



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		INDIRA GANDHI MAHILA MAHAVIDYALAYA
Name of the head of the Institution		Mrs. Arti Garg (Offg. Principal)
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01746222336
Mobile no.		9416835374
Registered Email		igmmvkaithal@gmail.com
Alternate Email		loggargarti@gmail.com
Address		Karnal Road , Opp. S.P. Residence
City/Town		Kaithal
State/UT		Haryana
Pincode		136027
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Mrs. Monika Rani
Phone no/Alternate Phone no.	01746222336
Mobile no.	9315468506
Registered Email	monikaguglani43@gmail.com
Alternate Email	igmmvkaithal@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.igmmvkaithal.com/wp-content/uploads/2019/11/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.igmmvkaithal.com/academic-calendar/

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	71	2003	21-Mar-2003	20-Mar-2008
2	B+	2.61	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	26-May-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
View File		

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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

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)

All actions/rules for discipline maintenance have been implemented. Students performance as compared to last sessions has increased to a satisfactory level. IQAC has also coordinated the meetings with the heads of different faculties. A conducive atmosphere suitable for enhancing the academic skills of the students has been created. Regular classtests at regular intervals are the remedial measures taken by the faculty members.

No Files Uploaded !!!

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
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	16-Dec-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	It includes Lecture shortage through SMS, student Fee software, attendance of staff and students (SCBC). The college provides facilities for online student admission process, examination procedure, bus pass through Haryana Transport Site and various other administration modes. Database of students are also maintained. Job applications are invited via online system including website, email system etc. A well managed Inventory Management System overseeing the monitoring and maintenance of stocked products has been systematized. This online system supports the details of transport, hostel, website and system administration also very efficiently.

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

Curricular Aspects; 1. Detail of Certificate/Diploma/Skill development courses etc offered by the institution - Functional English 2. Range of Core/Elective options offered by the university: A. Core-option: Humanities B.A. (3 Year Programme) (i) English (ii) Hindi B.A. Elective Options B.A. (3 Year Programme) 1. Sanskrit 2. Geography 3. Political Science 4. History 5. Economics 6. Maths 7. Home science 8. Music (Vocal) 9. Commercial Art 10. Health & Physical Education 11. Psychology 12. Computer Science 13. Music (Instrumental) - Commerce (3 Year Programme) 1. B. Com (General) Science (3 Year Programme) 1. B.Sc. (Non-Medical) - Mathematics, Physics, Chemistry, English in 1st Year, Hindi/Sanskrit in 2nd Year. 2. B.Sc. (Medical) - Botany, Zoology, Chemistry, English in 1st Year, Hindi/Sanskrit in 2nd Year. 3. B.Sc. (Computer Science) - Mathematics, Physics, Computer Science, English in 1st Year, Hindi/Sanskrit in 2nd Year. B.C.A. (3 Year Programme) B.M.C. (3 Year Programme) Post Graduate Courses (2 Year Programme) Opportunity for progression to higher education.

1.M.Sc. (Mathematics) 2. M.A. (English) 3. M.A. (Economics) 4. M.Com. Post Graduate Diploma (1 Year Programme) 1. PGDCA • No provision for choice based credit-system. • No provision for course in modular form. • Credit transfer & accumulation facility not applicable in our affiliating university. • Only 1st Year students are allowed mobility from one course to another course/disciplined Subject with in a limited period of one month from the last date of admission. • No flexibility to lateral & vertical mobility with in & across programmes. • Add-on- courses such as " Functional English" act as an enrichment course. • Compulsory papers in Environmental Studies and Computer Science. (Awareness level-1 are taught to all the students during 1st year of the 3 years by programmes (B.A., B.Com, B.Sc, B.C.A, B.M.C) to sensitize them regarding environment hazards & make them computer literate.) • Workshops, Extension lectures, Excursion tours and other activities are organized to enrich & supplement the knowledge of students.

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
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	ARTS (EVENING-SESSION)	16/07/2018
BCom	COMMERCE (EVENING-SESSION)	16/07/2018
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
No Data Entered/Not Applicable !!!		

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

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
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained

The institution collects the feedback on curriculum aspects courses from different stakeholders such as Students, Alumni, Faculty and Employers. I.G.M.M.V. thoroughly reviews the curriculum for every academic year. The college maintains an IQAC as a consistent quality enhancement measure. In supervision of IQAC, various departments, committees like Career Guidance, AntiRagging Sexual Harassment Committee etc. reinforce the curriculum by incorporating updated information diurnal social issues. Institute collects the feedback physically from stakeholders viz, students, parents, teachers on curriculum which is prescribed by the university, further college website invites stakeholders to provide feedback through online. The provided feedback data is presented at the Academic Council Meeting for necessary implementation in curriculum. • Alumni surveys are conducted during alumni interaction at the alumni association meeting held every year. • Whenever any alumni visit the college, feedback is taken. • Further, college website invites alumni to provide feedback through online. • Feedback from industry, professional bodies are also obtained.

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	ARTS	440	1173	440
BCom	COMMERCE	180	348	159
BCA	COMPUTER APPLICATION	40	53	12
BA (Journalism)	MASS COMMUNICATION	40	91	40
BSc	NON MEDICAL	160	194	65
BSc	MEDICAL	60	116	33
BSc	COMPUTER SCIENCE	80	58	20
MA	ENGLISH	40	67	31
MA	ECONOMICS	40	45	19
MCom	COMMERCE	66	145	60
MSc	MATH	60	79	21

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2631	309	1	0	1

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
80	40	7	11	11	107

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

In recent years, mentoring system has emerged as a strong response to the plight of students at risk. I.G.M.M.V. offers a highly efficient mentoring system through which a group of students consisting of 810 students are assigned to a faculty member at the commencement of the program. They also provide advice relating to section of major, career guidance and personal problems. The mentoring system of I.G.M.M.V ensures that the students adopt to the dynamic learning environment and lead their ways into highly successful careers. The institute has an integrated mentoring system where the faculty acts as a link between the students and the institution and perform the following functions:

- Mentors are assigned to monitor and guide students.
- Mentors coordinate with parents regarding the progress of the students.
- Mentors communicate with fellow faculty and promote mentees at the time of difficulty. The head of the Department (The HODs) of various departments also act as a mentor and monitor different activities of the assigned mentors and the students. The HODs will meet all mentors of his/her department at least once a month for the reviewing of proper implantation of the system.
- Suggest and advise mentors whenever necessary.
- Initiate administrative action on students (when necessary).
- Give a detailed report of the mentoring system to the head of the institute time to time.

Benefits of Mentoring system:

- Enhances the students' confidence and challenges them by setting higher goals, taking risks and ultimately guiding them to achieve higher levels.
- Individual recognition and encouragement.
- Psychosocial support at the time of need.
- Routine advice on balancing of academic and professional responsibilities.
- Students get access to a support system during the crucial stages of their academic, professional and intellectual development.
- The mentors lay the foundation for the students to reach greater heights in their professional lives. Thereby contributing to lasting personal and professional relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!				

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
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• Centralized continuous Internal Evaluation System: Assessment of performance is an integral part of teaching and learning process. As a part of educational strategy, the institution adopts Centralized Continuous Internal Evaluation (CIE) System to assess all the aspects of students development on a continuous basis throughout the year. • Orientation on Evaluation Process: Students are made aware of evaluation process by orientation programmes at the beginning of semester through public address system of the college. Academic calendar is published by the college with exam dates, all details are displayed on the college and department notice board. • Result Analysis Review Meeting: Result analysis is done by the class tutors after every CIA test pass percentage is calculated by the Heads of Departments. The performance of the students is monitored by the principal and the necessary feedback is given to the concerned faculty members. The Principal conducts (Review meetings) department wise to give necessary feedback for the improvement of students performance. • Progress Reports Parents Meetings: The institute is keen on monitoring the performance of the students and reports to the parents. Progress reports are sent by the tutors to the parents after each of the test. Parents are advised to note the performance of their wards and take remedial measure if needed. Whenever necessary, the tutor shall recommend the visit of parents to the college for a discussion about the students. • Remedial classes: Remedial classes are conducted for slow learners, absentees and the students who participate in sports, NSS activities and placement interviews. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers. • External examinations: External examinations of three hours duration will be conducted at the end of every semester for all the theory papers and practical papers. Students should satisfy the eligibility criteria of 75 attendance in each semester to appear for University Examination. • Supplementary Examinations: Supplementary examinations are held for the final year students who have appeared and failed in any one of the semester theory papers relating to the completion of her degree. • Reappearing/ Recounting/Revaluation: The students are informed of the Reappearing/ Recounting/Revaluation scheme available to them. Revaluation is permitted only for the papers written in regular U.G. examinations and not for ar-appear examinations.

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

IGMMV is a place to make the future bright of the girl students of nearby areas. For undergraduates, the college provides the opportunities to enroll in graduate degree courses offered in a variety of areas like B.A., B.Com, B.S.C., BCA BAMC. Post Graduate courses offered are MA (English), MA (Economics), Mcom, MSC (Math) and PGDCA. To enhance the confidence and the knowledge of practical skills in English an Ad-On course in Functional English has also been added. For all such courses, the college is committed to follow the Academic Calender strictly scheduled by the Kurukshetra University. University prepares and releases the Academic Calender/Schedule every year so that the students as well as Faculty members can work accordingly the college follows all the details of the Admission Schedule, Course details, Exam Schedule, Lecture details and Holidays (Summerbreak/Winterbreak/Diwalibreak/Holibreak)as well. The college invites online applications form candidates who are willing to take admission in various desired courses. The process for online application starts in the month of June/July. College takes students on merit basis only. After taking admission students have to follow the timetable accordingly: as maintained by the college under the instructions of the University. The college also ensures extra classes in the timetable for weak students. One library lecture is also mandatory for each and every students. The college aims at overall development of the students including academic, social, moral as well as physical. To achieve this objective, the college includes various cultural as well as physical activities in the academic calendar so that it may become possible to groom the personalities of the students. These activities include TalentHunt, Seminars, Departmental activities, NSS Camps, One day camps, Inter college competitions, Youth Festival, Alumni Meet etc.

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)

No Data Entered/Not Applicable !!!

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
	BA	ARTS	423	312	73.75
	BCom	COMMERCE	174	127	72.98
	BSc	NON MEDICAL	127	96	75.59
	BSc	COMPUTER SCIENCE	25	20	80
	BSc	MEDICAL	39	34	87.18
	BA (Journalism)	MASS COMMUNICATION	24	23	95.83
	BCA	COMPUTER APPLICATION	12	8	66.66
	MA	ENGLISH	12	10	83.33
	MA	ECONOMICS	27	24	88.88
	MCom	COMMERCE	54	51	94.44
	MSc	MATH	52	32	61.53

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2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

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
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No Data Entered/Not Applicable !!!

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
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No Data Entered/Not Applicable !!!

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
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No Data Entered/Not Applicable !!!

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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No Data Entered/Not Applicable !!!

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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No Data Entered/Not Applicable !!!

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

Name of the Department	Number of PhD's Awarded
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No Data Entered/Not Applicable !!!

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	COMMERCE	5	3.5
International	HINDI	1	2.78
National	HINDI	2	5.25

No file uploaded.

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
No Data Entered/Not Applicable !!!	
No file uploaded.	

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	1	0	0
No file uploaded.				

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
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No Data Entered/Not Applicable !!!

[View File](#)

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
9000000	8806214

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
No file uploaded.	

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
C.L.A.S.	Partially	3.1	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	28654	3669281	1148	1445797	29802	5115078
Reference Books	275	62145	0	0	275	62145
Journals	33	18230	0	0	33	18230
No file uploaded.						

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	90	3	2	3	0	1	20	6	0
Added	0	0	0	0	0	0	0	0	0
Total	90	3	2	3	0	1	20	6	0

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

6.11 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
No Data Entered/Not Applicable !!!	

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
900000	874810	4500000	4461685

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 college ensures optimal allocation and utilization of the available resources for the maintenance of different Physical, Academic and support facilities. Various committees constituted for this purpose held time to time meetings discussing the requirements and needs in the interest of the students. The Physical facilities including Laboratories, Classrooms and Computers etc are made available for the students. Laboratory Curriculum is added as the students are charged for the laboratory expenses at the time of admission as prescribed by Kurukshetra University. The maintenance of the laboratories and the classrooms are a regular part of the teaching and the learning processes. The records as well as equipments in the laboratory are maintained by the lab incharges under the guidance and the advice of HOD's. The classroom boards and furniture facilities are utilized regularly by the students and by the other governmental organizations for the said period. The maintenance and the cleaning work are done with the efforts of the non teaching staff. In major cases, the college goes for the maintenance contract to local experts. Computer labs having adequate number of computers with internet connections, utility software with internet connections, utility software and LAN connectivity. This connectivity is properly distributed in different locales like Office, Laboratories, Library, Departments etc. Computer Labs with LAN Connectivity are accessible to the students. Office Computers making work easier and systematic are restricted their use to only office staff. Library computers loaded with the library software. The staff members are also having the access to the computers. All those computer related facilities are given a contract for their maintenance annually to Chawla Computers, Kaithal. The ICT smart class rooms and the related systems are maintained with AMC of the corresponding service provider. The college website is maintained regularly by AMC as well. Electrical and the plumbing related maintenance is done with the help of local skilled persons and the expenditure is done from budget gained by college from different sources. The academic and support facilities like Library, Sports and the other platforms are open to students as well as the staff. Provision of the budget for the Library maintenance is made by the college management. Activities like fumigation and cleaning are done by library staff. The sports department of the college is having adequate infrastructure consisting of the Indore Hall, Playgrounds, Zynnasium open to use for students and the staff.

<http://www.igmmvkaithal.com/usage-of-facilities/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
LANGUAGE LAB	16/07/2018	404	IGMMV KAITHAL
REMEDIAL COACHING	12/08/2018	1500	IGMMV KAITHAL
YOGA AND MEDITATION	23/10/2018	30	IGMMV KAITHAL

PERSONAL COUNSELLING	01/09/2018	17	IGMMV KAITHAL
No file uploaded.			

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
2018	UGC NET	40	0	1	0
No file uploaded.					

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
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	92	BSC, BA , BCOM	Science, Art, commerce	I.G.M.M.V.Ka ithal, KUK, PU Mulana University	M.A. (ENG), M.A. (ECO), MSC, MCOM
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	1ST	National	1	0	374	SHEETAL
2018	1ST	National	1	0	1038	DIVYA
2018	2ND	National	2	0	374	SHEETA
2018	3RD	National	1	0	3308	DIKSHA
2018	4TH	National	1	0	2282220041	SWATI
2018	PARTICIPATION	National	2	0	374	SHEETAL
2018	PARTICIPATION	National	1	0	1038	DIVYA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council of our college actively participate in various activities. Time to time meetings are organized and conducted by different cells students do active participation in these meetings. Members of Student Council always are at the front to maintain discipline in the campus. Officially representing all the students they do every effort to identify and help solve problems encountered by the students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

64

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

1

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)

1) Vision of the institution: a) IGMMV strives to create a future in which all women will be viewed and treated equally as men, in all aspects of life. b) Overall goal of institution is to break the chain of patriarchal thoughts by strengthening and sharpening the overall personality of the girls in such a manner that they would be assets to college, society, nation as well as to the whole world. 2) Mission of Institution: a) There is no tool for development

more effective than the empowerment of women. b) We provide quality education through innovative methods and technology. c) We focus our efforts on advancing women's capacities and leadership skills, promoting their participation in the decisions that affect their lives. d) The mission of the institution is to empower women and girls to succeed by using education and to increase their economic self sufficiency.

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
Curriculum Development	1) The college is rigorously bound to follow the syllabi prescribed by the Kurukshetra University for all conventional courses. However various faculty members in Board of Studies have contributed to curriculum designing. 2) College teachers have the Sovereignty to frame the syllabi for the addoncourses in Functional English. 3) The action plan for efficacious execution of the curriculum takes place at the departmental level.
Teaching and Learning	1) Seminars, workshops and extension lectures are frequently organized by different departments to sensitize students and diverse concurrent, personality development and carrier guidance etc. 2) To meliorate the teaching learning process educational trips and visits are organized so that the students learn not only through their books but also through real experiences. 3) To make comprehensive use of ICT facilities such as smart boards projectors and internet with WiFi facilities. 4) Teachers use want grade teaching approaches like lecturemethod, PowerPoint Presentations, audiovisual aids, group discussions and assignments etc.
Examination and Evaluation	1) Examination and evaluation process is followed as per the Kurukshetra University norms. 2) Internal assessment carried 20 percent of total marks of UG and PG programmes is based upon group discussion, class test, Assignments and seminars. 3) The college follows university norms strictly for evaluation: a) Regular Class tests in each semester. b) Two assignments in each semester. c) Fixed percentage of classroom attendance in each semester. 4) Practical's, Vivavoce

	and Project works in each semester.
Human Resource Management	1) The college management assures a supportive environment and the quality of human resource is steadily improved and upgraded. 2) Orientation programmes for faculty are held on various occasions. 3) College has developed a complacent and harmonious work culture over the years. 4) Recruitment from internal and external sources. 5) Hawan for spiritual enrichment for both faculty and students. 6) Parties and get together are organized, time to time.

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

E-governance area	Details
Administration	Administration of the college including principal office, administrative office functions with Egovernance system. By inhouse built system all these offices Coordinate and frame policies regarding admission process, recruitment.
Finance and Accounts	The college maintains transparency in its finances as all the fee, funds and dues are received from students through the college MIS, receipt is generated electronically and a copy is given to the students. The MIS of the college generates Day Register, Consolidated Register, Class Wise Register, and Bank Lists of cheques/cash received and sent to the bank at the end of day. Grants and funds are obtained electronically from various organizations DGHE, UGC, Red Cross, Welfare Dept. The expenditure of the college is comprised of payment of salaries, infrastructure development and other day to day expenses. The payment is made via banks, online transfers and cheques.
Student Admission and Support	Through University Online Portal, Students apply for admission. The college has extended helping counter for the students which provides them services such as Admission form filling, examination form filling, scholarship form filling at one place etc. All this is done free of cost. Once admission is done, roll no is generated containing students personal information, course information and subjects. The college/ institute conducts two types of exams as per the conditions of the University/KUK in each semester, for final exam, the date

is sent on the University portal and the college ports the data through MIS to the University Portal. After verification, the university generates the roll numbers of the students. For house examinations student and subject information is obtained through MIS, then date sheets are planned and examination process is executed.

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group insurance, loan facility and maternity leave, Pension and gratuity for staff under aided structure, Interest-	Group insurance, loan facility and maternity leave, Pension and gratuity for staff under aided structure, Interest-	Financial help in form of a large number of scholarships instituted by Alumni and philanthropists. Special

free wheat loan, A welfare society of the members from teaching and non-teaching employees for extreme exigencies.

free wheat loan, uniform for Class IV employees, A welfare society of the members from teaching and non-teaching employees for extreme exigencies.

aid from SAF towards admission fee and book bank for needy students. The Student Welfare Committee is working as nodal agency for this purpose.

6.4 – Financial Management and Resource Mobilization

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

Yes the college has conducted the audit of all the funds at their own level regularly by hiring the private auditor and the external auditors from Director General Office as well as Audit General Office also conduct the financial audit of different funds like- A. Fund, Salary Account, Pension Account, UGC, Scholarship Account and NSS account regularly. The college audit is updated till this session.

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
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	KUK	Yes	Academic Council
Administrative	Yes	A. G. Office, DGHE	Yes	Managaement/Principal

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

Parent, Teacher Association of our college remains active regarding the performance of their wards. Telephonically parents are informed about their wards, performance. The parents are allowed to share problems, feedback suggestions, complaints, advice with the management to add a contribution to the organization. Feedback forms are also provided to the parents so that they can contribute. This interaction with the parents helps the management/principal to shape/curve a better future for the students.

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

IQAC in coordination with Deptt. of Computer Science organised computer literacy program with practice sessions for supportive staff to train them with functional knowledge of Computer, Internet Access and e- Governance.

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

1. Extra classes for the weak students meritorious students. 2. Special Books incentivs in the form of fee concession. 3. Incentives are given to meritorious

students. 4. Books journals are provided to faculty members to encourage them to participate for Research work. 5. Teachers' attendance register is maintained in the library as it is compulsory for every teacher to spend one lecture in the Library. 6. Duty leaves are provided to faculty members to attend the seminars and workshops. 7. One new Block has been added to Administrative Block and Commerce and P.G. Block.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Extra classes for the weak students meritorious students	12/08/2018	12/08/2018	31/03/2019	1500
2018	Special Books incentive in the form of fee concession.	01/08/2018	01/08/2018	30/06/2019	90
2018	Books /journals are provided to faculty members to encourage them to participate for Research work.	01/08/2018	01/08/2018	15/04/2019	10
2018	Addition in infrastructure ie. Evening College has been added	01/07/2018	01/07/2018	30/04/2019	1
2018	Extension of Administrative Block and Commerce PG Block	01/07/2018	01/07/2018	30/04/2019	1
2019	Duty leaves are provided to faculty members to attend the	28/03/2019	28/03/2019	29/03/2019	1

seminars and workshops.

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!							

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Installation of solar panel in college campus(2 K.W.) 2. "Say no to plastic" drive started. 3. The college has been maintaining clean green campus. 4. N.S.S units protect, conserve and monitor the environment. 5. Dustbins have been placed at various locations. 6. Rain Water Preservation System is maintained.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Quality Improvements in Academics. 2. Environment Consciousness.

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

<http://www.igmmvkaithal.com/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

As per the vision, the institute/college aims at excellence in each and every field whether it may be academic or administrative. In simpler terms, the college is committed to provide an atmosphere suitable for the overall development of the students. In academics, it is evident by University positions achieved by the students. The University result of the college shows 69 University positions is all including 7 university toppers. Students' skills are proven not only in academic but in sports also. Students continually participate in various games at National, State and Distt. Levels. It is also worth nothing that we are having 12 Gold Medals, 5 Silver Medals and 2 Bronze Medals. Our music students also participate in various competitions like Youth Festival' Ratnawali' Inter-college competitions, Haryana State Open Youth Festival etc. Various items are commended and recommended. Raagni also won a cash prize of Rs. 25000/- in Haryana State Youth Festival.

Provide the weblink of the institution

<http://www.igmmvkaithal.com/achivements/>

8.Future Plans of Actions for Next Academic Year

The college is planning to start the following courses from the next session • To organize more national seminars/workshops sponsored by DGHE, Haryana/UGC/ICSSR language Academies of Haryana. • Integrated Teaching Education Programme. • Addition of Two more Units in BA and One Unit in Bcom. • Addition of One more subject in BA i.e. Sociology