Annual Quality Assurance Report (AQAR)
For the Session 2015-16

Internal Quality Assurance Cell

Maharishi Markandeshwar Univerisity, Mullana- Ambala
(Deemed University established under Section 3 of the UGC Act, 1956)
(NAAC Accredited Grade 'A' University)

The Annual Quality Assurance Report (AQAR) of the IQAC
July 1, 2015 to June 30, 2016

Part – A

AQAR for the year

> 2015 -16

1. Details of the Institution

1.1 Name of the Institution

> Maharishi Markandeshwar University

1.2 Address Line 1

> Mullana - Ambala

Address Line 2

City/Town

> Ambala

State

> Haryana

Pin Code

> 133 207

Institution e-mail address

> Info@mmumullana.org

Contact Nos.

> 01731-304441

Name of the Head of the Institution:

> Dr. Victor Ghambir

Tel. No. with STD Code:

> 01731-304525

Mobile: 80599 30111

Name of the IQAC Co-ordinator: Dr. Sumit Mittal

Mobile: 80599 30412

IQAC e-mail address: registrarmmu@mmumullana.org

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* HRUNGN11435

OR

1.4 **NAAC Executive Committee No. & Date:** EC/71/A&A/4.1
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner-bottom
of your institution's Accreditation Certificate)

1.5 Website address: www.mmumullana.org

Web-link of the AQAR: http://www.mmumullana.org/IQAC/AQAR2015-16.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	3.06	2015	Nov. 15, 2020
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

| 12th June, 2007 |

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

   i. AQAR _____ _____ (DD/MM/YYYY)
  ii. AQAR_____ _____ (DD/MM/YYYY)
 iii. AQAR_____ _____ (DD/MM/YYYY)
 iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State ☐ Central ☐ Deemed ☑ Private ☐

Affiliated College   Yes ☐   No ☑

Constituent College   Yes ☐   No ☑

Autonomous college of UGC   Yes ☐   No ☑

Regulatory Agency approved Institution   Yes ☑   No ☐

(eg. AICTE, BCI, MCI, PCI, INC, ACI)

Type of Institution   Co-education ☑   Men ☐   Women ☐

                Urban ☐   Rural ☑   Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) ☐   UGC 12B ☐

               Grant-in-aid + Self Financing ☐   Totally Self-financing ☑

1.10 Type of Faculty/Programme

Arts ☑   Science ☑   Commerce ☑   Law ☑   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☑   Health Science ☑   Management ☑

Others   (Specify) | . |

1.11 Name of the Affiliating University *(for the Colleges)*

N.A

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University 　N.A

University with Potential for Excellence　N.A　　　UGC-CPE　　N.A

DST Star Scheme　　N.A　　　UGC-CE　　N.A

UGC-Special Assistance Programme　N.A　　　DST-FIST　　N.A

UGC-Innovative PG programmes　N.A　　　Any other *(Specify)*　N.A

UGC-COP Programmes　N.A

2. IQAC Composition and Activities

2.1 No. of Teachers　　03

2.2 No. of Administrative/Technical staff　　02

2.3 No. of students　　01

2.4 No. of Management representatives　　01

2.5 No. of Alumni　　01

2. 6 No. of any other stakeholder　　01

　　community representatives

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

11

2.10 No. of IQAC meetings held

01

2.11 No. of meetings with various stakeholders: Faculty   01

Non-Teaching Staff Students [ ]   Alumni   01   Others

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No [√]

If yes, mention the amount [ ]

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. — International — National — State — Institution Level —

(ii) Themes _____

2.14 Significant Activities and contributions made by IQAC

- Through the regular IQAC audits, the department strives hard to improve the quality of teaching and learning as well as motivation for research activities among staff and students.

- Regular review of
  o Mentoring System
  o Feedback System
  o API
  o Quality Research
  o Course File
  o Mentor's File
  o Analysis of Semester/Annual Result with HOD

It helps teacher to implement certain innovative teaching and learning methods.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Establishment of Center of Excellence	The objective of centre of excellence in the university is to establish strategic partnership with the industries to promote and develop the research capabilities and the professional activities in the emerging areas of engineering and technology. **Google Learning Centre of Excellence**
B.Tech with Software development	B.Tech with Software development is one of the unique course that is in the pipeline for the next year.
MBA ++	University also plan to launch MBA ++ course for the next year
Linkstreet	MOU with link street is in process.

Attach the Academic Calendar of the year as Annexure-II.

2.15 Whether the AQAR was placed in statutory body   Yes √   No ☐

　　Management √   Syndicate ☐   Any other body ☐

　　Provide the details of the action taken

> The Annual Quality Assurance Report has been approved by Board of Management of the University chaired by the Vice-Chancellor.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	22	-	22	_
PG	80	05	80	_
UG	26	_	26	01
PG Diploma	05	_	05	_
Advanced Diploma	_	_	_	_
Diploma	15	07	15	_
Certificate	06	04	06	_
Others	_	_	_	_
Total	154	16	154	01

Interdisciplinary	12	_	12	_
Innovative	_	_	_	_

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	104
Trimester	–
Annual	58
Certificate Courses (6-week Program)	04

1.3 Feedback from stakeholders* Alumni ⎡√⎤ Parents ⎡√⎤ Employers ⎡√⎤ Students ⎡√⎤
(On all aspects

Mode of feedback: Online ⎡√⎤ Manual ⎡√⎤ Co-operating schools (for PEI) ⎡√⎤

***Please provide an analysis of the feedback**

- **Alumni Feedback:** Alumni always praise us for the great teachers, technical labs and infrastructure, as it has contributed to their knowledge and careers.

- **Parents Feedback:** Regularly getting reports from the college about the performance of our ward. The faculty of the college is very competitive and helpful. Also, the facilities such as mess, hostel, transport, library, sports canteen and medical are very good.

- **Employer Feedback:** Our recruiter provide us the true feedback of our quality, not only for the freshers but also of the students, who passed out & working with them for long.

- **Overall Students Feedback:** 90% of the students reported that the University is very good in terms of Hostel, Library, Campus Life, environment, Staff, Facilities like BANK, Post Office, markets etc.

- **Student Satisfaction with Teaching:** 90% of the students reported that the university is excellent in teaching as the methodology adopted for teaching are excellent like through PPTs, webinars, NPTL Videos, seminars etc.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- Yes, the syllabus is revised and updated as per the requirements. Then it is passed by BOS and approved by the Faculty and confirmed by Academic Council of the University.
- As per need of software industries, the papers of Cloud Computing, Mobile Application Development, Business Intelligence and its Applications, Big Data Analysis were introduced in B. Tech (CS/IT) and MCA Course.
- Workshops on Finance, HR and Marketing were added in MBA course.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

- ➢ Prosthetics and Orthotics centre in collaboration with Ottobock.
- ➢ Business Incubation Centre

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty   1026

Total	Asst. Professors	Associate Professors	Professors	Others
1026	327	134	162	403

2.2 No. of permanent faculty with Ph.D.   137

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
110	-	19	-	27	-	65	-	221	-

2.4 No. of Guest and Visiting faculty and Temporary faculty | – | 25 | – |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	29	402	157
Presented papers	61	169	19
Resource Persons	08	41	34

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- On-patient case discussing and learning by teaching
- Demonstration and return demonstration
- Clinical teaching with case presentation
- Nursing Rounds
- Micro teaching
- Video based teaching.
- Use of ICT during lectures, emphasizing on visual impact and learning.
- Techniques such as peer interaction adopted to enhance student's participation during class room teaching.
- Hands on Workshops and events were organized for practical exposure and learning.
- Teachers adopt innovative methods in teaching. Institute-Industry interaction, E-Assignment, supply of subject materials through soft copy, use communication lab, development and usage of software are some of the innovations.
- Value-added courses to enhance the moral and ethical values among the students. Learning from the industry experts through industry visits; Practical exposure to students through events and competitions
- Experiments based on interfacing of hardware and software.
- Use of NPTEL Videos or IES notes.
- Use of audio visual Learning, Use of webinars.
- Use of active learning (including collaborative learning/communities of practice, inquiry-based learning, problem-based learning, and writing assignments)
- Create cooperative learning techniques.
- Developing of organizational theory (including leadership and organizational reform)

- Experimental learning

- Infant oral health education cell.

- Establishment of one to one dental trauma management in dental college.

- Teaching by simulators, quiz, panel discussion, modular based teaching, mock-viva, enbc module, cal.

- Regular Industrial project seminars, personality Development classes, Business role plays, discussion on case studies are the integral part of curriculum.

- Special classes for slow and fast learners.

- EDC helps in inculcate the entrepreneurial traits among the students.

- Bio-Metric system is used for the keeping the attendance record.

- Pre-placement talk and Mock-interviews.

2.7   Total No. of actual teaching days during this academic year

| 214 |

2.8   Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Online Multiple Choice Questions
- Double evaluation (Internal& External) for practical in case of medical course.
- Centralized System

2.9   No. of faculty members involved in curriculum
   restructuring/revision/syllabus development
   as member of Board of Study/Faculty/Curriculum Development workshop

Board of Studies

| 197 |

Faculties

| 210 |

Curriculum Development workshop

| 649 |

2.10 Average percentage of attendance of students

| 75% |

2.11 Course/Programme wise distribution of pass percentage:

Title of Programme	Pass %
MM Engineering College	
B. Tech	75.28%
Bachelor of Science (Medical)	62.50%
Bachelor of Science (Non-Medical)	35.71%
Bachelor of Science (Biotechnology)	37.50%
M. Tech	100.00%
M.Sc. (Chemistry)	87.10%
M.Sc. (Physics)	87.50%
M.Sc. (Mathematics)	81.82%
M.Sc. (Pharmaceutical Chemistry)	100.00%
M.Sc. (Bio-Technology)	40.00%
M.Sc. (Microbiology)	88.89%
MM Institute of Computer Technology & Business Mgt. MCA)	
BCA	47.50%
BCA-MCA (5-Yr. Integrated Course)	100.00%
MCA	94.29%
MM Institute of Management	
BBA	64.81%
BBA–MBA (5-Yr. Integrated course)	69.23%

B.Com	56.41%
B.Com-MBA (5-Yr. Integrated Course)	60.00%
Diploma in Business Management	75.00%
MBA (General)	91.11%
MM Institute of Computer Technology & Business Mgt. (Hotel Mgt)	
BHM&CT	50.00%
B.Sc. (Hospitality & Catering Management)	46.15%
Diploma in:	
- Food Production	100.00%
M.Sc. (Dietics)	100.00%
MM College of Pharmacy	
B. Pharm	61.67%
M. Pharm:	
(i) Quality Assurance	100.00%
(ii) Pharmaceutics	100.00%
(iii) Pharmaceutical Chemistry	100.00%
MM College of Dental Science & Research	
BDS	100.00%
MDS in Nine Specialities:	
(i) Prosthodontics	100.00%
(ii) Oral & Maxillofacial Surgery	100.00%

(iii) Periodontics	100.00%
(iv) Conservative Dentistry	100.00%
(v) Oral Pathology & Microbiology	100.00%
(vi) Orthodontics	100.00%
(vii) Pedodontics	100.00%
(viii) Oral Medicine & Radiology	100.00%
(ix) Community Dentistry	100.00%
MM Institute of Medical Sciences & Research	
MBBS	100.00%
B.Sc. (OT)	100.00%
B.Sc. (MLT)	100.00%
MD/MS:	
PG DIPLOMA	
1 Anaesthesilology	100.00%
2. Anatomy	100.00%
3. Biochemistry	100.00%
4. Community Medicine	100.00%
5. Forensic Medicine	100.00%
6. General Medicine	100.00%
7. Microbiology	100.00%
8. Paediatrics	100.00%

9. Pathology	100.00%
10. Pharmacology	100.00%
11. Radio-Diagnosis	100.00%
12. Dermatology V.L.	100.00%
13. TB & Resp. Diseases	100.00%
14. Otorhinolaryngology	100.00%
15. General Surgery	100.00%
16. Ophthalmology	100.00%
17. Orthopaedic	100.00%
18. Obstetrics & Gyane	100.00%
M.Sc. (Medical) in six specialties:	78.95%
MM College of Nursing / MM Institute of Nursing	
B.Sc. (Nursing)	96.33%
P.B.B.Sc. Nursing	100.00%
M.Sc. (N) in five specialities:	95.65%
MM Institute of Physiotherapy & Rehabilitation	
BPT	87.50%
MPT	100.00%
Department of law, MMU	
BA LL.B	51.72%
LL.B	75.00%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Documenting the teaching and learning processes
- Critical analysis and comparing the progress in teaching and learning processes
- By acting as a rectifying mechanism
- IQAC meets periodically to discuss issues regarding teaching learning and evaluation.
- Adequately plan and manage need of human resources to meet the requirements of fast changing curricula
- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institution
- Focus on student centric learning by organizing seminars, group discussions, case studies, field visits and live projects etc.
- Ensure transparency and confidentiality in evaluation process by masking of roll numbers, coding and decoding of answer books, cross checking of marks etc.
- Documentation of the various programmes / activities leading to quality improvement
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.
- The outcomes of various proposals are recorded for improving the system of the quality of education.
- It also decides on the measures to be taken to improve and sustain the quality of higher education.
- Academic calendar of the college is planned by IQAC at the beginning of the academic year, which is communicated to all the faculty. Regular monitoring of the same is conducted to ensure 100 % compliance of the planned activities.
- IQAC also monitors the compliance of the syllabus and lectures conducted by the faculty, as per the syllabus prescribed by the University.
- Conduct of internal and external examinations and analysis of students' results by IQAC
- Through the regular IQAC audits, the department strives hard to improve the quality of teaching and learning as well as motivation for research activities among staff and students.

In academic audit, following criteria is checked.

- Mentoring System.
- Sessional Tests.
- Feedback System
- API
- Quality Research
- Attendance Record
- Course File
- Mentor's File
- Analysis of Semester/Annual Result with HOD
- Record of checking of the classes by Principal/HOD

It helps teacher to implement certain innovative teaching and learning methods.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	15
UGC – Faculty Improvement Programme	03
HRD programmes	12
Orientation programmes	32
Faculty exchange programme	02
Staff training conducted by the university	78
Staff training conducted by other institutions	74
Summer / Winter schools, Workshops, etc.	56
Others	–

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	320	_	81	_
Technical Staff	896	_	224	_

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- The IQAC meets regularly to discuss various plans to promote research climate and motivate the faculty for academic advancement.
- IQAC tracks the schemes of the UGC and other agencies like CSIR, DST, ICSSR
- The IQAC of the institution encourages the staff members to undertake major and minor research projects and to organize seminars, workshops and conferences, etc.
- The staff and students are informed about the various fellowships available and they are encouraged to apply for the same.
- The final year students are given assignments based on research in various operational departments of the industry. These assignments are critically monitored and evaluated by the faculty and the marks awarded for the same are considered in the internal marks.
- Students are motivated to conduct product research in order to create innovative and fusion recipes which are further tested at culinary competition and during various college events when meals based on these recipes are served
- University identifies and then sends invitations to erudite researchers in different fields. Upon acceptance of offers all arrangements desired by the visitors are made.

- IQAC cell promotes research climate in the Institute through Ph.D Programme which mandates the research scholars to provide quality research work. Faculty members also participated in the various conferences frequently.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	05	05	-
Outlay in Rs. Lakhs	-	3314000	3314000	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	_	_	_	_
Outlay in Rs. Lakhs	_	_	_	_

3.4 Details on research publications

	International	National	Others
Peer Review Journals	312	74	01
Non-Peer Review Journals	56	22	_
e-Journals	34	_	_
Conference proceedings	34	98	_

3.5 Details on Impact factor of publications:

Range 0.083-12.295 Average 1.34 h-index 23 Nos. in SCOPUS 1394

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2015-16	DBT,ICMR,DST Division of Clinical Research & Training St John's Research Institute Kormangala, Bangalore	3314000	3314000
Minor Projects	–	–	–	–
Interdisciplinary Projects	–	–	–	–
Industry sponsored	2015-16		31,37,361	31,37,361
Projects sponsored by the University/ College	2015-16	–	89,543	89,543
Students research projects *(other than compulsory by the University)*	–	–	–	–
Any other(Specify)	–	–	–	–
Total			65,40,904	65,40,904

3.7 No. of books published   i) With ISBN No. | 12 | Chapters in Edited Books | 17 |

ii) Without ISBN No. | – |

3.8 No. of University Departments receiving funds from

UGC-SAP | Nil | CAS | Nil | DST-FIST | Nil |

DPE | Nil | DBT Scheme/funds | Nil |

3.9 For colleges

Autonomy NA   CPE NA   DBT Star Scheme NA

INSPIRE NA   CE NA   Any Other (specify) NA

DST NA   DBT NA   CCRH   NA

3.10 Revenue generated through consultancy   3226904

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	_	3	5	5	1
Sponsoring agencies	_	Self-Financed	Self-Financed	Self-Financed, Micro, Small & Medium Development Institute, Karnal, Govt. of India, National Institute of Technical Teachers Training and Research, Chandigarh, MHRD, Govt. of India, M.M. University, Mullana, Ambala, Haryana	_

3.12 No. of faculty served as experts, chairpersons or resource persons   64

3.13 No. of collaborations

International 14   National 35   Any other 4

3.14 No. of linkages created during this year   24

3.15 Total budget for research for current year in lakhs:

From funding agency [43.73 Lakh]   From Management of University/College [55.7 Lakh]

Total [99.43 Lakh]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	11
	Granted	00
International	Applied	_
	Granted	_
Commercialised	Applied	_
	Granted	_

3.17 No. of research awards/ recognitions received by faculty and research fellows
of the institute in the year

Total	International	National	State	University	Dist	College
18	08	03	_	01	_	06

3.18 No. of faculty from the Institution [142]
who are Ph. D. Guides
and students registered under them [235]

3.19 No. of Ph.D. awarded by faculty from the Institution [27]

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [5]   SRF [6]   Project Fellows [2]   Any other [2]

3.21 No. of students Participated in NSS events:

University level | 611 | State level | 53

National level | Nil | International level | Nil

3.22 No. of students participated in NCC events:

University level | Nil | State level | Nil

National level | Nil | International level | Nil

3.23 No. of Awards won in NSS:

University level | Nil | State level | Nil

National level | Nil | International level | Nil

3.24 No. of Awards won in NCC:

University level | Nil | State level | Nil

National level | Nil | International level | Nil

3.25 No. of Extension activities organized

University forum | 22 | College forum | 130

NCC | Nil | NSS | 12 | Any other | 4

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Organised medical camp at Markanda temple, Shahabad.
- Multispecialty Medical camp at Ambala Central Prison for prisoners by MMU
- Total 31 Day celebrations, group projects, mass awareness programmes and competitions held at hospital and community level.
- Home visits by students to assess health status and educate community people

- National Seminar was organised by University on the theme 'Law as a Catalyst of Social Change on 11ᵗʰ March 2016.
- Legal Aid Camp in collaboration with NSS (MMU) was organised at the village Suhana, District Ambala on 23-10-2015.
- Personality Development Programme was organised by University from 1ˢᵗ-5ᵗʰ December 2015 in collaboration with International Gaudia Vedanta Trust.
- Swach Bharat Abhiyan at Budhiyo village, Mullana as well as in the University campus.
- Tree plantation in the University campus.
- Seven day camp was organized in the month of March 2016 at Budhiyo village. (Survey, Health assessment, Medical camp, Dental camp, Women empowerment, Anganwadi activities, Street play, Dietary exhibition).
- Cleanliness of Markanda river for Eco-friendly reason.
- Clothes Donation & blood donation.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	133 Acres			133 Acres
Class rooms	168			168
Laboratories	170			170
Seminar Halls	47			47
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	138			138
Value of the equipment purchased during the year (Rs. in Lakhs)	433589472.74			433589472.74
Others				

4.2 Computerization of administration and library

- The entire administration is fully computerized with the following facilities and they are also available for both staff and students.
- ICT has been integrated in the Institute activities.
- Dell net & Ebesco Software is available in Library
- Issue and return of books through software.
- Separate PCs with internet facility, printer and scanner are provided for administrative staff.
- Free access to 223 journals from ovidsp database
- Free access to 10000 + ebooks from INFLIBNET
- Adequate numbers of Computes are available for administrative staff as well as for library
- Online Academic Performance Index
- Online Student/Faculty Feedback System
- The administrative office and library of the institute is fully computerized. All the records are kept in computerised form in order to recapitulate at any time. The library is fully digitalized with database (SOUL).

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	154450	973.13	5223	24.52	159673	997.65
Reference Books	6612	36.36	450	3.82	7062	40.18
e-Books	_	_	125000	0.34	125000	0.34
Journals	740	85.12	Renew		740	91.44
e-Journals	7808	24.49	1350	0.88	9158	25.77
Digital Database						

IEEE, ASME, ASCE, Ebsco-Dentistry, Ebsco-Hospitality & Tourism Complete, Ovid –LWW, cluster collection, Bentham- Pharmacy, K-Hub, SSC- online, J-Gate	10	See E - Jouranls				
CD & Video	5553	0.26	323	_	5876	0.26
Others (specify)	Delnet, Animal-Simulator, LMS, Turnitin-UK	3.95	Renew		Delnet, Animal-Simulator LMS, Turnitin-UK	5.09

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	1672	183	145 mbs	81	81	27	103	38
Added	125	20	--	29	29	2	17	_
Total	1797	203	145 mbs	110	110	29	120	38

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Workshop on reference manager, Mendeley by Dr. Atul Garg, Assoc. Professor, MCA for teachers: Google drive, GFATM e- Learning, Mendeley reference management training session
- The faculty members and students of the college are provided with computer, internet, audio-visual aids and computer aided packages to facilitate teaching, learning and e-governance.

- University is providing 24*7 internet facility to students and teachers. The teachers are trained under various university/sponsored programme for technology up gradation. The on line system of filing of Scholarship facility is also provided by the department.
- University have a number of technology assisted quality improvement strategies. Modern teaching methods using Wi-Fi, smart classroom, interactive boards, projectors etc. are implemented.
- For students: Computer assisted instruction (CAI) programmes, Webinars, GFATM training
- E-learning program for students.
- Spoken tutorial workshops by IIT Bombay

4.6 Amount spent on maintenance in lakhs : 18,73,189

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The working of student's support and mentoring is reviewed periodically by the IQAC.
 IQAC enhances awareness about Student Support Services in the following ways:
    1. Organisation of Orientation Programme for students.
    2. Parent Teacher meetings programme.
    3. Providing support to the slow learners by arranging extra and makeup   classes for them.
    4. Awareness classes on different topics.
    5. Motivates students to participate in the competitive exams like GATE exam, IES, UGCNET etc.
    6. Identifies students who are in need of counselling and solve their problems

Talented students are encouraged to take part in the inter-college cultural and technical fests organised in other Colleges/ Institutions, to enhance their overall personality.

Conducted workshops to polish their knowledge and skills.

Scholarship to the talented students is provided from University and from the national supportive agencies to provide financial support and recognitions to the students.

5.2 Efforts made by the institution for tracking the progression

- Feedback is taken from students at the end of every session through a formal feedback form.
- Regular monthly mentoring is conducted to track the progress of the students and counsel them to overcome their academic issues.
- Remedial classes are conducted to track the progress of the students. Periodic tests are arranged to evaluate their progress.
- Regular sessional exams are conducted for the students to evaluate the timely performance of the students.
- The results of the academic performance and attendance of the students are communicated with their parents regularly telephonically and through postal letters so that parents also keep check on student's performance.
- The University monitors and ensures the achievements of the learning outcome through analysis of the tests, examination results and the pass percentage.
- The University follows the mentoring programme in its true spirit. Apart from providing counselling and guidance to the students, it also works as a mechanism for parents and teachers joint efforts in student's progression.
- The examination system has an inbuilt mechanism for monitoring the progression. The University uses ERP as well as mentoring system for tracking progression.
- Providing awareness for progression of higher studies and training for career opportunities.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
6022	1349	91	85

(b) No. of students outside the state
$$\boxed{3475}$$

(c) No. of international students
$$\boxed{300}$$

Men

No	%
4667	61.1%

Women

No	%
2971	38.9%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
7503	339	_	970	_	8872	5883	329	52	1374	_	7638

Demand ratio   2.45 :1

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- The students are given guidance regularly regarding the various competitive exams. Adequate resources are available to support students for competitive examinations. Special career corner is established in Central library. Conducting Career oriented Classes for UG and PG students such as GATE, CSIR/UGC-NET, ARS-NET, DBT-JRF, ICMR-JRF. Faculty of the University provide continuous support to the students preparing for the competitive exams.

- Every week GPAT Classes are conducted for the final year students throughout the year where they interact with different faculties to discuss their problems and find their solutions.

- Pre placement Online Mock Tests are conducted.

No. of students beneficiaries $\boxed{115}$

5.5 No. of students qualified in these examinations

NET | 2 | SET/SLET | _ | GATE | 27 | CAT | 1 |

IAS/IPS etc. | _ | State PSC | _ | UPSC | _ | Others | _ |

5.6 Details of student counselling and career guidance

- Mentorship
- Pre-placement sessions
- Alumni Connect
- Expert Industry Guidance
- The University has department-wise faculty advisors for student support and mentoring.
- The University regularly conducts remedial English classes and has established Communication Lab to improve the overall communication skills of the students.
- The Yoga and Meditation sessions help the students to keep them physically and mentally fit.
- Placement Cell arranges campus interviews for placement in various organizations.
- The students are encouraged to exhibit their skills and talents through various academic clubs
- In association with Training and Placement cell, sessions/classes regarding communication Skills, Group Discussion, How to write resume, FAQ, HR expectation, General Tips are continuously conducted. Also, Career Guidance and Placement Cell provide guidance and counselling to the students regarding higher studies and employment. The University has organised various lectures on personality development for building good communication skills, appropriate body language and right postures during interviews. Classes on spoken and written English are also arranged especially for the outgoing batch. Reasoning and aptitude tests are taken for final year students.

No. of students benefited | 1694 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited **(Enclosed the list of companies separately)**	Number of Students Participated	Number of Students Placed	Number of Students Placed
213	1509	871	69

List of companies is attached as Annexure III.

5.8 Details of gender sensitization programmes

International Women's Day was celebrated on 8th March 2016 in which activities like poem reciting, slogan writing, rangoli making and panel discussion were conducted.

The University has gender sensitization committee, consisting of head of the department and senior female faculty members. The committee meets once in a month or as per requirement. Declamation, slogan writing, mime, quizzes are few of the activities organised by the committee.

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level   732   National level   66   International level   _

No. of students participated in cultural events

State/ University level   287   National level   10   International level   02

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports:

State/ University level   133   National level   4   International level   _

Cultural:

State/ University level ☐ 26   National level ☐ 4   International level ☐ _

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	988	1,71,67,206
Financial support from government	19	15,09,035
Financial support from other sources	16	9,77,715
Number of students who received International/ National recognitions	_	_

5.11   Student organised / initiatives

Fairs

State/ University level ☐ 4   National level ☐ 1   International level ☐ Nil

Exhibition

State/ University level ☐ 3   National level ☐ Nil   International level ☐ Nil

5.12   No. of social initiatives undertaken by the students ☐ 43

5.13 Major grievances of students (if any) redressed:

Mainly it includes Section Change problem of First year students, Result Late Issues etc. All the issues had been resolved by the University

Sr.No.	Applicant Name/Class	Nature of Problem	Date of application	Solution	Date of Solutio
1.	Mr. Nitesh Chaudhary (BCA 3rd)	Regarding group change in class	31-8-15	His group has been changed	31-8-15

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: "To prepare students with an integrated and technology oriented education for a better career and to be worthy citizens of a global society."

MISSION: "To develop better than the best professionals for the economic development of the country".

6.2 Does the Institution has a management Information System

The University has an effective MIS in place. Faculty prepare weekly reports for the HOD and Principal. The HODs also submit an annual report, monthly reports and the course files to the Principal. Training, Placement and Examination departments send a semester report to the Principal. The Principal in turn sends a comprehensive month-end report and annual report to the Registrar, MMU. The Principal also reports of annual activity and budget to the Governing Body of the University.

The University also has Enterprise Resource Planning (ERP) system which enables planning and monitoring of attendance for all subjects, reports of which are generated online. This information can also be directly accessed by the students, faculty and the Principal of the respective department at all levels.

This ERP system consists of the following modules and reports:-

- Attendance: To monitor monthly student's attendance
- Performance: To monitor the practical progressive assessment of students
- Employee: Employee details and records
- Employee Leave: Application and approval of leaves for faculty members
- Academic Performance Index
- Feedback
- Biometric based attendance for staff and students.
- Result

The University has a centralized ERP (Enterprise Resource Planning) department which handles all the MIS related activities.

The University also has a Link- Street Network in which faculty can upload all the teaching material and the students can retrieve any lecture material by signing into their individual link-street account. This helps in the proper maintenance of the teaching and lecture records which is beneficial for the students.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The meetings of the Board of Studies are conducted every year. The ideas obtained from the various bodies are thoroughly discussed by the experts in the academic bodies and carefully incorporated in the curriculum.
- The syllabi suggested by the UGC and expert bodies are taken into consideration while redesigning and reframing the curriculum.
- Faculty regularly take feedback from stakeholders, parents, students, employers and Alumni for upgrading the syllabus which is approved in the Board of Studies meeting of the respective departments. Periodic BOS meeting is being called twice a year for the development in curriculum

6.3.2 Teaching and Learning

- The University provides course outline and course schedule in the form of lesson plans for enabling the students to get an idea of what they are going to learn.
- Learning in all courses is made more student-centric. The computer-aided learning is given priority in teaching and learning methods.
- The University has a feedback mechanism to evaluate the teachers and the feedback is reviewed every year.
- Academic Audit during semester for regular improvement in teaching learning process.
- Use of seminars, case study based teaching and project work to enhance the confidence level of students.
- ICT based Teaching: E-content through NPTEL Videos, Power point presentations and webinars and IES notes.

- Mentoring System.

- Peer Teaching, Quiz Debate & Discussions. Implementing Problem Based, Evidence Based, and Case Based Learning Strategies. Remedial classes for weak students. Innovative teaching learning activities- Modular Based Teaching, Video based teaching, e-learning, Webinars, Quiz Competition, Computer Assisted Learning are used for teaching and learning activity.

- The University follows the Academic Calendar which is prepared well in advance before the commencement of the session. It consists of the commencement and closing of the classes, Schedule of Mid semesters examinations, examination schedule etc. For every semester, the University prepares weekly activity plan consisting of schedule for the key activities like Departmental functions, Quiz or management games, workshops etc.

- In Teaching-learning process, subjects are allocated to the faculty members by the Principal of the Institute as per their specialization well in advance. All faculty members are then required to prepare a course file accordingly which include teaching notes, PPTs, Lesson plan, etc. Experts from the Academic and industry are also invited time to time for covering practical and technical aspects of the technical subjects.

6.3.3 Examination and Evaluation

- As per the University rules, the evaluation model are divided into two parts: internal and the external evaluation. The internal evaluation is done based on an indigenously developed strategy of "Continuous Evaluation" which focuses on regular learning graph of students. The external evaluations are conducted by University.

- Credit based semester system

- Internal examinations are conducted twice a semester with strict evaluation methods.

- Pre-final examinations, model viva voce and practical exams.

- Progress Report is generated for each student to showcase their academic performance.

- Assignments and projects are given for the transparent internal evaluation.

- Blinded Evaluation

6.3.4 Research and Development

- Efforts have been made to further strengthen the existing R & D facilities. Ph.D Guidance is provided to a number of students. Also research collaborations have been established with many prestigious organizations to give impetus to research activities.
- Research Collaborations and MOUs are established with the following organizations for jointly undertaking the post graduate education programme:
    1. Directorate of Wheat Research, Karnal
    2. National Dairy Research Institute (ICAR), Karnal
    3. Central Soil Research Institute, Karnal,
    4. Bhopal memorial Hospital & Research Centre, Bhopal
    5. Tata Institute of Fundamental Research, Mumbai
    6. NRDC, New Delhi
    7. I.I.T. Delhi, Bombay, Roorkee
    8. IBI solutions PVT. LTD. Chandigarh(India)
- To facilitate interdisciplinary research of mutual interests.
- A wonderful platform is created for the budding scientist of the University to expose to highly advanced state of art technologies available at the above organisations.
- The University also has "turnitin" software for checking plagiarism in PG and Ph.D. Thesis.
- Workshop on Research Methodology.
- New projects have been applied for promoting research.
- Timely Reinforcement is given to the Ph.D students to publish at least one paper before completion of the course in high impact Journals.
- Reinforcement for faculties to present and publish research papers at National and International level Conferences.
- The Departmental Research Committee (DRC) monitors research work of the scholars of the department. The committee evaluates the worth of the research work and can makes necessary recommendations in the research work of the scholars.

- The institutes publish its own Research Journal MMU Journal of Management Practices (MMUJMP) on Bi-annual basis, wherein researcher from across the country can publish their research work.
- Financial and non-financial support is also provided to the faculty to encourage them towards research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The University has subscribed to E-Journal via ebscohost.com. Library also has a cyber cafe for students to access web resources. ICT is practiced in smart classrooms using LCD projectors. Communication channels are open to students and alumni via social media.
- The University is having excellent infrastructure with automated library. Latest online journals, AIR Combo Packs, SCC Online data Base etc. are part of these facilities. Regular subscription of Journals is also the important feature of it. The Language Lab and Computer Lab is also part of the infrastructure facility for proper communication and professional skill development.
- E-Resources from NPTEL.
- Virtual lab under the national mission on education through ICT with IIT Delhi.
- Member of National Knowledge Network (NKN).
- Agreement with INFLIBNET for research repository on Shodhganga.
- Spoken tutorial workshops from IIT Bombay.

6.3.6 Human Resource Management

- The University facilitates and encourages faculty for self-improvement in field of academics and research.
- The University has sincere, dedicated and committed faculty and visionary management.
- Workshops and training programmes are arranged for the faculty to enrich their knowledge in handling the computers effectively.

- The Human Resource management system is centralized. The Faculty and Staff members are encouraged for their professional developments by the university by providing academic leaves etc.

- Various committees and clubs comprising of the staff coordinate different activities throughout the year which works under the guidance of Principal to ensure smooth functioning of the University.

- Human resources are effectively and efficiently utilized for the development of University activities and community extension activities.

- Provide training to staff on the latest IT technologies i.e. mobile apps, CCNA.

- Staff promotion scheme.

- Regular feedback from teaching faculty through the monthly staff meeting.

- Work culture: staff welfare committee organizes welcome and fare well for faculties.

- Faculty appraisal is discussed by the Board of Management of the University and promotion of faculty is done as per AICTE/PCI norms.

- The University facilitates & encourages faculty members to take participate in Seminars/Workshops/FDPs. The financial support is provided in terms of reimbursement of registration fees, travelling expenses for taking participate in conferences and workshops

- Different kinds of leaves like Casual Leave, Academic leave, Medical leave, Maternity leaves are also provided to the faculty members along with summer and winter vacation.

6.3.7 Faculty and Staff recruitment

No. of vacant seats for different designations are communicated to Deputy Registrar (Establishment). Inviting CV's from the candidates and selection is based on interviews conducted by committee constituted by the University. After selection names of candidates are sent to Deputy Registrar (Establishment).

6.3.8 Industry Interaction / Collaboration

- The Principal and the Training and Placement officer are in constant touch with the industry for better job placements opportunities and training of students.
- The University invites professionals from the industry on various occasions to judge the interclass and intercollegiate competitions and to give the practical insights to the students.
- The University organizes various guest lecture series / workshops for staff and students to hone their skills and to develop additional skills that would be helpful from the point of view of the industry.
- The University invites professionals from the industry to evaluate the students during the external University examinations/practicals.
- Students are encouraged to visit industries and research institutions as part of their projects and research.
- Collaborations with industry/research Institution like IBI, Bosch, National Instruments, Cisco, Infosys, Biosolutions, Directorate of Wheat Research, Central Soil Salinity, National Dairy Research Institute, Bhopal Memorial Hospital & Research Centre, Institute of General Pathology and Pathophysiology, Moscow Russia etc. for research, training and project works. Memorandum of understanding with Systole Remedies Pvt.Ltd, Ambala City, Haryana/ SBS BIOTECH, Ambala Cantt, Haryana/Crystal Pharmaceuticals, Ambala city, Haryana/ Wel Cure Remedies, Kala Amb, Sirmour H.P./ Care Cosmetics, Kala Amb, Sirmour (H.P.)/ Integrated Laboratories P.Ltd Nahan road, vill. Moginand, Kala AmbSirmour H.P. and Primus Pharmaceuticals, Ambala Cantt. regarding training courses affiliated by Life Sciences Sector Skill Development Council.
- The industry experts are invited in campus for review the syllabus of different course. During internship, the faculty members keeps in constant touch with industry experts and seek their suggestion about the performance of the students.

6.3.9 Admission of Students

- Admission of students to various courses is based through competitive exams AIEEE / JEE / CLAT/ MAT on merit and is transparent with the single window system.
- Efforts are made to ensure that all students seeking admission to the various courses stay informed through different modes of publicity.
- The institute has developed website for the convenience of students seeking admission to the college.
- The college strictly adheres to the government norms in the admission process giving chance to the meritorious students belonging to the various sections of the society.
- Students are admitted on the basis of merit of the qualifying exam.

Admission announcements are done through admission notice in print and electronic media along with on university website. The admission prospectus provides detailed information about admission criteria, eligibility, date of counselling, fees, duration of courses etc.

6.4 Welfare schemes for

- Workman compensation insurance for all employees
- Group Insurance Policy which covers personal accidents insurance with medical expenses   reimbursement.
- Mediclaim policy for illness
- Timely promotion as per regulating bodies norms
- CPF Scheme
- Incentive for the publication of research papers in reputed international research journals published abroad.
- Financial assistance to the teachers for attending the national/ international conferences/ seminars
- Academic leave/ study leave and other leave as per UGC norms
- Personal loan to the staff members
- Medical Treatment in MM Hospital

- Group mobile (CUG) scheme on special discounted nominal charges under COCP scheme and same facility under COIP scheme.

Teaching	Mediclaim Policy for illness, Timely promotion as per regulating bodies norms, CPF Scheme, Sports facilities with Swimming pool, Best Teacher Award, Academic leave/ study leave and other leave as per UGC norms, Leave Encashment at the time of retirement, Personal Loan to the staff members. Loan Facilities, Medical Facilities
Non teaching	Mediclaim Policy for illness, Timely promotion as per regulating bodies norms, CPF Scheme, Sports facilities with Swimming pool, Best Employee Award, Academic leave/ study leave and other leave as per UGC norms, Leave Encashment at the time of retirement, Personal Loan to the staff members. Loan Facilities, Medical Facilities
Students	Hostel Facility, Hospital Facility, General Insurance, Shopping Centres, Auditorium, Transport & Facility, Personality Development Cell, International Education Department, Alumni Association, library facilities, Sports facilities, cultural Activities, Canteen facilities.

6.5 Total corpus fund generated

1593966717.77

6.6 Whether annual financial audit has been done   Yes √   No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC
Administrative	No		Yes	IQAC

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes √   No ☐

For PG Programmes   Yes √   No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Continuous Internal Assessment system is followed by conducting weekly tests, mid-semester, pre-final, assignment/seminar and viva-voce, and external evaluation is done for Semester End Examination. Online result facility is there.

- MCQ's guidance is given to prepare the students for competency based jobs and higher studies

- One compulsory question consisting of short answer questions (comprising the whole syllabus) in the university examination.

- The examination schedule for each semester is announced well in advance at the commencement of session.

- The centre superintendent dispatched the answer books from examination centres to conduct branch immediately after the examination on daily basis. Then the answer books are marked with security code number in order to hide the identity of the student. The result of the examination are declared within one month after the examinations is over. The results can be verified from the university website. Student can applied for Re-evaluation and Re-checking as per university norms.

- Unfair Means Committee and Appellate committee at university level redressed the grievances with reference to examinations.

- Paper setting process is very rigorous and kept highly confidential.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

University adopts autonomy for curriculum development and academic quality maintaining measures.

There is flexibility to the department to update curriculum as per the feedback of stakeholders.

- University question paper Committee.
- Academic calendar committee.

The University has full autonomy in teaching-learning process. Subjects are allocated to the faculty members according to their specialization.

Improvement/ Up-gradation in the existing syllabus can be made as per the requirement and recommendations of stakeholders. The University organises workshops, MDPs, FDPs, Expert talks, industrial visits as when required. The head of the institute has complete autonomy to send any faculty member for attending seminars/workshop/ conferences etc. The List of examiners is prepared by BOS members in consultation with external university members. The DRC members allocate the Ph. D guides to the department scholars.

6.11 Activities and support from the Alumni Association

Alumni Interaction in terms of sharing industry experiences. Job Interviews conducted by Alumni, associated with the industry. Guest lectures are taken by the alumni, on related subjects and behavioural conduct. University organize Alumni meet every year. Feedback is also taken and duly assessed by the faculty. The outcome is taken into consideration for curriculum development, improvement in teaching methodology and for other improvements in the department. Regular feedback from the Alumni helps students to prepare themselves to pursue career in various sectors. Guidance of students by the alumni to pursue higher studies in overseas.

The University organises the alumni meet time to time, where the pass-out students can get together and share their experience. Feedback diaries are maintained in the University wherein the feedback from the alumni is taken on regular basis regarding the latest/innovative contents of the industrial practices. So that, the same can be implemented in the University. Alumni are

invited to the campus to deliver expert talks and interact with the students. Alumni of the University also organise campus drives for the students and also help the students in arranging their summer internship during the course. They are more concern about to impart technological advancement through seminars, workshops and interactive sessions time to time in the University.

6.12 Activities and support from the Parent – Teacher Association

Mentoring Programme: For every 15-20 students there is a mentor. He/she shall be in direct touch with the parents of that mentee. Every issue relating to the student is discussed freely with the parents for a participative solution.

Mentor discuss with parents about academic performance of students and also collect feedback for further improvement which supports and helps the University authorities for the smooth functioning of the University.

Parents visiting the University do give feedback on the syllabus and overall satisfaction with the University.

6.13 Development programmes for support staff

Time to time various activities such as Work Shops, staff development programs are organised for overall development of staff. Get together and training programmes are conducted every year by the management. The technical staff attends the inter-department workshop organised by technical departments time to time.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Tree plantation within the campus.
- The University is using e-communication and e- resources like e-journals, e-books etc. Further, cleanliness drive is also conducted for the students to make them environment sensitive.

- Smoke free campus.

- Garden-maintenance activities were undertaken by the Gardener Staffs'

- Waste bins are placed in all department premises to keep the area clean.

- Water recycling units were maintained and motivational programs were also arranged for students to make them aware of the importance of Nature conservation.

- Group activities related to vermicomposting and composting using biobin were assigned to students to promote awareness and thereby minimize the amount of wastes in the premises.

- Car-pooling to save energy resources.

- Special initiative for holding cleanliness drive under Swatch Bharat Abhiyan as launched by GOI.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Academic Audit during the semester for regular improvement in teaching learning process.

- Use of seminars, case study based teaching and project work to enhance the confidence level of students.

- ICT based Teaching: E-content through NPTEL Videos, Power point presentations and webinars and IES notes. Subject wise e-notes for students.

- World Earth Day and Environmental Day etc. were celebrated for creating environmental awareness among the youngsters.

- Students who excelled in the academic performance in annual exams are awarded with need based books (first and second position achievers) from the college book bank. Students have expressed their satisfaction regarding the same.

- More number of Live Projects, Pre-Placement Online Mock Test Series to prepare the Students for placement
- Academic Information Sharing through e-groups
- The University has invited foreign faculties to teach the MBA students. Prof. Dr Zafer U Ahmad (University of Taxas, USA) covered 30% syllabus of Consumer behavior course at MBA Semester 3rd.
- One subject entitled Advance Business Research Methods was introduced which is based on latest statistical and analytical business research tools such – SPSS, E-views, SEM, Excel modelling etc).
- Entrepreneurship development cell of the University acquainted about start-ups new to more than 50 students.
- CBP, BIC, Centre of Excellence.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- The academic plan of the University in the beginning of the session is made in the form of an academic calendar which includes guest lectures, field visits, demonstrations, exam schedules and other co-curricular & extra-curricular activities. Academic calendar and activity planner is prepared in consultation with the faculty. Feedback from faculties was taken regarding the implementation of activities as planned.
- At the end of academic year, a report on compliance of the academic calendar is prepared. The plan of action decided upon at the beginning of the year in the IQAC meetings has created a positive impact on the teaching learning process.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

Best Practices-I

Title of the Practice   Mentoring System

1. **Objectives of the Practice**

   - The goal of the mentoring system is to establish a trusting relationship with accountability and responsibility between the mentor and mentee.

   - Provides counselling and guidance to the mentees regarding their career related queries and their personal problems and to overcome their grievances.

   - Appraise the mentees about the procedure, schemes, facilities scholarship/freeship available.

   - Motivate the mentees to take part in extra co-curricular activities.

2. **The Context**

   Mentoring is an increasingly popular way of providing guidance and support to young people in need. Mentoring System in education is a personal developmental relationship in which an experienced or knowledgeable teacher (Mentor) counsel and guide the Students (Mentees) for their overall development. The counselling sessions establishes the mentor as a coach who provides advice to enhance the mentees professional performance and development.

3. **The Practice**

   - Our mentoring program provides an opportunity to mentees to share their problems and also put their suggestions and to mentors to help the future professionals with proper guidance.

   - Mentor counsel the mentees one to one and assist them with career exploration, project critiques, and skill building, based on mentees' needs and interests.

- The program begins each Semester with a Mentor-mentees allocation and counseling session which provides an opportunity to the student and mentor to meet and interact for the first time.

- During the semester, mentees share their academic as well as personal problems with their respective mentor from time-to-time.

- In mentoring program, each mentor also arranges counselling session for the corresponding mentees at least once in 15 days.

- Mentor also communicates with the parents/Guardians regarding the progress telephonically to make aware them about the performance of their wards once in a month.

- Mentor also despatched the progress report to the parents of each mentee regarding one's attendance record and marks of sessional examination.

4. Evidence of Success

- Enhances confidence and offers challenges to set higher goals.

- Individual recognition and encouragement.

- Access to a support system during critical stages of academic and career development.

- Exposure to diverse perspectives and experiences.

5. Problems Encountered and Resources Required

Whenever the mentor despatched the progress report of their respective mentees, in case of remote areas, the correspondence with parents/guardians becomes difficult.

Best Practices-II

Title of the Practice   Pre-placement Online Mock-Test Series

1. Objectives of the Practice

- The main goal of the practice is to transform the students into well qualified professional through the committed pattern of instruction and well-designed curriculum.

- To train the students to appear for campus placement drives with confidence.

- To improve the students performance at competitive examinations.

2. The Context

- The Mock-Test Series is helped to reduce the pressure on the students at the time of campus placement drives, as the students will have to sit for multiple tests throughout the year, thereby decreases the accumulated stress of placement drives in the students.

- Their skills are sharpened and chiseled keeping in view the patterns of the placement drives.

- They are given question bank prepared by the expert faculty. This has helped them to attain their targets in a better way.

- To make the summative question paper more objective, it is imperative that a quality question bank is available in all subjects. This necessitated the creation of the question bank for summative assessment on objective questions or MCQs.

3. The Practice

- The Mock-Test Series is implemented to evaluate the skills of students in a subject and to make them know how much they have been through.

- The students get a wealth of valuable guidance and feedback from the teachers on regular basis.

- The Institute ensures that the students are provided with the questions framed by the

experienced faculty of the institute.

4.   Evidence of Success

- Students learn through a process of trial and error and examinations, which are an important part of learning process for students, the feedback on their performance has greatly contributed to their progress down the line.

- The question bank consists of a pool of validated multiple choice and objective questions.

- Questions comprising three cognitive levels of learning, viz., knowledge, understanding and higher ability to implement.

5.   Problems Encountered and Resources Required

- Troubleshooting in Server management was required upto great extent.

- Completion of syllabi since the teaching faculty gets engaged in the conduction of mock-test series.

- The Institute required the infrastructure in the shape of Computer Systems, Server and Supporting Staff.
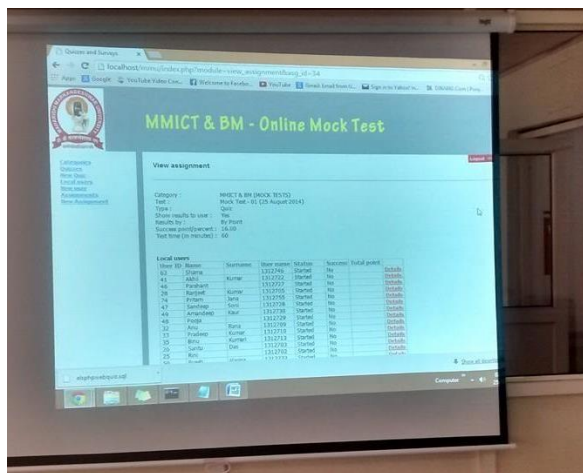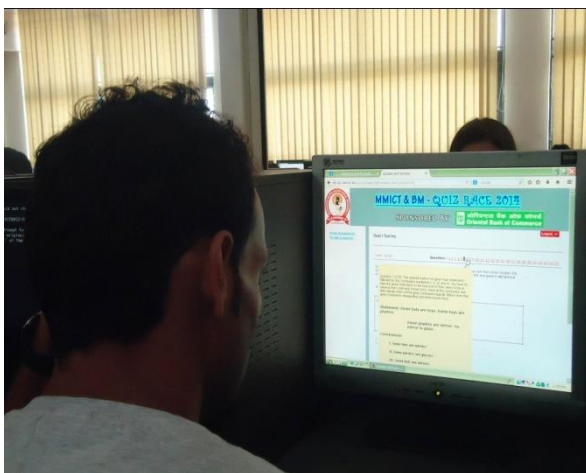
7.4 Contribution to environmental awareness / protection

- Swach Bharat Abhiyan: The University organises cleanliness drive every year to clean the street adjacent to the University campus & inside campus.
- Reduction of plastic: The University do not use any plastic carry bags in the campus & discourages the students from using it.
- Tree plantation: The University organises tree plantation drive in adopted village & inside the University campus.
- World Environment Day was celebrated by the University on 3rd June 2016. The day was celebrated to spread awareness and message to save the environment and the mother earth. Extension Lecture was delivered on the topic '*Environment and Health Issues-Challenges and Way Out'.*
- Installation of Rain Water Harvesting System.
- Periodic Energy Audit to save electricity.
- Pooled Transport from various stations.
- Installation of Sewage Treatment Plants.
- Energy Efficient Applications Used.
- Energy Conservation awareness Programs.
- Bioremediation and pesticide Biodegradation Initiatives.
- Bio-metric attendance of all the students to minimize the usage of paper.
- Access to natural light in clinics and classrooms to reduce non-renewable power consumption.
- Subjects of Environmental Studies, Disaster Management.

7.5 Whether environmental audit was conducted? Yes √   No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths	• Dedicated, qualified and stable faculty
	• Availability of the state of art infrastructure in laboratories for the all-round students growth
	• Availability of scholarly data basis such as IEEE explore

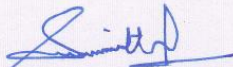|	
	- Strong support of the management for developing requisite infrastructure and systems.
	- Most of the faculty is engaged in advance research
	- Good academic ambience.
	- Effective leadership and co-ordination with staff and students by the Principal.
	- Effective support of PTA and Alumni.
	- Add-on courses and certificate courses.
	- Coaching classes for various competitive examinations.
	- Enthusiastic students.
	- Various Scholarships to a large number of students.
	- Placement and career guidance.
	- Scholar Support Programme (SSP) for needy students
	- Remedial coaching was arranged for academically weak students
	- Community extension programmes through NSS
	- Promotes research culture and publications
	- Conducts various extension and awareness programmes
	- Fully computerized administration, library and departments
	- ICT based classrooms.
	- Course curriculum updation is as per the Industry Demand.
Weaknesses	- Declining interest of students in engineering education in general due to employability problems.
	- Industry linkage needs to be improved.
	- Locational disadvantage with rural back-ground
	- Financial Problems for the students
	- Language Problem of Students
	- Students Research is Lacking

Opportunities	- Growth in the energy sector such as generation, transmission and distribution will create demand for trained manpower in electrical engineering. - Use of ICT in electric supply industry, and adaption of market oriented reforms will create further opportunities in allied areas. These changes are creating a number of job opportunities for electric engineering students. The need is to train the students accordingly. - Availability of ample research funding opportunities from government and private agencies. - Presence of a number of substations and power houses in the vicinity of the university which can be utilised for better education. - Research and career oriented programs. - Strategic alliances with national research and industrial centers. - Strive to achieve the status of a College with Potential for Excellence. - To continue to encourage faculty in research. - To continue to collaborate with national agencies for offering consultancy services. - Linkages with national and international institutions.
Challenges	- The challenge is to impart the high level of mathematical understanding among the students. - To develop the academic-industry relationship - To develop programming and simulation skills in students. - To create students' interest in Engineering. - Competition from nearby colleges/institutions. - Intervention of foreign universities - Placements of Students in Corporate Sector - Research Guidance

8. **Plans of institution for next year**

- Projects are submitted for development of Labs.
- More experimental work to be introduced.
- Striving to become a centre of excellence for R&D activities.
- Develop human resource to meet the growing demand for engineers in the diverse fields of Engineering.
- Developing MOU's with NIT's, IIT's, and foreign universities for student and faculty exchange.
- To develop a centre of excellence in Renewable Energy Technologies
- Improve quality in publication by publishing research papers in Journals with
  Impact Factor (IF) by Thomson Reuters, indexed in SCOPUS and PubMed.
- Applying for more number of grants to strengthen our facilities
- To establish collaboration with departments and institutions at national and international level
- To open consultancy service to screen the new molecules for their activity.
- To organise international Conferences, Management Development Programmes & Faculty Development Programmes.
- To involve all the students in research / live projects.
- With updated teaching methods and more activity based workshops, the University aims to involve all students towards learning and development, while aiming to reach 100% attendance rate among the students.
- The University would work on extending our internship placements in the area of specialization a student has chosen and strongly work towards getting paid internships.
- The University will work towards better skill development of the students and aim in placing them in higher profiles.
- The University will aim to develop the entrepreneurial bent of mind among enterprising students, so as to make them "Job givers" than job seekers.
- Create academic circles for microteaching.

Dr. Sumit Mittal	Prof. Victor Gambhir
Name	Name

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

——— *** ———

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****

M.M. University, Mullana (Ambala)
Academic Calendar : Session 2015-16

EVENT/ SEMESTER	ODD SEMESTER	EVEN SEMESTER
FOR 1st YEAR ONLY		
1.TEACHING		
ORIENTATION PROGRAM/REGISTRATION	AUG.01, 2015	JAN 11, 2016
COMMENCEMENT OF CLASSES	AUG. 01, 2015	JAN 11, 2016
2.SESSIONAL EXAM SCHEDULE		
SESSIONAL-1	OCT.8-10, 2015	FEB. 25-27, 2016
SESSIONAL-11	DEC. 14-16, 2015	MAY 23-25, 2016
3.END OF CLASSES	DEC. 16, 2015	MAY 25, 2016
4.PREPARATORY HOLIDAYS	DEC.17-22, 2015	MAY 26-31, 2016
5.DISPLAY OF DETENTION LIST	DEC. 18, 2015	MAY 28, 2016
6.END SEMESTER EXAM		
THEORY/ PRACTICAL	DEC. 23, 2015-JAN 7, 2016	JUNE 01-15, 2016
FOR 2ND YEAR ONWARDS		
1.TEACHING		
REGISTRATION/ COMMENCEMENT OF CLASSES	JULY 15, 2015	DEC 21, 2015
2.SESSIONAL EXAM SCHEDULE		
SESSIONAL-1	SEPT, 17-19, 2015	FEB. 25-27, 2016
SESSIONAL-11	NOV. 18-20, 2015	MAY 4-6, 2016
3.**END OF CLASSES**	NOV. 20, 2015	MAY 06, 2016
4.PREPARATORY HOLIDAYS	NOV. 21-26, 2015	MAY 7-12, 2016
5.DISPLAY OF DETENTION LIST	NOV 23, 2015	MAY 09, 2016
6.END SEMESTER EXAM		
THEORY/ PRACTICAL	NOV 27 TO DEC 15, 2015	MAY 13-31, 2016

For Technical institutions, November 12-13 will be considered off and in lieu of that Saturdays falling on 10th and 17th October will be observed as teaching days.

Sr. No.	Name of Company
5	Adesh, Ambala
6	Alchemist Hospital Panchkula
7	Columbia Asia, Palam Vihar
8	Mahindra Bombay
9	Peerless Hospitex Hospital & Roy Research Centre, Kolkata
10	A2itsoft
11	Abhilash Hospital, Chandigarh
12	Acadview
13	Adesh Institute Of Medical Sciences, Bhatinda
14	AGRO FAB
15	AGS Transact Technologies Ltd
16	AIRTEL
17	Ajanta Hospital, Jhansi
18	Alibaba.Com
19	All States, Pune
20	Amandeep Hospital, Pathankot
21	Amandeep Hospital, Amritsar
22	Anglo Eastern
23	AON
24	Apollo Hospital, Delhi
25	Arnav Infosoft
26	Asahi India Glass Ltd
27	Axis Bank Shahbad
28	Bank Of America, Delhi
29	Bharath School Of Nursing, Babain, Kurukshetra
30	British Telecom
31	Capgemini
32	Capital Via
33	CBL Coaching From Delhi
34	Ceasefire
35	Chamunda Institute Of Medical Science, Kullu, Himachal Pradesh
36	Chetak Logistics New Delhi
37	Choxy Lab, Panchkula
38	Civil Hospital Rohtak
39	Civil Services, Sohana
40	Click Labs Pvt. Ltd
41	CMC Ludhiana
42	CODE Brew Labs
43	Collabera
44	CONSCENTRIED
45	Crystal P'ceuticals, Ambala

46	Cygnus Panipat
47	Daffodil Software
48	Dampati Hospital, Saharanpur
49	Delhivery
50	Delifance
51	Dharam Public School, Palwal
52	Dietitics Clinic Instructer
53	DLF
54	DREAM LAM
55	Drive In 22
56	Eclerx, Chandigarh
57	Engineer, Sarv Shiksha Abhiyan, Nahan
58	Epic Research
59	Executive Ship Mgmt.
60	Exousia Tech., Chandigarh
61	Fedex
62	Fedral Hr Solution
63	Fortis Hospital, Mohali Chandigarh
64	Fortis, Delhi
65	Futuronix Automation
66	G.G.S.C. of Pharmacy
67	Gaba Hospital Yamuna Nagar
68	Gian Sagar Dental College, Patiala, Punjab
69	GMC, Jammu
70	Goyal Construction
71	GRATIS
72	Greymeter
73	Happy Child College Of Nursing, Sonipat
74	Hardware Business
75	Hari Construction Company
76	HCMS, Ludhiana
77	HDFC Bank, Karnal
78	HDFC Banking PO
79	Healing Touch Hospital, Ambala, Haryana
80	Health & Insurance
81	Helpage India
82	Hettich India Ltd.
83	Hexaware Tech.
84	Highway, Tasta Engg. Pvt
85	Himalayan College of Nursing, Dehradun
86	Himalayan, Kala Amb
87	Hometel, Chandigarh
88	IDS Infotech
89	IELTS Coaching Institute,Trainer
90	IELTS Preparation Teacher

91	IIHT
92	Indopol Food Processing
93	Infosys Ltd
94	Interglobe Technologies
95	ISAAC
96	IVY Hospital, Chandigarh
97	Jaipur Golden Hospital New Delhi
98	Jammu Govt. Medical College, J&K
99	Jammu Nursing College, J&K
100	Jarviss Infotech Chandigarh
101	JBM
102	Jindal Construction, Ambala
103	Jindal Hospital, Hisar
104	JK Machines
105	John & Jhonson, Baddi
106	Jubilant Generic Ltd., Roorkee
107	Jugnoo
108	Jupiter Pvt. Ltd
109	Just Dial
110	Kanishk Pain And Paralysis Centre, Rajpura
111	Kanishk Physiotherapy Centre, Patiala
112	Karvy
113	Kolvalley Institute Of Nursing, Bilaspur
114	KPIT Technologies Ltd.
115	L & T, Site Engineer
116	LAVA International
117	Leewayhertz
118	Liberty Innovative
119	Libsys Ltd.
120	Lucent Biotech, Roorkee
121	Lupin Lab, Jammu
122	M I Polytechnic College
123	Macleods P'ceuticals Ltd.
124	Mahindra Swaraj
125	Maintech Technologies
126	Mancer Counsulting
127	Mansa Infotech
128	Maripiri, Hospital, Saha
129	Maruti Suzuki, Manesar
130	Mata Vaishav Devi Shrine Board Hospital, Katra
131	Max Hospital Chandigarh
132	Max Hospital Delhi
133	Max Mohali
134	Mc Donalds
135	Mcdonalds, Panchkula

136	Mcdonalds, Zirakpur
137	Mediprio Pharmaceuticals
138	Mehant Indresh Hospital, Dehradun
139	Metro Hospital Delhi
140	Metro Hospital, Faridabad
141	Metro Hospital, Delhi
142	Microsoft, Gurgaon
143	Mirage Ceramics Pvt. Ltd
144	Mmenvro Engg.
145	Mount Talent Consulting Pvt. Ltd
146	MUNJAL
147	Muthoot Finance
148	Nahar Group of Companies
149	Naukri.Com
150	NC Medical College, Panipat
151	NEW STAR GLOBAL
152	Nitin Pharma
153	Noormahal, Karnal
154	Nortan Property Solutions
155	Nursing Tutor, Holy Family New Delhi
156	Ocwen
157	Panacea Biotec
158	Park Plaza, Chandigarh
159	PGI Chandigarh
160	PGI Rohtak
161	Project Assistant, NIT, Hamirpur
162	QED Enabled Services, Pune
163	Radio Mirchi
164	Railtel
165	Rajiv Gandhi Hospital And Research Center, Rohini, New Delhi
166	Reckitt Benckiser
167	RELIANCE
168	Reliance Jio
169	Repro India Ltd.
170	Restaurant in Faridkot
171	Retailon
172	RK Regency, Bhopal
173	RPIIT, Karnal
174	RWL Healthworld Ltd.
175	Safdarjung, Delhi
176	Sagar Ispat India Pvt. Ltd.
177	Saini Power Transactors
178	Salokya CON, Delhi
179	Sanjay Gandhi Memorial Hospital Delhi
180	Saroj Hospital, Rohini, Delhi

181	SGT, Gurgaon
182	Shri Ram Auto
183	Sigma
184	Speen Strits Group
185	Sri Swami Bhumanand College of Nursing, Haridwar
186	Steel Strap Group, Chandigarh
187	Sun Pharmaceuticals
188	Supersoft IT Solutions Pvt. Ltd.
189	Suwalka And Suwalka Properties And Builders And Ltd
190	Swami Devi Dyal, Nariangarh
191	Target Services Pvt Ltd.
192	Tata Teleservices Ltd
193	TCS
194	Teaching APS School,
195	Teaching at BSMPG College
196	Teaching, ASI Institute, Derabassi
197	Techahead Software
198	Techugo
199	Themis Medicare Ltd.
200	TIFOSI PVT LTD
201	TIMCAN BEARING
202	Tirthankar Mahavir University, UP
203	Toxsl Tech.
204	TOYOTA
205	Vmart
206	Voice Tree
207	Webonise Lab
208	Westin Electromech
209	Wipro
210	WNS
211	Xymax Healthcare Pvt. Ltd.
212	Yamuna Group of Institution, Yamuna Nagar
213	Zuventus Healthcare Pvt. Ltd.