

Annual Quality Assurance Report (AQAR) **For the Session 2016-17**



Internal Quality Assurance Cell

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

The Annual Quality Assurance Report (AOAR) of the IOAC
July 01, 2016 to June 30, 2017

Part – A

AQAR for the year

2016 -17

1. Details of the Institution

1.1 Name of the Institution

Maharishi Markandeshwar University

1.2 Address Line 1

Ambala-Yamunanagar Highway

Address Line 2

Mullana - Ambala

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:

Prof. Victor Gambhir

Tel. No. with STD Code:

01731-304524

Mobile:

80599 30111

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(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:

Web-link of the AQAR:

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	1 st Cycle	A	3.06	2015	Nov. 15, 2020
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

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

- i. AQAR 2015-16 submitted to NAAC on 05.08.2017

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 (<i>Specify</i>)	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 community representatives	01
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

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
 - Mentoring System
 - Feedback System
 - API
 - Quality Research
 - Course File
 - Mentor's File
 - 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.

** 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

I. Curricular Aspects

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	62	03	65	–
UG	26	06	32	–
PG Diploma	05	–	05	–
Advanced Diploma	–	–	–	–
Diploma	05	–	05	–
Certificate	02	–	02	–
Others	–	–	–	22
Total	122	09	131	22

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	71
Trimester	–
Annual	60
Certificate Courses (6-week Program)	–

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 in the Annexure*

- **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 fresher's 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, NPTEL Videos, seminars etc.

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

- Scheme of B.Com (Honours) CBCS was revised where the subject of French in the B.Com second semester was replaced by elective discipline Foreign language (BCFL-201)/ Business communication (in English) (BCEL-201).
- Change in the scheme of B.Com:
- Foreign language BCH (506) was replaced by Human resource management (BCH-506) in B.Com 5th Semester.
- Foreign language BCH (606) was replaced by Advanced Business communication (BCH-606) in B.Com 6th Semester.
- All courses have undergone major syllabus revision once in three years incorporating major thrust areas.

- Choice Based Credit System (CBCS) framed and implemented w.e.f session 2016-17.
- Introduction of semester pattern from the academic year, 2017-18 for MPT. Implementation of the Revised BPT syllabus and inclusion of Yoga syllabus to BPT 2nd Year and MPT.

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

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

649

Total	Asst. Professors	Associate Professors	Professors	Others
649	280	108	189	72

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

148

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

Asst. Professors		Associate Professors		Professors		Nil		Nil		Nil	
R	V	R	V	R	V	R	V	R	V	R	V
73	--	12	--	20	--	48	--	153	--		

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	01	48	Nil
Presented papers	72	111	20
Resource Persons	03	08	04

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

- Infant oral health education cell
- Establishment of one to one dental trauma management in dept.
- Hand-on workshops
- Model demonstrations
- Animations & videos
- MMIM follows the latest and innovative pedagogy for imparting the management knowledge to the students. Some of them are as follows:
- Case studies
- Assignments
- Business role play
- Interactive sessions with the experts
- Guest lectures by experts
- Choice based credit system
- Management Quiz
- Regular industrial visits
- ICT based classrooms
- Mentoring system
- Pre-placement talks and mock interviews
- Introduction of software's like SAP, SPSS, AMOS & E-views are taught to MBA students

- MMICT&BM(Hotel Management) follows innovative teaching pedagogy by which students get best teaching learning process like more industry interaction, research based discussions with students and also PowerPoint presentations, live case studies along with industrial visit and self-work which students undergo and then discussion is done.
- The Faculty attends various orientation and FDP which enables them to further improve teaching learning methods.
- The feedback is taken from alumni and also industry experts before revision in curriculum were made.
- College was using innovative teaching approaches or practices to improve teaching. Besides the chalk and talk method of lecture, the faculty uses the following methods.
- Interactive method: Case study, brainstorming, communication games and activities, focused group discussions, panel discussions, role play and debate, etc.
- Project based learning: Project based learning is mandatory. The project work under the faculty helps the student to review the outcome and impact of research. It also helps the students to pool the findings and arrive at solutions. Students are exposed to hands on experiences at outside laboratories and or field environment visits for virtual learning.
- Experimental learning: The field visits, on-site learning and internships are arranged for the students. Every department organizes an industrial visit for their students and the faculty involved in the clubs used to arrange field visits to encourage experimental learning and to understand the problems associated with the society and to find solutions.
- Computer assisted learning: Most of the classrooms are fitted with LCD projectors and used for interactive sessions and power point presentations (smart classrooms) by the faculty members. Broad band internet facility is available through Wi-Fi, encourages the faculty to fit with computer assisted learning. The faculty members have well developed collection of e-content for most of the courses in order to facilitate knowledge flow to the learners. Computer aided design and computer based training are regularly used by the faculty members.
- 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(which include group discussion, brainstorm ideas)
- Developing of organizational theory (including leadership and organizational reform)
- Power point presentation.
- Demonstration and return demonstration
- Clinical teaching with case presentation
- Nursing Rounds
- Lecture cum Discussion
- Micro Teaching
- Video Based Teaching
- Brain Storming, Quiz

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

215

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

73

22

41

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Name of Programme	Pass Percentage (%)
M.TECH BIOTECHNOLOGY	75.00
M.TECH CIVIL ENGINEERING	100.00
M.TECH COMPUTER SCIENCE AND ENGG.	90.00
M.TECH ELECTRICAL ENGG.	100.00
M.TECH ELECTRONICS AND COMMUNICATION ENGG.	75.00
M.TECH VLSI	100.00
M.TECH MANUFACTURING ENGG.	100.00
M.SC BIOTECHNOLOGY	100.00
M.SC CHEMISTRY	94.33
M.SC MATHEMATICS	77.27
M.SC MICROBIOLOGY	100.00
M.SC PHYSICS	87.72
M.SC PHARMACEUTICALS CHEMISTRY	100.00
B.TECH BIOTECHNOLOGY	94.74
B.TECH CIVIL ENGG.	85.71
B.TECH COMPUTER SCIENCE & ENGG.	94.04
B.TECH ELECTRICAL ENGG.	92.11
B.TECH ELECTRONICS & COMMUNICATION ENGG.	87.76
B.TECH MECHANICAL ENGG.	89.11
B.TECH MECHATRONICS	100.00
B.TECH INFORMATION TECHNOLOGY	100.00
B.SC (MEDICAL/NON-MEDICAL)	86.54
B.SC BIOTECHNOLOGY	69.44
MASTERS IN BUSINESS ADMINISTRATION	89.33
BACHELOR OF BUSINESS ADMINISTRATION	82.02
BACHELOR OF COMMERCE	84.00
B.SC (HONS) AGRICULTURE BUSINESS MANAGEMENT	82.00
MASTER OF COMPUTER APPLICATIONS	90.00
BACHELOR OF COMPUTER APPLICATIONS	72.41
M.PHARM QUALITY ASSURANCE	100.00
M.PHARM PHARMACEUTICS	
M.PHARM PHARMACOLOGY	
M.PHARM PHARMACEUTICAL CHEMISTRY	
PHARM D. (PB)	100.00
BACHELORE OF PHARMACY	80.95
DIPLOMA IN FOOD PRODUCTION/ AIRLINES TOURISM & HOSPITALITY MANAGEMENT / BAKERY AND CONFECTIONERY/ ROOM DIVISION MANAGEMENT / HEALTH & FITNESS NUTRITION	84.21
M.SC DIETETICS & NUTRITION	80.00
BHM&CT	77.50
B.SC HOSPITALITY AND HOTEL ADMINISTRATION	100.00

DIPLOMA IN MEDICAL RADIO DIAGNOSIS	100.00
DIPLOMA IN ANAESTHESIA	
DIPLOMA IN CHILD HEALTH	
DIPLOMA IN OBST. & GYNAE.	
DIPLOMA IN ORTHOPAEDICS	78.69
MD ANAESTHESIA	
MD ANATOMY	
MD BIOCHEMISTRY	
MD SOCIAL AND PREVENTIVE MEDICINE OR COMMUNITY MEDICINE	
MD FORENSIC MEDICINE	
MD GENERAL MEDICINE	
MD MICROBIOLOGY	
MD PAEDIATRICS	
MD PATHOLOGY	
MD PHARMACOLOGY	
MD PHYSIOLOGY	
MD RADIO DIAGNOSIS	
MD DVL	
MD RESPIRATORY MEDICINE	
MD PSYCHIATRY	
MD RADIATION ONCOLOGY	100.00
M.SC MEDICAL ANATOMY	
M.SC MEDICAL BIOCHEMISTRY	
M.SC MEDICAL MICROBIOLOGY	
M.SC MEDICAL PHARMACOLOGY	
M.SC MEDICAL PHYSIOLOGY	
M.SC OPERATION THEATRE TECHNOLOGY	
M.SC RADIO IMAGING	
M.SC OPTOMETRY	
M.SC MEDICAL LAB TECHNOLOGY	100.00
MS OTORHINOLARYNGOLOGY	
MS GENERAL SURGERY	
MS OPHTHALMOLOGY	
MS ORTHOPAEDICS	
MS OBSTETRICS AND GYNECOLOGY	95.33
MBBS	
B.SC MEDICAL LAB TECHNOLOGY	
B.SC OPERATION THEATRE TECHNOLOGY	80.77
B.SC OPERATION THEATRE TECHNOLOGY	100.00

MDS (CONSERVATIVE DENTISTRY AND ENDODONTICS)	90.91
MDS (ORAL AND MAXILLOFACIAL SURGERY)	
MDS (ORAL MEDICINE AND RADIOLOGY)	
MDS (ORAL AND MAXILLOFACIAL PATHOLOGY AND ORAL MICROBIOLOGY)	
MDS (ORTHODONTICS AND DENTOFACIAL ORTHOPAEDICS)	
MDS (PAEDIATRIC DENTISTRY)	
MDS (PERIODONTOLOGY)	
MDS (PROSTHODONTICS AND CROWN AND BRIDGE)	
MDS (PUBLIC HEALTH DENTISTRY)	
BDS	75.00
MASTER OF PHYSIOTHERAPY	100.00
BACHELOR OF PHYSIOTHERAPY	100.00
MPHW	87.50
M.SC NURSING	96.00
B.SC NURSING	96.23
B.SC NURSING	
P.B. BSC (N)	100.00
BA LLB	73.21
LLB	84.62

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

- Through the regular IQAC the department strives hard to improve the quality of teaching and learning as well as motivation for research activities among staff and students.
- IQAC cell which monitors and ensures that the classes are being held on time and the feedback is taken from students.
- Documenting the teaching and learning processes. Critical analysis and comparing the progress in teaching and learning processes.
- Evaluation on regular intervals either for students or for teacher is always required for the assessment.

- Maintains full transparency in the admission process adopted for academic programme
- 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 discussion, case studies, field visits and live projects.
- Ensure transparency and confidentiality in evaluation process by masking of roll no. coding and decoding of answer books, cross checking of marks etc.
- Documentation of various programme/ activities leading to quality improvement.
- Preparation of annual quality assurance report (AQAR) to be submitted to NAAC based on the quality parameters.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	03
HRD programmes	09
Orientation programmes	22
Faculty exchange programme	2
Staff training conducted by the university	50
Staff training conducted by other institutions	37
Summer / Winter schools, Workshops, etc.	05
Others	496

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	340	Nil	266	NA
Technical Staff	908	Nil	421	NA

Criterion – III

3. Research, Consultancy and Extension

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

IQAC promotes research in the departments by encouraging researchers for their continuous contribution to enrich the research environment. Departments are running Ph.D. programme to ensure the involvement of students in the research process. Individual faculty also contributes to the research by publishing their papers in reputed journals, conferences. Consultancy is another area on which departments are working thereby solving the real life problems from industries which mandates the research scholars to provide the quality research works.

IQAC cell circulates various National/ International Conferences organized all across the country and abroad. The faculty are also apprised of various indexed journals and also motivated to publish papers in indexed journals.

FDP organized by IQAC Regarding the publication of research work in journals with the high impact factor, Index Copernicus, SCOPUS and PubMed indexed journals, and editing of the manuscripts.

University identifies and then sends invitations to erudite researchers in different fields. Upon acceptance of offers all arrangements desired by the visitors are made.

Such efforts have elicited following impact on research activities of the University:

- Visit of external eminent researchers allowed active exchange of ideas with University researchers, which proved beneficial.
- University faculty members learned from various kinds of expertise of eminent researchers.
- It helped the University facilitate networking.
- It proved potentially useful in garnering research funds
- Laboratory experiments with the interfacing of hardware and software.

- Consultancy, Industry Visit, Webinars.
- Organizing International conferences/Workshops/National Conferences
- Industry Collaborated Training Programme
- Industrial Consultancy
- Encourage researcher/faculty members to write research proposal for research grant from government organization
- Encourage Faculty members/researchers to participate in the international conference through Government travel Grants
- Computer and internet facility is being provided in institution for the faculty who intend to pursue research and publish paper.
- Expert lectures to improve knowledge regarding research publication and reference management.
- The faculty members are encouraged to conduct research in their research areas leading to research publications in reputed national/international journals.
- Bring out research journals of different specialization for promotion of research activity.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	–	–	03	–
Outlay in Rs. Lakhs	–	–	13,46,000	–

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	–	–	08	–
Outlay in Rs. Lakhs	–	–	3,19,000	–

3.4 Details on research publications

	International	National	Others
Peer Review Journals	229	25	–

Non-Peer Review Journals	58	22	–
e-Journals	37	1	–
Conference proceedings	54	3	–

3.5 Details on Impact factor of publication

Range Average h-index Nos. in SCOPUS

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	3 YEARS	MINISTRY OF SCIENCE AND TECHNOLOGY GOVERNMENT OF INDIA (BIOTECH)	804000	804000
	3 YEARS	DEPARTMENT OF SCIENCE AND TECHNOLOGY	400000	400000
	6 YEARS	IAEA AUSTRIA	142000	142000
Minor Projects	1 YEAR	SUTURES INDIA PVT LTD	55000	55000
	1 YEAR	ABBOTT INDIA LTD	50000	50000
	1 YEAR	MERIL ENDO SURGERY	50000	50000
	1 YEAR	LUPIN COMPANY	50000	50000
	1 YEAR	MICRO LAB. LTD	49000	49000
	1 YEAR	CIPLA LTD	30000	30000
	1 YEAR	BIOGYNACE HEALTH CARE	25000	25000
	1 YEAR	JAYPEE BROTHERS MEDICAL PUBLISHERS PVT. LTD	10000	10000

Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	1 year	IIT Rorkee & PTU Jalandhar	37030	37030
Any other(Specify)	-	-	-	-
Total	-	-	1702030	1702030

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	03	06	3	13	-
Sponsoring agencies	<ul style="list-style-type: none"> • Meerwal Construction and Company, Ambala (Haryana) • RS Construction Company, Jind (Haryana) 	Indian Hospital Pharmacist Association (IHPA) Haryana Branch	-	Micro, Small & Medium Development Institute, Karnal, Govt. of India	-

	<ul style="list-style-type: none"> • Pankaj Health Care Enterprises, Ambala (Haryana) • Jay Sardar Cement Products, Ambala (Haryana) • Creative Infrastructures • Innovative Systel ACC Ltd. 	Micro, Small & Medium Development Institute, Karnal, Govt. of India		State Bank of India, Chandigarh	
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3.12 No. of faculty served as experts, chairpersons or resource persons 40

3.13 No. of collaborations

International 10

National 18

Any other 6

3.14 No. of linkages created during this year 14

3.15 Total budget for research for current year in lakhs:

From funding agency 21.3

From Management of University/College 29.5

Total 50.8

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	20
	Granted	-
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
194	1	8	3	182	-	-

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

255
132

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

33

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

JRF	8	SRF	-	Project Fellows	1	Any other	11
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3.21 No. of students Participated in NSS events:

University level	530	State level	-
National level	-	International level	-

3.22 No. of students participated in NCC events:

University level	-	State level	-
National level	-	International level	-

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	9	College forum	24
NCC	-	NSS	18
		Any other	126

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

- Legal Awareness Programme on Fundamental Duties was organized. A DVD containing a short film “Kartavya Nibhana Hai” was shown to all the faculty members, staff and students.
- Legal Aid Camp on Legal Services Day is organised. Advocate Rajiv Sachdeva and Nitish Sahani delivered lecture on Lok Adalats and ADR System
- Legal Aid Programme regarding the services provided by DLSA is organised for staff and students. Legal Services provided to the mentally ill and Mentally Disabled Persons, Provisions of PCPNDT Act, Harassment of working women at work place, Fundamental Duties & Flag Code of India and Mediation is discussed by team of District Legal Services Authority, Ambala. Guests included Advocate Nitish Sahni (Legal Aid counsel), Sh. Subhash Chander Bhardwaj PLV, Sh. Harash Kumar and Sh. Udham Singh visited the Department.
- Cleanliness Drive in the month of January in which students participated in cleaning activities and creating awareness for clean environment.
- The Students also participated in blood donation camp and donated blood on founder’s day.
- Day celebrations, group projects, mass awareness programmes and competitions held at hospital and community level during the year.
- Home visits by the students to assess health status and educate community people
- 7 day and night camp by NSS Volunteers to serve the community people.

Criterion – IV

I. 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 (\geq 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 Up to 30.06.16		Newly added 01.07.16 to 30.06.17		Total Up to 30.06.17	
	No.	Value	No.	Value	No.	Value
Text Books	159673	997.65	3074	31.75	162747	1029.40
Reference Books	7360	40.18	252	5.77	7612	45.95
e-Books	125000+	0.34	Renew		125000+	0.34

Journals	740	91.44	(-80) Renew	660	92.24
e-Journals	7205	25.37	(2045) Renew	9250	28.76
Digital Database:- IEEE,ASME,ASCE, Ebsco-Dentstry (DOSS) Ovid–LWW Cluster Collection,Inflibnet N- List K-Hub,SCC online BCI Air Infotech Bentham Pharmacy	10	See e- journals			
CD & Video	6056	0.26	844	0.03	6900 0.29
Others (specify)	Delnet Animal Simulator, LMS Turnitin-UK	5.09	Delnet Animal Simulator, Turnitin-UK (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	53	145 mbs	81	81	27	103	38
Added	125	20	--	29	29	2	17	_
Total	1797	73	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.)

- Fully wifi enabled campus
- Faculty members in the need of personal computers are provided the system
- ICT enabled classrooms
- All the results and announcement are done online on university website for the easy access of students and guardians
- Regular in-house training on Information technology for students and grants for trainings by NITTTR Chandigarh for faculty members.

- University is providing 24*7 internet facility to students and teachers. The teachers are trained under various university/sponsored programme for technology upgradation. The online system of filing of Scholarship facility is also provided by the department.
- The Faculty also has internet access both LAN and WIFI and also are apprised with latest software's like SPSS, RMS.
- The Students and staff of the Institute have access to the University UMS ERP system which enables them to view various things related to them like students attendance, staff salary etc.
- 14 Faculty members trained by conducting Androids Training & SAP Training at M.M.U, Mullana.

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

331.4 lakh

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC enhances awareness about Student Support Services in following ways:

- Serving as a positive feedback mechanism
- Points out lacunae
- IQAC evaluates the student support services provided in the institute. This includes mentoring system, anti-ragging activities, initiatives for value added courses, training and placement activities, grievances, and suggestions of the students.

- Student Support services especially the mentoring programme is functioning effectively under the proper monitoring of IQAC.
- Anti-ragging squad and committee protects the student from ragging activities.
- Women empowerment cell protect the girls from gender sensitization issues and sexual harassments.
- Orientation Programme for students
- Parent teacher meetings mentor programme
- Support for slow learners.
- Awareness classes on different topics.
- Motivates students to participate in GATE exam, IES etc.
- Identifies students in need of counselling; Encourages participation in Various club activities.
- Talented students are encouraged to take part in competitions organised in other Colleges/ Institutions.
- Conducted workshops.
- The working of students support and mentoring are reviewed by IQAC from time to time.
- Institution has mentoring support system where a teacher mentor is assigned to a group of 15-20 students. In this mentee share their academic as well as personal problem with their mentor, they provide the counselling and guidance regarding carrier exploration and skill building
- NSS supports the students for certification and help for job benefits.
- Scholarship to the students from university as well as national supportive agencies.
- Another support system is the training and placement cell of intuition which keep liaison with potential industries to take care about the placement of students.

5.2 Efforts made by the institution for tracking the progression

- One to One correspondence made at regular internals
- Alumni feedback Performa followed-up

- The institute arranges classes for slow learners to improve their performance. Separate classes are also arranged to prepare the students for competitive examination. Pre-placement mock tests, preparation for personal interviews, PDP classes are the routine activities of the institute. Placement cell also helps the students for off- Campus placement drives.
- The department follows the mentoring programme in its true spirit. Apart from counselling and guidance of the students it also works as a mechanism for parents and teachers joint efforts in student's progression. The information relating to result, attendance and sessional marks are given through the dispatch of letters.
- Regular monthly mentor classes are conducted to track the progress of the students. Counsel them to overcome their academic issues.
- Remedial classes are conducted to track the progress of the students. Timely re-test to evaluate the progress.
- Giving guidance to the PG students in classrooms
- Providing awareness for progression of higher studies and training for currier opportunity
- Feedback Performa from students at the end of every session.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
5516	1559	299	127

(b) No. of students outside the state

3272

(c) No. of international students

286

Men	No	%
	4405	58.70%

Women

No	%
3096	41.30

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Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
6272	335	45	1260	-	7912	5728	356	41	1376		7501

Demand ratio 15.67 : 1

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

- University supports students in their project work by arranging special sessions. Extra classes are arranged for the slow learners. Expert lectures are organized on practical learning concepts. Career development for students are organized by the faculty members to ensure support mechanism to the students.
- Times to time the students are given guidance regarding competitive exams i.e during the class, as well as through the experts.
- Every week GPAT Classes were conducted for the final year students throughout the year where they interact with different faculties to discuss their problems and one on one discussion with professors and experts of the subjects.
- Conducting Career oriented Classes for UG and PG students such as GATE, CSIR/UGC-NET, ARS-NET, DBT-JRF, ICMR-JRF.
- Students are prepared for NET, SLET, GATE etc. Extra classes are given on Saturdays for Net Preparation.

No. of students beneficiaries

5995

5.5 No. of students qualified in these examinations

NET	04	SET/SLET	-	GATE	02	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	01	Others	27

5.6 Details of student counselling and career guidance

- Mentors are assigned to suitable number of candidates who guides and counsels students on regular basis. Students having any kind of grievances get it redressed by mentors.
- For Career guidance pre-placement mock interview talks are arranged in the department. Special expert lectures are arranged for career guidance for the students
- Students are guided for the entry into legal profession.
- Counselling and Placement cell for career counselling and guidance.
- Interviews arranged regularly with Industry for outgoing batches.
- Industrial Training Placement arranged in reputed Hotels.
- Telephone/ Skype Interviews.
- Regularly 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 language were also arranged especially for outgoing batch. Reasoning and aptitude tests were taken for final year students.
- Mentoring process is in place to resolve student grievances and Career Counselling
- An effective counselling cell is working in the department for guidance, support to those students who have behavioural problems and who need moral support. In ordinary cases the class teachers/Mentors give them counselling and those who need additional support are also directed to College counselling cell. Departmental counselling centre is instrumental in identifying and redressing the grievance of needy students. Interaction with parents is also maintained if required.
- All first year UG and PG students are given Orientation class which focuses on personality development, attitude and aptitude refinement, goal setting.
- Class teachers and other teachers provide extra academic and emotional support for slow and advanced learners
- The department in association with Training and Placement cell continuously conduct sessions/**expert talk including classes for** communication Skills, Group Discussion, How to write resume, FAQ, HR expectation, General Tips.

- Mentors do the students counselling biweekly during mentoring sessions. Every year expert teachers arranged for guiding the students about their career.
- Personality development classes and workshops
- Seminar by different companies

No. of students benefited

5995

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited(Enclosed the list of companies separately)	Number of Students Participated	Number of Students Placed	Number of Students Placed
108	3810	741	506

5.8 Details of gender sensitization programmes

Gender sensitization committee consists of Head of the Department and senior female faculty members. A regular meeting is there for smooth functioning of the department. It encourages and organizes activities including declamation, slogan, mime, quiz.

International Women's Day was celebrated by the department on 8th March 2017. Various events including Paper Presentation Competition, Poster Making Competition, Slogan writing Competition etc. were organised on this special occasion. On 12th October 2016, Beti Bacho-Beti Padho day was celebrated. Poster making Competition was organised at University level.

- Celebration of women's day on 8th March, 2016
- Demonstration of self-defence activities by faculty and students
- Women cell is there at university level. This cell arranges seminars on women's empowerment and crime against women.
- A university level woman cell is active to arrange programmes/seminars on gender sensitization and to hear and solve any such complaint, if received

- Multi-event programme on Women's Day on March 8, 2017.
- Invited Talk by Prof. Satnam Raina, Dean Students' Welfare, on Women Empowerment Aug. 7, 2016

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural:

State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	1226	82,42,858
Financial support from government	84	1444540
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs

State/ University level National level International level

Exhibition

State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

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 centralized ERP (Enterprise Resource Planning) system is used by the department which handles all the MIS related activities.

University has UMS ERP System which enables the institute to communicate with various stakeholders like students, parents and management.

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

6.3.1 Curriculum Development

While designing and developing course curriculum, feedback collected from various stakeholders. The proposed improvement and changes are first put in the departmental BOS (Board of study) meeting, where internal members and two external members from other universities discuss proposed changes. Then the recommendation of BOS are placed in Faculty concerned meetings, if suggested recommendations are approved from faculty, then the same are placed

in the meeting of academic council where the experts from academic and industry review the suggested matter.

6.3.2 Teaching and Learning

In Teaching-learning process, subjects are allocated to the faculty members by the Principal of the Institute as per their specialization well in advance so that they can prepare for it. All faculty members are then required to prepare their particular subject course file accordingly which includes teaching notes, PPTs, Lesson plans, case studies. Experts from academic and industry are invited time to time for covering practical and technical subjects and for making things more clear and easy to the students by experts.

The institute follows the academic calendar prepared well in advance before the commencement of the session which consists of the commencement and closing of the classes, as well as final and sessionals exams schedule. For every semester, the institute prepare weekly activity plan consist of schedule for the key activities like departmental functions, quiz or management games, workshops, cultural programs.

Every faculty members acts as a mentor of 15-20 students as well, who conducts the meeting with students periodically and solve the mentees problems, communicate with their parents telephonically and through postal letters about their performance in exams. The mentor also serves the role of being a guide to the students in personal and professional matters according to students' needs.

Department follows the pedagogy of teaching law with practical approach. Department focuses more on the e-learning. Various e-resources are there which includes N-List, AIR software etc. for the students and faculty.

- Learner Centric Teaching. Methodologies
- Live Demonstrations.
- Workshops
- Hands On Training
- Debates/Mock Interviews /Group Discussion Inter and Intra Class Competitions.
- 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.
- Through NPTEL Videos, Power point presentations and webinars and IES notes
- Remedial classes for weak students.

6.3.3 Examination and Evaluation

The paper setter is appointed by Controller of Examination from the list approved by BOS and AC. This is a confidential process. The answer sheets of the students are marked with security code for sake of hiding identity of the students.

Fair and transparent system of internal assessment, Practical and Sessional Exams is followed by the University.

- Spot Marking
- Credit based semester system
- Internal examinations twice a semester and strict evaluation methods.
- Pre-final examinations, model viva voce and practical exams.
- Progress Report
- Assignment and project

6.3.4 Research and Development

The departmental research committee (DRC) monitors research work of the research scholars of the department. The committee evaluates the worth and can make necessary recommendations in the research work of the scholars.

Although the department is having undergraduate course yet the students are actively involved in research activities. A few articles of students were also published in the UGC approved Journals. Students are also taking part in conferences and Seminars. Apart from that the teachers are involved in the research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The University has a rich library having more than 1,70,000 books, 740 national and international journals & magazines with digital database (SOUL). The Library procures 14

national level newspapers on daily basis. Data basis like EBSCO- Business source elite has also been subscribed. The DELNET is also introduced for accessing online journals.

The institute has a spacious and adequate infrastructure consisting of area of 7888 sqm., one seminar hall having capacity of 300 persons, one conference hall, four computer labs and one language lab. The total number of classrooms is sixteen out of which six class rooms have ICT facility

Department is having excellent infrastructure with automated library. Latest online journals, AIR Combo Packs, SCC Online data Base etc. are parts of those facilities. 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).
- In-house E-content designed by faculty available on University website.
- Agreement with INFLIBNET for research repository on Shodhganga.
- Language lab, conference hall and digitalized seminar halls

6.3.6 Human Resource Management

A centralised, unified HR management system is in place with feedback control from all stake holders

University facilitates and encourage faculty members to have their participation in Seminars/Workshops/MDP and FDP on regular basis. Hostel and flat facilities are also provided to faculty members on concessional rates for staying in the campus. The institute provides good working conditions with Wi-Fi facility and LCD projectors for delivering the lectures. The University follows a tradition of celebrating all the festivals with students and faculty.

There is a provision of different types of leaves like casual leave, academic leave, medical leave, maternity leave to the faculty members along with summer and winter vacations.

- Transparent recruitment / Selection /promotion policy.
- Equitable Career Growth Policy

- Faculty Annual appraisals
- Women cell takes keen interest in conducting women empowerment programme.
- Various committees and clubs comprising of the staff coordinate different activities throughout the year
- Human resources are effectively and efficiently utilized for the development of departmental activities and community extension activities
- For jointly undertaking the post-graduate education programme
- Institute of general pathology and pathophysiology, Moscow Russia.
- Work culture: Staff welfare committee organize welcoming party of newly joining and farewell of staff.
- Induction programmes and hand holding in clinical areas for new joining faculties, with closed supervision and monitoring by HOD's
- Motivation for publications and attending conferences

6.3.7 Faculty and Staff recruitment

- Every end of academic year, the department provides requirement of faculty to the establishment branch.
- As per requirement, number of posts are advertised in the various newspapers and in the University website.
- The potential candidates are then shortlisted and called for interview to be conducted by Head of Department and team of experts.
- Faculty and Staff are recruited through the duly formed Selection Committee formed by the university.
- Recruitment Criteria as per guidelines by UGC.
- Promotion of existing incumbents as per UGC norms.

M. M. University has been consistently striving to become an area of excellence for R&D activities through its industry-academia linkage. This institution started with a vision of attaining new heights in research, shaping each and every branch of Engineering, Pharmaceutical and Medical Sciences into a premier precision tool of the future, for creation of wealth and ensuring social justice especially for the welfare of humanity. Sharing a common desire to explore, extend and strengthen the functional relations

hipand in order to share the facilities and expertise available, Department of Biotechnology signed up a Memorandum of Understanding with IBI Biosolutions Pvt Ltd. Sector- 5, Panchkula, Haryana, INDIA for jointly undertaking the post-graduate education programme and to facilitate interdisciplinary research of mutual interests.

6.3.8 Industry Interaction / Collaboration

The industry experts are invited in campus to review the syllabus of different course. The institute has a constant interaction with the industry through invitation of experts for guest lectures and MDPs. During internship training of MBA and BBA course, the faculty members keeps in constant touch with industry experts and seek their suggestion about the performance of the students. Moreover, industrial visits are conducted for students to get closer exposure of industrial practices.

Regular Court Visits and Training of students are there. Students visited Distt. Courts, attended Lok Adalat, Visited Jails and Villages under the guidance of District Legal services Authority, Ambala. This is integral part of the curriculum.

- MOU with MM Continental Hotel
Memorandum of understanding with
- Captab Biotec Unit-II, Baddi (H.P.)
- Total Health Care, Solan (H.P.)
- Shiv Industries, Solan (H.P.)
- Collaboration with industry/research Institution like IBI Biosolutions, Directorate of Wheat Research, Central Soil Salinity Research Institute, National Dairy Research Institute, Bhopal Memorial Hospital & Research Centre, Institute of General Pathology and Pathophysiology, Moscow Russia etc. for research, training and project works.
- Faculties are encouraged to take consultancy from industries and govt funding agency.
- Students undergo summer training which is industrial training in different industries for 6 weeks.

- Collaboration with industry like Bosch, National Instruments, Cisco, Infosys, SAP, Google.

6.3.9 Admission of Students

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

Students are admitted on the basis of merit of the qualifying exam.

6.4 Welfare schemes for

Teaching	Mediclaim Policy for illness, Timely promotion as per regulating bodies norms, CPF Scheme, Sports facilities with Swimming pool, Best Teacher Award, <input type="text" value="5 Crores"/> 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

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

The alumni association of M.M university promotes the interest, welfare and educational aims of its alumni, establish and maintain a mutually beneficial relationship between M.M university and its alumni.

Institute also organizes the alumni meet time to time, where the pass-out students get together and share their experience. Feedback diaries are maintained in the institute wherein the feedback from the alumni is taken on the regular basis regarding the

latest/innovative contents of the industrial practices. The improvements are being done on the basis of suggestions & recommendations provided by the esteemed alumni.

6.12 Activities and support from the Parent – Teacher Association

Parents and teachers do share the student progress. Every student has a teacher as mentor. This mentor remains in touch with the students & parents/guardians regarding the performance of the students.

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. Mentors and Parents encourage students to offer their perspectives and participate in various activities in the Institute.

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

Department 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. Time to time environmental awareness programme & planation activities are organized

- Tree Plantation: Tree plantation drive is run every year on the Founders day.
- Energy Conservation: Classrooms are airy and well ventilated and they hardly need any artificial lightening, still every room is well equipped

- Non Renewable energy -Solar Energy Usage has been put in place. Smoke free campus.
- Extensive efforts have been taken to plant trees and make campus green.
- With the support of Haryana Government/University Management, a programme of planting and nurturing trees was conducted.
- Garden-maintenance activities were undertaken by the Gardener Staffs'
- Resolve to avoid flex boards in seminars and other programs.
- 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.
- Bio medical waste disposal system.

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.

- Enhanced use of ICT based teaching – learning attempted.
- External Experts invited frequently
- Establishment of Business Park & Incubation Centre in the campus for the overall development of the students.
- 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.

- 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 Texas, 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.
- The Department organised three days Moot Court Competition. Various Quiz Competitions, Declamation and Debate Competitions were also organised by the department. The Department arranges internship for students in District Legal Services Authority, Ambala. Allocation of work through different committees for maximum involvement of all faculty members is also a part of the functioning of the Institute.

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

- Introduced CBCS in the B.A.LL.B. 5yrs Course.
- Organised three days National moot Court Competition.
- MMIT&BM (Hotel Management) organized Live Workshop on Molecular Gastronomy in which a renowned chef presented the concept of molecular gastronomy through

live demo to the students which has positive impact on the working of institution with students enhancing their knowledge on latest trends.

- Faculty became member of Chef Association of Five Rivers which facilitated more interaction with renowned chefs.
- The Executive Chef of Park Plaza Chandigarh graced the chef competition as Judge. His gracious presence motivated the participants and students with latest trends in Food Production.
- The academic plan of the college in the beginning of the semester is made in the form of an academic calendar which includes guest lectures, field visits, demonstrations, formal lunches, theme dinners and other co-curricular & extra-curricular activities.
- Monthly departmental meetings take an update on the compliance of the academic calendar and any deviation is addressed immediately.
- 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 of higher education.
- IQAC is evaluating the systematic and timely implementation of the various activities according to the plan of action chalked out by the departments in the beginning of the year
- Periodic verification of time table, monitoring and verifying the completion of portions at the departmental, college council and Principal's levels. Special classes are arranged for the completion of portions. Remedial and Tutorial classes are arranged for weak students.
- Encourage teachers to undertake Major and Minor projects
- In order to promote student centric learning, the institution provides ICT enabled facilities, field trips and industrial visits.
- Various clubs are constituted and special training given to students for their overall achievements.

- Inter departmental competitions are arranged and Environmental day were celebrated for creating awareness to the youngsters.
- A GYM with modern equipment is well functioning in the institution.
- Counseling facility is arranged for the needy students

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 counselling 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

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

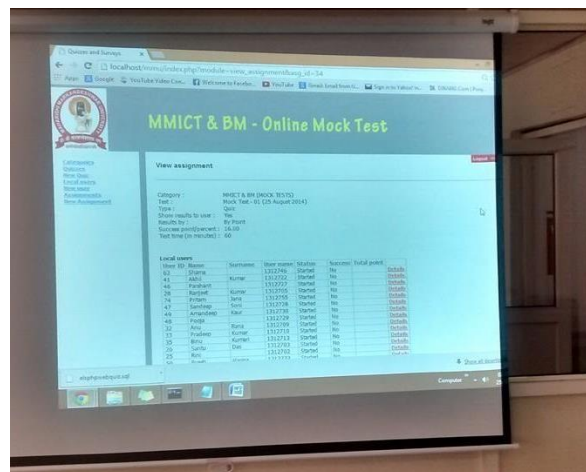
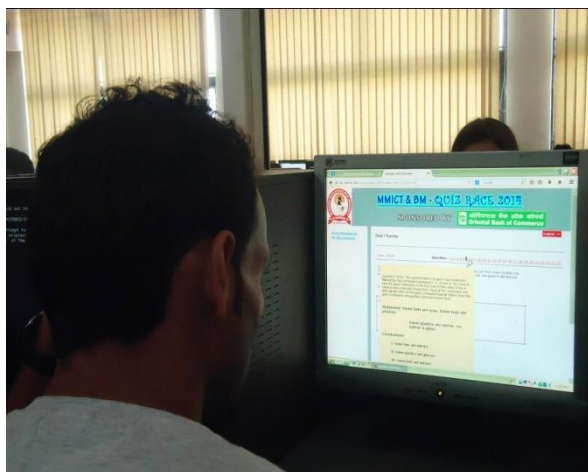
- Students learn through a process of trial and error and examinations, which are an

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.



**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

The faculty and students of the institute actively participate in Swachh Bharat Abhiyan, departmental cleanliness drive, tree plantation and declamations, organized in the university from time to time.

Swachh Bharat Pakhwada day was celebrated on 15th Nov' 2016 in the Department. Essay Writing competition, Poster making competition, Recycling and Reusing the

biodegradable and Dry waste, Cleanliness Drive etc. were organised for the students to make them environment friendly.

- Tree plantation.
- Rain Water Harvesting.
- Energy Audit to save electricity.
- Car-pooling from various stations.
- Sewage Treatment Plants
- Plantation Drives
- Plant Nursery
- No Tobacco Zone.
- Smoke Free Campus
- Energy Efficient Applications Used.
- Energy Conservation awareness Programs.
- Bioremediation and pesticide Biodegradation Initiatives.

7.5 Whether environmental audit was conducted? Yes No

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

Major Strengths:

- International faculty for teaching MBA students
- Innovative ad-on programme as workshops
- International research journal
- Well-equipped labs and rich library
- ICT based classrooms
- Course curriculum is at par with other reputed B-schools.
- Highly Qualified and Motivated Faculty
- Rich Library Resources

- Practical Exposure of Students
- Knowledge Input through Guest lectures by eminent Resource persons
- More faculty members with Ph.D qualification
- Availability of the state of art infrastructure in laboratories for 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 of 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

2. **Weaknesses:**

- Location of the University in the Rural Area
- Language Problem of Students
- Students Research is Lacking
- Less Placements of Students

- Declining interest of students in engineering education in general due to employability problems.
- Industry linkage needs to be improved.
- Consultancy needs to be improved.

Opportunities:

- Research projects from various funding agencies
- Publish more research papers
- Achieve 100% placement
- More consultancy projects need to be taken
- Introduction of BBA-LL.B and B.Com-LL.B. 5yrs integrated Course
- Introduction of Certificate Courses
- Coaching for Judiciary
- Organising Seminars/Workshops/FDP's
- Increasing market size of pharmaceutical industry for better placement of student
- Encouraging the faculty members to enhance the calibres
- 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.

- Social acceptance of the institution

4. Challenges:

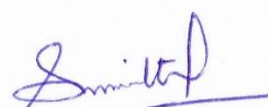
- Selection of Students in Judiciary and Civil Services
- Placements of Students in Corporate Sector
- Participation in Common Entrance Test
- Lack of Projects
- High level of mathematical understanding. To impart it to the students is a challenge.
- To develop the academic-industry relationship
- To develop programming and simulation skills in students.
- To create students' interest in Engineering. Skill based programs launched by GOI under PMKVY.

8. Plans of institution for next year

- NBA accreditation is of higher priority.
- Planning of enriching more classrooms with ICT.
- Case studies introduction in the syllabus and hence, the mandatory part of syllabus.
- The format of the sessional exam has also been amended and case studies have been introduced.
- EDC & RDC are planned to be the part of institute.
- With updated teaching methods and more activity based workshops, we aim to involve all the students towards learning & development.
- Department is planning to organise National Paper Presentation Competition and National Legal Essay Writing Competition in the Academic session 2017-18.
- Introduction of BBA-LL.B (H) 5yrs integrated Course and B.Com-LL.B. (H) 5yrs integrated Course from the session 2017-18.

- Department is planning to organise Judgment Writing and Client Counselling Competition in the session 2017-18.
- Implementation of E-learning
- Accreditation of B Pharm programme by NBA-AICTE
- Initiation of more number of MoU with industries/ Research institutes
- To start a new course on latest emerging technologies for industry.
- Consultancy work.
- Striving to become a centre of excellence for R&D activities.
- Develop skilled 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
- To prepare and submit the research proposals for funding.
- To propose and introduce B.Sc. Honours in Physics
- Efforts to further strengthen the existing infrastructure of UG and PG labs.
- Various academic and cultural activities for students will be organized.
- Introduction of specialization for PG students
- To maintain and improve standards of nursing education.
- Collaborative multidisciplinary research with other departments of university and outside
- Motivating faculty for publication of book
- To strive for professional and personal development via utilizing facilities in university by attending workshop/conferences/training programmes, sports complex, going for higher education

- Developing research skills through publication of original research paper, writing books etc.
- Maintain quality education with cost effective
- To motivate and prepare students to be better citizens and better health professionals
- To promote overall development of students by organizing various curricular and co-curricular activities such as Quiz, debate, sports etc



Signature of the Registrar

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 2016-17

EVENT / SEMESTER	<u>ODD SEMESTER</u>	<u>EVEN SEMESTER</u>
<u>FOR 1ST YEAR ONLY</u>		
<u>1. TEACHING</u>		
REGISTRATION & ORIENTATION PROGRAMME	JULY 15, 2016	JAN 12, 2017
COMMENCEMENT OF CLASSES	JULY 15, 2016	JAN 12, 2017
<u>2. SESSIONAL EXAM SCHEDULE</u>		
SESSIONAL-I	SEPT, 22-24, 2016	MAR 2-4, 2017
SESSIONAL-II	NOV. 28-30, 2016	MAY 22-24, 2017
3. PREPARATORY HOLIDAYS/REMEDIAL CLASSES	DEC. 1-6, 2016	MAY 25-31, 2017
<u>4. END SEMESTER EXAM</u>		
THEORY/ PRACTICAL	DEC. 7-31, 2016	MAY 30- JUNE 20, 2017
DISPLAY OF RESULT	JAN 10, 2017	JUNE 30, 2017
VACATION FOR STUDENTS	JAN 01-08, 2017	JUNE 21- 30, 2017
<u>FOR 2ND YEAR ONWARDS</u>		
<u>1. TEACHING</u>		<u>EVEN SEMESTER</u>

REGISTRATION	JUNE 29-30, 2016	JAN 2, 2016
COMMENCEMENT OF CLASSES	JULY 01, 2016	JAN 2, 2016
2. SESSIONAL EXAM SCHEDULE		
SESSIONAL-I	SEPT 22-24, 2016	MAR 2-4, 2017
SESSIONAL-II	NOV 10-12, 2016	MAY 8-10, 2017
3. PREPARATORY HOLIDAYS/ REMEDIAL CLASSES	NOV 13-18, 2016	MAY 11-17, 2017
5. END SEMSETER EXAM		
THEORY/PRACTICAL	NOV. 19, 2016 TO DEC. 10, 2017	MAY 18-31, 2017
DISPLAY OF RESULT	DEC 26, 2016	JUNE 19, 2017
VACATION FOR STUDENTS/INDUSTRIAL TRAINING	DEC. 11-18, 2016	JUNE 1- JULY 7, 2017

Sr. No.	Number of Organizations Visited
1.	Kony India Pvt. Ltd.
2.	HERO MOTOCORP Ltd.
3.	Indian Navy
4.	Infosys Ltd.
5.	Tech Mahindra
6.	KPIT Technologies
7.	SMARTDATA
8.	UNISYS
9.	ToxSL
10.	British Telecom
11.	CODE Brew

12.	Click Labs Pvt. Ltd.
13.	Om Careers
14.	Dr. Wiesner Test & Automation Pvt Ltd
15.	eClerx services
16.	Libsys Ltd.
17.	Oasis Electronics
18.	Artech Infosystem
19.	Policybazaar.com
20.	Spectraforce Technologies
21.	TechAhead Software
22.	Westline Shipping
23.	V-Guard Industries
24.	Anglo Eastern Shipping
25.	KPG99 INC
26.	Indian Army
27.	Prototech Solutions
28.	Amazon
29.	Empower IT System Pvt. Ltd.
30.	CapitalAim Financial Advisory Pvt. Ltd
31.	Shree Ram Group
32.	75way Technologies PVT. LTD
33.	R System
34.	Percept Research and Consulting
35.	Mount Talent Consulting

36.	Yugasa Software Labs Pvt. Ltd.
37.	Structure Online
38.	Aerial Telecom Solution
39.	Bhilwara Infotechnologies Limited
40.	Lgsoft-India Pvt. Ltd.
41.	Wonder Products
42.	Collabera Technologies
43.	EXPERIS IT PVT. LTD
44.	Nahar Group
45.	Mikuni India Pvt. Ltd.
46.	Executive Shipping Mgmt.
47.	Raja Software Labs
48.	JEON-PARK MECHPRO PVT. LTD
49.	GENPACT
50.	Hettich India Pvt. Ltd.
51.	CVENT INDIA PVT. LTD
52.	Pratian Technologies India Pvt Ltd.
53.	Mindtree
54.	SquareBoat
55.	ITC Ltd.
56.	UDAN Project
57.	PYRAMIDS MARINE AND AVIATION MANAGEMENT PVT. LTD
58.	NIIT Limited
59.	SkillBery

60.	Brighview Telecom Pvt. Ltd.
61.	MattsenKumar
62.	Candytech
63.	DCM Engineering
64.	Ramada Chandigarh
65.	Bella vista
66.	OPTUM- UNITED HEALTH GROUP
67.	iLEADFARMER
68.	InfoEdge (Naukri.com)
69.	Innodata
70.	Nestle
71.	Café Coffe Day
72.	Acadview
73.	Lifecare
74.	JARO Education
75.	India Shelter
76.	Fortish Hospital
77.	CavinKare
78.	ALIBABA.COM
79.	AXA Business Services Pvt Ltd,
80.	IBM
81.	Bhilwara Info technologies Limited
82.	TOP Rankers Mgmt. Conasultants
83.	BKC WeatherSys Pvt.

84.	Ramky Enviro Engineers Limited
85.	Columbia Asia
86.	Artemis Hospitals
87.	Ramada Chandigarh
88.	Bella vista
89.	OPTUM- UNITED HEALTH GROUP
90.	OCWEN
91.	GOLDPLUS GLASS
92.	Asian Paint
93.	Asahi india glass
94.	HDFC
95.	TalentNiti
96.	VODAFONE INDIA LTD
97.	ARCADIS
98.	Orane International Pvt. Ltd
99.	Maven Workforce
100.	Mancer
101.	Perfect Fasteners
102.	Indiamart Intermesh ltd.
103.	Angel Broking Pvt Ltd.
104.	Karvy Stock Broking Ltd
105.	Life Cell International Pvt. Ltd.
106.	Country Garden
107.	AXIS bank

108.	PUSHKAR PHARMA
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