

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

**Session: July 1, 2017 to June 30, 2018**

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Name of the Institution: Maharishi Markandeshwar University, Sadopur  
(With year of establishment) 2010

### Part – A

**AQAR for the year (for example 2013-14)**

2017-18

#### 1. Details of the Institution

1.1 Name of the Institution

Maharishi Markandeshwar University, Sadopur

1.2 Address Line 1

Village, Sadopur

Address Line 2

City/Town

Ambala

State

Haryana

Pin Code

134007

Institution e-mail address

info@mmambala.org

Contact Nos.

0171-3041500

Name of the Head of the Institution:

Dr. Harish Kumar Sharma

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 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 <sup>st</sup> Cycle	B	2.01	2016	5 years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> 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 2016-17 submitted to NAAC on 21/03/2018
- 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, NCI)

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)

Agriculture, Pharmacy, Architecture, Journalism and Mass Communication, Performing Arts, Computer Applications

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 N/A

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held : 01

2.11 No. of meetings with various stakeholders: Students  Faculty

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

All academic activities of the University are monitored by IQAC. The academic process starts with Planning for the Academic session. IQAC provides guidelines for Academic planning and Academic Implementation to all departments/schools. Proper Course files for each course and mentor files are maintained by faculty members. The course files are audited at the end of each semester by an external authority and the feedback is shared by IQAC. Regular mentor-mentee meetings and Parent Teacher meetings are conducted during the semester. To review the planning and implementation of academic and other activities, Monthly review meetings are held by the University authorities with staff and students.

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
Regular meetings are held with students and faculty to apprise the University authorities about the suggestions/grievances of the stake holders.	The various issues raised by the students/faculty during the meetings helps the authorities to resolve them on priority basis. The students have appreciated the efforts of the management for conducting the frequent meetings since it has helped in resolving many of their grievances.

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

AQAR approved by statutory bodies.

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	07	00	07	00
PG	06	03	09	05
UG	09	04	13	13
PG Diploma	00	01	01	01
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	00	00
Others	00	00	00	00
<b>Total</b>	22	08	30	19
Interdisciplinary		01		
Innovative	01	01	03	03

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

Pattern	Number of programmes
Semester	30
Trimester	00
Annual	00

- 1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects of students' welfare)

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

Feedback from all stake holders is a regular feature adopted by the University. Different aspects of Feedback system are curriculum development and delivery system. The various stake holders include students, experts from Academic

institutes, Industry and University Alumni. The curriculum is designed keeping in view the feedback and then it is approved by these bodies. Feedback from the concerned faculty member(s) is also collected at the end of semester for analysis at the departmental level.

Students also form a part of University feedback system. Feedback on the contents and delivery of a particular course is shared by the students at the end of each semester. This feedback is then analysed by Subject Experts and all the relevant points are placed before the departmental committee for discussion. The valuable suggestions, an outcome of these discussions are then placed before the academic bodies for revision in syllabi/curriculum.

A majority of students (75%) have rated excellent and good feedback on course curriculum and delivery system. About 80% students have rated Good feedback on Mentoring and overall infrastructure facilities.

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

Sr. No.	Date of BOS	Nature of Revision/Updation of Syllabi
1.	30-01-2018	<ul style="list-style-type: none"> <li>• Introduction of GST &amp; Custom Law (BCHN-629) which replaced Indirect Tax Law (BCH-652)/ Indirect Tax Law (BCHN-622) for B.Com 6<sup>th</sup> Semester (Batch 2015-18) and Batch 2016-19 onwards respectively. Accordingly, the revised syllabi and schemes were approved.</li> <li>• Introduction of MOOC; Organizational Design: Creating Competitive Advantage as an elective of HR specialization and revision of scheme of examination of MBA 4<sup>th</sup> semester accordingly.</li> <li>• Credits of Business Communication (BCH-221) were revised from 2 to 3 w.e.f session January 2018.</li> </ul>
2	17-07-2017	<ul style="list-style-type: none"> <li>• Introduction of MOOCs; Management Accounting for Decision Making for MBA 3<sup>rd</sup> Semester and Introduction to Operation Research for B.Com 5<sup>th</sup> Semester and revision of their schemes accordingly.</li> <li>• Revision of syllabi of 'Management Principles and Applications' (BCH-353) and offered the same as an open elective subject for all other courses of the University w.e.f. academic session 2017-18.</li> <li>• Revision of syllabi of 'Banking and Insurance' (BCH – 556) for B.Com 5<sup>th</sup> Semester and offered the same as an open elective subject for all other courses of the University w.e.f. academic session 2017-18.</li> </ul>
3.	19-01- 2018	<ul style="list-style-type: none"> <li>• MOOC course as departmental elective for B.Tech.(Electronics and Communication Engineering) 6<sup>th</sup> semester was approved by the panel</li> </ul>
4.	18-06-2018	<p>No updation in syllabus was suggested and for B.Tech.(Mechanical Engineering) 7<sup>th</sup> semester, following MOOC courses were considered and approved as electives-</p> <ul style="list-style-type: none"> <li>• Project planning and control</li> <li>• Industrial automation and control</li> </ul>
5.	01-2-2018	No updation in syllabus was suggested for

		B.Tech.(Mechanical Engineering) 6 <sup>th</sup> semester. However, following subjects were considered and approved as electives- <ul style="list-style-type: none"> <li>Operational management</li> <li>Design and analysis of experiment</li> </ul>
6.	11-1-2018	<ul style="list-style-type: none"> <li>Syllabi of B.Pharmacy 5<sup>th</sup> &amp; 6<sup>th</sup> semesters was approved.</li> </ul>
7.	29-1-2018	<ul style="list-style-type: none"> <li>Scheme of B. Tech (Computer Science and Engineering), 6<sup>th</sup> semester was approved for batch 2015-19 w.e.f Jan 2018.</li> <li>The MOOC course of Data Mining was recommended as Elective subjects for B.Tech. (Computer Science and Engineering), 6th semester (for 2015-19 batch onwards) w.e.f. Jan, 2018.</li> </ul>
8.	21-7-2017	<ul style="list-style-type: none"> <li>Syllabus of Quantitative Methods &amp; Computer Application and Software Lab-1(based on MP-02) of Ph.D. course work, w.e.f. July, 2017 were revised.</li> <li>The MOOC courses: <ul style="list-style-type: none"> <li>Introduction to Internet of Things</li> <li>Privacy and Security in Online Social Media</li> <li>Programming, Data Structures and Algorithms using Python</li> </ul> were approved as Elective subjects for B.Tech-7th semester (for 2014-18 batch onwards) w.e.f. July, 2017.</li> </ul>
9.	6-7-2017	<ul style="list-style-type: none"> <li>Revised ordinance of B.Arch was approved.</li> </ul>
10.	11-6-2018	<ul style="list-style-type: none"> <li>Syllabi of 3<sup>rd</sup> and 4<sup>th</sup> semester of B.Arch was approved.</li> </ul>
11.	22-08-2017	<ul style="list-style-type: none"> <li>Revision of Scheme and syllabi of M.Sc. Physics 3<sup>rd</sup> and 4<sup>th</sup> semester</li> </ul>
12.	22-08-2017	<ul style="list-style-type: none"> <li>Revision of syllabi of Paper MT-01 of Ph.D (Mathematics course work)</li> </ul>

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

Department of Mathematics and Humanities, Department of Chemistry and Department of Physics were introduced by dissolving the existing Department of Applied Sciences.



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

79
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Total	Asst. Professors	Associate Professors	Professors	Others
79	47	17	15	05

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

38
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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
14	NIL	4	NIL	01	NIL	NIL	NIL	19	NIL

2.4 No. of Guest faculty, Visiting faculty and Temporary faculty in University

NIL	5	NIL
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	10	34	-
Presented papers	9	8	-
Resource Persons	01	03	-

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

- NSS offered as compulsory course in some programmes.
- Frequent industrial visits for students to gain practical hands on training.
- ICT, NPTEL, SWAYAM, Use of Audio Video Aids including power-point shows, scientific documentaries

- Conduct of Extra and/or Remedial Classes for slow learners/Weak students
- Practical knowledge based, Application based and multi-disciplinary projects (included in curriculum)
- Regular Parents-Teacher meeting to share feedback of students and to enquire issues and concerns related to academics and other aspects.
- MOOC Courses made available to students as offered by UGC.
- Strong Student Mentoring System.
- Organization of Technical Events for enhanced learning.
- Availability of E-resources through 24\*7 available free access to Cyber
- Spoken Tutorials of IIT, Mumbai, DELNET, E-Pathshala, access to SWAYAMPRAKASH channel
- Guest lectures/Workshops/Seminars by the Eminent Professors/Industrialists

2.7 Total No. of actual teaching days during this academic year (2017-18) 180

2.8 Examination/ Evaluation Reforms initiated by the University (for example: Online test/Exams, MCR Objective Exams, Bar Coding, Double Valuation, Photocopy) 

1. External Paper Setters
2. Table marking
3. Re-evaluation system

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 30(BOS Members) 22 (Faculty)

2.10 Average percentage of (attendance of) students' Attendance enrolled in different courses 78%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of student appeared	Data for period “1 <sup>st</sup> July 2017 to 30 <sup>th</sup> June 2018”					
		Distinction %	I %	II%	III%	Pass %	Remarks
<b>B.Tech. (CE)</b>	15	26.7%	40%	-	-	100%	5 PASS but RL lower
<b>B.Tech. (CSE)</b>	18	27.8%	61.11%	-	-	100%	1 PASS but RL lower 1 RL (fee)
<b>B.Tech. (ECE)</b>	13	46.15%	53.84%	-	-	100%	-
<b>B.Tech. (ME)</b>	26	15.38%	15.38%	-	-	73.08%	11 PASS but RL lower 1 (RE-Appeal) 6 RLS
<b>B.Arch.</b>	31	25.8%	70.96%	-	-	100%	1 PASS but RL lower
<b>B.Com</b>	13	15.38%	30.76%	15.38%	-	69.23%	1 PASS but RL lower 4 (RE-APPEAR)
<b>BBA</b>	11	27.27%	18.18%	-	-	81.81%	4 PASS but RL lower 2 (RE-APPEAR)
<b>MBA</b>	12	33.33%	58.33%	-	-	91.66%	1 (RE-APPEAR)
<b>M.Sc. (Chemistry)</b>	25	72%	28%	-	-	100%	-
<b>M.Sc (Physics)</b>	13	30.76%	53.84%	15.38%	-	100%	-

2.12 How does IQAC Contribute/Monitor/Evaluate in their teaching to achieve the best:

University IQAC monitors and evaluates teaching & learning processes by conducting periodical meetings with students and staff members. The outcomes of these meetings are recorded for improving the quality of education.

IQAC arranges for external academic audits at the end of each semester. IQAC regularly monitors teachings and learning processes through class monitoring schedules, student feedback, analysis of exam results, parents’ and alumni feedbacks.

IQAC issues guidelines for the faculty to modify their teaching learning methodology as well.

Based on the student feedback, IQAC apprises faculty members to know the outcome of their teaching

methodology and take remedial measures, if necessary.

The IQAC monitors the submission of learning outcomes of a program and course outlines of all the courses.

It also analyse the course feedback to ensure that students feel satisfied with different courses and their suggestions are given due importance.

IQAC releases and monitors strict and smooth implementation of Academic Calendar of the University based on the suggestions and feedback of the stakeholders.

IQAC conducts internal audits of each process to ensure that the teaching learning process has been carried out as per plans.

IQAC recommends suggestions in improving API system adopted by the University by proposing suggestions in existing academic/research activities.

IQAC monitors and evaluates the teaching and learning processes with the help of various committees and coordinators like Internal Assessment Coordinator, Examination Coordinator, ERP Coordinator, Time Table coordinator, Course Coordinator etc.

IQAC conducts monthly meetings with students and faculty members to discuss the following agenda:

- a) Progress on points discussed in the previous month's meetings.
- b) Event planned for the current month.
- c) Academic Planning and its execution.
- d) Discussion regarding finding solutions to Administrative and Academic Issues.

#### 2.13 Initiatives undertaken towards faculty development.

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	23
UGC – Faculty Induction Programme	-
HRD programmes	1
Orientation programmes	2
Faculty exchange Programme	-
Staff training conducted by the University	33
Staff training conducted by other Institutions	12
Summer / Winter schools, Workshops, etc.	26
Others	7

2.14 Details of Administrative and Technical staff

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
Administrative Staff	43	-	17	-
Technical Staff	34	-	13	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- The staff and students are encouraged to apply for various fellowships available through government organisations. The IQAC of the institution also encourages staff members to apply for major and minor research projects available through these fellowships.
- IQAC also make necessary contributions for organising seminars, workshops and conferences, etc.
- The IQAC regularly arranges meetings with faculty to discuss various plans to promote research environment.
- IQAC facilitates conduction of sessions on how to prepare research proposals, publish research papers and administer projects to orient the staff and students towards Research activities
- IQAC helps in suggesting Promotion policy based on research output of faculty members. It also addresses various issues to improve the quality of research output in the university.

A Faculty Coordinator is appointed for each research activity like major research projects, conferences, summer internship, research workshops, case studies, research paper contests, etc. These faculty coordinators play a significant role as catalysts in promoting research activities.

- The faculty members are encouraged to pursue their research work by providing them with NoC, Academic leaves. Faculty members are allowed to do their research work project in departmental laboratories. Collaborative research work is promoted for wider reach of research output.
- Different Departments are encouraged to take initiatives regarding organizing conference, seminar, short term course, workshop, etc. and also to submit research proposals to national funding agencies.
- Initiatives are taken from time to time to encourage Departments to submit research proposals to national funding agencies.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. (Lakhs)	-	-	-	-

#### 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	47	5	-
Non-Peer Review Journals	2	1	-
e-Journals	-	-	-
Conference proceedings	6	7	-

3.5 Details on Impact factor of publications:

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	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects <i>(other than compulsory by the University)</i>	2017-18	Maharishi Markandeshwar University, Sadopur	78600	78600
Any other(Specify)	-	-	-	-
Total	-	-	78600	78600

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)

20000/- from Haryana State DST for celebrating National Technology Day.

3.10 Revenue generated through consultancy   
in University

3.11 No. of conferences organized by the Institution at different levels

Level	International	National	State	University	College
Number	-	1	-	-	-
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency

From Management of University/College

Total

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	02
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-



3.17 Research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
02	-	02	-	-	-	-

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  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  College forum   
NCC  NSS  Any other

### 3.26 Major Activities during the year in the sphere of Extension Activities and Institutional Social Responsibility

- Cancer Awareness Day was organised on Feb. 5, 2018.
- TEDxMMU Sadopur Ambala was organised at the MM University Sadopur Campus on 25 Feb. 2018.
- TB Awareness Day was organised on March 23, 2018.
- World Malaria Day was organised on April 24, 2018.
- Anti-Terrorism Day celebrated on 21st May 2018.
- Hypertension Awareness Day was organised on May 11, 2018.
- International Yoga Day was organised on 21 June 2018.
- Guest lecture on “Firefighting Norms in Buildings” on 17 November 2017 to spread awareness on various design considerations for efficient and safe design of building as per fire safety norms.
- Rashtriya Ekta Diwas was organised on 31 October 2017
- Book Donation Camp organised on 11 Sep. 2017 and 06 March 2018.
- Cloth Donation organised on 23 August 2017.
- Awareness on Social and Environmental issues for the people of Sadopur village on 24 April 2018
- Earth Day was organised on 23 April 2018.

## Criterion – IV

### 1. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	36049 Sqm.	-	-	36049 Sqm.
Class rooms	32	-	-	32
Laboratories	52	02	MM University	54
Seminar Halls	06	00	MM University	06
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	01	MM University	6,30,000
Value of the equipment purchased during the year (Rs. in Lakhs)	-	11,86,166	MM University	11,86,166
Others	-	972813	MM University	972813

#### 4.2 Computerization of Administration and Library

- Software for library management
- Internet access with Wi-Fi connectivity
- Printing and Photocopy facility
- Availability of online resources such as NDLS, DELNET, SWAYAMPURABHA Channel.
- Administration through implementation of Enterprise Resource Planning
- Students and staff are registered at ERP biometric system for their attendance.
- Registration of students and faculty in National Digital Library. Free access for the students and faculty through ICAR E learning portal.
- OPAC (Online Public Access Catalog) - Acc Soft 2.0 facility. Library activities are managed through SOUL 2.0 INFLIBINET
- Library has a number of Audio and Video CDs for e-learning and the same have been maintained properly in separate shelves for easy access by the students and faculty members.
- Computer centre of the University helps various departments in different activities. Its contribution can be mentioned as follows:
  - (i) Providing services to various departments for installation and maintenance of computers as well as internet facilities.
  - (ii) Helping Accounts Department in its regular activities like preparing the salaries of employees, financial accounting including cashbook, ledger, etc.

- (iii) Preparing and regular updation of the University website.
- (iv) Maintaining biometric attendance record of students and staff members.
- (v) Helping Examination Department in various activities including students' enrolment, pre-examination processing, statistics for conduction of examination, processing of results, grade sheets, convocation degree etc.

#### 4.3 Library services: -

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22279	4906471/-	2489	1019489/-	24768	5925960/-
Reference Books	294	263274/-	04	51450/-	298	314724/-
e-Books	-	-	1001	-	1001	-
Journals	116	330247/-	13	189285/-	129	519532/-
e-Journals Delnet/ASME/ASCE/IEEE	04	690549/-	-	27140/-	04	717689/-
Digital Data base K-HUB,EBSCO	02	358895/-	-	17700/-	02	376595/-
CD & Video	824	-	07	-	831	-
Others (specify)USB(British Pharmacopoeia),IS-Codes,	16	109500/-	-	-	16	109500/-

#### 4.4 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	487		303		100	26	58	
Added	00		00		00	00	00	
Total	487		303		100	26	58	

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

- Computer centre acts as supporting office and is an important catalyst that supports development and maintenance of academic activities in the University Campus.
- The computer centre facilitates computing, internet, web services to the students, researchers and faculty members. More than 1,000 users are availing internet facility in the university.
- University also provides Wi-Fi and LAN facility to faculty and students using Open Source Software for information sharing and retrieval. The leased lines of JioNet play an instrumental role for facilitating University network.
- Students and faculty members use the NPTEL & DELNET platform regularly for upgrading and sharing their knowledge.
- Department of Computer Science and Engineering Organized an ICT based short-term course on “Classroom Communication” in collaboration with NITTTR, Chandigarh for faculty of the University from 28th May 2018-01st June 2018.
- Department of Computer Science and Engineering Organized workshop on PHP on 06 March 2018.
- One Day workshop was organised on “Types of Installation, Partitioning & System Configuration” on 22 March 2018.
- National Technology Day was celebrated in the University from 07-08 May 2018.
- A webinar on Cloud Computing was organised by Department of Computer Science and Engineering on 22 Nov. 2017.
- Workshop on “Workshop on Android Application Development” was organised on 27 Sep. 2017.
- ICT Based Short Term Programme on Preparing Students’ for Job Interview Training on 15 September 2017.
- Sensitization Programme on Intellectual Property Rights & Patents was organised on 15 September 2017.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.03465
ii) Campus Infrastructure and facilities	188.71203
iii) Equipments	3.24620
iv) Others	22.46954
<b>Total :</b>	<b>214.46242</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Regular Feedback is taken from students to identify the area of improvement. The feedback is in the form of monthly meetings and online feedback at the end of semester.
- Engagement of students IN c-Curricular and extracurricular activities by conducting Festivals.
- As per UGC norms, Orientation for first year UG and PG students is conducted at the time of admission.
- Student support institutional services is monitored by IQAC. The services are related to Admissions, Hostel facilities, sports and recreational activities, scholarship and examination reforms. Based on student suggestions and feedback, services related to infrastructure, Hygiene, Sports and Recreation and other facilities have been upgraded.
- IQAC also monitors Departmental activities, NSS, Library, Computer Center and Training and Placement activities.
- Library provides Book bank facility to academically brilliant students.

#### 5.2 Efforts made by the institution for tracking the progression

- A very strong and effective mentoring process is in place. Information related to academics and attendance of the ward is conveyed to parents regularly. The mentors periodically maintain record of students; academic performances and of problems being faced by them during their academic tenure. The mentor regularly updates the parents about the progress of the mentees. Parent mentor meeting are also organised on regular basis.
- Remedial Classes are arranged for slow learners. Classes for soft skill development are also arranged for students for up gradation of skills as per the requirement of present professional and competitive world.
- Training and Placement Cell facilitates students for summer internship and placements.
- Meritorious students are awarded with “Certificate of Appreciation”.
- Feedback on all aspects is collected from students on a regular basis to introduce reforms in the existing processes.
- Solution to student’s problems are prepared through one to one Students-Teacher and or student-mentor interaction.
- Result analysis of End Semester Examination is conducted to keep track of the academic progress of students of a particular class/branch.
- During mentor mentee scheme queries are taken regarding library books, notes, and class attendance and all possible efforts are made to satisfy students’ queries and doubts.
- Academic progression of the student is tracked by conducting mid semester test series and providing quality assignments to students.
- Students are provided proper guidance regarding academic and career choice as per their interest, stream/subject, their IQ level and resources available to them.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
913	80	44	-

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	751	72.4%		286	27.57%

Last Year						This Year					
General	SC	ST	OBC	Physically	Total	General	SC	ST	OBC	Physically	Total
695	87	3	192	-	977	671	103	3	259	1	1037

Demand ratio                  Dropout % 1.63

5.4 Details of Student Support Mechanism for coaching of competitive examinations (If any)

- Currently no separate arrangement for coaching of competitive exams is provided. But the faculty members encourage and even arranges query sessions for students preparing for competitive exams like UGC/NET, GATE and IES exams.
- Proper guidance regarding competitive examinations is provided to our deserving/eligible students by senior faculty of the University.
- Sessions on Personality Development Programmes are regularly arranged for students. These sessions have shown remarkable improvement in the students overall development.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

### 5.6 Details of student counselling and career guidance

- Industrial visits are arranged regularly for students to apprise them about the practical challenges in today's scenario in corporate sector.
- Centralized Placement Cell helps tracking and inviting Multinational companies to the campus for job placements.
- The University organizes 'Community Intervention Programme' that includes conducting workshops and seminars on psycho-social problems.
- Training and Placement Cell organizes programmes related to Career counselling, personality development and other awareness programmes.
- Senior and experienced faculty guides the students regarding their career through counselling sessions.
- Students are also provided with all opportunities to get their research papers published in different journals of national and international repute and also to get file a patent. A few students have published research papers in reputed International journals.
- Experts talks are conducted regularly relating to career choice and development.
- Women Grievance Cell for counselling and enlightening of students related to gender sensitization issue is active. This cell organises various events related to Gender sensitization.

No. of students benefited

122
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### 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
58	45	19	16

### 5.8 Details of gender sensitization programmes

- The women cell of the University comprises of senior faculty members. It looks after the issues related to females on campus and organizes Gender Sensitization Programs.  
In this regard, the following activities have been carried out:
  - Four students of this University have been appointed as Gender Champions.
  - Debate competition on "Domestic Violence, Women's are better managers than men & Privacy is fundamental rights for women" was organised on 22 Sep. 2017.
  - A quiz competition on "Women Empowerment" was held on 10 Nov. 2017.
  - A poster making competition on "Save Girls" was organized on 22 Feb. 2018 to spread



awareness about gender equality amongst students of the University.

(v) A collage making competition on “Stories of Extra ordinary women” was organized on 07 May 2018.

- In order to provide an environment safe from any kind of sexual abuse, an “Internal Complaint Committee” as per SAKSHAM guidelines has been constituted at University level headed by Principal, MM School of Architecture as Presiding Officer along with four other senior faculty members of the University and one member from Non-Government organization. The complainants can directly approach the presiding officer for the redressal of their grievances at the earliest and depending upon the severity of the case, it may be refereed to police authorities. A woman cell has also been established in the University for sensitizing the women’s issues in different ways.

## 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	Amount
Financial support from institution	199	2368400
Financial support from government	67	2819740
Financial support from other sources	-	-
Number of students who received International/ National recognitions	01	-

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: Grievance related to hostel mess facility and quality of food served to the students was resolved. The mess contractor was changed and the students are satisfied with the quality of food being served.

## 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 the best professionals for the economic development of the country.

6.2 Does the Institution has a management Information System

- The University has an Enterprise Resource Planning (ERP) as a Management Information System (MIS).
- The University has cabled as well as Wi-Fi campus wide networking which has 32Mbps speed and all the offices/ departments/cells/centres are well connected through LAN.
- Each Academic and Administrative department manages its own established information systems.
- A computerized system is implemented for student registration, attendance and examination process.

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

6.3.1 Curriculum Development

- Frequent BOS meetings/ Academic Council meetings to upgrade/revise scheme and syllabi by consulting Reference Syllabi from different reputed Universities.
- Choice based credit system is implemented for all programs.
- Existing curriculum is updated regularly by all departments in University keeping in mind advancement in the field of education.
- The revised curriculum is evaluated by academicians and experts from reputed institutes/industry as nominated on Board of Studies of University Teaching Departments. This whole process intends to facilitate the University to make its curricula job oriented and acceptable professionally both in terms of content and intent.
- The University organises expert lectures in specific domain to provide additional knowledge to students. This enables the student to gain knowledge on the latest developments in different areas of study.
- Feedback is taken from various stakeholders such as Students, Parents, Alumni, Industry Experts and Academician. This feedback enables introducing new fields and also helps to modify existing

curriculum.

- Course contents are reviewed in regular faculty meetings at department level.
- Suggestions from the faculty members after attending Short Term Courses, workshop, seminar etc. are also incorporated, if found appropriate.

### 6.3.2 Teaching and Learning

- Regular visits to nearby Industries, State University, Research Stations and Innovative farmers groups are organised to updated technical knowledge and participatory approach of students toward subject matter.
- The University has implemented Choice based Credit System to enable student to study courses of his/her choice. Thus the Teaching-Learning is made more interesting by introducing more courses to be chosen from. All this make this University unique in terms of teaching and learning process.
- Certification courses are offered in collaboration with IIT Bombay.
- Lesson plan is prepared for every course and instructions are delivered adhering to the academic plan.
- A detailed course file is prepared for each course which has the details of lecture-plans, assignments, tests, result analysis, course notes, question papers etc.
- Well-equipped Software based language labs are available for development of communication skills.
- The University put special emphasis on adopting new teaching methods with sufficient e-learning resources in the form of NPTEL video lectures, DELNET, project based learning.
- All classrooms are made ICT enabled to effective teaching in classrooms.
- University has with well-equipped laboratories, seminar rooms and class rooms with multi-media facilities of different streams/subjects in all departments such as Computer Labs, Language Lab (with software), Chemistry-Physics Labs, Electronics, Agriculture, Pharmacy Labs etc.
- Field training is arranged for students so as to ensure active participation of all students towards hand on training.
- Seminars, assignments, mid semester tests, tutorials, quiz are a regular part of teaching pedagogy.

### 6.3.3 Examination and Evaluation

- Internal Exams, End Semester Exams, and Continuous Evaluation system in terms of assignments, seminars, quiz, class tests for assessment and monitoring of students.
- Timely result declaration, within 30 days from the last day of the end semester examination
- Parents are made aware of their wards performance through Student progress report & attendance.
- Parent – Teacher meetings are also conducted to know the problem areas in students' performance and to ensure remedial measures.

- Mid-semester exams and an end University examination is conducted every semester and the University Examination branch designs the schedule. Both internal and external valuations are adopted for every subject.
- Internal sessional is conducted once in a week, preferably on Monday/day after Holiday so that students may get adequate time for preparation of their exams. The attendance of the students during exams has also improved in this system.
- Automation of examination cell ensures timely declaration of result.

#### 6.3.4 Research and Development

- To encourage the faculty member for project from external funding agency.
- Faculty members are encouraged to publish atleast one research paper per semester.
- Sabbatical Leave to Faculty in order to carry out different project related to R&D in their respective subjects.
- Provision of Academic Leave to promote faculty in their higher studies and research related activities.
- Financial Assistance is provided for attending Seminar/Workshops/FDP.
- Online and Print Journals
- Cash award for publication of paper in SCI journal with impact factor and publishing patents.
- The faculty members are also encouraged to participate in national and international conferences, seminars, symposia, workshop etc. to expose them to latest research developments in their concerned fields and use the same in their teaching and research.
- Financial assistance is provided to faculty members in the form of minor research projects at the University level. Principal investigators enjoy financial autonomy and are allowed 70% of the overhead charges for smooth running of the project.
- Patents have been applied in some departments.
- In-house seed grant is also provided to departments for preparing projects. This has helped in raising research level and also increased the quality and quantity of research publications.
- Extensive research activities are in progress in the fields of pharmaceutical sciences, Basic sciences, Agriculture sciences.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Classrooms and Seminar Halls are equipped with projectors and internet connectivity through LAN and WI-FI network.
- The E-Learning Centre in the library provides access to the online educational resources.
- Fully Wi-Fi campus with 24\*7 round the clock internet connectivity at 32 mbps (leased line) speed both for staff and students.
- Uninterrupted power supply.
- The library has a collection of good number of books meeting the requirement of students and

faculty. New titles and volumes of text books are added every year continuously, by allocating required budget to procure books and journals.

- The Central Library and department libraries are constantly equipped with latest books and journal. The increased hours accessibility to the Central Library with large number of books, journals, magazines, (fortnights, weeklies) and newspapers in different languages ensure full support to research-scholars, students and faculty.
- In order to maintain the instruments used for scientific research, the University has established a University Science Instrumentation Centre (USIC) Level. USIC has been providing services related to:
  - Repair/Maintenance of electrical/ electronic/ mechanical/ analytical instruments/ equipment's.
  - Design/fabrication of the instruments used in departments/ units/ research labs
  - Project work of Research scholars of the University.
- Physical infrastructure/instrumentation as per PCI, COA and ICAR guidelines available in school of Pharmacy School of Architecture and Department of Agriculture Science respectively.
- Research Labs are made available to students & Faculty.

#### 6.3.6 Human Resource Management

- The University has a well monitored biometric identification system for students and staff.
- The University has an adequate number of qualified and competent teachers to handle the courses.
- Experienced, dedicated and committed faculty is made available in all departments as per norms.
- Faculty members are encouraged to participate in faculty development programmes (FDP).
- The human resource management policies of this University are in compliance with UGC regulations and State Govt. guidelines. The appointments and promotions are made in transparent manner as per defined and notified criteria. The organizational hierarchy of the University is well defined in which the job profile and job description in each and every office is clear to all stakeholders.
- The governance and administration of the University is professional and also follows the Act and Statutes. This results into higher level of satisfaction among the students and staff of the University.
- As and when required, additional faculty have been recruited to improve quality of teaching.
- Guest lectures and invited talks are arranged for both faculty and students to give exposure to new and up-coming technologies.
- Non-teaching supporting staff/Lab technicians have also been recruited to assist faculty dealing with laboratory classes and for maintenance of equipment in the laboratories.

- All faculty members are provided with adequate chance to participate and present papers in various State, National and International seminars, conferences etc.
- The University provides research grants, study leave, nomination to national/international conferences/seminars, in-service training, as a policy to academically recharge and motivate teachers.

#### 6.3.7 Faculty and Staff recruitment

- The staff requirement is assessed on basis of the students' strength and as per the workload norms prescribed by the UGC
- There is an established and transparent procedure for the faculty and staff recruitment in the University; the UGC regulations and guidelines for staff recruitment are followed.
- The requirement of faculty/ staff are invited from concerned department and further taken up by the authorities. The recruitment procedure is taken care by approved Recruitment Board/Selection Committee.
- Recruitment of faculty is done as per University guidelines by paper advertisement (Regional/National Newspaper/s) to ensure a fair selection of deserving candidates by the recruitment committee comprising of University nominee, subject experts, and members of management.
- No application fee is charged from candidates of any sort in lieu of applying for a particular post or appearing for an interview in University.

#### 6.3.8 Industry Interaction / Collaboration

- The University has been collaborated with many eminent institutions like IIT Mumbai, Sangam Kala organization, Autodesk, ASCE, Gulshan Kumar Film and Television Institute etc.
- In collaboration with Gulshan Kumar Film and Television Institute, the University has started skill oriented course in the field of Film technology.
- The University has Centre of Industry-University linkage to promote Consultancy activities with the purpose of solving technical problems of the industry and creating skilled human resource.
- The region has a lot of industries so there are adequate opportunities for collaboration. University is making its best efforts to tie up with them by signing MoUs.
- Regular Industrial visits, In-plant Industrial training is arranged for UG/PG students and faculty.
- The university has collaborated with organisations like Sagar Ispat, TSSC and IETE to ensure enhances active participation of various students in different activities organized and get rewarded.
- Entrepreneurship awareness programme is also organized for students.

#### 6.3.9 Admission of Students

- The admission to all the UG, PG and Research programmes is through an all India Entrance test. The merit of the candidate in the entrance test is the only factor which is taken into account for

admission, thus ensuring full transparency in the admission process.

- University conducts entrance tests for all of its UG, PG, Diploma, Special Courses of Studies and Research Programmes. The entrance test is widely publicized in national dailies and on the University's web-site. The admission process form applying to admission counselling is completely on-line.
- Advertisements regarding admission and entrance test are widely published in leading newspapers, Electronic Media and on University's webpages.
- The sanction intake of students in a particular subject and admission Incharge takes care of admission cell and co-ordinate various activities viz. collection of student's data, conducting visits, phone calls and counselling & inductions sessions.
- An orientation programme as per UGC norms was conducted for newly admitted students to apprise them regarding rules/regulations/services and facilities of University and School.

#### 6.4 Welfare schemes for faculty/staff of the university

- Different types of leaves as per norms viz. Casual leave, Medical Leave, Academic leave, Short leave.
- Summer and winter vacations.
- Workman compensation insurance for all employees
- Group Insurance Policy which covers personal accidents insurance with medical expenses reimbursement.
- Medical treatment of staff/family members of the staff at MM Multispecialty Hospital, Mullana for nominal charges.
- Timely promotion as per regulating bodies norms
- CPF Scheme
- Incentive to staff/faculty for the publication of research papers in SCI indexed research journals.
- Financial assistance to faculty for attending the national/ international conferences/ seminars
- Provision of Academic leave/ study leave and other leaves for faculty/staff as per UGC norms
- Personal loan to the staff members.
- Group mobile (CUG) scheme at special discounted nominal charges under COCP scheme and same facility under COIP scheme.
- Best Teacher Award for teaching faculty and Best Employee Award for non-teaching staff.
- Leave encashment for teaching as well as non-teaching staff at the time of retirement.

6.5 Total corpus fund generated

3,00,00,000

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	Yes	Audit Cell of Maharishi Markandeshwar (Deemed University)- Mullana	Yes	IQAC
Administrative	Yes	Audit Cell of Maharishi Markandeshwar (Deemed University)- Mullana	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?

- The University has implemented Credit Based System for continuous evaluation of the students. In addition, online submission of sessional, Practical awards and external evaluation for Semester End Examination has been introduced.
- Continuous Internal Assessment system is followed by conducting weekly tests, mid-semesters, pre-final, assignments/seminars and viva-voce.
- Webpages of University contains all relevant and necessary information regarding examination and evaluation system as follows:
  - Complete syllabi along with scheme of examination.
  - All key elements of evaluation system
  - Credits
  - Calculation of Grade Points(CGPA)
  - Letter grade and promotion rules
  - Results
- In case of dissatisfaction of any student with his/her result, he/she given right and support to challenge the result or there's also a provision to apply for re-evaluation of his/her answer sheets in concerned subject free of cost.
- The university has introduced very significant reforms in its Ph.D. evaluation process in form of

two important Clauses- Clause XIII “Submission of thesis” and the Clause- XIV “Examination”- of Ph.D. ordinances of the University. Some of the important aspects of the evaluation process include: (i) appointment of a panel of examiner including one examiner from abroad; (ii) fixed time-frame for evaluation of thesis; (iii) strict monitoring and adherence to schedule of evaluation; (iv) specific parameters of evaluation; (v) clear procedure of review and resubmission of evaluation of thesis; and (vi) ensuring un-ambiguity in the recommendations by examiners.

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

Not Applicable
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6.11 Activities and support from the Alumni Association

- The University has a separate **Department of Alumni Affairs** which maintains Alumni database.
- University organizes “Alumni-Meet” regularly to enhance better interaction between University and alumni for strengthening its teaching, research, training and placement activities.
- Interaction with alumni provide vital information regarding upgradation of technology in industry. Alumni Association gives strong support in campus placements and direct placements of students in addition to financial support for various activities and facilities.
- Department of Alumni Affairs regularly communicate alumni about activities held in department through mails or messages to keep them updated about the University.
- The recruitment drive information is shared with Alumni by the department to enable them for better career opportunities.
- The university holds alumni meeting every year in which feedback regarding curriculum and other related information is taken and implemented further.

6.12 Activities and support from the Parent – Teacher Association

- The university has a very strong mentorship program through which the teachers are in constant touch with the parents. Mentors of the respective classes regularly interact with the parents to communicate about their mentee’s academic performance, behavioural aspects and participation in activities held in the campus through various channels.
- Parent’s teacher meeting is conducted once in a semester and University Teaching Departments are continuously conducting such meetings in which information regarding their wards are provided apart from telephonic conversation. Other details are also shared like activities of department, career counselling etc.

6.13 Development programmes for support staff

- The university provides adequate support to faculty in terms of academic leaves, finance etc. for attending seminars/conferences/workshops at national and international level.

- Regular training programmes are conducted for faculty and staff to up-grade their skills in state-of-the-art technology
- Several training programmes like workshops/seminars/conferences are conducted for skill up-gradation of supporting staff of the University from time to time. The training programmes are organized for mid level and senior level supporting staff through University Computer & Information Centre of this University. Training for firefighting has also been provided to staff.

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

- LED lights are used in all the teaching and offices of the departments.
- Public transport system is used within the campus.
- The University has a Sewage Treatment Plant for the treatment of waste water for reuse for its irrigational purpose.
- Tree plantation programmes are conducted in the campus on regular basis.
- The University has approved introduction of solar power plants for all buildings.
- Vermi compost unit has been established to use the waste of hostels.
- EPR attendance system helps towards paperless work.
- The University adopts various steps to make the campus eco-friendly and reduce carbon foot prints. Solar water heating systems are used in hostels.
- Earth day was celebrated on 23 April 2018.

##### **Energy conservation**

- The window panes of class rooms facilitate the maximal utilization of natural light.
- The conventional lighting systems (Tubes/bulbs) are replaced with CFL & LED lights in all teaching & offices of department
- Minimizing use of elevator, and encouraging staff and students to use staircases whenever possible –
- Solar energy is used in the students' hostel, kitchen and other areas.

##### **Use of renewable energy**

- The University has 500 KW solar power plant.
- Solar energy used in the hostel, kitchen and other areas.

##### **Water harvesting**

- The University is well equipped with rain water harvesting facilities
- The University has adequate facilities to collect the rain water for the purpose of gardening.

##### **Efforts for carbon neutrality**

- The University made adequate arrangements for the parking of vehicles.
- Emission test certificates are mandatory for the vehicles in the campus.
- Cigarettes and tobacco products are strictly banned within 100 meters of the campus

- Students use college transportation facilities to go to the clinical areas, instead of using individual transportation.

#### **Plantation**

- The University organizes periodical plantation drives to inculcate the values of plantation among the students and the faculties. A Tree Plantation Drive was held on 27 July 2017.

#### **E-waste management**

- The University has a very big campus which is not only green but also have wide varieties of trees and plants. The University regularly conducts plantation drive to add to the existing biodiversity by planting more trees. Every new building has the provision for rain-water harvesting. Students and staff are sensitized to save water and electricity. The use of plastics and plastic products is discouraged in campus.
- Seminars are arranged by experts for the proper waste disposal.
- Use of Automated software like Biometric Attendance to reduce usage of paper.

## 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.

- A complete set of the books is issued to the top three students of each class for full semester under BOOK BANK facility.
- Information regarding absence from class is sent to parents through SMS by the software. It helps to reduce irresponsible attitude of students towards classes.
- All the academic programmes offered by the University are technical and job oriented.
- The courses have been specified and approved by the State Govt. and regulatory bodies including UGC, PCI, ICAR, COA etc.
- Online admission process in all courses.
- Continuous Evaluation System
- Professional Skill Enhancement Programme
- Implementation of Academic calendar communicated prior to commencement of classes
- Different newspapers and magazines are subscribed in library. These facilities provided to students helps in securing a good job in various sectors.
- Integrated Software for Online assignments and attendance
- Wi-fi facility in hostel area.
- Arrangements for participation in games and sports.
- State of art facility in the form of advanced GYM for health and fitness awareness among students.
- Celebration of national and all religious festivals with new themes every year, to inculcate moral and spiritual values in students from a long term perspective such as Shahidi Diwas, Ganesh Chaturthi, Durgashtami, Id-Ul-Fitter, Gandhi Jayanti, Gurunanak Jayanti, Christmas, Basant Panchami, Akshya Tritiya etc.
- The 500KW solar power plant is working efficiently to cut down the University's power cost annually.

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

- New labs(Soil Science lab, Agronomy lab, Tissue culture lab) in department of Agriculture were set as an effort to increase infrastructure facilities for students.
- Monthly performance review meetings are conducted every month in University by authorities to have a review of University's progress in different sections from all faculty members and staff. The various issues raised by the students/faculty during the meetings helps the authorities to resolve them on priority basis. The students have appreciated the efforts of the management for conducting the frequent meetings since it has helped in resolving many of their grievances
- Timely and adequate Information to faculty members regarding FDPs / Workshops /

Conferences/Call for Papers etc. to encourage Research & Development

- Internal Quality Assurance Cell of the University has been re-constituted to make it more effective to achieve the goal of imparting quality education to the students to make the University a pioneer Institute in the field of Science & Technology. The Academic Audit of all of teaching department for the session 2017-18 has been conducted and the reports have been submitted to the IQAC Cell. In order to check plagiarism the University has subscribed software “TURNITIN” for plagiarism check. Before submission of any research paper/Ph.D thesis the draft of the paper/thesis is checked through this software to prevent plagiarism.
- Activity calendar of the University is released at the start of session. Activities planned during the session are organised by various Departments/offices. Activity calendar is released to facilitate the student to plan his/her schedule of participation.

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

- To contribute towards “**Beti Bachao-Beti Padhao**” campaign of the Hon’ble Prime Minister of India and also towards Women Empowerment, the University has an operational women cell.
- Academic audits are conducted in University regularly and periodically to keep a check on ‘quality of studies and teaching’ in University and to get notice of any shortcoming. So as timely correct measures may be ensured to remove those hurdles and improve quality of academics in University campus.
- Adequate number of curricular and co-curricular activities are arranged for students for their overall development.
- Strong and effective Mentoring System.

7.4 Contribution to environmental awareness / protection

- Vermi compost unit has been established to use waste generated from hostel mess. The vermi compost generated is sold at nominal rates to staff/students.
- Tree plantation campaigns are conducted during the year to maintain lush green campus. University’s agriculture departments plays a vital role in all these activities.
- University has established STP, solar system and herbal garden which are some steps towards environmental awareness.
- Earth day was celebrated on 23 April 2018.
- A Guest lecture on “Innovative Farming” was organised on 30 March 2018. The speaker Mr. Dharmbir Kamboj is Farmer Scientist awardee by Government of Haryana.

Some other commendable steps showing our consciousness towards environment protection:-

- Organic Farming in University campus
- Fuming hoods provided in Chemistry labs
- Introduction and teaching of ‘Environment Science’ subject to all students in semester I or II as per UGC guidelines.

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:**

- Choice based credit system in all programs.
- Job oriented courses in collaboration with Industry
- State-of-art infrastructure.
- Adequate number of doctorate faculty at Senior Level.
- Qualified faculty as per UGC Norms.
- Administrative procedure compliance
- Academic discipline
- Students Chapter of IE(I)
- Credit based evaluation system
- Continuous updation of Syllabus
- Widely recognized and responsive alumni.
- A convenient class schedule, research climate, focus on writing research and review articles, well equipped labs, motivation towards co-curricular activities for their overall development.
- Healthy student teacher relationship, counselling through mentor-mentee meetings.
- MMU, Sadopur is first state university in northern region.
- Spacious and eco-friendly campus located in the vicinity of the city offers easy and concessional transportation access to the students coming from far off places.
- Research & Development (R&D), counselling and placement cell actively helping the students in placements.
- Good academic ambience.

**Weaknesses:**

- Industry – University linkage needs to be strengthened.
- Facility to the faculty for research & Development needs to be enhanced.
- Lack of industry/service sector -institutional partnership.

**Opportunities:**

- Students interest in skill oriented courses
- Opportunities in farming and Pharma sector
- More integration with local industry
- Collaboration with foreign universities
- Opportunity to enhance Corporate Culture
- Creating world class facilities for research
- To promote Interdisciplinary collaboration.

- Flexibility for choosing electives.
- Ample scope of Improving Employability & Professional skills of students.
- Improving interaction with industry.
- Enhancement of research & consultancy activities.
- Strengthening of existing UG and PG Programs & initiating new PG programs.
- Special sessions to improve communication skills and help the students to improve their soft skills.

**Threats:**

- Lack of interest in Technical courses
- To deal with diversified mix of students
- Less employment opportunities.
- Mushrooming of more number of private colleges and Universities
- Downfall in employment causes negative drift in admission

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

- To motivate students towards entrepreneurship
- Strong Linkage with Alumni
- To strengthen the Industry-Academia interface
- Increase research publications in quality Journals
- Introduction of new courses as per Industry requirement
- To conduct MDPs/EDPs in collaboration with domain experts
- Up-gradation of laboratories.
- Procure research oriented sophisticated instruments.
- Focus on submission of Projects to external funding agencies like DRDO, ISRO, DST etc
- Enrollment of students in live projects by external funding agencies.
- To ensure more participation from students/staff in research activities.
- To increasing International Linkages and tieups for exchange of Faculty and Students.
- To enhance the scope of Consultancy.
- To aspire to get our students placed at highest starting packages in placements.
- Focus on Faculty and Staff Development.
- Construction/Establishment of a new hostels, well-equipped with all modern facilities and technologies.

RAMAN GUPTA .

*(Handwritten Signature)*

Name

Signature of the Principal/Registrar

Registrar  
M.M. UNIVERSITY  
Sadopur-Ambala-134007

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## 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



MAHARISHI MARKANDESHWAR UNIVERSITY SADOPUR-AMBALA (HARYANA)(Established under Haryana Govt. Act. No. 29 of 2010, approved by the UGC Act 1956 and NAAC Accredited Grade B University)

REVISED ACADEMIC CALENDAR SESSION – 2017-18

SR. NO.	EVEN/SEMESTER	ODD SEMESTER	EVEN SEMESTER
<b>FOR 1ST YEAR ONLY</b>			
1	<b>TEACHING</b> REGISTRATION	Aug 07-Aug 08,2017	Jan 15, 2018
2	ORIENTATION AND COMMENCEMENT OF CLASSES	Aug 09,2017	
3	<b>SESSIONAL EXAM SCHEDULE</b>		
4	SESSIONAL I	Sept 06-Sept 08, 2017	Feb 19-Feb 21, 2018
5	SESSIONAL II	Every Monday from Oct 23- Nov 13, 2017*	Every Monday from Mar 26 -Apr 16, 2018*
6	SESSIONAL III	Dec 13-Dec 15, 2017	May 23-May 25, 2018
7	END OF CLASSES	Dec 15, 2017	May 25, 2018
8	PREPARATORY HOLIDAYS	Dec 16-Dec 24, 2017	May 26-June 03, 2018
9	END SEMESTER EXAMINATION	Dec 26, 2017-Jan 13, 2018	June 04-June 20, 2018
<b>FOR 2ND YEAR ONWARDS</b>			
1	<b>TEACHING</b> COMMENCEMENT OF CLASSES	Jul 17, 2017	Jan 1, 2018
2	<b>SESSIONAL EXAM SCHEDULE</b>		
3	SESSIONAL I	Sep 06-Sept 08, 2017	Feb 19-Feb 21, 2018
4	SESSIONAL II	Every Monday from Oct 23- Nov 13, 2017*	Every Monday from Mar 26 -Apr 16, 2018*
5	SESSIONAL III	Nov 28-Nov 30, 2017	May 09-May 11, 2018
6	END OF CLASSES	Nov 30, 2017	May 11, 2018
7	PREPARATORY HOLIDAYS	Dec 01-Dec 07, 2017	May 12-May 17, 2018
8	END SEMESTER EXAMINATION	Dec 08-Dec 23, 2017	May 18-May 31, 2018
<b>NOTE:1</b>	If the number of teaching days falls below 90 days in each semester in the academic session 2017-18 due to some unforeseen reasons, it would be the responsibility of each Department to arrange extra classes as & when required.		
<b>2</b>	The students must adhere to the fulfilment of minimum attendance conditions regarding the classes		
<b>3</b>	* To be Notified by Respective School/Department.		

DEAN ACADEMICS

CC:

- 1 All the heads of the Teaching Departments
- 2 P.A. to Vice- Chancellor/ Registrar/ C.O.E.
- 3 P.A. to Principal, MMGI/SOA/ Pharmacy
- 4 Academic Branch/ Accounts Branch