on, certificate and Professional courses are conducted with the support of industries and professional bodies. ? Industrialist and entrepreneurs are invited to motivate and interact with students. Industrial tours bring students face to face with industries. ? Incubation centre of the college is functioning with industry

#### Human Resource Management

? Practice of decentralisation and participative management ? Faculty members are encouraged to take part in various short term courses and orientation programs for enhancing professional competencies. ? Engaged staffs to meet shortage of teaching and Non-teaching staff. ? Remuneration for additional duties assigned to faculty members. ? Faculty are assigned different duties and responsibilities as per their interest and expertise. ? Students participation increased in various Committees.

#### Library, ICT and Physical Infrastructure / Instrumentation

? Fully automated Library ? Library has INFLIBNET, OPAC, E- journal sections and digital sections. ? The auditorium has seating capacity of 500 individuals. Both are equipped with the latest audio and video technology. ? Audio -Visual equipped Conference Hall

#### Research and Development

? Faculty staff are encouraged to register for Ph.D Programs ? faculty members are motivated to apply and obtain research grants from various government and non-government research funding agencies such as UGC, and other agencies ? Faculty members are encouraged to publish their research contributions in various National and International Journals ? Academic Leave/duty Leave is being provided to faculty to attend conferences and Seminars ? Project work, on-the- job-training , incubation centre are provided to students to promote research aptitude among students. We also involve NGOs to promote research culture among students.

#### Examination and Evaluation

? Semester examination and

	evaluations for students are conducted as per academic norms of the affiliating university ? Continual internal examinations and evaluation to know advance learners and slow learners are being conducted so that remedial classes and counselling classes could be planned for both slow learners as well as advance learners.
Teaching and Learning	? Use of ICT ? Teachers' study materials is shared and e- library resources are provided for better learning. ? Students as well as faculty are encouraged to participate in MOOC like NPTEL and other relative online courses ? Remedial classes and student counselling are conducted for slow learners ? Seminars are being organized in respective subjects
Curriculum Development	The college is adopting the syllabus prescribed by affiliating universities i.e. Kurukshetra University, Kurukshetra. The curriculum is discussed at the departmental level. Their recommendations and suggestions are collected by each department and then forwarded to the university. Feedback and suggestions are collected from students, faculty, alumni, parents and employers at the end of the semester . Suggestions received from them are communicated to the respective Boards of studies through faculty members.

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

E-governance area	Details
Planning and Development	ICT tools have been used to implement new add on/value added courses. G-mail, Google classroom have been used for development. All procedures and policies have been displayed on college website and notice boards. E-notices and E-circulars have been adopted for paperless communication
Administration	Every aspect of administration is e governed. Biometric is used in attendance of employees. The libraries are fully automated - issue of books, accounting. Fine collection etc...Notices as well as information to staff is also being send through e-mail
Finance and Accounts	Accounting software TALLY is used for accounting. Internal and external audit is also done to maintain transparency. PFMS system is used to transfer funds

	under various grants. Salaries are transferred through bank. Payments to vendors are being done cashless
Student Admission and Support	E governance is employed in admission and promotional initiatives. Admission application is available online. E-prospectus is available on the website. Admission procedure is fully online. Scholarships are also given through bank.
Examination	Every aspect of evaluation is e governed: The examination branch does not work manually. It has adopted computerized system for internal evaluation as well. Theory as well as practical awards are uploaded online.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr Ujjwal	Two day International seminar on Socio- cultural and Economical Value of Ganga 19th- 20th October 2019	Nill	1500

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Five Day Faculty Development Programme 'Education Through Virtual Classroom, Moocs and E-Learning technologies'	Nill	18/05/2020	22/05/2020	60	5



2020	Nil	Five Day Faculty Development Programme 'Data Organization using Collaboration tools'	26/05/2020	30/05/2020	Nil	15
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[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
2nd faculty Induction Programme	3	19/11/2019	18/12/2019	30

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>The performance of each employee is assessed annually after completion of one year of service. The objective is not only to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee. The salient features of the performance appraisal system are as follows: ? Insurance, ? PF, ? Gratuity, ? Maternity Leave, ? Casual Leave ? Earned Leave ? Duty Leave for participation in seminars, conferences ? Financial Assistance for participation in seminars, conferences ?</p>	<p>? Insurance, ? PF, ? Gratuity, ? Maternity Leave, ? Casual Leave ? Earned Leave</p>	<p>? Book Bank ? Various scholarships schemes provided by the HRD ministry and State Government ? Scholarship by Institution for needy students ? Scholarship by Institution for sports students ? Departmental Seminars and Presentations to improve their personality ? Youth Festivals ? Sports activities ? Recreational activities ? Placement drive ? Guidance and Counselling Cell</p>



## 6.4 – Financial Management and Resource Mobilization

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

Internal audit is done after every six months where the auditing team checks the income received from the students or other resources. It is further recorded in the software and reconciled with the fees and other resources that is to be received class wise. Cash book is checked with the help of bank statement and vouchers maintained by the institution along with physical cash verification. Report of Income and Expenditure statement is submitted by the committee. External Financial audit, promotes best practices for investment policies as well as to provide objective insight. Chattered Accountant prepares the financial statement and other reports for the institution.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MP Grant	1094250	Purchase of Computers
<a href="#">View File</a>		

### 6.4.3 – Total corpus fund generated

545178

## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Kurukshetra University, Kurukshetra . Directorate of Higher Education	Yes	IQAC
Administrative	Yes	Governing Body, Directorate of Higher Education	Yes	IQAC

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

M.D.S.D College has adopted participative parents -Teacher policy for the betterment of students. Parents are part of internal quality assurance cell. Many points of agenda were discussed during the meeting to improve the College in many areas like infrastructure, discipline, extracurricular activities and performances of the students. The College always invites suggestion for improvement from the parents and the stakeholders and the feedback obtained from them are always given due importance. Under the umbrella of this Association following activities and supports were highlighted ? Monitoring and cooperating the teaching-learning process for the welfare of the student community ? Help in bringing a friendly and academic atmosphere in and around the college through active ? participation of the PTA in IQAC

### 6.5.3 – Development programmes for support staff (at least three)

1. The college has organized Five Day Faculty Development Programme 'Data Organization using Collaboration tools' for non teaching staff June 26 to June 30, 2019. 2. The support staff is encouraged to attend workshops and training program conducted by competent authority outside the College. 3. Yoga and meditation camp was organized for stress management.

#### 6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. **Entrepreneurship Development Cell:** The College established the Entrepreneurship Development Cell in August 2019. It works with the aim of equipping the students with the required skills and motivation to become Job Creators rather than Job Seekers. The Cell provides a fertile ground and congenial atmosphere to students keen to start their own ventures. EDC signed a Letter of Intent (LOI) with Khadi during the session 2019-2020 to provide new opportunities for the students. The EDC conducts Business Plan Competitions at Intra and Inter College level. Experts from Industry are invited to judge these and gave guidance to the students on creation of business plans. 2. **Incubation Centre** is developed for the students as well as staff to provide platform to them for research and various projects. 3. **Introduction of NLIST: National Library and Information Services Infrastructure for Scholarly Content (N-LIST,** is the college component of the consortium e-shodhSindhu, INFLIBNET Centre, Gandhinagar. It provides access to 6000 e-journals and 3135000 e-books.

#### 6.5.5 – Internal Quality Assurance System Details

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

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	"Orientation Program for mentee Institutes"	11/01/2020	11/01/2020	11/01/2020	50
<a href="#">View File</a>					

### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Self-defence training for the girl Students	16/08/2019	16/08/2019	300	Nil
Seminar on the subject of aparajita by	28/02/2020	28/02/2020	300	Nil

## 7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

## Percentage of power requirement of the University met by the renewable energy sources

- Implementation of LED bulbs at the campus,
- Eco watch activities initiation at the campus and surrounding areas,
- Solid waste management: ? Waste bins are collected and given to waste collection vehicles of the grampanchayat of the adopted villages for the disposal of waste.
- Green environment initiation: ? Majority of the students use bicycles. ? The College has provided transportation facility to the students. ? College campus is plastic carry bags free. ? College office is partially paperless. ? Different varieties of plants are planted in the college campus.
- Rain Water Harvesting: ? On college campus rain water harvesting is practiced. Rain water is conserved through absorbs pits which results into upgrading the water level and plants in the college campus .

## 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	Yes	Nil
Ramp/Rails	Yes	Nil
Scribes for examination	Yes	Nil

## 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	18/08/2019	1	blood checkup camp	Importance of HB	300
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
CODE OF CONDUCT FOR PARENTS	10/09/2019	1. Parents must respect policies that support effective function 2. Parents must follow the parking rules, 3. Parents should exhibit gracious attitude towards teachers and learning staff. 4. Parents should be willing to volunteer and assist. 5. Parents should encourage their children to be responsible and accountable 6. Parents must sign a visitors'

		<p>register located at the gate 7. Parents should maintain decorum while attending any kind of gathering or public meeting in college campus. <a href="http://mdsdcollege.ac.in/about-us/code-of-conduct/">http://mdsdcollege.ac.in/about-us/code-of-conduct/</a></p>
Code Of Conduct for Students	10/09/2019	<p>1. It is mandatory for students to wear the identity card all the time inside the campus 2. If any Student has lost her ID cards she shall make a written request to the Principal for a duplicate identity card. 3. Students should wear clean and decent dress. 4. It is compulsory for Students to attend the lectures and laboratories regularly as per the time table. 5. Student shall not leave the class or laboratory without the permission of the teacher-in-charge. 6. Student should have minimum 75 percent attendance in theory and practical. 7. Smoking is prohibited inside the college premises. 8. Students are advised to read notices displayed in the notice board and visit college website regularly. Ignorance of any notice thus put up will not be accepted as an excuse for failing to comply with it. 9. Students are suggested to go to the reading room/ library during leisure hours and spend the time usefully. 10. Leave should be sanctioned by all the subject in charges 11. In case of absence of the medical reasons, the student should produce a Medical Certificate from a Registered Medical Practitioner. 12. Duty leave to students</p>

		<p>participating in NCC/NSS/YRC/SPORTS etc will be granted for 15 days only. 13. The Principal may take appropriate disciplinary action in case of continued violation of leave rules. 14. Examination form should be filled by students well in advance. 15. Student must appear for all internal as well as university examinations. 16. Student must read the scheduled timetable of examination carefully and check regularly the changes made in time table if any. 17. Student must be present in the examination hall twenty minutes before the start of examination. 18. The student should obey the instructions given by the invigilator in the examination hall. 19. Exchange of writing materials, mathematical instruments etc, is strictly prohibited 20. Students should not talk or create disturbance during examination. <a href="http://mdsdcollege.ac.in/about-us/code-of-conduct/">http://mdsdcollege.ac.in/about-us/code-of-conduct/</a></p>
CODE OF CONDUCT FOR TEACHERS	10/09/2019	<p>Teachers serve society as a guiding compass. A teacher should follow ethical and respectful itinerary throughout his/her career to sustain the respect and decorum of the teaching profession. 1. Teachers should practice a life of purity and simplicity 2. Teachers must not adopt habits as smoking, alcoholic drinks and gambling inside the premises of the college. 3. Teachers should Communicate compassionately with students, colleagues,</p>

parents, management and others in the institute

4. Teachers should update themselves in terms of knowledge of subject and the current affairs. 5. Teachers should Prepare thoroughly the lecture to be delivered in advance.

6. Teachers must take classes and as per the time table. 7. Teachers should use ICT tools of teaching to make the lectures more 8. Teachers should adopt participative learning 9. It is mandatory for teachers to maintain attendance record of the students regularly. 10. Teachers should Complete the syllabus in stipulated time. 11. Continuous internal evaluation of students must be done in time 12. Teachers must take the prior approval of leave from respective authority 13. Teachers must follow the rules, regulations and instructions of the college and affiliating university 14. Research activities and research collaborations should be done 15. Teachers should not indulge themselves in unethical research practices 16. All instructions and any Departmental work assigned to the staff by the Principal should be carried out efficiently and with utmost sincerity. 17. It is suggested that teachers should regularly organize Seminars and Workshops for the benefit of the students and for the professional advancement of the Teachers in the College. 18. The Teacher shall maintain proper discipline and create an

		admirable academic atmosphere in their classes. 19. The Teachers shall not have any monetary transactions or involve themselves in collection of money from the students without the written permission of the Secretary/College Committee. 20. No Teachers shall receive or entertain any visitor/guest while at work in the classroom or labs. <a href="http://mdsdc college.ac.in/about-us/code-of-conduct/">http://mdsdc college.ac.in/about-us/code-of-conduct/</a>	
CODE OF CONDUCT FOR SUPPORTING STAFF	10/09/2019	1. Supporting staff should maintain a compassionate environment for everyone while performing their assigned duties 2. It is mandatory that all work should be completed within prescribed period of time 3. Confidentiality should be followed in all matters. 4. They must Manage their time effectively. 5. For better performance be well-organized. 6. Exhibit ability to solve problem within the scope of their position. 7. Exhibit ability to work independently when appropriate. 8. They should take initiative for performing various duties. 9. Submit leave application to the concerned on time 10. Use ICT tools for better performance. <a href="http://mdsdc college.ac.in/about-us/code-of-conduct/">http://mdsdc college.ac.in/about-us/code-of-conduct/</a>	
7.1.6 – Activities conducted for promotion of universal Values and Ethics			
Activity	Duration From	Duration To	Number of participants
Rally on AIDS	01/10/2019	01/10/2019	40
<a href="#">View File</a>			
7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)			

Plastic Free Campus since October, 2019

Green Maintenance- No Vehicle Zone(Friday and Sunday) Since November,2019

Practice of Yoga on every Thursday (one Hour) Since December,2019

Plantation of CO2 reducing Plants

Implementation of LED bulbs at the campus

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

Best Practice -1 Women empowerment: M.D.S.D Girls College aims at the blend of thinking, innovation and empowerment. Fashion and textile department of the college has established an incubation center which has empowered women by teaching garment construction. It is a skill vocational center which runs free of cost as well as with optimum utilization of high grade infrastructure having 26 sewing machines, 19 dummies, 3 cutting tables, umbrella machine, interlocking machines and fashion maker machines At first this center empowers our own students and train them in various aspects of garment construction . Then the center empowers underprivileged women by teaching them skill oriented courses. In the past five years more than 100 women were trained in garment construction and now these women run their own successful boutiques. These women are facilitated with livelihood. These poor women trainees were given sewing machines to assist them in starting their own business. This INCUBATION CENTER is open for all and provides facilities to the common women to show their abilities in the field of creation and do something innovative. Best practice 2 Book bank: M.D.S.D Girls College facilitates students with book bank for their academic pursuits semester -wise. Book Bank is a separate section in the library, from where a student can take text book, reference books and other miscellaneous books. A student has to write an application to librarian recommended by Principal to avail this opportunity and college doesn't take any security money from them too. Book Bank helps students to fulfill their scholastic dreams. The aim of this practice is to provide ample opportunities to the students to gain knowledge. This practice also provides informational and educational assistance to students for their career advancement.

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

<http://mdsdcollege.ac.in/iqac/best-practices/>

## 7.3 – Institutional Distinctiveness

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

M.D.S.D Girls College aims at empowering women through quality education, discipline, and teamwork and inculcate human values to enable them to fulfill their ethical, social and moral responsibilities towards humanity. Value added courses aims at expanding the cognitive horizons of women. Thus for the development and quality initiative seven value added courses, such as Latest Trends in Haryanvi Dance, Basic training of Classical Music, Professional Communication Skills, Latex- A writing tool , Salesman Ship and Sales Management, Computerised Accounting System GST Awareness , have been started by the faculty along with regular classroom teaching which has enabled girls not only job seekers but also job providers. College has also started certificate courses such as Textile Designing, Diet Health Nutrition, Web Designing, Fashion Designing, Yoga Therapy, Garment Construction which aims at skill orientation of students for employability. Students have achieved academic excellence through hard work and effective decision making. College has signed



MOU with Hitbullseye Coaching Institute, Chandigarh under capability enhancement scheme through which Soft Skill Development, Personality Development Placement Enhancement courses were organized. Such courses have helped students to enhance Grammar, build Vocabulary and develop Aptitude for competitive examinations.

Provide the weblink of the institution

<http://mdsdcollege.ac.in/igac/institutional-distinctiveness/>

#### **8.Future Plans of Actions for Next Academic Year**

• Adoption / implementation of energy saving projects • To enhance the digital teaching and learning in the College. • To create the most congenial teaching learning environment in the campus. • To enhance Research collaborations • To add more value added, Certificate and diploma courses • To enhance student exchange and teacher exchange programs