



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ADARSH MAHILA MAHAVIDYALAYA BHIWANI
Name of the head of the Institution		Dr. Maya Yadav
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01664240422
Mobile no.		9996021475
Registered Email		principalammb@gmail.com
Alternate Email		info@adarshcollegebhiwani.com
Address		Hansi Gate Bhiwani
City/Town		Bhiwani
State/UT		Haryana
Pincode		127021
<b>2. Institutional Status</b>		

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)	<a href="https://amb.ac.in/wp-content/uploads/2022/04/AQAR-2017-18.pdf">https://amb.ac.in/wp-content/uploads/2022/04/AQAR-2017-18.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:  
Weblink :

<http://amb.ac.in/wp-content/uploads/2021/11/2018-19.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

### 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
International Yoga Day Celebration	19-Jun-2018 3	250

L::asset('/', 'public').'/public/index.php/admin/get\_file?file\_path='.encrypt('Postacc/Special\_Status/'. \$instdata->upload\_special\_status))}

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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	2019 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 IQAC of this college regularly emphasise to have strict and transparent academic system by following systematic time table as per University norms and appointment of quality teachers for improving academic performance of students. As a result of it, this year again Academic Results of students were highly appreciable. In all, 198 students of this college were placed in semester wise merit lists issued by the University, out of which 128 students were ranked in Top 20 merit positions. In almost every class our 2 to 5 students got merit positions but in Dec. 2018, in B.Sc sem3, 7 out of 20, in B.Com sem1, 6 out of 20 and B.A sem3, 13 out of 20 positions were of our students. In May, 2019, in B.Sc. sem2, 10 out of 20, in B.Sc. sem4, 7 out of 20, in B.Com sem2, 12 out of 20, in B.Com sem4, 10 out of 20, in M.A(Eng) sem2, 7 out of 20 and in Msc. (Maths) sem4, 7 out of 20 positions were achieved by our students. 2 As suggested by IQAC, to develop variety of sports, our sports incharges trained girls and encouraged them to participate in many sports events in the college as well as in other colleges and Universities. Our students won lots of Gold, Silver, Bronze medals in different championships at college, University, District, State, National and International levels. Variety of sports viz. Taekwando, Boxing, Yoga, Power lifting, Volleyball, Basketball, Handball, Kabaddi, Javelin throw, Karate, High jump, Athletics etc. are being offered to girls and are being regularly trained

for overall development of students. 3 For overall development of students, regular cultural activities have been organised by different subject societies, cells and departments. This year, students showed their talent in many activities viz. Poetic recitation in different languages , Dance, Music, Rangoli, Postermaking, collage making, PPT presentations etc. at college as well as Zonal and Inter Zonal Levels. As a result of participation in many events, the college was awarded ovrall trophy in Zonal Youth Festival conducted by the University. In Inter Zonal Youth Festival also, our students won prizes in Urdu Poem and Punjabi Poem. Apart from it, students got many prizes in Inter College Competitions organised by other colleges. 4 Students Satisfaction Survey has been continuously done to obtain feedback from students and also to get suggestions for betterment of college functioning. 5 Security is the remarkable feature in the college campus as almost every corner of campus is under CCTV surveillance. This is very necessary in todays time of insecurity.

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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
Fulfilment of responsibilty towards Envionmental consciousness	The college Management staff students are very much dedicated towards fulfillment of responsibility towards Environmental consciousness. Efforts are regularly made to keep the campus Clean, Green and Plastic free. This year also code of conduct was explained to students in the assembly. Seperate dustbins for dry and wet westage are being arranged. EVS class teachers use to instruct students in their classes to save water, energy and plants. Besides it, lots of activities were organised in the college by various departments such as Swachta Abhiyan Tree plantation poster making contest on Global warming chart making competition on How to love the Earth, poster making competition on Energy conservation Photo exhibitions on Water conservation, polymer and skit on No use of plastic in daily life. The college canteen is using paper cups and plates instead of plastic. Thus the institution is regularly trying to keep the campus and surroundings pollution free.

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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	2019
Date of Submission	18-Feb-2019
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)	Adarsh Mahila Mahavidyalaya, Bhiwani being a private Govt. Aided college with 95 Govt. grant and 5 management contribution is run as per the guidelines issued by Directorate, General of Higher Education, Haryana and CBLU, Bhiwani. Online admission process is done through Admission portal of DGHE and submission of internal assessment and practical awards is done through University portal. Besides it every information regarding college, courses, fees, department, scholarship, general rules etc. are updated on college website. In the beginning of the session, Assembly is being organised for new students and new teachers to give information about functioning of the college. Regular Notices are circulated in the classes and also displayed regularly on Notice Boards regarding any information to be given to staff and students.

## 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 and guidance are planned and designed by the affiliating university and are 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. They participate in the meetings of Board of Studies of their respective departments and extend their useful suggestions related to curriculum modification, planning and designing. Classes for semester/annual scheme are scheduled through well designed timetable. Teachers of the college deliver lectures in accordance with the weekly/ monthly lesson plans as per the

syllabi. Classes are held under the supervision of college administration. Stakeholders get the benefits of well developed and fully updated as well as automated central library with separate reading facility for staff and students by providing perfect atmosphere for peaceful learning. The subscriptions to a large number of newspapers, Wi-Fi facility, magazine and journals for students of all streams keep the stakeholders updated in the field of digital learning and efficient curriculum delivery. Curriculum delivery is done through application of various teaching methods such as chalk and blackboard method, ICT enabled teaching learning methods and smart classrooms equipped with LED projectors and also by using various audio- visual aids such as scientific models, charts and maps etc. Proper and adequate infrastructural facility is made available to the students for their practical classes. Different department in collaboration with Tours and Trips Committee of the college organizes the educational trips to apprise the students. Experts are invited for talks on specialized issues for advance studies under the aegis of placement cell and career and guidance cell. Regular class tests and home assignments are given to the students for their assessment. In each semester viva-voce are done to improve the grades of the students. Tutorials and mentorship classes are held to assist the students in solving their academic and career choice related issues and to seek feedback regarding the existing teaching learning environment in the college. The college administration keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the same for further development and improvement in methods of effective curriculum delivery.

#### 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
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Nil	Null	0
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### 1.3.2 – Field Projects / Internships undertaken 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	29
BCom	Second year- Advertising, Sales Promotion and Sales Management	24
BCom	Third year- Advertising, Sales Promotion and Sales Management	36
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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 undergraduate and post graduate students. The students are regularly evaluated in academics through class tests, quiz contests and extempore class presentations on assigned topics. The students are evaluated in each semester for internal assessment awards on the basis of performance in class tests, allocated assignments and attendance in lectures. Mentorship classes are the platform for taking students' feedback on activities and programmes being run in the college. These classes are held once in a week wherein the students are counseled for career opportunities by teacher mentors for solution of the problems raised by the students. Student feedback is taken on the existing teaching learning environment. The teacher mentor reports the same to the principal and consults the members of the college council and tries to devise appropriate solution for further improvements in educational atmosphere. Feedback from teacher: Feedback from the teachers is collected through staff meetings which are held periodically. The suggestions extended by the teachers are heard patiently and analyzed. Then these suggestions are implemented through office orders and notices displayed on notice boards. Feedback on curriculum improvement, academic improvement, discipline and infrastructural build up in the institution is collected from the staff and then the college administration utilizes those suggestions for further improvements. Feedback from employers: The placements and guidance cell of the</p>

college remains in contact with the employment generators. Inspection teams from the Department of Higher Education visits the college campus and extend valuable suggestions to the college administration for any kind of possible improvement in the campus. Their suggestions are analyzed and implemented for the improvement of educational environment. Teachers of the college inspire the students to participate in placements drives. Experts from different industries are invited for delivering extension talks to the students. The suggestions/feedback received are analyzed and due steps are taken for implementation of the same for better job opportunities to the taught. Feedback from alumni: Our 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 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 : The college organized Parent Teacher Meeting on 16 Feb 2019 wherein the assembled parents extended their valuable suggestions on existing educational environments. Feedback from parents is also collected as and when they approach the college authorities to inquire about the academic progress of their wards. The valuable suggestions rendered by them are analyzed and utilized for any scope of further improvement in quality of teaching, discipline, students security, sports facilities, lab facilities, library facilities and students amenities.

## 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	560	0	549
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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
2018	2787	205	111	5	4

### 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	Numberof smart classrooms	E-resources and techniques used
120	120	3	4	5	3

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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The previous practice of mentor-mentee classes are still continues in the academic session of 2018-19. The mentorship classes are being met in the college on every Saturday at 12:55 to 1:30 pm, shortening first six periods by five minutes each. Teachers interact with a group of 25 to 30 students of first year in the mentorship classes. Students of both U.G and P.G classes discuss subject related as well as student related issues. The issues related to organizing extracurricular activities, library, discipline in the college campus and students' attendances in the classes are also taken up. During mentorship classes students are also guided about their career opportunities and personality development. Besides this, any problem faced by students regarding lack of basic facilities is resolved by the mentor teachers as and when they are reported by the students. The main objective of mentorship class is to make an overall development of the students' personality i.e. mental, physical and spiritual. The mentor use both formal and informal techniques of mentoring to boost inclusiveness, gender sensitivity and social responsibility of students. The students are also guided regarding different job opportunities to help them in getting jobs in various fields. This interaction with the students helps in creating an academic but friendly and innovative atmosphere for the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2992	120	1 : 25

### 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	18	23	0	9

#### 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
2018	Dr. Madhu Malti	Associate Professor	International certificate of Appreciation for Outstanding Contribution to the success of event.

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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	2001	II,IV, VI sem	27/04/2019	04/06/2019

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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

There is proper mechanism for planned curriculum delivery in the college. The syllabus and internal assessment criteria are fixed by the affiliating

university and is strictly followed by the college. Semester wise detailed lesson plans are prepared by all the teachers well before the commencement of the semester. The soft copies of the lesson plans are uploaded on the college portal and the hard copies of the same are prominently displayed in each department for the convenience of the students. The teachers try their level best to strictly adhere to the lesson plans and execute it in a planned and focused manner. After the completion of the prescribed syllabus the teachers discuss previous year question papers with the students which help them to a greater extent. The students are also encouraged to ask questions in the classrooms and clear their doubts in the mean time. Surprise class tests are also conducted. Class tests and assignment topics are given to students in advance. 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. Students are also inspired to explore various learning resources like internet and library.

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

In the beginning, the college decides to follow the academic calendar of the affiliating university, i.e. Chaudhary Bansi Lal University, Bhiwani. The staff members of the institution are directed to prepare the lesson plans of the syllabus provided by the affiliating University and share it with the students in order to complete the syllabus timely. The final semester exams are held in time. The exams of odd semesters are held in the month of December. The even semester exams are held in the month of May and June. The academics calendar is adhered in the letter and spirit and it helps the students to know beforehand the schedule of their studies and examination. They can study their prescribed subject matter throughout the study days can appear for the examinations with well planned preparation.

## 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/programmes/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
2001	BA	Humaities( English, Hindi, Maths, Pol. Sc., History, Economics, Sanskrit, EVS, Computer Awareness, Physical Education, Fine Arts,	398	393	98.7

Music-I,  
Music-V,  
Home Sc.)

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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/2021/10/SSS-2018-19-REPORT.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
Essay writing Competition	Dr. Madhu Malti	Shri Ram Chandra Mission , United Nations Information Centre and the Heartfulness Education Trust	Nil	Certificate of Appreciation
<a href="#">View Uploaded File</a>				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded

Computer Science	1
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### 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	Economics	2	Nil
<a href="#">View Uploaded File</a>			

### 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
English	1
BCA	1
Computer Science	1
Physics	1
Economics	4
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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
No file uploaded.						

### 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	0	8	1	3
Presented papers	10	19	0	1
Resource persons	1	1	0	1
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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/	Number of teachers	Number of students
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	collaborating agency	participated in such activities	participated in such activities
First Aid Training Programme Home Nursing	NSS units I II, AMMB in collaboration with Red Cross society, Bhiwani	3	100
Naaz hai Betiyon Pe	Women Cell and Dainik Jagran	20	250
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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 Speech Competition	Consolation	CBLU	1
<a href="#">View File</a>			

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
Swachh Bharat	NSS , AMMB	One Day NSS Camp	20	150
<a href="#">View File</a>				

### 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	Nil	Nil	89

products  
pvt. Ltd.  
Plot no. 78,  
sector 21,  
industrial  
area,  
bhiwani  
(iii) GBTL  
ltd.( Grasim  
Bhiwani

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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
No file uploaded.			

## 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	9.07

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
<a href="#">View File</a>	

### 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	39415	5786870	610	198751	40025	5985621
Reference Books	344	825941	95	94407	439	920348
Journals	Nil	Nil	3	7000	3	7000
Library Automation	39759	6612811	705	293158	40464	6905969
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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
No file uploaded.			

#### 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	91	4	6	4	4	2	3	8	15
Added	0	0	1	0	0	0	0	0	2
Total	91	4	7	4	4	2	3	8	17

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

8 MBPS/ GBPS
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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	<a href="#">NIL</a>

#### 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	13.48	Nil	40.52

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 Institution has adequate infrastructure and physical facilities for teaching and learning. The procedures and policies adopted by the College for maintaining and utilizing physical academic and support facilities include: up-gradation of facilities well versed with technology and enrichment of Infrastructure in terms of classrooms, laboratories, Library and Sports Facilities etc. All laboratories are well equipped and well maintained to carry out lab practicals. Record of chemicals, apparatus and specimen etc. is maintained by lab attendants and supervised by Heads of the concerned departments. The practical groups of the students are constituted as per university norms. The college ensures that the library in-charge purchases current titles of books and journals and empanels such book distribution who can procure new titles and bring them to the notice of the faculty on a continual basis. All books and Journals are reviewed through the Library committee members before the purchase orders are finalized. Library is equipped

with the CCTV cameras for overall monitoring and surveillance. The College has an extensive IT Infrastructure. Four Computer Laboratories have been established with adequate number of Computers to cater the students' needs. Computers are regularly updated with anti-virus software to protect them from malicious programmes. The College has sufficient number of well furnished, well ventilated and spacious classrooms for conducting theory classes. The seating capacity of each class room is of 60-80 students. The classrooms are kept neat and clean by our sweepers and white washed as per the requirement. The college employs electrician, plumber and handyman to resolve routine problems. The College provides several indoor and outdoor sports facilities to its students. The College has well equipped sports complex. The College has active students' teams for different Sports to participate in National and International Sports events.

<https://ammb.ac.in/wp-content/uploads/2021/11/4.4.2.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	113	400200
Financial Support from Other Sources			
a) National	PMS BC scholarship PMS SC scholarship	206	1620115
b)International	Nil	Nil	Nil
<a href="#">View File</a>			

#### 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
Road Safety workshop	03/08/2018	250	Legal Literacy Cell, AMMB
<a href="#">View File</a>			

#### 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
2018	Seminar on GST and E-taxation	0	100	0	0
<a href="#">View File</a>					

#### 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
9	9	15

## 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
No file uploaded.					

### 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
2019	86	B.A, B.COM, B.SC., BCA	Different disciplines	Different institutions	Different programs
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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
CAT	1
Any Other	1
No file uploaded.	

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

Activity	Level	Number of Participants
International Yoga Day Celebration (Physical Education)	college	250
<a href="#">View File</a>		

## 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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Kimunyoung Cup International Open Para Taekwondo	International	1	Nil	17105200 1553	Aruna

Championsh  
ip

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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 college has a dynamic student council and student representatives that serve on different committees of the college. In addition, there is an elected body of student representatives for all extra-curricular activities, co-curricular activities, and department academic societies. The different committees of the college actively participate in major events in the college, such as national events like Republic day, Independence day, Martyrs day, Yoga day, NCC day, NSS day, etc. The student representatives in consultation with their respective faculty advisors organize activities through different societies, namely, legal literacy cell, women cell, youth red-cross society, literary society (English, Hindi, Sanskrit, etc.). 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. 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, sports and cultural activities. The societies of the college held several of its activities like model making, quiz competitions, essay writing competitions, poetry recitation, poster making, photo exhibition, chart making, reasoning test, tree plantation, and so on. Student and faculty engagement is remarkable in programs that add significantly to the fulfillment of the college's vision of institutional social responsibility such as Rally on Women Empowerment Security, 1 month training for Self-Defense, workshops and many extension lectures and so on. There are several committees in the college which are working 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, Anti-ragging committee, and library committee.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Self-registered

5.4.2 – No. of enrolled Alumni:

228

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

20500

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni association 'Punarnava' organized an alumni meet on 9th February 2019 in college Auditorium. In this event 94 alumni came to attend the programme. Teaching faculty and students were also participated and enjoyed the event with them. They also enjoyed some cultural programmes along with folk songs dance.

#### 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 heads the academic, administrative and other matters related to students. She has full authority on college activities and formations of various committees. Teachers have been designated to look after various functioning such as sports, cultural academics etc. The annual duty list is circulated among the staff member to include every staff member in smooth functioning of college affairs. Suggestion boxes are provided for students to share their views or ideas with college. All the vital financial matters are guided by the bursar of the college who is a senior staff member. There is an IQAC under the chairmanship of the principal which gives suggestions for quality improvement in the college. 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 IT tools to make teaching learning more effective. There are secretary, joint secretary and class representatives elected by the students to put forth their concerns. There are various subject societies and cells to execute the co curricular activities and students welfare activities.

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
Industry Interaction / Collaboration	We focus on Collaboration with industries. Guest lectures industrial training Visits, and workshops are organized for the students. Students of vocational course are sent for training in various companies.
Human Resource Management	Being the highest controlling authority, Directorate Higher Education Haryana provides the guidelines to the college and these are executed through the Principal, Being head at college level. College is dedicated to impart the quality Education and hence, well qualified/experienced faculty member are hired annually through interview.
Admission of Students	The instructions of the university are strictly followed and all the admissions are initiated on merit base. As and when Intimation receives from university, admission procedure starts by constituting the various committees for filling up sanctioned seats in each course. The number of sanctioned seats in each course has been decided by the university.
Library, ICT and Physical Infrastructure / Instrumentation	In order to overall monitoring, CCTVS are installed in library premises. Proper sitting space is also available. Library is equipped with Air Conditioners in order to provide pleasant studies environment for study. Updated study material is also

	available for all the courses being run by the college along with other materials for various competitive exams. Updation of books, magazines, journals etc is also conducted time to time.
Research and Development	Duly support is given to faculty members in order to enhance their skills. In order to provide assistance to the faculty members as well as students, consideration is also given on regular up-dation in library. Latest journals, books, research papers, are regularly added in stock. Academic leaves are given to the staff members for attending seminar and conferences to enhance their skills.
Examination and Evaluation	University fixes the schedule of examination and admit cards are also issued by the university. All the information related to examination is being displayed at website and notice board of college. Internal assignments are also a part of examination. All the directions received from university are strictly followed. The examination is conducted in disciplined and error free manner.
Teaching and Learning	All the techniques that makes learning more effective i.e. group discussion, seminar, industrial tour etc are also captured. For online study of students as well as to gain the practical experience by the faculty, wi-fi facilities has also been provided in the campus. Students are also influenced to face various competitive exams along with their study.
Curriculum Development	Curriculum development is the sole responsibility of the higher body i.e. the university from which the college is affiliated. Whole session depends on the curriculum and syllabus designed by the university. Beside this, the valuable suggestions of experts from the colleges are also considered as per provisions in the university administration and based on their experience.

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

E-governance area	Details
Finance and Accounts	The College conducts regular audit of annual books of accounts. The administrative office retains all the financial records distinctly according

to the events and transactions. When the fees is collected immediately after sending a part to the Government the rest part of money is used on student's welfare activities through established procedure laid down by the Government and the University.

Administration

The e-governance system performs its function in the college through the system developed by the department of Higher Education Haryana and accompanied by college administration. The department of Higher Education Haryana issues circulars and notices through online platforms such as e-mail and other electronic methods. Wi-Fi facility is provided in the college. CCTV cameras are installed at strategic points in the institute. Students' data and results are maintained digitally. Communication via whatsapp group helps college in smooth administration.

Student Admission and Support

Students can acquire information regarding rules and regulations of admission easily. There are facilities for students such as help desks to guide students in filling up admission forms. Scholarships are offered to motivate students to pursue Higher Education. The admission process in both types of courses i.e. UG and PG is done as per the university guidelines which includes updated sanctioned intake, courses combinations and fees structure of all the courses.

Examination

The College has a Distinct Examination Department. All the registration forms and examination forms are filled through the web portal of concerned University. Furthermore, All the internal assessment and practical awards are uploaded through web portal of the concerned university. During the examinations admit cards and confidential lists of the students are uploaded by the university on the web portal of the university with college Login ID and the examination dept. downloads, takes print outs of the same and issues the admit cards to students and confidential lists to the respective centre superintendent.

Planning and Development

Our College Management and Principal along with staff members regularly work for development of college in a planned manner. The decisions of various bodies

engaged in planning and development are suitably communicated to the stakeholders on the college portal so that implementation can also be done performed in the same spirit.

### 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
Nil	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)
Nil	NIL	NIL	Nil	Nil	Nil	Nil
No file uploaded.						

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 on Hindi Sanskrit UGC-HRDC. GJU ST Hisar	1	27/05/2019	08/06/2019	12
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Provision of TA/DA and duty leave to the teachers who attend seminars/conferences. • Maternity leave of six	• Study leave provision is there. • Child care leave for female employees. • Uniform allowance in case of	• RO purified drinking water facility. • Water coolers for drinking water. • Indoor and outdoor game facility •

months for female teachers.	Sweepers, Malis and Chowkidars.	Vast playground • Canteen facility • Generator for all classrooms and labs • Display boards for all kind of information • Educational tours • CCTV cameras for security purpose.
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#### 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 Mahavidhyalaya is a government aided Educational Institution with 95 percent financial aid by Haryana Government since 1995. AMM society has been registered U/S 12AA of Income Tax Act 1961 vide order dated 01/01/1975 and U/S 800 vide order number 5450 dated 26/11/2008 by the commissioner of Income Tax, Hisar. Its Pan number is AABTA0021C and Income Tax returns are filed regularly. The external financial audits are done by the audit panel framed by the concerned University. A grant of 5 percent share is received by Management contribution during F.Y. 2018-2019 amounting Rs. 2520552/-

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
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#### 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)

-Parents teachers meetings are organized regularly to discuss about the performance of their wards and bottle necks of the college- if any. Parent's suggestions are welcomed through personal visits, Participation in college functions etc. to uplift the education level in college. -Main goal of the college is to promote the girl education. For this, college staff members counselled the parents through various meets to provide higher qualification to girl child also along with their sons.

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

-Health Check up camps are organized by the college time to time. -Promotion and scales are implemented timely, without any delay. -Counselling session are also organized for the staff members for their good mental health.

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

1. Regular student satisfaction survey is being conducted for obtaining feedbacks. 2. Expansion of Wi-Fi facilities in the college. 3. Cameras were installed for security purpose.

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
2018	International Yoga Day Celebration (Physical Education)	19/06/2018	19/06/2018	21/06/2018	250
<a href="#">View File</a>					

**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
Group Discussion on Women Empowerment by Women Cell	24/08/2018	24/08/2018	200	0
Naaz Hai Betiyon pe (An event to honour Women achievers) by Women Cell	20/07/2018	20/07/2018	250	0
Slogan Writing by Women Cell	23/08/2018	23/08/2018	50	0
Rally on Women Empowerment and Security by Women Cell	24/08/2018	24/08/2018	200	0



Interclass Slogan Writing Competition (To celebrate womenhood on Raksha Bandhan) by Fine Arts department	24/08/2018	24/08/2018	60	0
Raksha Sutra Sankalpa (Signature campaign) by Women Cell	25/08/2018	25/08/2018	250	0
Training for Self Defence by Women Cell	26/08/2018	26/09/2018	20	0
Extension Lecture on The path followed by women by Women Cell	27/08/2018	27/08/2018	200	0
Extension Lecture on Legal Rights of Women by Women Cell	23/01/2019	23/01/2019	200	0
Workshop on Acid Attack by Legal Literacy Cell	20/02/2019	20/02/2019	250	0
Lecture on Women Empowerment by NSS Cell	06/03/2019	06/03/2019	107	0
Lecture on Women Empowerment by NSS Cell	08/03/2019	08/03/2019	225	0
Nukkad Natak on women empowerment on the occasion of International Women Day by NSS Cell	08/03/2019	08/03/2019	8	0
Nav Shakti Samaan Samaroh by Women Cell	29/03/2019	29/03/2019	350	0

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

Mahavidyalaya is a big supporter of understanding the various issues related to environmental consciousness and the initiatives of sustainable energy or

alternate energy. To promote the environment friendly practices, college took various steps in the form of some activities, functions and initiatives. ? For saving purpose good practices were adopted by the college regarding optimum use of water. ? Separate dustbins had been arranged in the college campus for the proper disposal of dry waste and wet waste. ? All the staff and students were made aware of the green campus code of conduct. ? During examination the cloth bags had been utilized instead of plastic bags. ? The college canteen had stopped using plastic cups and adopted paper cups. ? Regular EVS classes were arranged for the 1st year U.G. students of the college for creating awareness regarding environment and related issues. ? During the assembly of new students in the session starting, students are made aware of green campus code of conduct as well as the need of maintaining the campus green. ? Various activities like Photo Exhibition on "Wild Life", "Swachhta Abhiyan" by NSS volunteers, Tree plantation, separation of dry and wet disposal, chart making competition based on theme "How to love the earth ", Inter college Poster Competition based on "Energy Conservation", Poster Making contest based on "Global Warming and Green House Gas effect's", Interclass competition of Photo Exhibition based on theme of "Water Conservation", "Polymer " and "Green Chemistry" and the Skit by NSS volunteers on "No Use of Plastic in daily life", had been organized by different departments of the college during the session. The institution ensures the eco-friendly practices in the college and society. It instills the sense of responsibility for the environment and personal commitment to protect and preserve the environment.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	No	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

#### 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
2018	1	Nil	03/08/2018	1	Road Safety Workshop by legal Literacy	Road Safety	250

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

Title	Date of publication	Follow up(max 100 words)
<p style="text-align: center;">Human Values and Professional Ethics</p>	<p style="text-align: center;">25/05/2018</p>	<p style="text-align: center;">Adarsh Mahila Mahavidyalya, Bhiwani is determined to create awakening among the masses regarding the importance of human values and ethics. Mahavidyalya believes in inculcating the human values among student which in turn would guide and help them how can they interact with other human beings. They would learn honesty, time management, self confidence, kindness, spirituality, care, courage, morals, integrity, co operation and community service. Every student has the right to avail the advantages, prestige and honor accruing to a student of this institute. The college will endeavor to provide a living and learning environment in which the student can meet her academic goals. Students are highly encouraged to pursue their studies in a conductive and intellectually stimulated environment and required to follow all the norms in order to stay focused in realization of the objectives. The uttermost objective is to produce the students of highest caliber or trendsetters. As per the directives of department of higher education and the directives of Ch. Bansi Lal University, Bhiwani Principal, staff and students of the college ensure the regular</p>

implementation of academic and culture activities.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day Celebration by Physical Education Department	19/06/2018	21/06/2018	250
<a href="#">View File</a>			

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

- Campus cleanliness through Swachhta Abhiyan.
- Tree plantation by NSS volunteers.
- Fire Safety management in the college.
- Waste is segregated into dry and wet waste dustbins and then delivers to waste collection vehicle.
- Banned the use of plastic cups in canteen of the college.
- Plastic bags had been replaced by the examination committee by cloth bags.
- Organization of Photo exhibition to protect wildlife.
- NSS camp promoting save energy, save water and the environmental pollution initiatives.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

7.2.1 Practice 1. Title of the Practice: Contribution of young mind in Social Reformation Objectives of the practice: • To engage the students in various forms of social works in their spare time and in moments of crisis. • To inculcate the sense of responsibility for the society among students. • To make them social human beings and the perfect citizens. • To confront social issues in all facets of life. • To make the students feel that they have some role in the society. • To generate a spirit of service among students for the society from seed time. The Context: Service to mankind is the service to god. Man is a social animal. The society, in which he lives, requires the changes according to the demand of time. Social work is the best way to reform a society. Its importance exists in its aim to confront the social issues in all facets of life. A man becomes truly human only when he tries to make others secure and happy. This is purely a duty of human beings to pay up the debt to retain what he had received from the society. Student is also the member of this society. He has certain duties to the society. Students can serve the society in times of need. The Practice: The Management, Principal and the staff of the college had committed to inculcate sense of responsibility among students as the "Swachhta Prahari". Through their motivational speeches on various occasions of the organized activities, they encourage the students to come forward and become a part of the society. The staff and students of the college organized some activities and started some campaigns collectively through NSS, NCC, sports and other departments. They went into the society, felt the problems and mitigated them at their own level by spreading awareness and by doing some activities. Activities and Events focused: NSS cell of the college celebrated a "National Road Safety Week" from 4/2/19 to 10/2/19 in order to create the awareness of "Road Safety Rules" in the society. In this week a "Rally on Road Safety" was organized by NSS volunteers on 4/2/19. A lecture was organized on "Road Safety awareness" on 6/2/19. On 7/2/19 "Nukkad Natak" was performed by NSS volunteers and on 8/2/19 "Gandhigiri Programme" was organized in which volunteers encouraged the people how to obey the road safety rules, by providing them rose flowers. Rangoli and Poster Making Competition were also organized on the same theme on 10/2/19. In continuation to these social

activities, other cells of the college like "Red Ribbon Club" in collaboration with NSS cell organized "Poster Making Competition" on the theme of "AIDS". An essay writing competition on 25/9/18 on "AIDS" theme to spread the awareness of "AIDS" among society. NSS volunteers were deployed in the slum areas and in the society on 3/3/19 to make the common men aware regarding Sanitation, Pollution and Need of Growing trees. During the seven day and night special NSS camp, volunteers were given the "First Aid Training" so that they could help the injured persons in the society anywhere. To have a knowledge of understanding the gender issues and women empowerment lectures were organized by women cell on 27/8/18 and on 6/3/19 by NSS cell, a "Training in Self Defense" on the 26/8/18, Slogan Writing on 23/8/18, Rally on "Women Empowerment and Security" on 24/8/18, Group discussion on the same issues on 24/8/18, a "Signature Campaign" on "Raksha Sutra Sankalpa" on 25/8/18. In this way a complete one week programme was organized by women cell to make the society aware regarding women issues through participation and involvement of the students. Evidence of success: Record of the organized activities had been maintained by the concerned departments in the form of reports, notices and photographs. Problem encountered and resources required: • When the students actually see the real face is society then they get emotional and want to change their mindset accordingly. • Most of Parents do not want to send girls in the community for social service. Rather the concerned staff pursued them and involved the girls in the activities. • Most of the students consider it a wastage of time at early stage but when they get involve in social services then they get attach with it by heart. • Value education classes and assembly must be compulsory for all the students to achieve inner peace and the optimistic attitude towards life. • Add on courses for the students to participate actively in curricular and co-curricular activities must be mandatory for all. 7.2.1 Practice 1.2

Title of the practice : "Do the Green, Get the Green" Objective of the Practice: • To make the students aware of "Green Environment". • To inculcate the sense of responsibility in the students regarding protection of our natural resources. • To highlight the need and importance of sustainable energy. • To inspire the students for making the planet earth a better place to live. The Context: In saving this planet there is an urgent need to protect our environment. Many ideas are there to work upon. This is the joint responsibility of each and everyone living on earth to save the natural resources. Students are in the learning period of their life. They should be given the understanding about necessity of the green and clean environment from childhood. Students can spread awareness in the society and can inculcate the ethics of keeping the environment clean in their behavior. The Practice: It was decided that there is a need of making the students aware of keeping the environment clean and to value our environment. The staff and students of the college planned and organized the activities in the form of competitions, lectures and the awareness programmes in the community. Activities and Events focused: In this direction Department of Zoology organized a "Photo Exhibition" on the theme of "Wildlife, Fish and Bird Migration" to convey a message of preserving our natural habitat on 3/10/18. "Tree Plantation Programme" was organized by NSS cell on 6/3/19. During their NSS camps the volunteers gave the priority to work on the activities of keeping the environment clean like "Swachhta Abhiyan Programme", "Save Energy", "Save water" and "Environmental Pollution" etc. On 7/3/19 the NSS volunteers aware the community regarding need of separating the dry and the wet disposal. A Chart Making Competition was organized by the "Botany Department" based on the theme of "How to love the earth" on 28/8/18. From 25/9/18 to 26/9/18 this Department also organized a "Photo Exhibition" on the theme of "Medicinal plants and their uses". On 7/3/19 department of Botany organized Poster Making Contest on "Global Warming and Green House Gas Effects" to get the students aware of this issue. Department of Chemistry of the college organized Interclass competition of Photo Exhibition having the theme of "Water Conservation, Polymer and Green Chemistry" on

3/10/18. NSS volunteers of the college organized a skit on the occasion of closing ceremony of their seven day and night special NSS camp to aware the public regarding "No use of plastic in daily life" on 8/3/19. Evidence of Success : Photographs of the organized events, reports had been prepared by the concerned departments and newspaper cuttings of the organized events. Problems encountered and resources required: • Common man is not experiencing this problem. He is taking this issue in a very casual approach. Rather students are understanding its importance when they get attach with the awareness programmes and work on it. • Due to semester system and the shortage of time. Some activities could not be organized rather these were planned to work on them. • Lack of awareness about the outcomes of organizing these activities among students. • Such kind of serious issues should be inculcated in the curriculum in the form of practical approach for the students.

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/2021/11/7.2.1-2018-2019-best-practice.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

Adrash Mahila Mahavidyalaya, Bhiwani was established in 1970 and had been declared the Best College by the Government of Haryana. This college has carved a prime niche for itself on the education map of Haryana. The Mahavidyalaya is committed to impart the quality education to girls. In the present era of technology it is highly desirable to provide the technical education to the students. It enables students to explore novel subjects and deepen their understanding of difficult concepts. ICT helps the teachers to access with institutions, universities, NAAC and UGC etc. In this session faculty of the college organized many activities and events to promote ICT in education equally for both the students and staff. BCA department of the college organized "Technoslides competition" on 29/09/18 and the "PPT presentation competition" on 4/10/18. The computer science department of the college organized "Model making and Poster making competition based on the theme of IT on 13/10/18. On 18/9/18, a seminar on "GST and E-taxation" was organized by commerce department. Department of BCA organized "Inter college PPT competition" on 31/1/19. NSS cell of the college organized lecture on "Net Banking Awareness" on 5/2/19. These activities had been organized in order to make the students and staff aware of handling the IT software and hardware and their need in this technological world. In continuation to it the college is providing many facilities in this direction. College is having smart class rooms. Almost every department is having the computer system. College has overhead projectors, CCTV cameras, WiFi connectivity, Biometric attendance machines, four fully AC computer labs scanners, printers in hostel, library, administrative block and in the Principal office. Sessions were organized to train the staff members in order to have some knowledge of smart gadgets, so that they could be comfortable in using smart gadgets for teaching learning process. Library of the college has its own software. Additionally college has Windows 10, Windows 7, C and V.B. etc. As per the DGHE guidelines the college is a part of centralized online admission process. College has also appointed a nodal officer to assist in all processes related to online admission. The college has its own website and the Facebook account. Students have their bright future in IT sector in this institution.

Provide the weblink of the institution

<https://ammb.ac.in/wp-content/uploads/2021/10/7.3-2018-2019.pdf>

## 8.Future Plans of Actions for Next Academic Year

- To upload information about College, Courses offered, Staff, Admissions, Academic calendar, Examination, Merit lists etc. on College website and also on facebook to make it accessible to more and more students.
- Help desk to function actively to attract more and more students to be admitted in various courses.
- CBCS to be implemented efficiently in U.G courses also.
- To conduct assembly for fresh students in the beginning of the session.
- To organize Talent show competition in the beginning of session.
- Code of conduct to be displayed to make students aware of rules to be followed in College.
- Mentor Mentee system to be continued.
- Academic calendars issued by university to be displayed on notice boards in the beginning of the session.
- Lesson plans of each subject to be prepared in the beginning of session and to be displayed on notice boards.
- Appointment of suitable contract basis staff members as per requirement in the beginning of session.
- Maintenance of CCTV cameras installed in the college premises for security purpose of girls.
- Use of smart class rooms to be emphasized.
- College campus to be made Wi-Fi enabled.
- Strengthening of college library by adding more books and journals.
- To organize orientation programme for new teachers and students.
- Encouraging staff students to use more ICT Techniques in teaching and learning process.
- 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 and reading space to be enlarged.
- All laboratory incharges to get their laboratories updated as per syllabus.
- Process of establishing indoor/outdoor gym to be started.
- 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 Red Ribbon Club 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.
- Convocation and Academic Prize Distribution Function to be organized and Cash Prizes to be given to students.
- 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 and also encourage them to attend job fairs.
- Teaching staff to maintain complete record of student's academic performance and attendance used for internal assessment.
- To make provision for common room for girls. Canteen area to be renovated and more furniture to be added to canteen.
- Installation of LED lights in campus and external area of the college.