YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**SANATAN DHARAM MAHILA MAHAVIDYALYA**
• Name of the Head of the institution	**Dr. Suresh Kuamr Gupta**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**01663254214**
• Mobile no	**9896324110**
• Registered e-mail	**principal sdmm@rediffmail.com**
• Alternate e-mail	**madhukakkar1234@gmail.com**
• Address	**sabzi Mandi Road**

• City/Town	**Hansi**
• State/UT	**Haryana**
• Pin Code	**125033**

2.Institutional status

• Affiliated /Constituent	**Affiliated**
• Type of Institution	**Women**
• Location	**Semi-Urban**
• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Guru Jambheshwar University of Science and Technology Hisar**
• Name of the IQAC Coordinator	**Mrs. Madhu Kakkar**
• Phone No.	**01663254214**
• Alternate phone No.	**9671000196**
• Mobile	**9671720070**
• IQAC e-mail address	**principal sdmm@rediffmail.com**
• Alternate Email address	**madhukakkar1234@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	https://sdmahilamahavidyalya.ac.in/?page_id=26341
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://sdmahilamahavidyalya.ac.in/?page_id=26429

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	75.10	2003	29/03/2003	29/03/2008

6.Date of Establishment of IQAC	05/04/2021

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
Nil	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	View File
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
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Significant contributions made by IQAC during the current year (maximum five bullets) 1. Planning and Organisation:- Major Planning was done by IQAC during the year as under:- (i)

Co-curricular and Extra curricular activities for the overall development of students. (ii) Various activities will be organized by Women cell, Legal Literacy Cell, N.S.S., Career Guidance and Placement Cell & Gender championship program etc. (iii) Proper planning for the coverage of the prescribed syllabus in time. (iv) Utilization of ICT Tools. (v) To conduct lectures/Seminars for UG and PG students. (vi) To Consider the new Initiatives and Practices in College. (vii) Timely implementation of administrative decisions. For curriculum enhancement and for development of the institution various quality initiatives were taken:- 1. New value-added courses/foundation courses will be started (like Yoga classes). purchasing of masks & More water coolers will be purchased for students. 2. More ICT facilities for staff and students, Alumni registration, Plantation of Medicinal Plants and herbs & Construction of Administrative block etc were also planned. One-day Orientation Programme was organized before the start of the session. 3.IQAC received feedback from various stakeholders and students. 4.The value of the green initiative was highlighted by the IQAC and various initiatives were taken like tree plantation, Say No to Plastic, cleanliness drives, and carpooling were executed. 5.Various clubs were formed Like, Eco club, Rain water harvesting club, Electricity conservation club, etc for maximum participation of Students. 6.IQAC encouraged our invitees/guests of various functions to donate the funds to our college. 7.The Library automation system had been upgraded. 8.To promote quality in education and broaden the horizons of learning a value-added lecture series was commenced. It is a platform where faculty members share their knowledge with the students through lectures. 9.To smoothen the coordination process in the college the IQAC held periodical meetings/discussions with faculty and non-teaching staff. The main objectives of such meetings were to improve the quality of education for the smooth functioning of the college. In this regard decisions were taken for the benefits of the students. 10.IQAC assesses the need and areas for capacity enhancement in faculty and non teaching. In this context faculty members were allowed to attend refreshers, seminars and workshops etc. and non teaching staff were allowed to attend meeting organised by the university & D.H.E time to time. The focus here is on the development of skills and expansion of existing subject knowledge, research and administrative capabilities. 11.For Holistic development various functions, lectures, workshops, seminars and activities were arranged during the year (extension activities).

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
Due to Corona, students were not allowed to	Nil

attend the college. Online classes were going on. This was the major problem Inspite of this,IQAC made effort to implement the plan of creation.	
1. To Introduce Value added course.	For the development and application of quality initiative for various academic activities of the Institution. IQAC arranged feedback from students on curriculum enhancement .
2. To Promote Research	College encourages faculty members to pursue for research work and to enroll in the Ph.D Programmes in different universities. IQAC Motivated faculty members to Publish research papers & Participate in Workshops/Online Seminars of National and International Level.
3. Library Automation	Library automation system had been upgraded. College is giving more Focus on computers maintenance and Wi-fi system in this regard. E-books through N-list e-resources subscribed by the college library. Currently, in the Library soul software 2.0(L.E) for issuing & returning of the books. We have 7 Computers in library for entry of the books and for working of the software. All Computers are inter-connected through wi-fi BSNL/Airtel internet connection. Online Journal Print out facility is available for the students. Internet facility is also available for faculty and students. Media room is available for the students for e- learning purpose. Library department is computerized by applying the system purpose of Bar-Code reader on all the books.
4. For enhancement of career opportunities	Due to Corona this activity could not be done.
5. Encouraging students to excel in various sports events.	Due to Corona this activity could not be done.
6. Infrastructure and IT facilities.	Currently in the area of infrastructure the focus was laid on the maintenance of college Building. Cement benches for the

	college garden were purchased and Construction of Adm block was started.
7. To promote capacity building and overall human resource development	Recognising the need for constant development and stimulation in academic and non-academic areas, the IQAC organised time to time Various workshops/ seminars during the current year.
8. To promote greater stakeholder engagement in the qualitative process	To enhance stakeholder participation and coordination in the college, the IQAC held periodical meetings/discussions with the constituent units of the college viz., Faculty, Non-Teaching staff and students.The objective of such meetings was to enhance the feedback and coordination process.
9. To promote greater integration of students in the qualitative process of the College.	With a view to facilitate greater representation of students in the quality process, students were involved in IQAC , Discipline committee was formed for more participation of students. Various clubs were formed like Eco club, water conservation club. Rain water Harvesting Club Electricity Conservation Club etc.
10. To undertake green Initiative.	More than 200 Plants including Herbal plants were Planted in the College Campus.

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	17/12/2021

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**5**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**1400**

File Description	Documents
Institutional Data in Prescribed Format	View File

| **2.2**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **294** |

File Description	Documents
Data Template	View File

2.3	**377**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	34

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	17

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	37
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1675469
4.3 Total number of computers on campus for academic purposes	110

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

1.When new students enter in an institution, they come with diverse thoughts, backgrounds and preparations. It is important to help them to adjust to the new environment and inculcates in them the ethos of the institution. These students are normally unaware of campus/college scenario. In order to ease their transition into college, one day Orientation Program for first year students was conducted in the college. Through fresher orientation, students are able to meet with other students, become familiar with campus services, faculty, rules and regulation. Its purpose is to make the students feel comfortable in their new environment. It creates bonding between the batch and faculty.

2. To deliver planned curriculum, faculty members prepare lesson plans and upload it on the college website and same is displayed on the Notice board. Faculty has to deliver their lectures during the semester according to lesson plans. Documentation is maintained in the form of attendance records. While the academic curriculum and its calendar are governed by the GJUS&T, Hisar.

The Time Table Committee of the College headed by time table incharge plans and ensure effective and timely implementation of the curriculum through infrastructural planning i.e. as per number of classrooms. Lectures, Seminars and Workshops by eminent personalities from academics, are held regularly to enhance the curriculum which is application-oriented.

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)

Before the commencement of the academic session, the University publishes the schedule of the academic calendar for affiliating colleges. It contains admission schedule, Teaching terms, vacations, examinations on one hand and on the other hand, the guidelines for online admissions, for various courses and subjects, number of intakes, reservation policy, merit criteria, regulations, and other eligibility conditions, list of holidays, etc uploaded online on Higher Education portal which is easily accessible to the admission aspirants and teachers. All the HODs and Conveners of various committees, clubs and societies prepare the list of events that they would be conducted during the semester and the same is displayed on the departmental notice board to inform the students. It helps in effective curriculum

delivery and sets the roadmap for various academic and extension activities in the college. The calendar is helpful for the students and the teachers as they can plan theirparticipation in various activities well in advance as per schedule.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
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

02

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

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)	**View File**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
0	

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

1.3 - Curriculum Enrichment

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

Environment and Sustainability: - Environmental Studies is taught as a compulsory subject to the students of 1st year of all the streams i.e. B.A, B.Com, and B.Sc. to make them aware of various environmental problems and importance of conservation of environment. In the subject of Sanskrit, moral value education is given to the students through a number of stories and epics such as Hitoupdesh (BA I), Stories from Epics (B.Sc. II), Shrimad Bhagwad Gita(BA I). Through the medium of literature, an effort is made to inculcate moral values in the students.The message of rightness, truth, and other values is given to the students on which they can build a healthy nation. In the subject which are offered to the students of commerce , professional ethics are taught to the students. A vibrant and active Women Cell working throughout the year in enhancing sensitivity about gender-based issues.College oragised to enhance critical thinking (essay, slogan, poster related competitions). To stand

on their own physical, mental health camps, and self-defense camps. Practical assignments are given to students and these include tree plantation and maintenance of college greenery. Lectures organized by Legal Literacy Cell and Women Cells of the college. Compulsory computer awareness program, provision of internet facility use of PowerPoint Presentation during lectures and facility of English language lab are some of the initiatives taken by the college to ensure student's participation in the use of ICT.

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

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

Nil

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
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

Nil

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	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	**https://sdmahilamahavidyalya.ac.in/?page_id=26367**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**View File**
Any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	**https://sdmahilamahavidyalya.ac.in/?page_id=26367**

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

1400

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

306

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

Teachers interact with all thestudents throughout the academic session during classes and other occasions & identify the students as per their pace. Teachers provide materials and necessary guidance to meet out the needs of advanced learners in mentor groups. For slow learners, fundamentals of the subjects are taught in classes and extra care is provided to such a section of students, their queries are addressed, they are regularly given tests and assignments. The mentor plays a crucial role to motivate the slow learners. Advanced learners are encouraged and facilitated to read beyond the prescribed syllabus and are given access to reference books, lecture notes, online study material to supplement their learning. They are also motivated to discuss the latest issues related to the socioeconomic and political scenario. Placement Cell is equipped with the rich title of competitive books especially related to UGC NET, JRF, Bank PO exams, etc. The students exhibiting extraordinary performance are provided opportunities to participate in Inter college, Inter-University, National and International competitions, particularly in the sports.

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

1400	34

File Description	Documents
Any additional information	**View File**

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 make the learning student-centric, teachers encourage class participation of students through question-answer, class assignments, tests, and discussion on different issues. Group assignment as the part of regular teaching and evaluation process along with other activities like NSS, subject society activities like group discussions, quiz, debate, declamation, poster presentation, powerpoint presentation, rangoli and participation in the organization of college functions help students in learning through collaborative efforts. Moreover, the facility of computer and library encourages students to do self-study and improve themselves. The annual college magazine is a platform to give free play to their imagination and to think critically about different matters. Initiation through practical works in labs (Dept. of Computer science,chemistry, physics, etc.) and collection of first-hand information through field visits and educational tours are helpful in nurturing critical thinking & creativity in students. Learning through the use of the Internet, powerpoint presentation, is part of a college regular teaching-learning process. College is well equipped with Wi-Fi access points facility for the internet.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**https://sdmahilamahavidyalya.ac.in/?p=26513**

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

Enhanced use of computers in teaching and making teaching more students centric and participatory through effective use of assignments are some of the measures that add to the teaching pattern going on earlier. These practices help in making teaching and more relevant for students in changing scenario. In order to involve the students in the learning process the teachers invite the students who volunteer themselves for this activity, are given the task and the class is encouraged to raise questions on the related issues. In covid pandemic, most of the teacher emphasize on the blendedteaching & learning mode. Teachers

used various ICT tools such as Google meet, Zoom, You Tube, google classsroom etc in their daily teaching.

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

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

33

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

3

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

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)	**View File**

2.5 - Evaluation Process and Reforms

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

The College has a strong Internal Evaluation System which tests and assesses the comprehension of the students through class tests,assignments, powerpoint presentations and group discussions and role play. This helps in evaluating the students' learning levels and accordingly remedial actions are taken through mentoring and other academic counseling mechanisms to enable them to perform better in the end semester examinations. Each faculty member gives two assignments in each class in all subjects. The assignments are properly evaluated .The marks of internal assessments are displayed on the notice board. Being an affiliated college, the internal evaluation system is as per the guidelines issued by affiliating University. In each course (Subject/ Paper), internal assessment weightage is 20% of total marks and is awarded on the basis of one class test, attendance, two assignment work as well as general behavior of the student in the class. The institution through the college prospectus, timely notices, announcements during general assembly and mentor classes, deliberations during staff meetings make students and faculty aware of the evaluation process. All the students are informed about their performance in-class tests,

assignments, and attendance by displaying on notice boards and in classrooms also. Students having any type of grievances can approach the concerned subject teacher or university incharge for timely redressal. Each faculty member prepares the absentee slips on a daily basis and submits it to the concerned official in the college office.

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

Complaint to individual teachers and if unheard then to thePrincipal is the mechanism for redressal of grievances. All grievances are successfully handled through these processes. There is a Three-Tier time-bound, transparent and efficient system to deal with examination related grievances. At the Department level,grievance regarding internal assessment is handled by the respective subject teacher and Head of the concerned department immediately at the departmental level. At College Level, committee comprising of senior teachers ensure the effective redressal of grievances of the students regarding examinations and internal assessment. The committee ensures the proper and timely display of the date sheet on the notice board. The committee also instructs the office to prepare a schedule of distribution of admit cards to students conveniently to save the time of students. At University Level, If somewhere the fault is at the university level, students' complaints are being forwarded to the concerned authorities of the university for redressal. In addition to the above, the students who due to some unavoidable reasons are unable to write examinations are provided with writers as per the affiliating University examination regulations. Whenever a grievance regarding nondeclaration or error is their individual result; showing absent in the examination; nonreceipt of award and DMC; duplicate DMC; Degree; misprinting the award list; revaluation forms, etc is received,the letters are forwarded to the controller of examinations and other competitive authorities as the case may bein this way all the grievances are resolved in a time-bound and effective manner.

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.

Getting knowledge in the concerned subjects measured by marks in the examination is the obviously stated learning outcome ofthe institution Students and staff are made aware of syllabus & outcomes through classroom interactions, general student assembly, staff meetings, tutorial meetings, mentor groups, notices and engagements at different levels during participation in Extra-curricular activities including NSS, sports and cultural functions.The curriculum and syllabus are discussed with all the students in the begining of the session. The syllabus of all the subjects are displayed on the website along with program outcomes and course outcomes. The outcomes are evaluated through group discussions, class teests , minor tests, presentations etc.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	**https://sdmahilamahavidyalya.ac.in/?page_id=26535**
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

The college encourages feedback from all constituent units of the college viz. the students, faculty members, non-teaching staff, parents and alumni orally through meeting. During admissions, the college also provides additional contact details as support services. The IQAC solicits quality based feedback and suggestions from faculty, non-teaching staff, students, parents of the students, alumni and employers. Further, departmental level feedback is taken from faculty and students to enhance the teaching-learning process. Various feedback boxes have been installed at strategic places such as near IQAC office and principal office. These feedback boxes are opened periodically and the feedback so

received is duly analysed. The analysis of such feedback is done on an institutional level and in case ofany grievance, the appropriate department initiates an inquiry and proposes suitable action to be taken by the Principal. In order to receive feedback from Students, Questionnaires will be filled up by the student which will be properly analyzed so that the Quality of Education can be improved.

The curriculum and syllabus are discussed with all the students in the beginning of the session. The syllabus of all the subjects are displayed on the website. The outcomes are evaluated through group discussion, class test & presentations, etc.

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

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

417

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	**View File**
Paste link for the annual report	**NIL**

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://sdmahilamahavidyalya.ac.in/

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)

Nil

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)	**View File**

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	**View File**

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)	**View File**
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

Use of ICT: The College has introduced ICT tools and applications like Google meet, Zoom etc.

- **Introduction of Bio-Metric attendance system, MIS, HRMS portal for staff members. Due to corona Bio-Metric was not used.**
- **Introduction of semester system in UG/PG classes,**
- **Introduction of assignments and class tests as a part of formative assessment,**
- **Introduction of 'Compulsory Computer Awareness Certificate' program,**
- **Introduction of the on-line application system for admissions and stipends,**
- **The facility of ICT enabled accessories.**
- **Introduction of Eco club.**

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

1

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

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

0

File Description	Documents
URL to the research page on HEI website	**NIL**

List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**View File**
Any additional information	**No File Uploaded**

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

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

0

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

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	**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 and the community through students, various activities were organized by NSS, Women Cell red ribben club and various Departments on social issues. During the last five years, the students were taken to slum areas and various extension activities were carried out during these camps. Elementary level concepts were also taught to the illiterate people. Rally and processions were carried out on social issues like "Traffic-Rules", "HIV-AIDS", "Beti-Bachao, Beti Padhao", "Power to Vote" etc. Various

activities are organized for channelizing the energy of youth in a constructive direction like environment-related programmes, Blood-Donation Camps, Community Development Programmes, Slum-clearance Drive, Disaster Management Programmes and Traffic-Rules Awareness Drives.

File Description	Documents
Paste link for additional information	**https://sdmahilamahavidyalya.ac.in/?page_id=26531**
Upload any additional information	**View File**

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)	**View File**
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

0

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

the year (Data Template)

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

1000 Aprox. in each Programme

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

3.5 - Collaboration

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

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

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.

Motive of the college is to create new facilities according to the changing needs of the institution, and to maintain the available facilities. Main facilities available in the institution is as under.

Specification

Rooms

1. Multipurpose hall

1

2. Edusat room

2

3. Staff room

1

4. Seminar hall

1

5. Sports room

1

6. Computer labs

5

7. Class rooms

30

8. Science labs

3

9. Media room

0

10. Music room

1

11. Commercial art room

2

12. Fashion designing room

1

13. Burser room

1

14. Naac room

1

15. N.S.S room

1

16. Red cross room

1

17. Liabrary

18. Principal office

19. Clerical room-Adm Block

2

20. Wash room

1

a. Female staff

1

b. Male staff

3

c. Students

One block + 3 block = 4

21. Fee collection room

1

22.Diary dispatch cabin

1

Specification

Rooms

23. Principal's retiring room

1

24. Canteen

1

25. Kitchen for staff

1

26. Watch man room

2

27. Class rooms

30

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

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

Sports play a pivotal role in shaping one's personality and maintaining good health keeping that in view college is providing environment and facilities to participate in sports activities at inter colleges. District level, state-level tournaments etc. while games, sports and athletics directly contribute to physical development of students

The institution has the following facilities for sports and games.

1. Indoor games : Yoga, Table Tennis, Carom Board, Chess. Karate etc.

2. Outdoor games : Athletics, Kabbadi, Kho-Kho.

3. Open gym : Open gym in outdoor.

Area:-

Athletic track 400m four lanes, Kho-Kho 29X16 m(women) Kabbadi 13X10m,Open gym 18 station.

The Cultural Committee of the college organizes the Talent Search programme in the beginning of the session having various cultural events and the schedule of different activities are incorporated in the academic calendar of the college. The Cultural Committee sends teams to participate in various cultural events at the University Youth Festivals, Inter-college and State level. On the basis of performances and achievements, the students have bestowed awards during the Annual Prize Distribution Function with a cash prize and merit certificates. We have following facilities also:-

1. Edusat room

2. Common room

3. Seminar room.

4. Music room.

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

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

1. Library having soul 2.0 software and N- list e-resources subscribed through inflibnet, Ahmedabad 2. 32 channel dish installed in hall.

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

Rs. 1948037

File Description	Documents
Upload any additional information	**View File**
Upload audited utilization statements	**No File Uploaded**
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)

Library automation system had been upgraded. College is giving more Focus on computers maintainance and Wi-fi system in this regard. Library has added over 112 books belonging to a diverse spectrum, ranging fromresearch to fiction in the academic year 2020-21. As of now, there are 24169+ e books through N-list e-resources subscribed by the college library. Currently, in the Library soul software 2.0(L.E) for issuing & returning of the books. We have 7 Computers sets in library for entry of the books and for working of the software. All Computers are interconnected through wi-fi BSNL/Airtel internet connection. Online Journal Print out facility is available for the students. Internet facility is also available for faculty and students. Media room is available for the students for elearning purpose. Library department is computerized by applying the system purpose of Bar-Code reader on all the books.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	**NIL**

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	C. Any 2 of the above

File Description	Documents
Upload any additional information	**View File**

Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**View File**

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)

83744

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	**No File Uploaded**
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

3436

File Description	Documents
Any additional information	**View File**
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

The college has updated its IT infrastructure to cater to the needs of the students ensuring effective and outcome-based teaching-learning. The development of ICT as a learning tool has raised the education level and internet applications respond to educators on a real-time basis. Our college facilitates extensive use of ICT resources. All the Departments are provided with computers with internet for the preparation of teaching/learning materials. The college has been making consistent efforts to improve IT infrastructure and facilities

as per the requirements. The College regularly upgrades both the software and the hardware facilities as per academic requirements. Computers are replaced facilities as per academic requirements. Computers are replaced periodically as per requirement. Our institution is well equipped with 110 computers Wi-Fi facility is provided for the students by the B.S.N.L. CCTV cameras are installed in college which are being used for monitoring and surveillance purpose, and for security purpose. We have Biometric attendance, a Wi-Fi. To deliver technology-based lectures we have five computer labs and one media room which is projector enabled and 300 MBPS Bandwidth (MGBPS).

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

4.3.2 - Number of Computers

110

File Description	Documents
Upload any additional information	**View File**
List of Computers	**View File**

4.3.3 - Bandwidth of internet connection in the Institution	A. ≥ 50MBPS

File Description	Documents
Upload any additional Information	**View File**
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)

Rs. 1948037

File Description	Documents
Upload any additional information	**View File**
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.

The policy of the college is to fulfill and upgrade the infrastructural requirements as and when such need

arises. Various committees of the college are constituted to plan and ensure that the available infrastructure

is in line with its academic growth and is optimally utilized. These include:

1. Advisory Committee

2. Timetable Committee

3. General Purchase Committee

4. Library Advisory Committee

The college ensures regular maintenance and servicing of all infrastructural facilities. Furniture and equipment are purchased on regular basis as per the requirements. The college has its own fulltime electrician, sweepers and gardeners.Stock verification of Library books is done by Library Committee.The College awards Annual Maintenance Contracts (AMCs) to external agencies for the maintenance of Generators, LAN, Printers, Projectors, Scanners, laptops and biometric attendance system. The decisions have taken in Advisory Committee regarding initiation of new programmes & activities in the college. The timetable committees evaluate the possibilities of rational and optimal use of the time and space available. Rooms of different sizes are allotted in accordance with the size of the classes. Infrastructure plays a very important role in the process of teaching-learning Consequently

fully equipped laboratories, automated library, seminar room, media room, Computer labs, Edusat room, multipurpose hall, canteen, Student center, spacious class rooms and sports room are the top priority. Regular cleanliness by sweepers, proper garbage disposal, landscaping and maintainance of lawns is done by class four employee.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

575

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

2

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	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**https://sdmahilamahavidyalya.ac.in/?page_id=26377**
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

1200 approx

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

1200 approx

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	**D. Any 1 of the above**

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

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

0

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

67+5 M.Sc

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**View File**

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

2

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**View File**
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)

The College does not have any student council or similar body. As and when required they are taken in the Administrative bodies and their suggestions are invited. Students representation is ensured through 1. Member of IQAC, 2. Student editor in college Magazine, 3 Office- Bearers of different clubs/Association and schemes,4. Students are given administrative assignment for major functions organised by the college,5. N.S.S A.P.O and volunteers represent the college at various levels like, distribution of clothes among poor. They help to educate Adults and children in slums. Other than N.S.S volunteers students of the institution also go for cleanliness drive to motivate the people in different colonies. Besides these activites our N.S.S volunteers gounder Swachh Bharat Abhiyan in different villages. Different rallies are also organised by the Students to aware the public on different social issues under road safety programme. Students also organised various activites. Our Commercial Art Department is also very active. Students of this department conduct various activities like Rangoli, Poster making, Slogan writing. Best out of waste, Re-use of paper etc. N.S.S volunteers and Fashion Designing department distributed masks and sanitisers to students.

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

6

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	**View File**
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

The Alumni Association of S.D.M.M organized Alumni MEET 2020-21 to facilitate consolidate and Coordinate Alumni activities on march 6, 2021 (due to corona). The Alumni meet is organized to reconnect with the Alumni and celebrate their success and various achievements. More Than 61 Alumni attended the meet together with their friends. The Alumni Association maintains a strong bond of relationship with old students.

File Description	Documents
Paste link for additional information	**https://sdmahilamahavidyalya.ac.in/**
Upload any additional information	**View File**

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

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

Vision

The institution is committed to work for the betterment of its students and empowering them with the right kind of education. This college is working for raising independent, empowered confident and skilled girl students.Apart from mandatory regular courses, students shall be equipped with IT literacy, virtues of active citizenship social justice and necessary gender sensitivity. The faculty and management shall put required efforts to achiveve this vision where students can pride themselves for being a product of this institute and cherish it life long.

Mission

Fulfilling the needs of higher education at affordable cost, employing latest development, methods with the active involvement of parents, faculty and management for the benefit of society is the mission of the institute

- **To provide conducive academic atmosphere to students.**
- **To improve over all development of girls students with participation in different activities.**
- **To inculcate discipline as a value among students.**
- **To develop employable skills among students.**
- **To sender service to society.**

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

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

1. Different committees were constituted during the session. In-charges/coordinators of these committees were responsible for the work related to that committee.

2. Advisory committee was constituted during the session to help the principal in all the matters related to management/administration.

3. Different responsibilities were given to different departments for their concerned curricular & extra co- curricular activities.

4. Students play a very important role in maintaining discipline during functions as well as when classes are going on.

5. All the major policy decisions and future action plans are discussed and finalized by the IQAC of the college, Which is constituted by Senior faculty members, administrative officers, students representatives, Industry, society and experts from different fields in order to ensure participative management.

6. Even Non-Teaching and class four employees are also involved for the better conduct of different

activities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- **Institution meticulously develops action plan for effective implementation of the curriculum. Before the commencement of every semester the teacher in-charge/Departmental Time Table Committees conduct their departmental meeting with faculty members make plans taking into account the objectives of curriculum, number of teachers, students and infrastructure available in the college. I**
- **The college promotes extra-curricular involvement amongst students by providing them the freedom to choose, from a wide range of activites.**
- **The examination and evaluation structure are governed by the GJUST,Hisar guidelines, the college attempts to improve the effectiveness of the internal assessment system. The quality improvement strategies focus on maintaining a proper assessment framework The strategies also focus on making the examination process more representative.**
- **Strategies are madeforlibrary aim at constant improvement and development oflibrary services through updation of technology and employment of latest systems in library.**
- **Strategies are made and ICT infrastructure focus on their regular maintenance and timely upgradation while ensuring its utility in the education process.**
- **Online system is adopted for admission process as per D.G.H.E guidelines. To Streamed admission process helpdesk are setup, contact details of Nodal officers are displayed on institutional website and in the campus also. Further, candidates are given specific time slots for formalizing admission to avoid excessive rush.**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**NIL**

Upload any additional information	**View File**

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.

File Description	Documents
Paste link for additional information	**NIL**
Link to Organogram of the institution webpage	**NIL**
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	**C. Any 2 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
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

Teaching Staff

1. Child Care Facility

2. Maternity Leave for Teachers

3. E.S.I. for Teachers & Tours for Teachers.

4. Providing fund.

5. Gratuity

6. Fee concession to children of the employees.

Study leave to Teaching staff.

Non- Teaching

Wheat Loan

Uniform

E.S.I. Provident Fund Gratuity,Fee concession to children of the employees & Tours for them.

Students

1. Earn while you learn scheme amounted to Rs. 1110.

2. Financial support Rs.

3. SC Scholarship Rs.3489455

4. BC Scholarship Rs.247635

5. Book Bank facility in the college library for needy students.

6. Bus pass facility.

7. Sports Facility.

8. Fee Concession & Tour Facility.

9. Scholarships.

10. Funds raised through philanthropist to encourage students who participate in different activities of the college.

11. Maternity Leave for

students.

| 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

Nil

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)	**View File**

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

2

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	**View File**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**View File**

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

etc.)

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

64

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

Haryana Govt. has introduced the Performance Based Appraisal System(PBAS) for teaching and non-teaching staff in the Govt. colleges and universities as per UGC guidelines. All faculty members fill prescribed Performa for self-appraisal. The performance appraisal report is to be filled by the teaching staff in a given prescribed performa which includes three main categories i.e. Category one contains Teaching, Learning, and Evaluation-Related Activities. Category two contains Co-curricular, Extension and Professional Development Related Activities. And Category three is mainly focused on Research and Academic Contributions. The PBAS Performa is a primary mean of assessing a faculty member for the purpose of promotion under Career Advancement Schemes (CAS) and awards. The Performance Appraisal Reports (PBAs) provide good feedback to faculty. The overall report is further reviewed by the Principal and the Convener of IQAC and final performance functioning status is setup and confidentially recorded in the office. Secondly, ACR (Annual Confidential Report) isfilled by each and every teaching staff. This is mandatory for every teaching and nonteaching member.Non-teaching staff:- Every non-teaching staff member is assessed for his/her performance according to his/her works, duties and responsibilities assigned by the Principal. ACR (Annual Confidential Report) is filled by every nonteaching staff member and according to his/her work, grading is assigned by the principal. The systematic procedure has helped the principal to motivate the employees for better performance.

File Description	Documents
Paste link for additional information	**NIL**

Upload any additional information	**View File**

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

As a public institution, college conducts its audit process in accordance with exact guidelines of university & D.G.H.E/ Haryana Govt. Accordingly institution has appointed a clerk for preparing financial statements and college has regularly audited the financial accounts from Chartered Accountant appointed by the President of the governing body of the College. For external audits, University inspection committees, an auditors from DGHE and Auditor General of central government visits the college time to time for auditing work.

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)

4336953

File Description	Documents
Annual statements of accounts	**View File**
Any additional information	**View File**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**View File**

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

All rules reated to financial matters are followed by the institution as per GJU and D.G.H.E. The key decisions related to finance and related matters are taken by Principal& Bursar, who constantly monitor and encourage the proper utilization of allocated funds. The procedure for purchasing materials, first of all, a survey of the market is conducted, then quotations are invited from different suppliers and rates are compared. Finally, the lowest possible rate with the best quality material is selected. The mode of payment is done either by cheque or by internet banking. Under the scheme of 'Earn While You Learn' run by Haryana Govt. hard-working meritorious and poor students are selected from various streams to provide their services in library and office.

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

6.5.1

Significant contributions made by IQAC during the current year.

1. Cocurricular and Extracurricular activities for the overall development.

2. Proper planning and coverage of prescribed syllabus in time.

3. IQAC received feedback from various stakeholders students for curriculum enhancement.

4. The value of green initiative was highlighted by the IQAC and various initiatives were taken like tree plantation, say NO to plastic, cleanliness drive and carpooling were executed.

5. Mentor-Mentee Interaction:-

As per DGHE norms, our college has started mentorship scheme to enhance student's chances for success at all level I.e undergraduate and post-graduate level where individual attention is being given to each and every student. Faculty members are nominated by the

college as group-wise mentors.Each mentor keeps a complete record of students allotted to them. The mentor remains in touch with the students regularly.

6. Reforms initiated on Continuous Internal Evaluation system at the institutional level also done by college under the ageis of IQAC. Students are evaluated at the level of classroom teaching, multiple evaluation formats such as assignments, written tests are employed by faculty member at periodic intervals to test students.

7. The college follows the academic calendar as prepared by the university. The institute prepares academic calendar in coordination with IQAC, incorporating the latest topics and skills required by the students in the form of guest lectures, workshops, field visits, seminars etc. Lesson plans are prepared and uploaded on website. Within the university documented academic calendar.

File Description	Documents
Paste link for additional information	**NIL**
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

Students are encouraged to enhance their communication skills and improve confidence through PPT making competitions. Such activities help students to adopt the latest technology in their learning process. Teachers prepared structured day-wise lesson plans and these are made available to the students before the commencement of the semester. Lesson plans ease the learning process for teachers as well as for students. IQAC monitors and reviews the learning process adopted by teachers. Daily monitoring of the conduct of the classes is done by the Principal. Online exams were also held to inspect the learning level of the students. EDUSAT room special lecturers were conducted on various topics to help students to have a better understanding of concepts.

File Description	Documents
Paste link for additional information	**NIL**
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://sdmahilamahavidyalya.ac.in/?page_id=26550**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**View File**
Upload details of Quality assurance initiatives of the institution (Data Template)	**View File**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has set up a vibrant women cell which actively conductworkshops, training like yoga, self- defence, kararte, mehandi, best out of waste programs,extension lectures on Women empowerment, their safety,Menstrual hygiene, celebration of international women day.Essay writing competition on topic women's discourse vision and contribution in the session 2020-21. There is also legal Literacy cell in the college which works toward the awareness of legal rights of the women. Seven days Workshop also organized for self- defence training.

There are various initiatives taken by the institute during the last five years:-

- Haryana Govt. has launched Durga Shakti application for girls and women safety. It is an initiative from the Haryana police team for women's safety. This application is like an SOS customized especially for the Haryana region.
- Women cell counseling:-

1. Orientation program and students counseling.
2. An orientation program always held in the beginning of the session for the students in which students are make aware about the discipline, scholarships, time talk, various and activities of the college.

- Common Room :-

1. There is separate girl's common room equipped with various facilities for girl students benefits. In common room, sanitary Pad vending Machine is also placed.

File Description	Documents
Annual gender sensitization action plan	**NIl**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**1. International Woman day Celebration 2. Women in Leadership an equal future. 3. Alumni Meet 4. Road Safety under Sadak Suraksha Abhiyan.**

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	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
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 Management:-

1. Keeping separate bins at common places for dry and wet wastes. The bins shall be properly labelled.

2. Disposal of garbage is regularized.

3. Maximum waste generated is recycled and reused. The different forms of waste generated in the campus are kitchen waste/food waste, paper waste, E-waste, dry-organic waste (leaves) and liquid waste/sewage.The waste that is generated from the canteen is food waste an vegetable peels are mostly sent out inpits.

The college also generates a huge amount of garden waste which is mostly in the form of leaves which is deposited in separate chamber and composted to form manure and used for college plantation.

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	**D. Any 1 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**	**D. Any 1of 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	**View File**

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	**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**

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).

To build a nation of youth who are noble in their attitude and morally responsible, the college organizes and conducted several to build and promote an environment for ethical, cultural and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty. The college celebrate the cultural and regional festivals like New-year's day, Fresher party, teacher's day, orientation and farewell program oath, plantation,Youth day, Women's day, Yoga day, Festivals like DiwaliMela Celebration, Holi Milan Celebration, Lohri Celebration etc. Religious ritual activities are performed in the campus.

Beside academic and cultural activities, we have built up many strong infrastructure for a variety of sports activities for the physical development of the students.

In this way the institute's efforts in providing an inclusive environment for everyone with tolerance and hamony towards cultural, regional, linguistic, Scio-economic 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	**View File**

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

The college organizes various programs and activities from time to time for the values, rights, duties and responsibilities of citizens.

College celebrate Independence Day on the 15th of August every year in the campus. The Day marks the importance of freedom and golry of Indian freedom struggle. Different cultural

programmes like patriotic songs, skits are performed to spread the love for the motherland.

Every year on 26th January Republic day is also celebrated in the college campus this day highlights the importance of constitution and adaptation of the constitution of India.

Every year college also celebrates the voter's day on 25 of January to bring awareness among young voter's to cast vote and importance of vote and oath taking ceremony was also organized. National army day also celebrated every year on 15 of January.Blood donation campus also organized every year many students and teachers donate blood inculcate the feeling of help, sacrifice duty to wards society.

Cleanlines drives in the campus is also initiated every year and encourage students to develop habits using dust bins and not to use plastic.

Every year teacher day also celebrated in the college this year Birth anniversary of first education minister Mollana Abul Kalam Azad also celebrated.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	1.Independence day 2. Republic Day 3. Constitution day 4. Corporate Scoial responsibility activity 5. Swachh Bharat abhiyan campaign 6. Tree plantation 7. Voter Day 8. Program on RTI Act through Quiz competition and lecture Delievering.
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	C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded

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	**No File Uploaded**
Any other relevant information	**View File**

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

Institution celebrates national and international commemorative days, events and festivals, Nation festivals paly an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National leaders. The faculty, staff and students of the institution all come together under one umbrella to celebrate these occasions and spread the message of unity, peace, love and happiness throughout. The institute celebrates Republic day, Independence day, Gandhi jayanti,International Yoga day. Martys's day, voters day etc.

Several departments are also actively involved in organizing events involving students and staffs. Birth anniversary of first eduction minister Maulan Abul Kalam Azad. 24th death anniversary of babu sh. Kishori Lal goyal, 158th birth anniversary of Swami Vivekananda, Death anniversary of Swami Ganeshanand ji, Deathanniversary of Mahatma Gandhi ji, brithanniversary of C.V. Raman

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

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 Practice 1 :- Holistic Development of girls students through college activities Best Practice 2 :- Moral Education

File Description	Documents
Best practices in the Institutional website	**https://sdmahilamahavidyalya.ac.in/?p=26554**

Any other relevant information	**1. Dr. Bhim Rao Ambedkar Brith Anniversary. 2. New Year Celebration . 3. Swami Vivekanand Brith Anniversary. 4. Swami Ganeshanand Death Anniversary.**

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 college started functioning in HANSI, in 1970, offering seven subjects with few students. Now there are approximately 1569 students studying in various streams. Prominent among the courses offered presently are B.A., B.Com, B.Sc. Non-Medical, M.Com., M.A English. Courses like B.Com., M.Com., B.Sc.(Non Medical) provide excellent opportunities in the area of Banking, Indian Economic Services, Re-search, Business , Self employment and State and Central government Services. Study of Language opens up various opportunities in the area of Journalism, Public Relations, Writing, Translation and Mass Communication. By achieving excellence in sports our students are getting good jobs in Govt. Sector and private sector too. Through Fashion Designing course. We are enhancing the possibility and employability in various sectors and give chances to girls for self employment too. The laboratories are upgraded and other infrastructure is also being added as needed on the regular basis. Most of the students belong to backward rural areas of Haryana. Their parents are reluctant to send their daughters to co-educational colleges. This college has been catering the needs of this conservative section of Society. The safe and secure environment of the college encourages parents to send their daughters for higher education.

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

Nil