



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		ADARSH MAHILA MAHAVIDYALAYA, BHIWANI
Name of the head of the Institution		DR. ARUNA SACHDEV
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01664240422
Mobile no.		9896428884
Registered Email		principalammb@gmail.com
Alternate Email		info@adarshcollegebhiwani.com
Address		Hansi Gate Bhiwani
City/Town		BHIWANI
State/UT		Haryana
Pincode		127021
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Aparna Batra
Phone no/Alternate Phone no.	01664242414
Mobile no.	9896081707
Registered Email	principalamb@gmail.com
Alternate Email	aparnabatra@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://amb.ac.in/wp-content/uploads/2021/09/2015-16....pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://amb.ac.in/wp-content/uploads/2021/08/4-2016-2017.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.75	2003	21-Mar-2003	20-Mar-2008

6. Date of Establishment of IQAC	25-Jan-2016
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Independence Day	15-Aug-2016 1	230

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2017 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1 Student Satisfaction Survey has been initiated to obtain structured feedback from students for improvement maintaining the quality of education. 2 Implemented (CBCS) Choice Based Credit System in Post graduate Programmes in College. 3 Orientation programmes organised on Use of IT in teaching learning for 4 days w.e.f 19816 to 22816 for teachers and for 4 days w.e.f. 23816 to 26816 for students. 4 For overall development of girls students, Sports deptt. trained girls for variety of sports viz. Boxing, Handball, weight lifting, Power Lifting, Hockey, Basket Ball, Table Tennis and Yoga. As a result girls participated at various inter college, State level, National Level Competitions and won many gold, silver and bronze medals. 5 To bring social awareness among students Youth Red Cross Club of this college sent girls for 5 days training at District level training camp and for 6 days training at State level training Camp.

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

Plan of Action	Achivements/Outcomes
Library strengthen for students	College library was strengthened this year by adding 1467 textbooks, 72 reference books and 6 journals
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	12-Apr-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college being a Private Govt. aided college follows the management information system in offline mode. The college prospectus is the main source of information regarding Board of governing body, college faculty, courses and programmes offered, admission process, examination process, scholarships, campus facilities, college activities, Fees etc. The record of all students and employees are maintained in office. The entire process which a student has to follow for different activities is being explained in Assembly conducted in the beginning of each session. Every time for each work, proper notice is being circulated among staff members and students. Also every notice is being displayed on notice board.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

In accordance with the needs of changing times, curriculum is planned and

designed by the affiliating university and is followed and implemented by the affiliated colleges. Some senior Associate Professors of the college work in the capacity members of Board of Studies in U.G and P.G courses and they provide their useful suggestions related to the curriculum planning in the Board of Study meetings of their respective department. At the onset of the academic session the members of the department are apprised of any changes made in curriculum of any course every year .The Time Table Committee prepares and present the detailed time table schedule for delivery of curriculum for U.G and P.G classes. Teachers deliver lectures as per curriculum plans. Every department of the college works on the teaching plan for the completion of syllabus. To enhance academic excellence, a clear cut action plan is made for the timely completion of the syllabus (lesson plan). Detailed academic and extracurricular activities are planned by each department in advance. The date and theme of such activities are conveyed to students. Problems and suggestions of students regarding everything are collected by teachers. At the onset of new session, induction programme is organized for extracurricular activities i.e. cultural activities, sports activities by NSS, NCC, women cell and legal cell units of the college. Principal of the college hold meetings with other staff members to maintain relations between staff members and students. Regular class tests, assignments, class presentations, assessment in practical classes are conducted for improvement of the students. Remedial and tutorial classes based on requirements of students are also conducted. Exhibitions /workshops/seminars/conferences/extension lectures are regular feature of the college. The college provides all basic facilities including library, multipurpose auditorium, indoor and outdoor sports facilities for effective curriculum to motivate the students. Cultural, academic and sports activities are honored by giving extra cash prizes to the winners.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	English	01/07/2016
MA	Economics	01/07/2016
MSC	Mathematics	01/07/2016

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	First year- Advertising, Sales Promotion and Sales Management	36
BCom	Second year- Advertising, Sales Promotion and Sales Management	30
BCom	Third year- Advertising, Sales Promotion and Sales Management	32
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>Feedback from students The college maintains a definite system for collecting feedback from the U.G and P.G students. The students are continuously evaluated in academics through class tests, class presentations and assignments on assigned topics. The students are evaluated in each semester for internal assessment awards on the basis of performance in class tests, assignments and attendance in lectures. Tutorial Classes are conducted for taking students' feedback on activities and programmes organized in the college. These classes are held weekly where in the students are counseled for career opportunities by teachers where students' grievances and problems are heard and feedback is taken from them on the existing teaching- learning environment. Feedback from teachers: Periodically arranged staff meetings are the platform for collecting feedback from staff. The suggestions extended by teachers are taken and analyzed at college administration level. Feedback on curriculum improvement, academic discipline and infrastructure build up in the institutions is obtained from the staff and the college administration utilizes the valuable suggestions for further improvement. Feedback from employers: The placement and guidance cell of the college remains in contact with the employment generators. Experts are invited for delivering extension lectures to the students. The feedback</p>

/suggestions are analyzed and steps are taken for implementation of the same for better job opportunities. Feedback from alumni: Alumni are our brand ambassadors. The college maintains healthy interaction with former students of the college and collects feedback from them on the sports facilities, cultural facilities and academic facilities extended to the students in the institution. The former students who excelled in academics, sports, cultural, N.C.C and N.S.S activities are invited on the occasion of various functions held in the college, wherein, their extended suggestions are carefully heard and the feedback received from them is analyzed and implemented for enhancing positive practices in the institution. Feedback from parents: Feedback from parents on the status of existing educational environment is collected as and when they approach to the concerned teacher to inquire about the academic progress of their wards.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	PASS COURSE	480	0	475
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	2462	262	87	2	6

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
95	95	3	3	0	3
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

We are committed to indicate the habit of self reliance and self confidence among our students and hence bring in changes keeping in mind the global objectives of higher education. This could not have become possible without an amicable relationship between the teacher and the student. A conventional, non institutional and informal tutor tutee system is prevalent in the college during the academic session 2016-2017 which aims at a close monitoring of the students and solving the problems they face in their academic life and beyond that. In the beginning of the academic session, an orientation programme is held to introduce the students with college staff, infrastructure and discipline of the college. Prior to the beginning of classes, students are given an overview of the complete sphere of the college life from academics to social activities. Under this system, the faculty members of the college gets engaged in organizing the weekly tutorial meet with the student and being their

mentors/tutors, they take care of the academic progress and psychological well being of the students and provides the primary psychological counseling to those who needs that. The mentor use both formal and informal techniques of mentoring to boost inclusiveness, gender sensitivity and social responsibility of students in the fast changing world and in the age of shifting human values. The students are properly guided regarding their career plans and about further higher education after their graduation/ post graduation. They are also made well familiar with different job opportunities. So that they can have jobs in various fields in public as well as in private sector. With the help of such interaction, an academic but friendly and innovative atmosphere is created wherein the students can raise their issues and problems honestly.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2724	95	1:29

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
41	21	20	0	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Dr. Madhu Malti	Associate Professor	1. Honoured by Hindi Literature Academy, Mauritius 2. Certificate of appreciation regarding contribution in Gender Sensitization Project of Women Cell and Beti Bachao, Beti Padhao Forum of Vaish College, Bhiwani
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	NA	Semester	29/04/2017	27/06/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college is committed to impart quality education keeping in mind the age, gender, personality, motivation, self concept, life experience and the cultural

and social background of the students. Attending to the common needs and individual differences of their students, teachers are aware of considering the expectation of the students. Students are properly guided at the time of admission and an orientation programme is also organized in which all the students are introduced with their respective course, mode of internal assessment as well as facilities available in the college. The college strictly adheres to the affiliating university as far as admission guidelines, prescribed syllabus and the criteria of internal assessment are concerned. Choice Based Credit System has been introduced in P.G classes from the academic session 2016-2017. After the completion of the prescribed course the teachers discuss previous year question papers with students which help them, to a greater extent. Discussing such papers also helps in removing their exam fear, as most of the students come from rural areas. Surprise class tests are also conducted. The schedule of class tests and submission of assignments for internal assessment is fixed before one month of the completion of each semester. Students are given their topics of class tests and assignments well in advance. Every type of academic help is provided to the students and they are inspired to ask questions in the class so that their hesitation can be removed. Students are also evaluated through group discussions, seminars, presentations and cultural activities organized by the college on various occasions such as talent hunt programmes, cultural festivals, Legal Literacy Cell programmes and youth festivals to provide sufficient transparency and accountability, reformative measures in CIE are initiated by the college such as giving evaluation for their information to inculcate a habit of hard work and also to innovate new ideas, the student are given some assignments and problems to be done at home. They are also inspired to explore various learning resources like internet and libraries which enable them to include the habit of self study and enhancing their reasoning capabilities.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar and adhered for conduct of examination and other related matters (250 words) The college strictly adheres to the academic calendar finalized by the affiliating university in the starting of the academic session. An orientation programme is organized in which all the teaching staff members and students remain present. In this programme, the teachers provide syllabus and its outlines to their students along with other guidelines and instructions. The concerned university provides a proper schedule with regards to teaching days, vacations and examinations which is strictly followed by the college. The copy of schedule is available on the university websites. It is also displayed on the college notice board and circulated among all the teaching and non teaching staff. Tentative dates are given by college for sports, N.S.S, N.C.C. programmes and other cultural and social activities. Parent teacher meetings are held whenever required. Classes are met strictly according to teaching days provided in the academic calendar. Extra classes are organized in case of any loss in studies. The college strictly follows the guidelines and rules issued by the university regarding the conduct of internal evaluations, theory papers and practical examinations.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://ammb.ac.in/wp-content/uploads/2021/09/Annual-report-2016-17-complete.pdf>

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
BA	BA	Aided	308	308	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://ammb.ac.in/wp-content/uploads/2021/08/SSS-2016-17.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
GENDER SENSITIZATION PROJECT	DR MADHU MALTI	VAISH COLLEGE, BHIWANI	25/11/2016	CERTIFICATE OF APPRECIATION
PROMOTION OF HINDI LANGUAGE, LITERATURE AND CULTURE HARMONY	DR MADHU MALTI	HINDI SAHITYA AKADMI, MAURITIUS	14/09/2016	CERTIFICATE OF APPRECIATION
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	1	3

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Computer Science	3	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Sanskrit	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	0	0	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	5	0	10
Presented papers	2	16	1	0
Resource persons	0	1	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Our college organized a	Social Science Forum , AMMB	5	65

Question Writing Competition			
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
State level Red Cross Training Camp	2 second position, 2 third position	Haryana State Red Cross Unit	4
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachhta Abhiyan	AMMB, Bhiwani	Swachhta Abhiyan by NSS Volunteers	10	150
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industrial	Training	(i) Pawan Paints Hardware store near power station, naya bazar, bhiwani (ii) Disha Jute allied products pvt. Ltd. Plot no. 78, sector 21, industrial area,	Nil	Nil	90

bhiwani
(iii) GBTL
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Bhiwani T

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Nil	29.19

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Libsys	Partially	4.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	37943	5445355	1467	340220	39410	5785575
Reference Books	272	750948	72	74993	344	825941
Journals	0	0	6	13900	6	13900
Library	37943	5445355	1467	340220	39410	5785575

Automation						
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	85	4	5	0	4	2	3	8	15
Added	0	0	0	0	0	0	0	0	0
Total	85	4	5	0	4	2	3	8	15

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

8 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Nil	9.61	Nil	38.14

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college ensures optimum utilization and upkeep of Infrastructural facilities. These facilities are upgraded and augmented time to time. Trained lab Attendants have been appointed to ensure maintenance of labs The following procedure is followed for maintenance of various facilities:- Laboratories :- The Infrastructure includes 11 laboratories in the college. Record of chemicals, apparatus and specimen etc is maintained by lab attendants and supervised by Head of the concerned departments. The calibration, repairing and maintenance of sophisticated lab equipments are done by the technicians of related owner enterprises. The microscopes used for biological experiments are cleaned time to time. The practical groups of the students are constituted as per university norms. Library :- The upkeep of library is done by the staff of

library. Stock verification of library books is done annually by the Library staff and the teaching faculty. The Library Incharge ensures the requirement of books, magazines to be purchased and journals to be subscribed through HODs.

The visitors' register is also maintained for keeping the record of the readers, learners and to ensure return of books. No dues from the library is mandatory for the students before appearing in the examination. Sports :- Physical Education and Sports Department of the College is committed to ensure students' participation in physical activities and wholesome personality development of all the students. The students are encouraged and trained to participate at International/National/State Level and Inter University Level sports events. Annual Athletic meet is organised by the college to select teams for various games. Computers :- The College provides an extensive IT Infrastructure. Four Computer laboratories have been established which cater to the needs of the students to impart Computer Education, Soft Skills and ICT knowledge. Regular maintenance of these labs is ensured through local hardware service providers as per requirement. Classrooms :- Enrichment of Infrastructure in terms of Classrooms is a regular feature. The College Building Committee has been constituted for maintenance of Infrastructure. The college has well maintained classrooms which are kept neat and clean by our sweepers and white washed as per requirement. Electricity and Physical facilities :- The college has fulltime electrician for maintenance of electric equipments. Full time sweepers, gardeners and Chowkidars are appointed by the college to ensure cleanliness, hygiene, sanitation, security and maintenance of lawns and flora of the college. Policy for maintenance of facilities in the college :- The students are informed about various scholarship schemes and their claims are settled well in time by the clerk and nodal officer appointed for the purpose.

<https://ammb.ac.in/wp-content/uploads/2021/09/4.4.2-UPDATED.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Meritorious needy students and Outstanding players	97	258770
Financial Support from Other Sources			
a) National	PMS SC scholarship and PMS OBC scholarship	116	799800
b) International	Nil	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Students of the college attended a State Level Red Cross Training Camp	15/09/2016	5	Red Cross
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Extension Lecture by career Launcher for commerce students	0	80	0	0
2017	"Extension Lecture by career Launcher for B.Sc students"	0	60	0	0
2017	"Extension Lecture by career Launcher for BCA students"	0	40	0	0
2017	"Seminar career launcher (for arts students)"	0	40	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2017	35	B.A, B.COM, B.SC.	Different disciplines	Different disciplines	Different disciplines
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
GATE	2
Any Other	2
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Question Writing Competition organised by Social Science Forum of the college	College	65
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	All india inter university Yoga	National	4	Nil	1383 2445 2839	Ms. Anita Ms. Manisha Ms. Kavita
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The central association remained active and organized various activities including student body election activity with great enthusiasm and success. The college has a dynamic student council and student representatives that serve on different committees of the college. The student body election is an elected body, governed by a constitution that defines its functions and role. In addition, there is an elected body of student representatives for all extra-curricular activities, co-curricular activities, and department academic societies. The central association office-bearers actively participate in major events in the college, such as national events like republic day, Independence Day, martyrs day, etc. The student representatives in consultation with their respective faculty advisors organize activities through different societies, namely, legal literacy cell, women cell Navjyoti, youth red cross society, literary society (English, Hindi, Sanskrit, etc.), and vyakhayan-mala lecture series organized by Sanskrit and Hindi department. Student representatives also help to organize co-curricular and extension activities on platforms like discussion forums, legal literacy cells, and womens cells, sports, NSS, and NCC units of the college. The editorial boards of the academic societies launched their magazine viz. 'Anupma'. It is pertinent to mention that each department

has its academic society with a duly elected student executive that along with the faculty advisors organizes various competitions, educational trips, and cultural activities. The science society held several of its activities like quiz competitions. Student engagement is remarkable in community outreach programs that add significantly to the fulfillment of the college's vision of institutional social responsibility such as to promote 'Beti Bachao Beti padhao', tree plantation, Preparation of youth festival, etc. Department of physics organize a project on satellite, low-cost physics, and an alternate source of energy to fulfill social responsibilities. They organize student general assemblies and student general body meetings that serve as a forum for interaction with college authorities. Several committees work for the welfare of the students of the college such as hostel committee, admission counseling committee, discipline committee, legal cell, SC/ST Cell, sports committee, disciplinary committee, Anti-ragging committee, and library committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Principal of the college has the ultimate authority of decision making taking into account all the stakeholders Opinions .The principal is assisted in the management of college affairs by teaching and nonteaching staff through a formal System of college council which comprises of senior staff members. Regular meetings of college council are held to discuss all the important issues pertaining to college administration, Academic affairs and welfare of students and staff. Academic and administrative decisions are assisted by heads of various departments. There are various subject societies and cells to execute the co-curricular activities and student welfare activities. Heads of departments take the decisions after consultation with the staff members. Sufficient autonomy is provided to the teaching staff by authorizing them to be the conveners and nodal officers as regards the operational details. There is an IQAC under the chairmanship of the principal which reviews the different administrative decisions. The annual duty list is circulated among the staff members to include every staff member in smooth functioning of college .All the vital financial decision are guided by the bursar of the college who is a senior staff member and plays an important role in all the financial decisions of the college. Another important step in the direction of participative management is the constitution of a central committee of the Students which is duly elected. Also there are class representatives elected by the students to put forth their concerns. Thus the views of the students is given due consideration while taking important decisions vis-a-vis the college

management. Staff members are involved in the augmentation and maintenance of infrastructural facilities in the institute. So proper decentralization and delegation of authority makes Principal, Vice-Principal, Staff members and students work together for deciding the regulations concerning admission, timetable, discipline, students grievances and carrying out curricular and co-curricular activities. Staff members also exchange their views periodically regarding the smooth functioning of college activities and discuss about the latest trends and teaching methodologies and also the incorporation of I.T tools to make teaching learning more effective.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum is designed by the affiliating university and the prescribed syllabus is followed. However college teachers who are members of Boards Of Studies (BOS) make valuable suggestions based on their interaction with various stakeholders in the college including colleagues , students and companies participating in campus recruitment.
Teaching and Learning	1 Teachers are regularly involved in group discussions, seminars, presentations, quizzes related to syllabus and matters of societal concerns. 2 Industrial visits, field visit and surveys are periodically arranged along with extension lectures by experts regularly. 3 Inter faculty lectures are also arranged on topics of concern particularly about their career and issues of environmental concern giving them interdisciplinary perspective.
Examination and Evaluation	Final examination and evaluation is done at the university level. Examination related information such as schedule for filling forms, examinations timetable, results etc. are displayed on the college website. The college is in tandem with ICT enabled reforms introduced by the university. Examination related rules and regulations are strictly adhered to by the college. Internal evaluation is done on the basis of regular class tests, assignments and seminars. Viva-voce sessions are regularly held to boost the students communication and grasp over the subject.

<p>Research and Development</p>	<p>The college always supports the faculty for undertaking research work. Good reference books are provided by the library for research purposes. TA/DA and academic leave is given to the teachers for attending seminars and conferences.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Cleanliness and maintenance of well equipped physical infrastructure like volleyball court, badminton court, yoga facilities is given priority. Well equipped labs and dispensary are available to the students. Bank facility is provided on the campus. Latest books, reference books, journals, competitive books, periodicals etc. are provided for the staff and students. Library is automated and online content is available to the students. Separate reading areas are provided to staff and students in the library. Use of ICT is promoted in college and administration by providing requisite hardware and software in areas of students database library catalogue etc.</p>
<p>Human Resource Management</p>	<p>Director Higher Education Haryana is the highest governing authority and the Principal is head of administration at the college level. Administration is decentralized and is assisted by college council, HODs and various other committees constituted annually. Academic growth of the teachers is promoted by encouraging their Ph.D studies and publication of books, articles etc. Teachers are relieved on priority basis for orientation courses, Refresher course and workshops for their academic and career advancement. They are also encouraged to attend seminars, conferences and paper presentations.</p>
<p>Industry Interaction / Collaboration</p>	<p>Career guidance counseling and soft skill development programmes are regularly arranged. Thrust is given to collaboration with industry. Students are exposed to industry exposure through workshops, field visits etc. Students are sent for training to industrial facilities to give them the required exposure.</p>
<p>Admission of Students</p>	<p>Advertisement regarding admission is floated through leading newspapers. Admissions are made purely on merit basis against the sanctioned seats made</p>

available for a particular course by the university. The procedure, rules and regulations of admission policy prescribed by the university and government from time to time are strictly followed. Flexibility regarding horizontal mobility with elective and non core subjects is provided.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Student Admission and Support	<p>Students can easily access information regarding rules and regulations of admission, facilities for students, support services, fee structure and scholarship information at the admission help desk set up for this purpose. The entire admission process is transparent. The admission to both U.G and P.G courses is done as per the university guide lines regarding the sanctioned intake, course combination and fee structure of all the programmes. Help counters are provided to help them in filling up of admission and examination forms. Scholarships are provided to the students to encourage them to pursue higher education.</p>
Examination	<p>The college has a separate examination department. All the internal assessment and practical awards are uploaded through web portal of the university. Examination forms are filled through web portal of concerned university. During the examination, admit cards and confidential lists of the students are uploaded by the university on the web portal of the university with college login id. Examination department takes the printout of the same and issues the admit cards to students and confidential lists to the respective centre superintendent.</p>
Administration	<p>Students data is maintained on a digital platform. The department of higher education Haryana issues notices and circulars through online portal. These are complied with promptly through E-mail and other electronic methods. Wi-fi facility is provided in the college and CCTV cameras are installed at all the strategic points in the campus. Communication with the staff and students is maintained via</p>

	whatsapp groups. Results of the students are also maintained digitally. So the e governance system is operational in the college administration.
Finance and Accounts	A regular audit is conducted of annual books of accounts maintained by the administrative office. The administrative office also keeps all the financial records separately as per the events and transactions. Fees are collected and after sending a part to the government the remaining part is spent on student welfare activities through proper procedure prescribed by the government and university.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	NIL	NIL	NIL	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	NIL	NIL	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher course in Sanskrit	1	28/06/2017	18/07/2017	21
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

0	0	0	0
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6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
TA/DA and duty leave are given to the teachers for attending seminars/conferences. House rent allowances. Maternily leave for six months in case of female teachers.	Maternity leave for six months in case of female employees. House rent allowance, uniform allowance in case of sweepers, malis, peons and chowkidars	Indoor outdoor game facility, vast playground. canteen facility, generator facility for all classrooms and labs, display boards for notices and information, water coolers and R.o purified drinking water, cultural programme for nurturing their talents. NSS, NCC and educational tours.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Adarsh Mahila Mahavidyalaya is a Govt. aided educational institution with 95 percent financial aid by the Haryana govt. since 1995. AMM society has been registered U/S 12AA of the Income tax act 1961 vide order dated 01/01/1975 and U/S 80G vide order no. 5450 dt.26/11/2008 by the commissioner of Income tax, Hisar. Its pan number is AABTA0021C and income tax returns are filed regularly. The institution conducts External financial audits regularly since long at the audit panel framed by the concerned university. A grant of 5 percent share was received through management contribution during F.Y 2016-17 amounting to Rs 22,68,249/-

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Department of Higher Education Haryana	Yes	College Council
Administrative	Yes	Department of Higher Education Haryana	Yes	College Council

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Parent teacher meetings to obtain the feedback for college activities
- Participation of parents in annual function, sports meet etc.
- Regular interaction of the parents with teachers regarding the academic progress of their wards.

6.5.3 – Development programmes for support staff (at least three)

- Time to time assessment for scales and promotions.
- Gifts on various occasions for their encouragement.
- Counselling session for their good mental and physical health.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- College library has been automated.
- Smart class rooms are added.
- College furniture has been upgraded to dual desk bench pair
- Labs have been renovated.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Independence Day	15/08/2016	15/08/2016	15/08/2016	230

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Rally on the theme Beti Bachao Beti Padao-by NSS	24/02/2017	24/02/2017	100	10
Skit on Women Foeticide problem and dowry system by NSS Volunteers	24/02/2017	24/02/2017	32	Nil
Slogan Writing Competition- By BCA Department	31/03/2017	31/03/2017	47	Nil
Poem	14/09/2016	14/09/2016	50	Nil

recitation -by Women Cell				
Lecture on Beti Bachao Beti Padhao Sashakt Bnao- by NSS Cell	23/09/2016	23/09/2016	124	Nil
Declamation Contest- By Women Cell	05/10/2016	05/10/2016	50	Nil
Lecture on Beti Bachao Beti Padhao- by NSS	20/02/2017	20/02/2017	85	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>Institution believes in understanding the various environmental issues and the need to address them. It ensures the environment friendly practices in the college. In order to have the awareness regarding alternate energy resources among students and society, various steps were taken: ? Regular EVS classes were arranged for 1st year UG students by the college to create awareness regarding the environment and related issues. ? Good practices were adopted for the optimum use of water and for the saving purpose. ? Through NSS activities like awareness campaigns, preparation of green Vatika in the college premises and donation of trees etc. students were awarded. ? Various activities like essay writing competition based on the theme of "vermi composting" and "our green planet", campaign on cleanliness, rangoli competition on the theme of "save trees", project making on "biofuels" and "alternate sources of energy", holding group discussion on "renewable sources of energy", essay writing on "biomedical waste", PPT and collage making competition on E-waste etc. were organized by various departments of the college during the session keeping in mind about the promotion of environmental consciousness and sustainability. ? Separate dustbins had been arranged in the college campus for the proper disposal of the wet waste and the dry waste. ? College canteen had been instructed to use paper cups instead of plastic cups. ? All the staff and students are made aware of the green campus code of conduct. ? Replacement of plastic bags by cloth bags during the examination. Hence whole institution pays its role in offering the green ground ideas and provides a chance to lead in reclassifying its natural culture.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled	No	Nil

students		
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	19/08/2016	4	Oriental programme for teachers by BCA	IT in teaching learning	75

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Human Values with Professional Ethics	25/05/2016	Adarsh Mahila Mahavidhyalya, Bhiwani under the auspicious and visionary, leadership of management is committed to establish a world class platform which believes in providing quality education to women for removing the clouds of darkness and ignorance from their lives . The ultimate objective is to produce the students having highest caliber of becoming trendsetters in their respective profession. Additionally to generate such a healthy and free atmosphere in which everyone can have equal opportunities. For a better and brighter tomorrow with social needs Mahavidyalaya also strives for excellence through creation, dissemination and application of knowledge. Principal and staff of the college ensure the regular implementation of

academic and other programmes in accordance with the directives of department of higher education Haryana as well as with the directives of the management. The college provides such an environment to the students in which they could fully develop their potential.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence day celebration	15/08/2016	15/08/2016	230
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Tree plantation by NSS volunteers. 2. Replacement of plastic bags with cloth bags by the examination committee. 3. Preparation of the "Green vatika" in the college premises by NSS volunteers. 4. Waste is segregated into the dry and the wet waste dustbins and then delivered to waste collection vehicle. 5. Stopped the use of plastic cups in the canteen.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Practice 1.1 Title Of The Best Practice: Proud to be a Woman, Nari Shakti Ko Salaam
Objectives of the practice 1. To have a control on woman foeticide problem. 2. To have the awareness regarding social issues related to women. 3. To have knowledge of legal rights of women among students and to make the girl students prepare for future challenges. 4. To create awareness regarding women education and balancing sex ratio. 5. To create awareness regarding the career opportunities for girls in their coming future and the promotion of sports culture among girls. 6. Finally the overall personality development of girls.
Context: Women, the better half of our society is still struggling in this society. Day by day the condition is becoming worse due to domestic violence, women foeticide cases, non education, unawareness of legal rights of women, malnutrition and the unawareness of their career opportunities. These serious issues must be considered seriously. The practice The faculty members of the college were encouraged to take some solid steps in this direction by organizing some activities or events. Activities /Events focused Essay writing competition, slogan writing competition, declamation contest, poem recitation competition, organization of lectures by some experts related to the theme and organization of sports activities. Events organized by the institution: the events organized by the faculty had broader learning objectives, faculty members moved out from classrooms and they focused on the community engagement also. Members of faculty of red ribbon club, women cell, sports, NSS, NCC, youth red cross society, B.C.A and the music department organized essay writing competition, mehendi competition, lectures, slogan writing competition, poem recitation, shalokoucharan competition, women day celebration, declamation competition, yoga activities, skit and cultural activities etc. The main areas and subareas in this practice involve college activities, student's achievements, NSS, sports, NSS extension activities, staff efforts and departmental activities etc. Evidence of success: Documentary records had been

maintained by each department of the institution showing the related activities. Notices had been circulated for the awareness of students before performing the activities. Secretary and joint secretary of the various cells and departments of college became the part of the activities. Problem encountered and resources required: 1. Paucity of funds to organize extra co-curricular activities at large scale. But with the assistance and involvement of worthy members of the management the problems of paucity of funds was managed to some extent. Sometimes activities had been planned but due to lack of time and the semester system, these could not be performed. 2. Involvement or mass participation of rural background students was major the challenge for us to make the activities a success. The teachers involved in organizing co-curricular activities made concertive efforts to convince the parents and students of rural background to participate in all such activities. 7.2.2 Title of the practice: Wholesome personality development through co-curricular activities. Goal: 1 To include the awareness regarding co-curricular activities among students of the institution. 2 To improve the overall personality of students. 3 To inculcate sportsmanship and competitive in spirit in the students. The context : The co-curricular activities develop the personality of the students. Keeping in view about the parameters involved in this direction the institution performed the related activities. For having a prestigious identity in the city and state any institution must have some different aspects. So it was decided to do better in the direction of sports and cultural activities. Practice : Faculty members of the institution planned, motivated and implemented the programmes related to cocurricular activities in the form of departmental activities, cultural functions, talent hunt show programme, Teachers day celebration, sports activities and functions. Activities/ event focused : In the session starting it was planned to have the improvement in the quality of activities and maximum participation of students staff in these activities. To inculcate the sports spirit the help desk was arranged during the admission days for promoting sports among students. The players of international, national and state level were being rewarded and provided financial assistance by the institution. Along with it this institution is the only institution in this city which is providing hostel fascility to the girls on the basis of merit criteria. Institution is also providing Volleyball ground, handball ground, basketball ground, athletic track, yoga costumes, mats and the trained staff to the sports students. College organized cultural functions on the occasion of Independence day, Republic day, Teachers day etc. Players brought lorell to the college in different games of handball, yoga, hockey, boxing and athletics etc. Concerned coaches trained the players and giving time in the college campus to train the players accordingly. In the direction of cultural activities, students had been polished after their scrutiny by organizing the talent hunt show in the session starting. Thereafter staff organized various cultural activities in the college in order to select those students who could participate in zonal and interzonal youth festival's activities. Various departmental activities in the college premises gave them a platform to make themselves individual ones. Students brought prizes in the zonal and interzonal youth festival during the session. Annual prize distribution and convocation function had been organized during the session which was graced by Smt. Menka Gandhi to encourage the students. Evidence of success: 1 Documentary record had been maintained by different cells and departments who had organized the related activities. 2Trophies/ mementoes had been kept in the record of the college. 3Concerned photographs had been kept in a college album for maintaining the record. Problems encountered and resources required : 1 Implementation of semester system adversely effected the organization of co-curricular activities due to less no of working days in semester system. 2 Lack of awareness regarding benefits of participating in such activities among students and parents of rural background. Teachers did counseling of talented students and their parents and also made them aware

about the benefits of participating in such activities.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://ammb.ac.in/wp-content/uploads/2021/09/7.2.1-7.2.2-updated.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The main motto of the institution is to provide information, knowledge and wisdom to the students. Along with the formal education in any specific area, students must also have the awareness of social issues, sensitivity and the knowledge of the environment in order to become a better citizen of society. The institution has students of every background. These come from rural as well as urban areas. Rural parts have their own challenges like lack of sanitation, malnutrition, education, health issues, lack of water and more over the lack of vocational opportunities. Institution believes that the participative activities and participation of our students can benefit the society. NSS cell of the college organised Sadbhawana diwas, Teachers day, Independence day, youth day and Vivekanand jayanti celebration and mehendi competition. Through the NSS cell students were involved in the activities like awareness rallies, door to door campaigns, cleanliness programmes, poster making, slogan writing, first aid training and home nursing, road safety awareness programmes, fire safety awareness programmes, activities based on women issues and activities based on ethical values etc. Some activities had been organised in collaboration with district administration and some external agencies which had built a confidence in the students. Institution promotes the human values and ethics among young minds by organizing some activities like shlokocharan competition, lecturer on Vedas, rangoli competition, salad decoration and flower arrangement competition and the cultural activities like dances of various states, songs, poems, debate, skit, mime and patriotic songs etc. For having a fit body and fit mind, the department of sports organized various activities like yoga, athletic activities volleyball, basketball, weight lifting etc. For the upliftment of students and to train those for various competitive activities at National and International level concerned staff do extra effect. The Department of NCC also prepared and trained the cadets for various camps and parades of Independence Day and Republic Day. To inculcate the scientific temperament among students all the departments of science organized various activities like project making competition, lectures, orientation programmes for students and staff, essay writing competition, group discussion, PPT and collage making competition etc. For social awareness college organized society oriented awareness programmes regarding clean Indian green India, management of e-waste, campus cleanliness, tree plantation programmes, AIDS awareness, Beti Bachao Beti Padhao, project making on biofuels, knowledge of renewable sources of energy, knowledge of biomedical waste and vermi composting etc. Finally the management, Principal, teaching staff and non teaching staff were directly indirectly involved for the personality development of students.

Provide the weblink of the institution

<https://ammb.ac.in/wp-content/uploads/2021/09/7.3-updated.pdf>

8.Future Plans of Actions for Next Academic Year

- To prepare College Prospectus and Hostel Prospectus as a source of complete information.
- Introduction of Mentor Mentee system.
- Academic calender issued by university to be displayed on notice boards.
- Lesson plans of each subject to be prepared in the beginning of session and to be displayed on notice boards.
-

Appointment of contract basis staff members as per requirement in the beginning of session. • To make Student Satisfaction Survey more wide by covering most of the students. • More CCTV cameras to be installed in the college premises for security purpose of girls. • Increase in number of smart class rooms with latest teaching learning aids. • Computerization of Administrative block and to make college campus Wi-Fi enabled. • Strengthening of college library by adding more books and journals. • To organize orientation programme for new teachers and students. • Renovation of college hostel and college boundary wall. • Encouraging staff students to use more ICT Techniques in teaching and learning process. • Maintenance of complete cleanliness, plastic free zone and green campus in the college premises. • To organize Talent show competition in the beginning of session. • All society incharges to guide and encourage more more students to participate at Inter college, Zonal and Inter zonal levels in variety of events. • NSS, NCC, Youth Red Cross Club, Women cell, Road safety cell etc. to organize more more activities to create awareness among students regarding social and environmental issues. • Athletic meet to be organized to strengthen variety of sports among girls. • Parents Teachers meet to be organized to get feedback and suggestions from parents regarding college functioning. • Alumni meet to be organized to bring together old students. • Career guidance cell to arrange faculty wise extension lectures to make final year students aware of their career options after under graduation. • Teaching staff to maintain complete record of student's academic performance used for internal assessment. • To make provision for common room for girls. • Installation of LED lights in campus and external area of the college. • Faculty members to be encouraged to participate in seminars/workshops etc. to update their knowledge. • To save electricity, solar system to be installed in hostel and college campus. • More furniture to be added in library and class rooms. • Convocation and Academic Prize Distribution Function to be organized. • All laboratory incharges to get their laboratories updated as per syllabus.