YEARLY STATUS REPORT - 2021-2022

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 its own campus?	Yes
• Phone no./Alternate phone no.	01746222336
• Mobile no	9416835374
• Registered e-mail	igmmvkaithal@gmail.com
• Alternate e-mail	loggargarti@gmail.com
• Address	Karnal Road , Opp. S.P. Residence
• City/Town	Kaithal
• State/UT	HARYANA
• Pin Code	136027
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Kurukshetra University**
• Name of the IQAC Coordinator	**Mrs. Monika Rani**
• Phone No.	**01746222336**
• Alternate phone No.	**9416835374**
• Mobile	**9315468506**
• IQAC e-mail address	**igmmviqac@gmail.com**
• Alternate Email address	**monikaguglani43@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.igmmvkaithal.com/wp-content/uploads/2022/01/AQAR-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.igmmvkaithal.com/wp-content/uploads/2023/01/Academic-calendar-2022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**71**	**2003**	**21/03/2003**	**20/03/2008**
Cycle 2	**B+**	**2.61**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**26/05/2004**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**2022**	**NA**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**

• Upload latest notification of formation of IQAC	No File Uploaded
9.No. of IQAC meetings held during the year	5
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

Part a (11) 1. IQAC constantly encouraged and inspired all the departments to promote research aptitude and research ethics among faculty members as well as students to enrich quality research culture through outcome based events. 2. Awareness programs regarding Health and Hygiene were organized in the college premises. Time to time distribution of free masks and sanitizers was also been organized. 3. Various presentation programs, class-room lectures through PPT, classroom seminars, lecture series on various topics were organized by different departments as a result of encouragement as well as instructions provided by IQAC. 4. As per the demand of the time, IQAC provided every possible platform to enhance the digital infrastructure of the college. 5. IQAC took an initiative to make the campus green and Eco-friendly. The primary objective of initiative the concept was to lay emphasis on various practices related to environment. This consisted of water conservation, maintaining greenery, implanting solar energy panel system and rain water harvesting system. 6. IQAC was also instrumental in transforming and Empowering students coming from diverse backgrounds. This primary aim of this concept was to facilitate self growth self worth and to create awareness among the students, staff and community about the need of empowerment.

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

Plan of Action	Achievements/Outcomes
Focus on Teaching-Learning environment	During the academic year 2021-22, classes were held in offline as well as in blended mode in odd semester and in offline mode in even semester. 8051 lectures were taken in online mode and 24373 lectures were delivered in offline mode in morning session and faculty members hold the classes with full dedication and hard work. Students also participated with full encouragement.
Enhancement of Virtual Infrastructure	Virtual infrastructure was enhanced in the college to ensure maximum conduct of online classes. Wi-Fi routers were installed in each block to achieve greater IT resource utilization for optimal conduct of online as well as offline classes.
Encouragement to staff to attend Seminars/Webinars/Extension lecturers etc by various departments	For the enhancement of teaching skills, prominent webinars were attended by the faculty members of several departments. Papers were presented by our various faculty members.
Focus on student-oriented approach like participative learning , Problem based learning, experimental learning, e-learning etc.	Initiatives were taken to arrange maximum number of activities related to environment, health, precautions during covid-19 phase etc. Students were encouraged for maximum participation. Faculty members were encouraged to use digital infrastructure, internet facilities, ICT tools like PPT etc. to ensure maximum

	participation of students. Project works, assignments were also assigned to the students.
Updation of various labs	To encourage the environment of academic and experimental knowledge, all the labs got updated. Computer labs are fully equipped with systems and latest softwares having internet facility. Science labs. are updated to give ample opportunities to the students. Geography & Psychological labs. are well equipped for conducting practicals. Home science lab has modern and well equipped system to acquaint the students with hands on knowledge and skill. For developing communication skills, Functional English Lab got availability of high quality of equipments
Providing Facilities to students	Water purifiers and Sanitary Napkin Vending machines were Installed as well as updated in the institution. Full fee consession and free books were given to the meritorious students. Local bus service for the girl students was arranged by the college from the village Chandana to Kaithal.
Remedial classes for slow learners	Remedial classes were conducted for the academically disadvantaged students as per the requirement.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
21-22	24/12/2022

15.Multidisciplinary / interdisciplinary

Vibrant multidisciplinary environment is significant to the academic endeavour of any college. I.G.(P.G)M.M.V Kaithal is affiliated to Kurukshetra University Kurukshetra. The university has framed its curriculum related to various disciplines. Presently, the institute strives towards the holistic development of the students with Humanities, Science and Commerce streams having various allied fields/ apart from their core subjects. Detailes of the various curricular aspects are given: 1. 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/Discipline/Subject with in a limited period of one month from the last date of admission. • No flexibility to lateral & vertical mobility with in & across the programmes. • Add-on- courses such as " Functional English" acts 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 programmes (B.A., B.Com, B.Sc, B.C.A, B.A.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.

16.Academic bank of credits (ABC):

The institute is affiliated to KUK. So, it looks forward to the guidelines from the University and DGHE. The university has already designed the framework as per NEP-2020. To satisfy the purpose of ABC, The institute has to establish a link b/w centralised database and the database of the college. For storing the academic credits earned by the students from various courses. ABC will allow higher education institutions to maintain a digital repository of credits earned by students.

17.Skill development:

Affiliated to Kurukshetra University, Kurukshetra, The institute is trying hard to the development of skill education as it has been given special emphasis in NEP 2020. The institute follows the university guidelines to synthesise skill courses in the curriculum. e.g.

(a.) ICT skills: Basic computer education is compulsory for Ist year students of all streams (b.) Communicating skills are developed. BAMC plays a major role in developing professional skills in students by such activities like:- news anchoring, caption-writing, Radio Jockey, News Reporting etc. (c.) Skill in fine arts are developed as commercial art plays its role as a subject for B.A students. (d.) Psychology, Geography, Home, science, Mathematics and other practical subjects are also very important for personality development of the students as well as development of life skills.

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

The institute focuses on devising a teaching-learning process,having the aims & objectives of OBE. With the raising demands of time, the institute readily adopts the changing scenario and the new trends. For implementing new OBE based courses, the institute looks forward towards the guidelines of University and DGHE.

Following the OBE policy ,our college keeps records of the results and the assessment of every student through online platform and mentor-mentee system.

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

Since ancient times, India language and culture have been the basis and vital component of our Indian education system. No curriculum is possible without involving Indian art, culture or tradition in the syllabi. Presently, we, at the college level follow the curriculum prescribed by the University (KUK). We are running degree courses B.A, B.Com, B.Sc at U.G level and at P.G level M.A, M.Sc, M.Com. Bilingual method of teaching is used in our college. Many commemorative days & festivals like Diwali, Holi, Neta Ji Subhash Chandra Bose Jayanti, Balmiki Jayanti, Agrasen Jayanti, Independence Day, Republic Day etc. are celebrated in the college premises to make aware the students about Indian culture and heritage. Sanskrit(Elective) is opted by many students of B.A stream which is another step towards the preservance of Indian languages. Commercial Arts as a subject is also very helpful to enhance the knowledge of the students about Indian art. Many medicinal plants are planted in the campus to strengthen the understanding of the students about the utility of those plants. Many tours, excursions etc. are also arranged for the students to impart the practical knowledge of Indian Culture among students.

For future plans and implementation of courses, the institution looks forward to the guidelines and and instructions provided by the affiliating University and DGHE.

20.Distance education/online education:

During the pandemic period,the college successfully implemented online teaching methods. Faculty members delivered their lectures through Zoom, Google Meet etc. Assignments and Evaluations were also done. All the meetings were held on. Several programs and webinars were also organised. Today, it has become evident that ICT has become need of the hour. So the institute is ready for the coming challenges regarding online education.

Extended Profile

1.Programme

1.1   **418**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **2441**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **624**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	[View File](#)

2.3   **850**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **0**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **33**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	418
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2441
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	624
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	850
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	0
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	33

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	68
4.2 Total expenditure excluding salary during the year (INR in lakhs)	49.60
4.3 Total number of computers on campus for academic purposes	78

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to Kurukshetra University, Kurukshetra and strictly follows the curriculum as prescribed by the University. Our faculty members contribute significantly in effective curriculum delivery through systematic and strategicmechanism:

1. Academic Calender: The college follows the Academic Calender issued by the Kurukshetra University and executes it in a well planned manner. As the semester starts, meeting is scheduled by the Principal, along with IQAC members, Vice-Principal, Heads of all the Departments.

2. TimeTable: The College constitutes the Time-Table Committee. A specific Time table is designed by respective departments. Time-Tables are displayed on the Notice-Board.

3. Teaching Plan: Our faculty members strictly follow the teaching plans prepared by them at the beginning of academic year.Extra classes are taken by teaching faculty to ensure the optimum delivery of the curriculum.

4. Library: All students are given access to the latest books available in the library through a well-planned system (College Library Automation System).

5. Feedback: Feedback is collected from the faculty, students, alumni and parents. Collected feedback is analyzed using different parameters.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

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

Academic Calendar: Affiliated to Kurukshetra University, Kurukshetra, the college follows the curriculum planned and designed by the University. For the effective delivery of the curriculum, the college follows the Academic Calendar as designed by the University. The teaching days and examination dates are provided by the University. Teaching plans are maintained according to these dates. Assignments are submitted by the students as per the dates given by the teachers. Sessional exams are conducted as per the schedule of the Final examinations of the university. Internal Assessment is done on the basis of the attendance of the students, marks obtained in the sessional & evaluated assignments as per the criteria provided by the university.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.igmmvkaithal.com/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University   **D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

418/2442

File Description	Documents
Any additional information	[View File]()
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File]()

1.3 - Curriculum Enrichment

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

I.G.M.M.V.Kaithal very effectively integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and sustainability into the curriculum. The college follows the syllabus prescribed by Kurukshetra University, Kurukshetra in which Environment Studies is prescribed as a compulsory subject for 1st year students of all courses. Number of activities are conducted for women and girl students to make them aware about their rights and duties. Women Cell, Legal Literacy Cell, Sexual Harassment Cell, ICCASH and other cells as well take initiative in organizing such type of activities. Various departments also involve some activities including Gender to make them conscious of their roles. NSS promotes environmental protection through plantation and other sustainable development programmes. Every year NSS units undertake a host of activities in the nearby villages during the special camps.Various activities like tree Plantation, village adoption & cleanliness drive, Debate competition NSS Rally, Poster making, Chart making, Pot-Painting,

Cooking, Visit to Leprosy patients (Charity) etc. are organized to create awareness regarding environment, biodiversity etc. To make the students socially aware about Human Values and Professional ethics the institution integrates human values & ethical values by organizing many activities like Blood Donation Camp, Dental check Camp, Covid-19 Awareness camp, Road Safety Campaign etc. through NSS and other Cells like Red Ribbon Cell, Red Cross Society, Legal Literacy Cell, Swami Vivekanand Youth Cell. Road Safety Club, Anti-Ragging Committee and other departments as well.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

1

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

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

27

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	[View File](#)

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

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

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

910

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

446

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The learning levels of the students are assessed in the institution. When students are enrolled in various streams slow learners and advanced learners are judged on the basis of their 10+2 marks. This evaluation is done on the basis of class tests also. Our faculty members extend valid support in identifying the students and to bridge the gap between the slow learners and advanced learners.

Slow learner

- The IA marks and attendance of the slow learners are informed to their parents through the phone.
- The tutorial and remedial classes are conducted to improve their academic performance.
- Counselling sessions are organized by our counselling expert's faculty members of psychology department.

Advanced learners

- Advanced learners are constantly guided and encouraged for participation in various competitions.
- The mentors identify their interest and talent in various

domain and then guide & motivate them.
- Students are encouraged to participate in State and National Level events like paper presentation, poster presentation etc.
- Students are encouraged to participate in various activities like debate, group-discussion, quiz etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
nil	**nil**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

To enhance the learning experiences of the students, the institute practices student-centric approach in the teaching methodology. This methodology helps to transform the students from being passive recipients to active and involved learners. The teacher facilitates learning by allowing each individual student to know at their personal level by ensuring their involvement in class activities

These include: seminars, mini projects, paper presentations, poster presentations, Role-play, Team-work, Debate, group discussion. Quizzes and case studies, nukkad natak etc. Nukkad natak, debates on contemporary issues are provides a comprehensive understanding to the students enabling them to self evaluate their views and ultimately develop their mentality. Student development programs and workshops are conducted to enhance the learning capabilities of the students.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

Information and communication technologies (ICT) play an important role in the learning process of student. Faculty combines technology with traditional mode of instruction to engage students in long term learning. Faculty most often use ICT for routine tasks like for preparing lesson plan, record keeping, and power point presentation.

ICT Tools:

1. Projectors- 11projectors are available in different classrooms/labs

2. Desktop Arranged at Computer Labs and administrative block.

3. Printers- They is installed at Labs and all prominent places.

4. Photocopier machines - Multifunction printers are available at all prominent places in the institute. There are Photostat machines available in campus.

5. Scanners- Multifunction printers are available at all prominent places.

6. Smart Board- smart board is installed in the campus.

7. Seminar room - It is digitally equipped with mike, projector, cameras and computer system.

8. Online Classes through Zoom, Google Meet.

Use of ICT by Faculty

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

C. Online quiz- Faculties prepare online quiz for students with the help of GOOGLE FORMS.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

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

2.3.3.1 - Number of mentors

fifty

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

0

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	No File Uploaded

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

2.4.3.1 - Total experience of full-time teachers

0

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

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

Affiliated to Kurukshetra University, Kurukshetra, it follows rules and guidelines provided by the university regarding the assessment and evaluation process. The internal assessment is carried out in a systematic manner for all courses. For under graduate as well as P.G. courses Internal assessment is carried out in a systematic manner for all courses. For under-graduate as well as P.G. Internal assessment follows the criteria given here:

1. Two hand written Assignments (1st Assignment after one month and 2nd Assignment after two months): 10%
2. One class test (One period duration): 5%
3. Attendance: 5%

Marks for attendance are given as under:

1. 91% onwards 5 marks

2. 81% to 90% 4 marks

3. 75% to 80% 3 marks

4. 70% to 74% 2 marks

5. 65% to 69% 1 mark

College provides information regarding internal assessment to all the students through orientation programmes at the very first semester. Academic Calendar is strictly followed. Faculty members follow their lesson-plans. Internal examinations are conducted to evaluate the students' academic assessment. Internal assessment is done on the basis of these examinations, class attendance and assignments.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

At the Institute level, University Examination committee, comprising

of The Principal (Chief Superintendent of Examinations), Controller of Examination (COE), senior faculty and other teaching staff as members, is constituted to deal with examination related grievances.

Grievances raised by students are effectively communicated to the University for needful actions. The responses for the grievances from the University are communicated to the students immediately.

Following are the possible grievances raised by the students,

The student can apply for the photocopy of the answer script and revaluationas per the university norms.

Any grievancerelated to university question paper like out of syllabus; after making an analysis by the subject handling

facultieswith Department Head in-turn proceeds the same to the Universityimmediately through the Principal.

Repeated questions, improper split of marks, missing data, wrong question number during semester exams

are reported to the Principals in turn communicated to the Registrar ofUniversity.

University decision or information after resolving the grievances isintimated to the Principal. It is also conveyed

to the studentsthrough COE. Such as, when results of the students are withheld these kind of discrepancies areforwarded to the University. Letters are forwarded through the Head of the Institute of the college to the Registrar (Evaluation).

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated learning outcomes of the programmes and course. The institution follows the following mechanism to communicate the outcomes to the teachers and students.

- **Syllabi (Hard copies) and learning outcomes are available in the departments for the ready reference to the teachers and students.**
- **Outcomes are communicated to the teachers through IQAC meetings and Faculty meetings.**
- **The students are made aware of the outcomes through orientation, and in class-rooms as well.**

The institution is running under graduate courses (B.A.,B.Com.,B.Sc.,B.C.A.,BAMC) Post Graduate courses (M.A. in English, M.A.in Economics, M.Sc. in Mathematics, M.Com., PGDCA)

and Functional English Add-on-Course. There are 21subjects taught in the college viz; English, Hindi, Economics, Political Science, History, Sanskrit, Mathematics, Physical Education, Commercial Arts, Music Vocal, Home Science, Geography, Psychology, Computer Science, Botany, Zoology, Physics, Chemistry, Commerce, Mass Communication and Environmental Studies.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.igmmvkaithal.com/programme-outcome/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college offers Under Graduate & Post Graduate courses, PGDCA and Functional English (Add-on) course under the faculty of Arts, Commerce and Science. For these courses and programmes. Programme outcomes are set and evaluated by the institution and the same are communicated to the students and the teachers as well.

After evaluating the outcomes, it has been observed that the strength of the students as well as passing percentage of the students increased progressively. The students are getting top positions in University in Academics. Ratio of those students taking admission from U.G.Courses to P.G.Courses also increased. (In 2020-21, 92 students from different streams were in Top 10 positions in University). The college was very conscious in attaining the P.O.'s and Co's and implemented the mechanism accordingly.

- The institute followed the Academic Calendar followed by the University.
- Subject teachers maintained their Teaching/lesson-plans.
- Subject teachers prepared semester wise evaluation reports.
- Internal examination committee analyzed evaluation reports of results.
- Feedback from the stakeholders was considered for the attainment of the outcomes.
- Students' progression report and placement records were maintained by Career Guidance & Placement Cell.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.igmmvkaithal.com/

2.6.3 - Pass percentage of Students during the year

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

656

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	igmmvkaithal.com/annual-report/

2.7 - Student Satisfaction Survey

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

https://www.igmmvkaithal.com/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

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

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

0

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

3.2 - Innovation Ecosystem

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

Our institution contributes to knowledge which is developed through conducting good educational activities, research

activities and generating innovative concepts and new creation. Highly qualified faculty is recruited to motivate the students about how to utilise the existing resources for research and development activities. Faculty members are encouraged to pursue their Ph.D work as well as participate in various skill enhancement programs our college has research cell which motivate both teachers and students to work on research projects. PPts on research topics are presented by students for the creation and transfer of knowledge on research. It encourage teachers to public research papers in National and institutional webinars and conference and participation in activities related to research to enhance they are knowledge in the area of interest.

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

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

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

0

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

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

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

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

0

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

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

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

8

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

3.4 - Extension Activities

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

In order to sensitize students towards the needs of the community and to promote institute-neighborhood community.Various extension activities are organized by our institution. These activities help

youngsters to solve their problems. Number of cells/units are there in our college like NSS, Road safety cell, legal literacy cell,Anti tobacco electrol cell and women's cell etc transform the students as the leaders of social change to provide lasting solutions to social problems. An eleven days camp was also organized by NSS in nearby adopted Village chandana. People are awared about many social issues by NSS volunteers through various activities. Vaccination camps were also organized in the institution for giving the first and second covid dose those to the students who are above 18 years old. Various activities like quiz competition, essay writing, slogan writing, poetry recitation, declamation play an important role in the development of overall personality of students. These activities are conducted by the various cells of our organization. These cells also aware students about their personal health and hygiene, road safety diet awareness, tree plantation, blood group detection, health check up camps, dental check-up camp, corona vaccination camps etc

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

0

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

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

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

461

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

461

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

3.5 - Collaboration

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

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

0

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The campus of Indira Gandhi Mahila Mahavidyalya is spread over an area of 5 acres in the middle of the city, Karnal road.

Adequate Facilities such as high standard classroom with proper ventilation, laboratories, library, reading room,seminar hall, well furnished computer lab, Auditorium, rest rooms, sprawling lawns, hostel building are provided in the institution for teaching-learning activities.

Building Name

Infrastructural Resources

Administrative Block

- 1 Principal Office
- 1 Administrative Office
- 1 Computer Lab
- 1 Staff Room
- 10 Rooms

Pt. Chiranji Lal Sharma

Science Block

- 9 Rooms
- 2 Store rooms
- 2 Physics labs
- 2 Chemistry labs
- 1 Staff Room
- 1 Dark room
- 1 Zoology lab
- 1 Botany lab
- 1 Computer lab

Lala Amar Nath Khurania

Commerce & P.G.

Block

- 15 Rooms
- 2 Staff Rooms
- 1 Computer Lab
- 1 Geography Lab

Newly Constructed Block

- 9 Rooms
- 1 Home Science Lab

New Post-graduate Block

- 4 Rooms
- 1 Psychology Lab
- 1 Mass Communication lab

Om Prabha Jain Commercial

Art Block

- **1 Functional English Lab**
- **1 Music Room**
- **1 Gym**
- **1 Hall**
- **1 Store Room**

Tara Mateshwari Library &

Common Hall

- **1 Teacher Reading Room**
- **1 Student reading Room**
- **1 Librarian Room**
- **1 Book Bank Section**

Cultural Event venue

- **1 Seminar Hall**
- **1 Auditorium**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.igmmvkaithal.com/naac-gallery/

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

Cultural Activities

I.G.M.M.V. encourages students to participate in the cultural events held in the college like Youth festival, Commemorative days of National and International importance, Ratnawali, Haryana Day, Inter-College Cultural fest, Talent Hunt and farewell. Student activities are categorized into art literature and drama which include solo dance, group dance, singing, symposium, quiz, declamation, clay modeling, cartooning, flower arrangement etc.

Sports Activities

The campus is provided with basic infrastructure for both education and sports. The outdoor games like football, volleyball,

badminton, lawn tennis, kabaddi and indoor games such as table tennis underneath the standard sport activities of India are conducted.

We have a spacious and well-equipped Gym so that students can utilize the different equipment of Gym to maintain their physical health.

We also conduct yoga classes for the mental and physical fitness of the students.

Sports and Cultural Activities Infrastructure

Sr. No.

Facility

 Area/size

1.

GYM

15*20 sq. feet

2.

Sports Ground

0.6 Acres

3.

Indoor Games

40*200 sq. feet

4.

Music Room

15*15 sq. feet

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://www.igmmvkaithal.com/naac-gallery/</u>

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

12

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://www.igmmvkaithal.com/naac-gallery/</u>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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

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

1.9

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

4.2 - Library as a Learning Resource

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

The Library is automated with College Library Automation System with version 4 and it was partially automated in 2009-10. The

various housekeeping activities of the library such data entry, issue, returns and renewal of books, are done through the software.

The books are being bar coded and classified according to the Dewey Decimal classification.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.igmmvkaithal.com/library/

4.2.2 - The institution has subscription for the **E. None of the above** following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

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

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

1.14

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

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

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

190

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

I.G.M.M.V. has a team of dedicated IT staff to cater the needs related to IT infrastructure and maintenance. IT facilities have been upgraded on the regular basis as per the requirements. All the departments of the college are provided with computers and other related accessories so that the students of the college can access the computer labs. All teaching staff members use ICT in the classrooms and laboratories, whenever needed. The institute has all time Wi-Fi facility in the campus.

Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Following are some basic facilities for updating:

1. Anti-virus (Quick Heal) is regularly installed in Computer. All the computers have Anti-virus.

2. Computer is formatted on regular basis.

3. Wi-Fi connectivity is available in Principal's Office, Administrative Office and various departments including library and laboratories.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.igmmvkaithal.com/naac-gallery/

4.3.2 - Number of Computers

78

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

16.75

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

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

   1. **Laboratory : Each laboratory has one teacher as lab incharge who maintains and upgrades the laboratory with necessary equipments. There is lab attendant in every department who**

maintains the stock register by physically verifying the items round the year. Department wise annual stocks verification is also done

2. Library: Qualified librarian with supporting staff has been appointed to maintain the library. Procurement of books as per the requirement is initiated to library committee by all the subject faculty . To ensure return of books, "No Dues" from the library is mandatory for students before appearing in exams.

3. Sports facility: Physical Education teacher of the institute supervises the sports activities and facilities. Any sports equipment required by the students is made available.

4. IT facility: The laboratory technician and system administrator maintain the IT facility in the institute. In case of major issues, the maintenance vendors are hired .

5. Classroom: Head of the Institute and Departments as well as faculty monitor the cleanliness and ensure all the needs are fulfilled periodically.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.igmmvkaithal.com/naac-gallery/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1233

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

146

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

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

                                                  D. 1 of the above

File Description	Documents
Link to Institutional website	https://www.igmmvkaithal.com/naac-gallery/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

1

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

11

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

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

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

1

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

5.3 - Student Participation and Activities

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

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

37

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	View File

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

Major activities of Arts, Commerce and Science department were organised by the committees , head of the cells and the students. Valuable viewpoints and opinions of students were taken into consideration .

Following are the Committees and Cells of the institution working for the welfare of the Students.

Students Welfare and Council Committees:

Magazine Committees

NSS Committees

IQAC

Thestudentrepresentativesintheabovecommitteeeplayanimportantrolebya ctivelyparticipatingandprovidingideasforoverallimprovementoftheaca demicenvironmentandtobuildthecultureofquality.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

269

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

5.4 - Alumni Engagement

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

There is no registration of Alumni Association in the institution still there is a strong Alumni Association in the college. An Association was formed in the college in 2007-08. This association provided enormous support to motivate present students to enhance the employability and also share their expertise regarding various educational opportunities. Till date a large number of alumni are serving the institute as a Faculty Members. No financial and other support services are taken by the association. The alumni also provide their feedback and valuable recommendations for improvement of the institution and college management always welcome their suggestions.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our vision

To strengthen and sharpen the overall personality of the students in such a manner that they would be assets to the college , society , nation as well as the whole world

Our mission

1. **To provide the quality education through innovative methods and technology .**
2. **To inculcate moral values in the women from all strata of life**
3. **To maintain effectiveness of quality through proper utilization of available resources .**

File Description	Documents
Paste link for additional information	https://www.igmmvkaithal.com/college-mission-and-vision/
Upload any additional information	View File

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

IGMMV has a decentralized administration, the management of institute work under governing body, IGMMV smiti, principal and HODs. The college has excellent sport from governing body which provides complete transparency and flexibility in the decision making process. The governing body has given powers to the principal to take decision in Academic and Co-curricular activities. The governing body meets at regular intervals and monitors the activities of the institute. The Principal conducts regular meetings with the programme coordinators and discuss the activities of the department. The programme coordinators conducts meetings with faculties and Nonteaching staff in the departments and discusses the activities. Under the guidance of the Management, Principal constitutes different committees for the successful operation of the institution.

Yes, in our college there is a culture of participative management. The administration is always open to discussions with teaching and non teaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process.

File Description	Documents
Paste link for additional information	https://www.igmmvkaithal.com/cells-list-2021-22/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has perspective plan . The aspects considered for inclusions are :

1. Publishing paper in reputed journals by faculty members and encourage students to do the same
2. Participation in Conferences
3. Sign MoU with industry for training, interaction, inviting experts for interactive sessions.
4. Guest Lecture, Association Activities of respective departments Industrial and Field Visits, Alumni interaction
5. Purchase of Lab Equipment, Lab Accessories/Tools/Consumables, Software purchase
6. Training of Non-teaching staff

7. Internships and Industry based projects for students
8. Quality enhancement and improved teaching and learning environment.
9. Enhancement of student support systems.
10. Improved student success rate.
11. To be more innovative and be more creative in academic delivery, with strong emphasis on effective integration of technology in the teaching-learning process.
12. The teacher to be more of a facilitator and mentor than just a full time tutor.
13. Life skills will be an integral part in curriculum development and delivery.
14. To emphasize on multi-dimensional evaluation of student learning and to enable that student learning outcomes match with their employers expectations.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.igmmvkaithal.com/cells-list-2021-22/
Upload any additional information	No File Uploaded

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

Late Smt. Om Prabha Jain was supported by the worthy members of Bal Shiksha Samiti in the challenging venture to establish a girl's college in 1970. The foundation stone was laid by then Chief Minister, Ch. Bansi Lal on 10th April, 1970. Our Governing body is working very efficiently for the upliftment of the college under the guidance of our unopposed President, Sh. Ram Bahadur Khurania, who has been working tirelessly for the progress of college. The day since Sh. Jagdish Bahadur Khurania has taken the charge of Mahila Mahavidyalaya Samiti, the college has been adding new dimensions of achievement and progress. Many dignitaries have visited from time to time, and appreciated our college and encouraged the students and staff for doing constructive work in the field of education and other extracurricular activities so that girls of this college may be empowered and be made financially independent. Our College is governed by Department of Higher Education, Haryana However, the administration of our college is the responsibility of the Principal who is directly

accountable to the department of higher education. Administration of the college including principal office, administrative office functions with E- Governance system.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://www.igmmvkaithal.com/management/
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

SR.NO.

TEACHING STAFF WELFARE MEASURES

1.

Loan facility and advances.

2.

Gratuity for staff under aided structure.

3.

A welfare society for Teaching and Non Teaching Staff employees for extreme exigencies.

4.

Casual leaves

5.

Emergency leaves.

6.

Fee concession in IGPS and college for employee's children.

SR. NO.

NON TEACHING WELFARE MEASURES

1.

Loan facility and maternity leave.

2.

Pension and gratuity for staff under aided structure.

3.

Uniform for class IV employees.

4.

A welfare society for Teaching and Non Teaching Staff employees for extreme exigencies.

5.

Casual leaves

6.

Emergency leaves.

7.

Fee concession in IGPS and college for employee's children.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

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

0

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

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

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

5 teachers of IGMMV attending the two day national level programme on implementation of NEP 2020 ROLE OF TEACHERS organized by RKSD on 6th -7th may 2022.

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

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

Quality teaching is imperative for improving student outcomes and achievements and to ensure this there is an Internal Appraisal

System for all its staff members headed by the worthy Principal of the college. The stock of teaching performance is computed by reflecting the involvement of the teacher in curricular, co-curricular and extra-curricular activities. During the appraisal the staff members are given opportunities to pen down their special achievements which can upgrade their overall performance like-

- Academic performance- It includes academic performance of students as well as academic achievements of staff members like qualifying UGC NET Exam, GATE or pursuing any additional degree or PHD.
- Publication in Journals and Conferences.
- Number of seminars and workshops attended by the staff members.
- Participation in Faculty development programs.
- Organising Department and Inter Department activities.
- Industrial visits and educational trips organised for the students.
- Online / Hands-on courses certificate programmes, webinars and courses done by the staff members.

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

6.4 - Financial Management and Resource Mobilization

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

Auditing is an important part of the functioning of Institute. In Igmmv regularly conducts internal audit of all the funds at their own level by hiring the private auditor of different funds like – fund, salary account, pension account, UGC, scholarship account and NSS account. The purpose of internal audit is to provide an objective source of information to the management with a view to the efficient conduct of activities of the institute, safeguarding assets, preventing and detecting fraud and other unlawful acts, completeness & accuracy of financial records, and timely preparation of financial statements. The audit also includes evaluating the appropriateness of accounting policies used and the reasonability of the accounting estimates made as well as

evaluating the overall presentation of the financial statements. The college audit is updated till this session.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

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

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

All the administrative and academic heads along with coordinators of different cells (viz., research committee, placement cell, library advisory committee (for the purchase of books / journals), purchase committee (for repair and maintenance cost) software and internet charges, printing and stationary, equipment and consumables, furniture and fixtures), NSS cell, sports, cultural committee etc., will submit the budget requirements for the coming academic year. The college prepares an annual budget estimate duly considering the proposals received and also the recommendations of the principal and management.

The expenses of the funds are mainly due to the following

1. Salaries

2. Departmental expenses

3. Infrastructure

4. Maintenance etc.

5. Administrative expenses

6. Cultural & Co-curricular activities

7. Library and laboratory up gradation

Optimal utilization of resources:

- Sufficient funds are allocated for effective teaching-learning practices that include training programs, orientation programs, workshops, and interdisciplinary activities.
- Budget is utilized to meet day-to-day operational and administrative expenses and maintenance of fixed assets.
- Requisite funds are utilized every year towards the enhancement of library facilities to augment learning facilities.
- Adequate funds are utilized for the development of and maintenance of the infrastructure of the institute.
- Some funds are utilized for community development and social welfare activities.

The main motto of resource mobilization and utilization of resources is to put the IGMMV on standard with a view to achieving the best quality teaching and unique quality of students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC of the institute persistently strives from framing strategies to bring an effective, cohesive and mutually beneficial networking between the members of the alumni, to improve the teaching-learning process through increased use of ICT, expanding the scope of the library, skill development courses, arranging for

industrial visit/training of students, assisting in placements, etc. IQAC encourages various committees/cells of the institute like NSS, career and development , red cross and red ribbon , alumni association to organize awareness camps, extension and service oriented activities. IQAC facilitates the creation of learner centric environment by adopting the required knowledge and technology for participatory teaching and learning process. IQAC maintains institutional database, also analyzes feedback from various offline and online sources. IQAC periodically conducts academic and administrative audits and follow up procedures. IQAC prepares and submits Annual Quality Assurance Report as per the guidelines and parameters of NAAC. Industrial visits were carried out during the academic year for the students to enhance their practical knowledge. Development of problem based learning, improvement in creative, critical thinking, presentation skills and communication skills of students. In this year our college sending proposal for the enhancement of seats so that more girls can take the opportunity of better education .

File Description	Documents
Paste link for additional information	https://www.igmmvkaithal.com/iqac/
Upload any additional information	View File

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

A. The lesson plan is prepared by the faculty members for all the subjects they teach in that particular semester.

B. Everyday faculty prepare and submit details of the lecture along with the topic covered on an online portal.

C. The institute monitors the performance of the students regularly. It has specified procedure to collect and analyze data on student learning outcomes; the following points are adopted by the institute in this context:

1. Regular class tests and interactions

2. Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.

3.Semester system of examination for all courses

4. Providing Question bank of various subjects to the students.

5. Timely Redressal of students' grievances.

6. At least 75% Attendance is compulsory in each semester.

7. Extra classes for weak students to solve their problems.

D.Effective internal examination and evaluation systems: Institute maintains an effective internal examination and evaluation system.

Students' result analysis: Institute has the provision of analysis of students' performance after the announcement of their semester results.

E.Parent's feedback- Parents are also approached to know about their experiences with the college regarding admission procedure, work culture, sports and cultural activities ,academic discipline and examination system.

File Description	Documents
Paste link for additional information	https://www.igmmvkaithal.com/feedback-form-analysis/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.igmmvkaithal.com/annual-report/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Women Cell organized an Online State Level Inter College Essay Writing and Declamation Competition on the topic health and hygiene: Women, and Empowered Women-Empowered India. Students of different colleges were participated in this competition. Our students also participated in State Level Online PPT Making Competition organized by Mukand Lal National College, Yamunanagar on the topic Women Empowerment, organized by Government College for Women on the topic Women in Politics, online National level Poster Making Competition organized by R. K. S. D.(P. G.) College, Kaithal on the topic Girl Child. Our faculty member also attended seminar organized by National Commission for Women celebrating 30th foundation day on the topic She- The Change Maker. college celebrated International Women's Day. Safety Program in the college- judo and karate skills were taught to the students. college organized an online slogan competition on National Girls Child Day. A "Cancer Awareness" program was organized by Red Cross and Red Ribbon Cell. The poster making competition was organized in the college on the theme Stop Women Harassment.

File Description	Documents
Annual gender sensitization action plan	https://www.igmmvkaithal.com/gender-sensitization/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.igmmvkaithal.com/gender-sensitization/

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste can be categorized into three types: biodegradable, non-biodegradable and hazardous waste. Bio-degradable wastes include food wastes, canteen waste, wastes from toilets etc. Non-biodegradable wastes include plastic, tins and glass bottles etc. Hazardous waste is waste that is likely to be a threat to health or the environment like cleaning chemicals, acids and laboratory chemicals. Various activities of each department and office of I.G.(P.G.).M.M.V.KAITHAL generates waste material which is thrown in the small dustbins placed at each department and office.Further housekeeping staff of the college transfer the waste material to bigger bins.

Liquid waste is generated from Science laboratories.Liquid wastes generated by the College are of two types: 1. Sewage waste. 2. Laboratory .this waste is collected and then discharged in to the municipal sewage system.

E-wastes are generated from computer laboratories, Physics Labs, administrative and academic offices and Chemistry Lab. The e-waste includes out of order equipment or obsolete items like lab instruments, desktops and accessories, printers, cartridges, display units, scientific instruments, wires etc. All these wastes are put to optimal use. All such equipments which cannot be reused or recycled are being disposed off through authorised vendors.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

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

E. None of the above

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

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

C. Any 2 of the above

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

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

Institution provides an inclusive environment for everyone with

tolerance and harmony towards cultural, regional, linguistic,

communal, socioeconomic and other diversities. Different sports and

cultural activities were organized inside the college to promote

harmony towards each other. Commemorative days like (1)

International Women's Day (2) Yoga Day, HIV/AIDS Awareness along

with many regional festivals like Lohri,Diwali,Independence

day,Republic Day are celebrated in the college. This establishes

positive interaction among studentsof different racial and cultural

backgrounds. There are different Cells in the institute like Sexual

Harrasment and Grievance Cell, Women Cell which deal with grievances

without considering anyone's racial or cultural background.

Institute has code of ethics for students and a separate code of

ethics for teachers and other employees which is to be followed by

each one of them irrespective of their cultural, regional,

linguistic, communal, socioeconomic and other diversities. Anti

Tobacco Cell has been established for the purpose of spreading

awareness and providing necessary treatment and referrals wherever

necessary to the needy. We celebrate Shahidi Diwas,Gurunanak Jayanti,Maharishi Valmiki Jayanti,World environment day,Teacher's day etc. in our college campus to aware the students about their their culture, region, linguistic, communal, socioeconomic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

A poster making Awareness program was held in the college by Anti-Tobacco cell on 8th april,202 on World Health Day

A rally was organized on the World No Tobacco Day on 31 May 2022.

On 1st December 2021 in Observance of World AIDS Day fortnight activity from 1st to

15 th December 2021 in Red Ribbon Club of Haryana.

On 25 March 2022, A "Cancer Awareness" program was organized by Red Cross and

Red Ribbon Cell under N.S.S. Camp.

On 14 April 2022, "PowerPoint Presentation" was given by students on – HIV AIDS etc.

On 15-06-22, ' A Lecture on Drug Addiction and Mental Issues' was organized by Red

Cross Cell.

Under NSS,a rally was organized on the World Cycle Day on 3 june,2022.

Under NSS, 125th birth anniversary of Subhash Chandra Bose

Under NSS,Covid vaccination camp was organized in the college.

Under NSS, a seven day and night camp was organized from 23 March,2022 to 30 March,2022.

Under Swami Vivekananda and Youth cell, 159th birth anniversary of Swami Vivekananda on 12 January 2022

Under ICCASH, a poster making activity was organized in the college.

Essay writing, Declamation, Rangoli and Mehandi Competition had organized in our college on 23rd Nov, 2021.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.igmmvkaithal.com/sensitization-of-students-and-employees/
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to   A. All of the above

the Code of Conduct Institution organizes professional ethics programmes for students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

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

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

Different National/International Commemorative days, events and festivals are celebrated in the college to educate the staff and students, to enhance their knowledge and to keep them updated regarding various cultural, religious and moral aspects related to the world .Maximum number of occasions like World Health day, National girl child day, World environment day, Shahidi Diwas , World AIDS day, National Mathematics Day, International Women Day, World Earth Day,World Cycle Day,Mental Health Day are celebrated in the College. Founder's Day was celebrated in the College on the occasion of Birth Anniversary of Late Smt. Om Prabha Jain, Founder of the College in which Hawan Ceremony was organised. Students also recited poem on this day on biography of Late Smt. Om Prabha Jain and Importance of Women. State level online essay writing and poster making competition was organised by the College on biography of Swami Vivekanand and Effect of Ragging on students and An anti-ragging laws in India on the birthday of Swami Vivekanand. On birthday of Late Dr. Shanno Devi ,'Hindi Diwas' was celebrated in our College. International Yoga Day was celebrated in which students performed Yoga. 15 days yoga training programme was also organized in our college.

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

7.2 - Best Practices

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

BEST PRACTICES

A. Green and Eco-friendly Campus

The objective of concept of green campus is to lay great emphasis on various practices related to environment and sustainability. This mainly consists of harnessing sustainable energy, water conservation and maintaining greenery. Rainwater harvesting and solar energy pannel system have already been installed inside the campus.Students are motivated to make our environment green.Students took initiative and brought saplings and planted 120 saplings on World environment day inside the college.

B. Student Empowerment

Students are the lifelines of any institute and thus need a profound care and attention for their development. The institute empowers the students through the following measures:

1) Discipline and Regularity: We lay a great emphasis on discipline. The class attendance is regularly monitored. The parents of the students having less than 75% attendance are informed at regular intervals through SMS.

2) Communication Skills: Special emphasis is given to improve communication skills of the students. In addition of this, we introduce a language laboratory to improve their listening, speaking and writing skills in English.

3) Scholarships: The institute provides scholarships to students based on need and academic excellence to support them continue

their studies.

4)Extra-curricular Activities: The institute devotes weekly dedicated hours to extra curricular activities organized through various cells including games and sportswith a potential participation of students and teachers.

File Description	Documents
Best practices in the Institutional website	https://www.igmmvkaithal.com/best-practices/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The establishment of the I.G.M.M.V symbolizes the ascendance of

plateau of achievement of academic excellence, in dissemination of

quality education from U.G Level to P.G. Level. To recruit and

retain well qualified motivated faculty and staff and provide an

adequate infrastructure, equipment and machinery has been our main

focus. Our college provides an adequate exposure to the students to

the world of work. Library enrichment and providing latest teaching

gadgets and process to promote effective teaching and learning

remains the primary concerns of the college. Institute provides

holistic education to develop skills, knowledge and values through

well-structured curriculum and instructions. The institution

continuously works upon motivating students in enriching their

potentials to achieve top university positions. It is the result of

the hard work and dedication of the faculty that our 11 students got

1st position, 7 students got 2nd position, 16 students got 3rd

position, 10 students got 4th position, 12 students got 5th position,

8 students got 6th position, 10 students got 7th position, 11 students

got 8th position, 7 students got 9th position and 12 students got

10th position at U.G. and P.G. Level.

Part B
CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated to Kurukshetra University, Kurukshetra and strictly follows the curriculum as prescribed by the University. Our faculty members contribute significantly in effective curriculum delivery through systematic and strategicmechanism:

1. Academic Calender: The college follows the Academic Calender issued by the Kurukshetra University and executes it in a well planned manner. As the semester starts, meeting is scheduled by the Principal, along with IQAC members, Vice-Principal, Heads of all the Departments.

2. TimeTable: The College constitutes the Time-Table Committee. A specific Time table is designed by respective departments. Time-Tables are displayed on the Notice-Board.

3. Teaching Plan: Our faculty members strictly follow the teaching plans prepared by them at the beginning of academic year.Extra classes are taken by teaching faculty to ensure the optimum delivery of the curriculum.

4. Library: All students are given access to the latest books available in the library through a well-planned system (College Library Automation System).

5. Feedback: Feedback is collected from the faculty, students, alumni and parents. Collected feedback is analyzed using different parameters.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	**Nil**

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

Academic Calendar: Affiliated to Kurukshetra University, Kurukshetra, the college follows the curriculum planned and designed by the University. For the effective delivery of the curriculum, the college follows the Academic Calendar as designed by the University. The teaching days and examination dates are provided by the University. Teaching plans are maintained according to these dates. Assignments are submitted by the students as per the dates given by the teachers. Sessional exams are conducted as per the schedule of the Final examinations of the university. Internal Assessment is done on the basis of the attendance of the students, marks obtained in the sessional & evaluated assignments as per the criteria provided by the university.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.igmmvkaithal.com/

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	<u>View File</u>

1.2 - Academic Flexibility

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

418/2442

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

I.G.M.M.V.Kaithal very effectively integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and sustainability into the curriculum. The college follows the syllabus prescribed by Kurukshetra University, Kurukshetra in which Environment Studies is prescribed as a compulsory subject for 1st year students of all courses. Number of activities are conducted for women and girl students to make them aware about their rights and duties. Women Cell, Legal Literacy Cell, Sexual Harassment Cell, ICCASH and other cells as well take initiative in organizing such type of activities. Various departments also involve some activities including Gender to make them conscious of their roles. NSS promotes environmental protection through plantation and other sustainable development programmes. Every year NSS units undertake a host of activities in the nearby villages during the special camps.Various activities like tree Plantation, village adoption & cleanliness drive, Debate competition NSS Rally, Poster making, Chart making, Pot-Painting, Cooking, Visit to Leprosy patients (Charity) etc. are organized to create awareness regarding environment, biodiversity etc. To make the students socially aware about Human Values and Professional ethics the institution integrates human values & ethical values by organizing many activities like Blood Donation Camp, Dental check Camp, Covid-19 Awareness camp, Road Safety Campaign etc. through NSS and other Cells like Red Ribbon Cell, Red Cross Society, Legal Literacy Cell, Swami Vivekanand Youth Cell. Road Safety Club, Anti-Ragging Committee and other departments as well.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

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

1

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

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

27

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	**B. Any 3 of the above**

institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows | **A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

910

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

446

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The learning levels of the students are assessed in the institution. When students are enrolled in various streams slow learners and advanced learners are judged on the basis of their 10+2 marks. This evaluation is done on the basis of class tests also. Our faculty members extend valid support in identifying the students and to bridge the gap between the slow learners and advanced learners.

Slow learner

- The IA marks and attendance of the slow learners are informed to their parents through the phone.
- The tutorial and remedial classes are conducted to improve their academic performance.
- Counselling sessions are organized by our counselling expert's faculty members of psychology department.

Advanced learners

- Advanced learners are constantly guided and encouraged for participation in various competitions.
- The mentors identify their interest and talent in various domain and then guide & motivate them.
- Students are encouraged to participate in State and National Level events like paper presentation, poster presentation etc.
- Students are encouraged to participate in various activities like debate, group-discussion, quiz etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
nil	**nil**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

To enhance the learning experiences of the students, the institute practices student-centric approach in the teaching methodology. This methodology helps to transform the students from being passive recipients to active and involved learners. The teacher facilitates learning by allowing each individual student to know at their personal level by ensuring their involvement in class activities

These include: seminars, mini projects, paper presentations, poster presentations, Role-play, Team-work, Debate, group discussion. Quizzes and case studies, nukkad natak etc. Nukkad natak, debates on contemporary issues are provides a comprehensive understanding to the students enabling them to self evaluate their views and ultimately develop their mentality. Student development programs and workshops are conducted to enhance the learning capabilities of the students.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

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

Information and communication technologies (ICT) play an important role in the learning process of student. Faculty combines technology with traditional mode of instruction to engage students in long term learning. Faculty most often use ICT for routine tasks like for preparing lesson plan, record

keeping, and power point presentation.

ICT Tools:

1. Projectors- 11projectors are available in different classrooms/labs

2. Desktop Arranged at Computer Labs and administrative block.

3. Printers- They is installed at Labs and all prominent places.

4. Photocopier machines - Multifunction printers are available at all prominent places in the institute. There are Photostat machines available in campus.

5. Scanners- Multifunction printers are available at all prominent places.

6. Smart Board- smart board is installed in the campus.

7. Seminar room - It is digitally equipped with mike, projector, cameras and computer system.

8. Online Classes through Zoom, Google Meet.

Use of ICT by Faculty

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

C. Online quiz- Faculties prepare online quiz for students with the help of GOOGLE FORMS.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

latest completed academic year)

2.3.3.1 - Number of mentors

fifty

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

0

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	**No File Uploaded**

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

2.4.3.1 - Total experience of full-time teachers

0

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	**No File Uploaded**

2.5 - Evaluation Process and Reforms

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

Affiliated to Kurukshetra University, Kurukshetra, it follows rules and guidelines provided by the university regarding the assessment and evaluation process. The internal assessment is carried out in a systematic manner for all courses. For under graduate as well as P.G. courses Internal assessment is carried out in a systematic manner for all courses. For under-graduate as well as P.G. Internal assessment follows the criteria given here:

1. **Two hand written Assignments (1st Assignment after one month and 2nd Assignment after two months): 10%**
2. **One class test (One period duration): 5%**
3. **Attendance: 5%**

Marks for attendance are given as under:

1. 91% onwards 5 marks

2. 81% to 90% 4 marks

3. 75% to 80% 3 marks

4. 70% to 74% 2 marks

5. 65% to 69% 1 mark

College provides information regarding internal assessment to

all the students through orientation programmes at the very
first semester. Academic Calendar is strictly followed. Faculty
members follow their lesson-plans. Internal examinations are
conducted to evaluate the students' academic assessment.
Internal assessment is done on the basis of these examinations,
class attendance and assignments.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

At the Institute level, University Examination committee,
comprising

of The Principal (Chief Superintendent of Examinations),
Controller of Examination (COE), senior faculty and other
teaching staff as members, is constituted to deal with
examination related grievances.

Grievances raised by students are effectively communicated to
the University for needful actions. The responses for the
grievances from the University are communicated to the students
immediately.

Following are the possible grievances raised by the students,

The student can apply for the photocopy of the answer script
and revaluationas per the university norms.

Any grievancerelated to university question paper like out of
syllabus; after making an analysis by the subject handling

facultieswith Department Head in-turn proceeds the same to the
Universityimmediately through the Principal.

Repeated questions, improper split of marks, missing data,
wrong question number during semester exams

are reported to the Principals in turn communicated to the
Registrar ofUniversity.

University decision or information after resolving the grievances isintimated to the Principal. It is also conveyed

to the studentsthrough COE. Such as, when results of the students are withheld these kind of discrepancies areforwarded to the University. Letters are forwarded through the Head of the Institute of the college to the Registrar (Evaluation).

File Description	Documents
Any additional information	[View File]()
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated learning outcomes of the programmes and course. The institution follows the following mechanism to communicate the outcomes to the teachers and students.

- Syllabi (Hard copies) and learning outcomes are available in the departments for the ready reference to the teachers and students.
- Outcomes are communicated to the teachers through IQAC meetings and Faculty meetings.
- The students are made aware of the outcomes through orientation, and in class-rooms as well.

The institution is running under graduate courses (B.A.,B.Com.,B.Sc.,B.C.A.,BAMC) Post Graduate courses (M.A. in English, M.A.in Economics, M.Sc. in Mathematics, M.Com., PGDCA) and Functional English Add-on-Course. There are 21subjects taught in the college viz; English, Hindi, Economics, Political Science, History, Sanskrit, Mathematics, Physical Education, Commercial Arts, Music Vocal, Home Science, Geography, Psychology, Computer Science, Botany, Zoology, Physics, Chemistry, Commerce, Mass Communication and Environmental Studies.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.igmmvkaithal.com/programme-outcome/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college offers Under Graduate & Post Graduate courses, PGDCA and Functional English (Add-on) course under the faculty of Arts, Commerce and Science. For these courses and programmes. Programme outcomes are set and evaluated by the institution and the same are communicated to the students and the teachers as well.

After evaluating the outcomes, it has been observed that the strength of the students as well as passing percentage of the students increased progressively. The students are getting top positions in University in Academics. Ratio of those students taking admission from U.G.Courses to P.G.Courses also increased. (In 2020-21, 92 students from different streams were in Top 10 positions in University). The college was very conscious in attaining the P.O.'s and Co's and implemented the mechanism accordingly.

- **The institute followed the Academic Calendar followed by the University.**
- **Subject teachers maintained their Teaching/lesson-plans.**
- **Subject teachers prepared semester wise evaluation reports.**
- **Internal examination committee analyzed evaluation reports of results.**
- **Feedback from the stakeholders was considered for the attainment of the outcomes.**
- **Students' progression report and placement records were maintained by Career Guidance & Placement Cell.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.igmmvkaithal.com/

2.6.3 - Pass percentage of Students during the year

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

656

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	[igmmvkaithal.com/annual-report/](#)

2.7 - Student Satisfaction Survey

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

https://www.igmmvkaithal.com/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

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

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

0

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

3.2 - Innovation Ecosystem

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

Our institution contributes to knowledge which is developed through conducting good educational activities, research activities and generating innovative concepts and new creation. Highly qualified faculty is recruited to motivate the students about how to utilise the existing resources for research and development activities. Faculty members are encouraged to pursue their Ph.D work as well as participate in various skill enhancement programs our college has research cell which motivate both teachers and students to work on research projects. PPts on research topics are presented by students for the creation and transfer of knowledge on research. It encourage teachers to public research papers in National and institutional webinars and conference and participation in activities related to research to enhance they are knowledge in the area of interest.

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

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

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

0

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

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

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

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

0

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

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

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

8

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

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

In order to sensitize students towards the needs of the community and to promote institute-neighborhood

community.Various extension activities are organized by our institution. These activities help youngsters to solve their problems. Number of cells/units are there in our college like NSS, Road safety cell, legal literacy cell,Anti tobacco electrol cell and women's cell etc transform the students as the leaders of social change to provide lasting solutions to social problems. An eleven days camp was also organized by NSS in nearby adopted Village chandana. People are awared about many social issues by NSS volunteers through various activities. Vaccination camps were also organized in the institution for giving the first and second covid dose those to the students who are above 18 years old. Various activities like quiz competition, essay writing, slogan writing, poetry recitation, declamation play an important role in the development of overall personality of students. These activities are conducted by the various cells of our organization. These cells also aware students about their personal health and hygiene, road safety diet awareness, tree plantation, blood group detection, health check up camps, dental check-up camp, corona vaccination camps etc

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

461

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

461

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

3.5 - Collaboration

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

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

0

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The campus of Indira Gandhi Mahila Mahavidyalya is spread over an area of 5 acres in the middle of the city, Karnal road.

Adequate Facilities such as high standard classroom with proper ventilation, laboratories, library, reading room,seminar hall, well furnished computer lab, Auditorium, rest rooms, sprawling lawns, hostel building are provided in the institution for teaching-learning activities.

 Building Name

 Infrastructural Resources

Administrative Block

- 1 Principal Office
- 1 Administrative Office
- 1 Computer Lab
- 1 Staff Room
- 10 Rooms

Pt. Chiranji Lal Sharma

Science Block

- 9 Rooms
- 2 Store rooms
- 2 Physics labs
- 2 Chemistry labs
- 1 Staff Room
- 1 Dark room
- 1 Zoology lab
- 1 Botany lab
- 1 Computer lab

Lala Amar Nath Khurania

Commerce & P.G.

Block

- 15 Rooms
- 2 Staff Rooms
- 1 Computer Lab
- 1 Geography Lab

Newly Constructed Block

- 9 Rooms
- 1 Home Science Lab

New Post-graduate Block

- 4 Rooms
- 1 Psychology Lab
- 1 Mass Communication lab

Om Prabha Jain Commercial

Art Block

- 1 Functional English Lab
- 1 Music Room
- 1 Gym
- 1 Hall
- 1 Store Room

Tara Mateshwari Library &

Common Hall

- 1 Teacher Reading Room
- 1 Student reading Room
- 1 Librarian Room
- 1 Book Bank Section

Cultural Event venue

- 1 Seminar Hall
- 1 Auditorium

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.igmmvkaithal.com/naac-gallery/

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

Cultural Activities

I.G.M.M.V. encourages students to participate in the cultural events held in the college like Youth festival, Commemorative days of National and International importance, Ratnawali, Haryana Day, Inter-College Cultural fest, Talent Hunt and farewell. Student activities are categorized into art literature and drama which include solo dance, group dance, singing, symposium, quiz, declamation, clay modeling, cartooning, flower arrangement etc.

Sports Activities

The campus is provided with basic infrastructure for both education and sports. The outdoor games like football, volleyball, badminton, lawn tennis, kabaddi and indoor games such as table tennis underneath the standard sport activities of India are conducted.

We have a spacious and well-equipped Gym so that students can utilize the different equipment of Gym to maintain their physical health.

We also conduct yoga classes for the mental and physical fitness of the students.

Sports and Cultural Activities Infrastructure

Sr. No.

Facility

 Area/size

1.

GYM

15*20 sq. feet

2.

Sports Ground

0.6 Acres

3.

Indoor Games

40*200 sq. feet

4.

Music Room

15*15 sq. feet

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.igmmvkaithal.com/naac-gallery/

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

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.igmmvkaithal.com/naac-gallery/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.9

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

4.2 - Library as a Learning Resource

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

The Library is automated with College Library Automation System with version 4 and it was partially automated in 2009-10. The various housekeeping activities of the library such data entry, issue, returns and renewal of books, are done through the software.

The books are being bar coded and classified according to the Dewey Decimal classification.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://www.igmmvkaithal.com/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

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

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

1.14

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

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

190

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

I.G.M.M.V. has a team of dedicated IT staff to cater the needs related to IT infrastructure and maintenance. IT facilities have been upgraded on the regular basis as per the requirements. All the departments of the college are provided with computers and other related accessories so that the students of the college can access the computer labs. All teaching staff members use ICT in the classrooms and laboratories, whenever needed. The institute has all time Wi-Fi facility in the campus.

Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Following are some basic facilities for updating:

1. Anti-virus (Quick Heal) is regularly installed in Computer. All the computers have Anti-virus.

2. Computer is formatted on regular basis.

3. Wi-Fi connectivity is available in Principal's Office, Administrative Office and various departments including library and laboratories.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.igmmvkaithal.com/naac-gallery/

4.3.2 - Number of Computers

78

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

16.75

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

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

1. **Laboratory : Each laboratory has one teacher as lab incharge who maintains and upgrades the laboratory with necessary equipments. There is lab attendant in every department who maintains the stock register by physically verifying the items round the year. Department wise annual stocks verification is also done**
2. **Library: Qualified librarian with supporting staff has been appointed to maintain the library. Procurement of books as per the requirement is initiated to library committee by all the subject faculty . To ensure return of books, "No Dues" from the library is mandatory for students before appearing in exams.**
3. **Sports facility: Physical Education teacher of the institute supervises the sports activities and facilities. Any sports equipment required by the students is made available.**
4. **IT facility: The laboratory technician and system administrator maintain the IT facility in the institute. In case of major issues, the maintenance vendors are hired .**
5. **Classroom: Head of the Institute and Departments as well as faculty monitor the cleanliness and ensure all the needs are fulfilled periodically.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.igmmvkaithal.com/naac-gallery/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1233

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

146

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to Institutional website	https://www.igmmvkaithal.com/naac-gallery/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

1

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

11

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

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

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

1

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

5.3 - Student Participation and Activities

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

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

37

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

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

Major activities of Arts, Commerce and Science department were organised by the committees , head of the cells and the students. Valuable viewpoints and opinions of students were taken into consideration .

Following are the Committees and Cells of the institution working for the welfare of the Students.

Students Welfare and Council Committees:

Magazine Committees

NSS Committees

IQAC

Thestudentrepresentativesintheabovecommitteeplayanimportantrole byactivelyparticipatingandprovidingideasforoverallimprovementof theacademicenvironmentandtobuildthecultureofquality.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

269

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

5.4 - Alumni Engagement

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

There is no registration of Alumni Association in the institution still there is a strong Alumni Association in the college. An Association was formed in the college in 2007-08. This association provided enormous support to motivate present students to enhance the employability and also share their expertise regarding various educational opportunities. Till date a large number of alumni are serving the institute as a Faculty Members. No financial and other support services are taken by the association. The alumni also provide their feedback and valuable recommendations for improvement of the institution and college management always welcome their suggestions.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our vision

To strengthen and sharpen the overall personality of the students in such a manner that they would be assets to the college , society , nation as well as the whole world

Our mission

1. **To provide the quality education through innovative methods and technology .**
2. **To inculcate moral values in the women from all strata of life**
3. **To maintain effectiveness of quality through proper utilization of available resources .**

File Description	Documents
Paste link for additional information	https://www.igmmvkaithal.com/college-mission-and-vision/
Upload any additional information	View File

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

IGMMV has a decentralized administration, the management of institute work under governing body, IGMMV smiti, principal and HODs. The college has excellent sport from governing body which provides complete transparency and flexibility in the decision making process. The governing body has given powers to the principal to take decision in Academic and Co-curricular activities. The governing body meets at regular intervals and monitors the activities of the institute. The Principal conducts regular meetings with the programme coordinators and discuss the activities of the department. The programme coordinators conducts meetings with faculties and Nonteaching staff in the departments and discusses the activities. Under the guidance of the Management, Principal constitutes different committees for the successful operation of the institution.

Yes, in our college there is a culture of participative management. The administration is always open to discussions with teaching and non teaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process.

File Description	Documents
Paste link for additional information	https://www.igmmvkaithal.com/cells-list-2021-22/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has perspective plan . The aspects considered for inclusions are :

1. Publishing paper in reputed journals by faculty members and encourage students to do the same
2. Participation in Conferences
3. Sign MoU with industry for training, interaction, inviting experts for interactive sessions.
4. Guest Lecture, Association Activities of respective departments Industrial and Field Visits, Alumni interaction
5. Purchase of Lab Equipment, Lab Accessories/Tools/Consumables, Software purchase

6. Training of Non-teaching staff
7. Internships and Industry based projects for students
8. Quality enhancement and improved teaching and learning environment.
9. Enhancement of student support systems.
10. Improved student success rate.
11. To be more innovative and be more creative in academic delivery, with strong emphasis on effective integration of technology in the teaching-learning process.
12. The teacher to be more of a facilitator and mentor than just a full time tutor.
13. Life skills will be an integral part in curriculum development and delivery.
14. To emphasize on multi-dimensional evaluation of student learning and to enable that student learning outcomes match with their employers expectations.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.igmmvkaithal.com/cells-list-2021-22/
Upload any additional information	No File Uploaded

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

Late Smt. Om Prabha Jain was supported by the worthy members of Bal Shiksha Samiti in the challenging venture to establish a girl's college in 1970. The foundation stone was laid by then Chief Minister, Ch. Bansi Lal on 10th April, 1970. Our Governing body is working very efficiently for the upliftment of the college under the guidance of our unopposed President, Sh. Ram Bahadur Khurania, who has been working tirelessly for the progress of college. The day since Sh. Jagdish Bahadur Khurania has taken the charge of Mahila Mahavidyalaya Samiti, the college has been adding new dimensions of achievement and progress. Many dignitaries have visited from time to time, and appreciated our college and encouraged the students and staff for doing constructive work in the field of education and other extracurricular activities so that girls of this college may be empowered and be made financially independent. Our College is governed by Department of Higher Education, Haryana However,

the administration of our college is the responsibility of the Principal who is directly accountable to the department of higher education. Administration of the college including principal office, administrative office functions with E-Governance system.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.igmmvkaithal.com/management/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

SR.NO.

TEACHING STAFF WELFARE MEASURES

1.

Loan facility and advances.

2.

Gratuity for staff under aided structure.

3.

A welfare society for Teaching and Non Teaching Staff employees for extreme exigencies.

4.

Casual leaves

5.

Emergency leaves.

6.

Fee concession in IGPS and college for employee's children.

SR. NO.

NON TEACHING WELFARE MEASURES

1.

Loan facility and maternity leave.

2.

Pension and gratuity for staff under aided structure.

3.

Uniform for class IV employees.

4.

A welfare society for Teaching and Non Teaching Staff employees for extreme exigencies.

5.

Casual leaves

6.

Emergency leaves.

7.

Fee concession in IGPS and college for employee's children.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

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

0

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

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

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

5 teachers of IGMMV attending the two day national level programme on implementation of NEP 2020 ROLE OF TEACHERS organized by RKSD on 6th -7th may 2022.

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File]()
Details of teachers attending professional development programmes during the year (Data Template)	[View File]()

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

Quality teaching is imperative for improving student outcomes

and achievements and to ensure this there is an Internal Appraisal System for all its staff members headed by the worthy Principal of the college. The stock of teaching performance is computed by reflecting the involvement of the teacher in curricular, co-curricular and extra-curricular activities. During the appraisal the staff members are given opportunities to pen down their special achievements which can upgrade their overall performance like-

- Academic performance- It includes academic performance of students as well as academic achievements of staff members like qualifying UGC NET Exam, GATE or pursuing any additional degree or PHD.
- Publication in Journals and Conferences.
- Number of seminars and workshops attended by the staff members.
- Participation in Faculty development programs.
- Organising Department and Inter Department activities.
- Industrial visits and educational trips organised for the students.
- Online / Hands-on courses certificate programmes, webinars and courses done by the staff members.

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

6.4 - Financial Management and Resource Mobilization

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

Auditing is an important part of the functioning of Institute. In Igmmv regularly conducts internal audit of all the funds at their own level by hiring the private auditor of different funds like - fund, salary account, pension account, UGC, scholarship account and NSS account. The purpose of internal audit is to provide an objective source of information to the management with a view to the efficient conduct of activities of the institute, safeguarding assets, preventing and detecting fraud and other unlawful acts, completeness & accuracy of financial records, and timely preparation of financial statements. The audit also includes evaluating the

appropriateness of accounting policies used and the reasonability of the accounting estimates made as well as evaluating the overall presentation of the financial statements. The college audit is updated till this session.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

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

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

All the administrative and academic heads along with coordinators of different cells (viz., research committee, placement cell, library advisory committee (for the purchase of books / journals), purchase committee (for repair and maintenance cost) software and internet charges, printing and stationary, equipment and consumables, furniture and fixtures), NSS cell, sports, cultural committee etc., will submit the budget requirements for the coming academic year. The college prepares an annual budget estimate duly considering the proposals received and also the recommendations of the principal and management.

The expenses of the funds are mainly due to the following

1. Salaries

2. Departmental expenses

3. Infrastructure

4. Maintenance etc.

5. Administrative expenses

6. Cultural & Co-curricular activities

7. Library and laboratory up gradation

Optimal utilization of resources:

- Sufficient funds are allocated for effective teaching-learning practices that include training programs, orientation programs, workshops, and interdisciplinary activities.
- Budget is utilized to meet day-to-day operational and administrative expenses and maintenance of fixed assets.
- Requisite funds are utilized every year towards the enhancement of library facilities to augment learning facilities.
- Adequate funds are utilized for the development of and maintenance of the infrastructure of the institute.
- Some funds are utilized for community development and social welfare activities.

The main motto of resource mobilization and utilization of resources is to put the IGMMV on standard with a view to achieving the best quality teaching and unique quality of students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC of the institute persistently strives from framing strategies to bring an effective, cohesive and mutually beneficial networking between the members of the alumni, to improve the teaching-learning process through increased use of ICT, expanding the scope of the library, skill development courses, arranging for industrial visit/training of students, assisting in placements, etc. IQAC encourages various committees/cells of the institute like NSS, career and development , red cross and red ribbon , alumni association to organize awareness camps, extension and service oriented activities. IQAC facilitates the creation of learner centric environment by adopting the required knowledge and technology for participatory teaching and learning process. IQAC maintains institutional database, also analyzes feedback from various offline and online sources. IQAC periodically conducts academic and administrative audits and follow up procedures. IQAC prepares and submits Annual Quality Assurance Report as per the guidelines and parameters of NAAC. Industrial visits were carried out during the academic year for the students to enhance their practical knowledge. Development of problem based learning, improvement in creative, critical thinking, presentation skills and communication skills of students. In this year our college sending proposal for the enhancement of seats so that more girls can take the opportunity of better education .

File Description	Documents
Paste link for additional information	https://www.igmmvkaithal.com/iqac/
Upload any additional information	View File

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

A. The lesson plan is prepared by the faculty members for all the subjects they teach in that particular semester.

B. Everyday faculty prepare and submit details of the lecture along with the topic covered on an online portal.

C. The institute monitors the performance of the students regularly. It has specified procedure to collect and analyze data on student learning outcomes; the following points are

adopted by the institute in this context:

1. Regular class tests and interactions

2. Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.

3.Semester system of examination for all courses

4. Providing Question bank of various subjects to the students.

5. Timely Redressal of students' grievances.

6. At least 75% Attendance is compulsory in each semester.

7. Extra classes for weak students to solve their problems.

D.Effective internal examination and evaluation systems: Institute maintains an effective internal examination and evaluation system.

Students' result analysis: Institute has the provision of analysis of students' performance after the announcement of their semester results.

E.Parent's feedback- Parents are also approached to know about their experiences with the college regarding admission procedure, work culture, sports and cultural activities ,academic discipline and examination system.

File Description	Documents
Paste link for additional information	https://www.igmmvkaithal.com/feedback-form-analysis/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality	D. Any 1 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	https://www.igmmvkaithal.com/annual-report/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Women Cell organized an Online State Level Inter College Essay Writing and Declamation Competition on the topic health and hygiene: Women, and Empowered Women-Empowered India. Students of different colleges were participated in this competition. Our students also participated in State Level Online PPT Making Competition organized by Mukand Lal National College, Yamunanagar on the topic Women Empowerment, organized by Government College for Women on the topic Women in Politics, online National level Poster Making Competition organized by R. K. S. D.(P. G.) College, Kaithal on the topic Girl Child. Our faculty member also attended seminar organized by National Commission for Women celebrating 30th foundation day on the topic She- The Change Maker. college celebrated International Women's Day. Safety Program in the college- judo and karate skills were taught to the students. college organized an online slogan competition on National Girls Child Day. A "Cancer Awareness" program was organized by Red Cross and Red Ribbon Cell. The poster making competition was organized in the college on the theme Stop Women Harassment.

File Description	Documents
Annual gender sensitization action plan	https://www.igmmvkaithal.com/gender-sensitization/
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.igmmvkaithal.com/gender-sensitization/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste can be categorized into three types: biodegradable, non-biodegradable and hazardous waste. Bio-degradable wastes include food wastes, canteen waste, wastes from toilets etc. Non-biodegradable wastes include plastic, tins and glass bottles etc. Hazardous waste is waste that is likely to be a threat to health or the environment like cleaning chemicals, acids and laboratory chemicals. Various activities of each department and office of I.G.(P.G.).M.M.V.KAITHAL generates waste material which is thrown in the small dustbins placed at each department and office.Further housekeeping staff of the college transfer the waste material to bigger bins.

Liquid waste is generated from Science laboratories.Liquid wastes generated by the College are of two types: 1. Sewage waste. 2. Laboratory .this waste is collected and then discharged in to the municipal sewage system.

E-wastes are generated from computer laboratories, Physics Labs, administrative and academic offices and Chemistry Lab. The e-waste includes out of order equipment or obsolete items like lab instruments, desktops and accessories, printers, cartridges, display units, scientific instruments, wires etc. All these wastes are put to optimal use. All such equipments which cannot be reused or recycled are being disposed off through authorised vendors.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

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

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

Institution provides an inclusive environment for everyone with

tolerance and harmony towards cultural, regional, linguistic,

communal, socioeconomic and other diversities. Different sports and

cultural activities were organized inside the college to promote

harmony towards each other. Commemorative days like (1)

International Women's Day (2) Yoga Day, HIV/AIDS Awareness along

with many regional festivals like Lohri,Diwali,Independence

day,Republic Day are celebrated in the college. This establishes

positive interaction among studentsof different racial and cultural

backgrounds. There are different Cells in the institute like Sexual

Harrasment and Grievance Cell, Women Cell which deal with grievances

without considering anyone's racial or cultural background.

Institute has code of ethics for students and a separate code of

ethics for teachers and other employees which is to be followed by

each one of them irrespective of their cultural, regional,

linguistic, communal, socioeconomic and other diversities. Anti

Tobacco Cell has been established for the purpose of spreading

awareness and providing necessary treatment and referrals wherever

necessary to the needy. We celebrate Shahidi Diwas,Gurunanak Jayanti,Maharishi Valmiki Jayanti,World environment day,Teacher's day etc. in our college campus to aware the students about their their culture, region, linguistic, communal, socioeconomic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

A poster making Awareness program was held in the college by Anti-Tobacco cell on 8th april,202 on World Health Day

A rally was organized on the World No Tobacco Day on 31 May 2022.

On 1st December 2021 in Observance of World AIDS Day fortnight activity from 1st to

15 th December 2021 in Red Ribbon Club of Haryana.

On 25 March 2022, A "Cancer Awareness" program was organized by Red Cross and

Red Ribbon Cell under N.S.S. Camp.

On 14 April 2022, "PowerPoint Presentation" was given by students on – HIV AIDS etc.

On 15-06-22, ' A Lecture on Drug Addiction and Mental Issues' was organized by Red

Cross Cell.

Under NSS,a rally was organized on the World Cycle Day on 3 june,2022.

Under NSS, 125th birth anniversary of Subhash Chandra Bose

Under NSS,Covid vaccination camp was organized in the college.

Under NSS, a seven day and night camp was organized from 23 March,2022 to 30 March,2022.

Under Swami Vivekananda and Youth cell, 159th birth anniversary of Swami Vivekananda on 12 January 2022

Under ICCASH, a poster making activity was organized in the college.

Essay writing, Declamation, Rangoli and Mehandi Competition had organized in our college on 23rd Nov, 2021.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.igmmvkaithal.com/sensitization-of-students-and-employees/
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

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

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

Different National/International Commemorative days, events and festivals are celebrated in the college to educate the staff and students, to enhance their knowledge and to keep them updated regarding various cultural, religious and moral aspects related to the world .Maximum number of occasions like World Health day, National girl child day, World environment day, Shahidi Diwas , World AIDS day, National Mathematics Day, International Women Day, World Earth Day,World Cycle Day,Mental Health Day are celebrated in the College. Founder's Day was celebrated in the College on the occasion of Birth Anniversary of Late Smt. Om Prabha Jain, Founder of the College in which Hawan Ceremony was organised. Students also recited poem on this day on biography of Late Smt. Om Prabha Jain and Importance of Women. State level online essay writing and poster making competition was organised by the College on biography of Swami Vivekanand and Effect of Ragging on students and An anti-ragging laws in India on the birthday of Swami

Vivekanand. On birthday of Late Dr. Shanno Devi ,'Hindi Diwas' was celebrated in our College. International Yoga Day was celebrated in which students performed Yoga. 15 days yoga training programme was also organized in our college.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

BEST PRACTICES

A. Green and Eco-friendly Campus

The objective of concept of green campus is to lay great emphasis on various practices related to environment and sustainability. This mainly consists of harnessing sustainable energy, water conservation and maintaining greenery. Rainwater harvesting and solar energy pannel system have already been installed inside the campus.Students are motivated to make our environment green.Students took initiative and brought saplings and planted 120 saplings on World environment day inside the college.

B. Student Empowerment

Students are the lifelines of any institute and thus need a profound care and attention for their development. The institute empowers the students through the following measures:

1) Discipline and Regularity: We lay a great emphasis on discipline. The class attendance is regularly monitored. The parents of the students having less than 75% attendance are informed at regular intervals through SMS.

2) Communication Skills: Special emphasis is given to improve

communication skills of the students. In addition of this, we introduce a language laboratory to improve their listening, speaking and writing skills in English.

3) Scholarships: The institute provides scholarships to students based on need and academic excellence to support them continue their studies.

4)Extra-curricular Activities: The institute devotes weekly dedicated hours to extra curricular activities organized through various cells including games and sportswith a potential participation of students and teachers.

File Description	Documents
Best practices in the Institutional website	https://www.igmmvkaithal.com/best-practices/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The establishment of the I.G.M.M.V symbolizes the ascendance of

plateau of achievement of academic excellence, in dissemination of

quality education from U.G Level to P.G. Level. To recruit and

retain well qualified motivated faculty and staff and provide an

adequate infrastructure, equipment and machinery has been our main

focus. Our college provides an adequate exposure to the students to

the world of work. Library enrichment and providing latest

teaching

gadgets and process to promote effective teaching and learning

remains the primary concerns of the college. Institute provides

holistic education to develop skills, knowledge and values through

well-structured curriculum and instructions. The institution

continuously works upon motivating students in enriching their

potentials to achieve top university positions. It is the result of

the hard work and dedication of the faculty that our 11 students got

1st position, 7 students got 2nd position, 16 students got 3rd

position, 10 students got 4th position, 12 students got 5th position,

8 students got 6th position, 10 students got 7th position, 11 students

got 8th position, 7 students got 9th position and 12 students got

10th position at U.G. and P.G. Level.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

1. The college plans to start the following courses from the next

session:

B.A. - 1 more unit

B.A. B.Ed. integrated

M.A. (Pol. Science)

Punjabi (elective) as a subject in B.A.

M.A. (English) - 1 more unit

1. To recruit and retain well qualified motivated faculty.

2. To provide amenities and sports facilities in harmony with nature.

3. To provide holistic value based education and inculcate entrepreunal abilities in students to face the challenges of corporate world.

4. To arrange career guidance programmes.