



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	HANS RAJ MAHILA MAHA VIDYALAYA
• Name of the Head of the institution	PROF. DR. MRS. AJAY SAREEN
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01812253710
• Mobile no	9781532532
• Registered e-mail	hmv_jal@yahoo.co.in
• Alternate e-mail	hmvjal1@gmail.com
• Address	Mahatma Hans Raj Marg
• City/Town	Jalandhar
• State/UT	Punjab
• Pin Code	144008
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	Guru Nanak Dev University Amritsar				
• Name of the IQAC Coordinator	Dr. Ashmeen Kaur				
• Phone No.	01812253710				
• Alternate phone No.	9855486868				
• Mobile	9855486868				
• IQAC e-mail address	iqachmv@gmail.com				
• Alternate Email address	ashmeenkaur1975@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.hrmmv.org/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.hrmmv.org/academic-calendar22.php				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A++	3.65	2021	13/09/2021	12/09/2028
6.Date of Establishment of IQAC			01/10/2005		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Director Higher Education, Punjab	95% deficit grant-in-aid scheme	State Govt.	2021-22	39827896
UGC - Reimbursement	College of Excellence and DDU Kaushal Kendra	UGC	2021-22	629066
DST	NIMMAT	Centre Govt.	2021-22	4000
DBT Star College Scheme	Star College Scheme	Centre govt.	2021-22	9400000
Grant from National Commission for Women	Organization of Seminar	Centre Govt.	2021-22	15000
Vigyan Prasar	National Workshop Vigyan Sarvatre Pujayate	State Govt	2021-22	800000
Biodiversity	Workshop	State Govt.	2021-22	24000
Local Bodies, Govt. of Punjab	Discretionary Grant	State Govt.	2021-22	500000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	2
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been 	Yes

uploaded on the institutional website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>1. The institution has been reaccredited by NAAC in 3rd cycle with CGPA of 3.65 on 4 point scale at A++ grade. 2. The institution has been sanctioned support and a grant of 142 lacs under the strengthening component of the DBT Star College Scheme by the Department of Biotechnology, Ministry of Science & Technology, Government of India for academic and physical infrastructure for achieving excellence in teaching and unique exposure of students to experimental science. 3. Moving from one illustrious feat to another, the institute earned another glory by being ranked as the Topmost College in Punjab in the categories of Arts, Science and Commerce Streams in the prestigious rankings by 'The Week' in August 2021. Besides, the Institution Innovation Council achieved the highest 4 star rating accorded by Institution's Innovation Council, Ministry of Education's 19 Innovation Cell (Government of India) and All India Council for Technical Education (AICTE) for its excellent performance in Innovation activities in 2020-21. This also earns it the credit of being the first and the only DAV institution of Punjab to achieve this rating. • HMV was declared as a Performer Institute in Atal Ranking of Institutions on Innovation Achievements (ARIIA) rankings which were announced by the Ministry of Education on 29th December, 2021 in the presence of. Hon'ble Minister of State, Dr. Subhas Sarkar, Ministry of Education. Adding another credit to the list is the Funding Support received from Innovation Cell of Ministry of Education, Govt of India to organize Impact Lecture Session. 4 Eco-friendly measures such as Beej Patakha (look-alike crackers but are embedded with seeds that grow into plants) Start Up was launched under which Botany and Design Departments collaborated to produce Diwali hampers containing Beej Patakhas. Rakhi festival was also celebrated with Beej Rakhis in which Eco-friendly plantable seed rakhis were prepared and sold by the students. Cow dung planters were prepared which fulfill the plant's nourishment</p>	

requirements, making them grow faster 5. Job oriented skill based short term courses/workshops were conducted including a skilled course certificate programme in Personality Development and Soft Skills Training in collaboration with Swinki Singhal and Associates, Tech Skill Enhancement and Trouble Shooting Workshop, National Commission for Women sponsored Capacity Building and Personality Development Programme, Skilled Course Certification Programme in Investor Education and Awareness and numerous others.

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

Plan of Action	Achievements/Outcomes
<p>1. Digital counselling: While taking the admission in various UG and PG Courses, the students need counseling as it helps them to make the right career choice. However due to ongoing pandemic and its after effects, it would not be possible for the students to come physically for counseling. The college will come forward to help the students by organizing various live digital counseling sessions wherein sessions the students will be given guidance regarding the various programmes.</p>	<p>The college organized a number of digital counseling sessions to give guidance to the students wherein the students from different institutions participated enthusiastically.</p>
<p>2. Eco-friendly measures: It is seen that Diwali causes a lot of pollution due to crackers. IQAC planned that instead of pollution causing crackers, eco-friendly measures should be adopted to celebrate Diwali. Besides this, other festivals such as Rakhi should also be celebrated in eco-friendly manner.</p>	<p>. 'Eco-friendly Beej Patakhas' which look-alike crackers but are embedded with seeds that grow into plants. Beej Patakha have been prepared as an initiative of IQAC. So, Beej Patakha start Up was launched under which Botany and Design Departments collaborated to produce Diwali hampers containing Beej Patakhas.</p>
<p>3. Emphasis on usage of biodegradable material: Another perspective included the promotion of biodegradable</p>	<p>. Biodegradable materials and planters were promoted by IQAC. In this regard, cow dung planters were prepared which</p>

<p>material and plants for gifting on Diwali.</p>	<p>fulfill the plant's nourishment requirements, making them grow faster.</p>
<p>4. Online Admission: Keeping in mind the increasing trend for online admissions, the college planned to make the procedure for same more user friendly.</p>	<p>The admission process was further simplified and the details of online admission have been made available on the college website.</p>
<p>5. Adoption of Outcome Based Education: The college proposes to adopt Outcome Based Education in all academic programmes which will focus on measuring student performance on the basis of learning goals or outcomes at different levels.</p>	<p>POs and Cos for the different courses were received from different department and their attainment was also calculated. This was implemented in short term courses and diplomas under community college.</p>
<p>6. Strengthening DDU Kaushal Kendra: The institution aims to realize the goal of women empowerment by focusing on their skill enhancement as it is one of the most urgent and effective means of inclusive economic growth. For this purpose, DDU Kaushal Kendra will be strengthened further to achieve the following objectives: • Identification of new sectors of skill development. • Bridging the industry- academia gap • Providing training in market relevant skills that match with the international level and enabling students to become globally employable.</p>	<p>The students of various skill oriented courses were provided hands on training/internships in their respective fields.</p>
<p>7. Mentoring Sessions Focusing on Mental Health: Pandemic has amplified the mental health problems of students. The mentoring sessions will be intensified further to deal with the psychological problems of the students and to improve</p>	<p>Online and offline mentoring sessions were held to deal with the various problems of the students such as psychological, academics etc.</p>

<p>their mental health.</p>	
<p>8. Digital Initiatives: In sync with nation's march towards digital India, the college will take the following initiatives:</p> <ul style="list-style-type: none"> • The college is already having its own teaching learning portal i.e. HMVELMS. However it will accelerate the adoption of new digital technologies to deliver education. • The faculty will be motivated to participate in e-content development scheme of MHRD, Government of India. • The college has already initiated the process of online evaluation through HMVe-teacher portal, however its accessibility and usage will be made inclusive. • In order to promote cashless transactions, Digi payment system for payment of admission fee, tuition fee and other charges will be adopted at full scale. • Digi locker will be opened for keeping necessary documents of faculty, staff and students required from time to time. 	<p>The faculty participated in the various MOOCS courses to strengthen their knowledge base.</p>
<p>9. Institutional Social Responsibility (ISR) • As environmental steward, the institution will take further initiatives to save environment by strictly banning single use plastic in the college. • Towards the accomplishment of the mission of sustainable growth, the greater impetus will be on waste management by adopting eco friendly measures.</p> <ul style="list-style-type: none"> • The depletion of ground water level is a serious matter of concern especially in Punjab. 	<p>As a part of Institutional Social Responsibility (ISR), various eco-friendly measures were adopted by the college focusing on sustainable growth.</p>

Water conservation is the need of the hour,so the institution will make further efforts towards water conservation	
. Increasing Global Footprints: The institution will be working towards increasing global footprints by entering into foreign collaborations. The college has already signed MOU with foreign universities in the field of Bio-sciences. It is planning for research tie-ups to cover more disciplines. It plans to boost up faculty exchange and student exchange programmes at the international level	The college entered into foreign collaborations by signing MOUs with foreign Universities.
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Local Managing Commitee	02/07/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-22	15/02/2023
15.Multidisciplinary / interdisciplinary	
<p>The institution is already running interdisciplinary/multidisciplinary programmes.</p> <p>The course Computer Science is taught across various programmes like B.Sc (Bioinformatics), B.Sc (Biotechnology), B.Sc (Economics), B.Sc (Fashion Designing), BBA, B.Com, B.Voc (Web Designing and Multimedia), B.Voc (Journalism and Media) B.Design, M.Voc (Web Designing and Multimedia), M.Sc (Botany), M.Sc (Bioinformatics), M.Com, M.Sc (Fashion Designing).</p>	

The course Research Methodology and Statistics are being taught in majority of PG programmes like M.Sc (Bioinformatics), M.Sc (IT), M.Sc (Computer Science), M.Com, MA (Journalism and Mass Communication), M.Voc (Mental Health Counselling), M.Sc (Fashion Designing)

The course Personality Development is taught in B.Voc(Fashion Technology), B.Voc (Cosmetology and Wellness)

The course Human values is taught in B.Voc (Fashion Technology)

The courses Entrepreneurship Development Programme, Business Study, Advertising and Marketing are taught in Bachelor of Design

The courses of Social Sciences are being taught in the Programme of Bachelor of Physical Education and Sports

16.Academic bank of credits (ABC):

The affiliating University (Guru Nanak dev University) is yet to implement CBCS system

17.Skill development:

Hans Raj Mahila Maha Vidyalaya envisions women's education with a focus on holistic development and empowerment. The mission of the college is to provide value-oriented, skill-based, and globally competent education that aligns with the nation's pursuit of sustainable growth and prosperity. The institution emphasizes on the holistic development of its students by offering a well-developed education paraphernalia that nurtures their intellectual, emotional, and physical well-being. This is accomplished through a comprehensive curriculum that combines academic excellence with co-curricular activities such as sports, cultural events, and community service. Recognizing the importance of equipping students with practical skills that are relevant to the evolving job market, our focus is to provide skill based-education. Through specialized courses, vocational training programs, and industry collaborations, we strive to enhance the employability of our graduates and enable them to succeed in their chosen fields.The institution is offering a number of skill based programmes at UG and PG level :

- B.D.Multimedia (Bachelor of Design Multimedia)
- B.D.(Bachelor of Design)
- B.F.A. - Painting (Bachelor of Fine Arts)

- B.Sc. FD (B.Sc. Fashion Designing)
- B.Voc. Web Technology & Multimedia
- B.Voc. Banking & Financial Services
- B.Voc. E-Commerce and Digital Marketing
- B.Voc. Cosmetology & Wellness
- B.Voc. Fashion Technology
- B.Voc. Journalism & Media
- B.Voc. Mental Health Counselling
- Diploma in Cosmetology
-
- M.Sc. (Fashion Designing & Merchandizing)
- M.Voc. (Web Technology & Multimedia)
- M.Voc. (Cosmetology & Wellness)
- M.Voc. (Mental Health Counselling)
- PGDGCFD (Post Graduate Diploma in Garment Construction and Fashion Designing)
- PGDC (Post Graduate Diploma in Cosmetology)

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

To integrate the Indian Knowledge system into the framework, our institution boasts a team of dedicated, qualified, and full-time faculty members to teach 4 Indian languages Hindi, Punjabi, English, and Sanskrit. Apart from offering courses in these languages, we also provide Honors programs in Hindi and English. Our faculty employs a dynamic and inclusive multilingual approach in classrooms, ensuring that all students' diverse needs are met effectively. To support students' learning journeys, our college library is well-

equipped, and it offers access to a vast array of resources through the Inflibnet facility, enabling them to explore books and knowledge from around the world.

Ensuring cultural sensitivity and promoting inclusivity are core values at our institute. We take pride in the fact that we have students from 14 different states enrolled with us. We incorporate teaching of subjects in the regional languages along with English to accommodate to the diverse needs of students. We regularly organize workshops, seminars, and guest lectures on topics related to diversity, equity, and inclusion. We engage students in meaningful discussions, learn from experts, and broaden their knowledge and awareness of cultural diversity and social issues. We encourage our students to participate in community outreach programs and be a part of meditation camps and yoga classes. We have dedicated student support services which include counseling, mentorship programs, and support networks that ensure students feel valued, respected, and supported throughout their educational journey. Students actively participate in monthly havans and recite DAV anthem every day to remain grounded in the rich value system. We actively celebrate the diversity within our institute by organizing cultural events, festivals, and activities that showcase the rich traditions, customs, and heritage of different communities and foster mutual respect, and appreciate the richness of various cultures represented within our college community

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The concept of Outcome Based Education (OBE) has not been implemented in the affiliated colleges of the Guru Nanak Dev University, Amritsar (GNDU), our affiliating university. However, the college has initiated various steps to align its education system with the concept of OBE as recommended by the experts during our external/internal academic administrative audit in the session. Although the curriculum is designed by the University, faculty members being members of Board of Studies contribute to the designing of curriculums and give valuable suggestions for effective curriculum delivery. Under the guidelines of IQAC, the institute has developed programme outcomes (POs) as well as the course outcomes (COs) for each of the courses offered by our college after extensive deliberations among our faculty and other stakeholders. The course content, lessons plans, teaching pedagogies and the attainment measures (direct as well as indirect) are designed keeping in view the respective POs and Cos to make student achieve various goals related to basic skills, life skills, professional skills, intellectual skills, interpersonal skills etc. This system helps us

to achieve specific goals leading to holistic development of the students. In addition, the POs and COs for vocational programmes under DDU-Kaushal Kendra and Community College are aligned with qualification packs (QPs) of Sector Skill Council (SSC) of India as per guidelines of National Skill Qualification Framework (NSQF).

20.Distance education/online education:

As an answer to the challenge thrown by the pandemic, the college promptly and swiftly moved to the online mode of teaching with the help of teaching and non-teaching staff. Arising out of necessity, this experience has been very rewarding, enriching and beneficial for the teachers as well as the taught. Many classes are still being conducted in blended mode wherever the need is. As an offshoot of online teaching several e resources have also been generated to strengthen online teaching such as video lectures and e-modules prepared by the faculty members. Teachers upload the material on ELMS for an easy access to the student. This system also encouraged the use of various online tools such as Google classroom, Kahoot etc for the assessment of students which many teachers are still continuing with. Students are encouraged to prepare PowerPoint presentation and conduct case studies through virtual mode to enhance their adaptability with this mode of learning. Meetings, FDPs and conferences are being successfully organized in virtual mode by different departments. Online meetings are great time savers in urgent circumstances. Computer Department of college keeps conducting training sessions for teaching and non-teaching staff to make them resilient to technology. Workshops on softwares like Tally, Excel etc. are also conducted by IQAC to equip our staff with technology. Teachers from our college have been resource persons at various e platforms like Grand Academic Portal, HRDC GNDU, Dr. Kalam International Foundation etc.

Extended Profile

1.Programme

1.1 1605

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student2.1 **2798**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **963**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **994**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 **129**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **129**

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	1605
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	2798
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	963
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	994
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	129
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	129
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	92
Total number of Classrooms and Seminar halls	
4.2	36.94
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	581
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution is affiliated to Guru Nanak Dev University Amritsar and has formulated a well planned and documented process ensuring effective curriculum planning and delivery. Departmental meetings are scheduled to allocate the workload, discuss time table, weekly lesson plan and to organize conferences, seminars, internships, industry based programs etc. Students can access recorded video lectures and e-modules based on curriculum by faculty through HMV eLMS. The institution adheres to the academic calendar which is framed by IQAC in the last quarter of previous academic session. The institution offers plentiful opportunities to students for participating in various curriculum related activities and encourages the students to enroll themselves in courses available on SWAYAM and NPTEL. The institution has digitalized library enriched with latest books required for effective curriculum delivery. Furthermore, central library provides plethora of books along with INFLIBNET, DELNET facilities. Talking books are recorded and edited for the visually

impaired in Drishti Technology Centre for the physically challenged. Academic audit of all the departments is conducted by IQAC annually. There are 33 subject societies which plan various co-curricular activities for the students throughout the session.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.hrmmv.org/documents/AOAR-2021-22/Criterion%20%20/1.1.1/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution adheres to the academic calendar which is framed by IQAC in the last quarter of previous academic session and uploaded on college website. The institution aims at holistic development of the students and takes keen interest in CIE. At the time of admission, the counseling desk offers psychometric testing facility for the assessment of students' intelligence, aptitude, interest & personality. The diagnostic assessment is done by faculty in classroom through interaction and class tests. Mentor-mentee system is a unique procedure for SWOC Analysis and assessing overall personality of the students. The assessment of learning levels is further followed up by faculty, thus facilitating the operational methodology for proactive formative assessment. Advanced learners are provided extra study material so that they may bag university positions. Slow learners are motivated and provided extra classes to upgrade their performance. Students are encouraged to enroll in courses offered by SWAYAM, NPTEL and in various competitive examinations. The output is noticeable by the increase in the number of students clearing such exams. The institution takes pride in having maximum number of university positions and distinctions in GNDU examination every year. To enhance the ethical and social development of students, special days are celebrated.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.hrmmv.org/documents/AOAR-2021-22/Criterion%20%20/1.1.2/

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>A. All of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 658 529 712">File Description</th> <th data-bbox="529 658 1436 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 712 529 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="529 712 1436 898" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 898 529 956">Any additional information</td> <td data-bbox="529 898 1436 956" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	View File			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File								
Any additional information	View File								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>22</p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1303 529 1357">File Description</th> <th data-bbox="529 1303 1436 1357">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1357 529 1435">Any additional information</td> <td data-bbox="529 1357 1436 1435" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1435 529 1536">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="529 1435 1436 1536" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1536 529 1637">Institutional data in prescribed format (Data Template)</td> <td data-bbox="529 1536 1436 1637" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Minutes of relevant Academic Council/ BOS meetings	View File	Institutional data in prescribed format (Data Template)	View File	
File Description	Documents								
Any additional information	No File Uploaded								
Minutes of relevant Academic Council/ BOS meetings	View File								
Institutional data in prescribed format (Data Template)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>23</p>									

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

2449

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution is committed to the cause of Professional Ethics, Gender, Human Values, Environment and Sustainability. Curriculum of academic programmes as designed by G.N.DU. and certificate programmes run by the institution sensitize the students on such issues.

Women Empowerment Cell, Equal Opportunities Cell, Environmental Club, Innovation Cell, Planning Forum, Red Cross Society, Mahatma Hans Raj Samwedna-Samiti, NCC, NSS, Financial Helpage Society, Drishti-Cell for visually impaired, Arya-Yuvti Sabha are some of the bodies engaged in projects and co-curricular activities enabling the students to be socially responsible citizens.

Professional Ethics

Code of professional ethics is taught to students in curriculum, through workshops and seminars from time to time and is displayed on college website.

Gender Sensitivity

Celebration of days like International Women's Day, International Men's Day, Seminars, panel discussions, workshops creates an atmosphere conducive to holistic growth.

Human Values

Human values are inculcated by discussing liberty, equality and justice. Vedic-Adhyan, Havan-Yajna, Dharam-Shiksha, Chetna-Shivir, Blood Donation Camps, Neki-ki-diwar, Rishi-langar make our students socially responsible.

Environment and Sustainability

Eco-friendly Green Practices like Green-Diwali, Organic-Holi, Tree-Plantation drives, Water-Harvesting, Khadhi-Attires in Fashion-shows create awareness among students. Celebration of Earth-Day, National Science-Day, World Sparrow Day and Water Day ensure participation of students in building sustainable ecology.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

472

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1886

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%20%20/1.4.1/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%20%20/1.4.1/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2798

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

868

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

At the time of admission, students are offered psychometric tests to gauge their IQ, aptitude, interests, and personalities. First-

year students take part in an orientation session at the beginning of the semester to inform them of all the systems and practices for teaching and evaluation. The diagnostic evaluation is carried out by the teachers through class examinations, group discussions, quizzes, and aptitude tests in addition to looking at the qualifying examination percentage. The mentor in charge keeps track of their development and clearly identifies the students' learning levels, making it easier to use the operational technique for proactive formative evaluation. Following a diagnostic evaluation, a formative assessment based on subject-matter comprehension is conducted.

Remedial and bridge classes are set up to teach technical and challenging concepts to slow learners. The advanced students receive special attention based on their perform university exams. They are encouraged to take part in MOOCs, short-term research projects, participate as well as present their work in conferences, seminars, workshops, trainings, internships etc. In addition, the students are mentored to contribute book chapters and research papers. Peer learning and altered teaching strategies help the creation of a suitable learning environment for the students with special needs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2798	129

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college adopts a student-centric philosophy, keeping the best interests of the students at the forefront of all policy

development and decision-making. Teaching in the classroom is supported by a lot of practical experience.

To promote participatory learning, techniques including group discussions, role plays, mind maps, paper presentations, audio visual presentations, brain storming exercises, flipped classrooms, fish bowl teaching, problem solving, project-based learning, mock drills, simulations etc. are frequently used. Additionally, the students receive training in writing articles for newspapers, college magazines, and scholarly journals.

To make experiential learning both a component of and outside the curriculum, field trips, educational excursions, industrial visits, site visits, surveys, guest lectures, projects, internships, seminars, webinars, online sessions, workshops, and interactive sessions are organized.

Departments put on training sessions, roundtable discussions, colloquia, lectures combined with demonstrations, and practicums where students also participate in problem-solving and problem-analysis. The College has many MOUs with the partner industries, institutes and organizations for support and training.

In addition to the traditional curriculum, the college has evolved a number of student-centric teaching methodologies through its innovation and incubation cells. The students take part in volunteer work in the community in association with NGOs, the District Administration, and MHRD initiatives.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college offers a wide range of educational services to impart knowledge to the students using a variety of methods, including ICT enabled classrooms, smart classrooms, LCD Projectors, e-Books, e-Pathshala, digitalized library, audio-video tools, which foster interest and encourage inquisitiveness among students, making teaching effective and teaching-learning process more fulfilling by creating the learner-centric environment. Teachers and students

frequently use desktops, laptops, pendrives, digital cameras, microphones, i-pads, and other ICT tools. Students are encouraged to enrol in concurrent online courses offered by various agencies such as NPTEL, SWAYAM, Future Learn, Coursera, UDEMY etc.

Regular training of the teachers in ICT tools is carried out to update their ICT skills and to keep pace with the latest technology. To improve the academic and professional capability of the students and faculty, the institution periodically updates its collection of licensed and open-source software. In order to facilitate learning, research, and academic endeavour, faculty members and post graduate students are enrolled with INFLIBNET.

HMV E-Learning Management System (eLMS) is well equipped with an e-media center where a collection of video lectures, lesson plans and e-modules prepared by the faculty is maintained regularly and made freely accessible to the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

129

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

129

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

38

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1520

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

The college maintains an organized and explicit internal assessment system in accordance with the rules set forth by the affiliating university.

The University has no provision for internal assessment in the form of any credit in the maximum marks for any of its courses except for B.Sc. Fashion designing in which marks are allotted on the basis of attendance, file work, practical efficiency and participation in departmental activities (20% each). However, some of the courses involve indirect internal assessment carrying weightage in the maximum marks of respective courses. For the students of B.Com, B.B.A, M.Com, M.Sc. Botany, M.Sc. Bioinformatics and PG Diploma in Business Management, the assessment is in the form of a Seminar Paper while for B. Design and B. Design (Multimedia), project report is required to be submitted. The students are guided about the structure, format and the ethics involved in project work and the evaluation parameters. The teachers help and guide the students to choose topics based on their interest as well as the latest trends. Seminar/project submission guidelines and schedule is displayed on the notice board. The awards are submitted to the HODs for moderation before being finally uploaded to the university portal.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college has a Dean Examination who serves as the Controller of Examination in order to maximize transparency and efficiency in examination-related matters. The mentors advise the students of the dates for internal and external exams as well as reappears by posting a date sheet on the college website, in the information area of the college, and via WhatsApp groups.

Within two days of the results being announced, students may complain to the relevant faculty about any irregularities in their mid-semester test results. The rewards and attendance information are communicated to the student's guardians via SMS and letters. The Exam Grievance Redressal Committee handles complaints

involving projects, assignments, and internships.

Grievances about University Examinations are handled urgently and must be submitted to the appropriate university official within three working days. On the same day that the letter addressing the disparity is addressed to the Controller of Examination, GNDU, Amritsar, the complaint regarding the question paper's setting is promptly resolved. The University offers a window time of 21 days following the announcement of results for filing a complaint regarding results.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.hrmmv.org/documents/AOAR-2021-22/Criterion%202/2.5.2/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The course content for undergraduate and postgraduate programs is assigned by Guru Nanak Dev University, Amritsar. The college adopted Outcome Based Education (OBE) as reference point to formulate graduate attributes and qualification descriptors since our external academic administrative audit in session 2017-18. This has enabled students, parents and employers to understand the nature and level of learning outcome. POs were derived from the education policy of India, keeping in mind the articulation of essential learning outcomes associated with programmes of study. COs were derived from course content of affiliating university by the faculty in consultation with HODs and were later approved by Academic Council and IQAC of the college. The POs and COs for vocational courses under DDU-Kaushal Kendra and Community College are aligned with qualification packs (QPs) of Sector Skill Council (SSC) of India as per guidelines of National Skill Qualification Framework (NSQF). The PO and COs are communicated to students and teachers through different means. The POs and COs are shared by the HOD with all the teachers so that they can plan their teaching lessons as per the desired outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

There is a structured and efficient mechanism for attainment of the Programme Outcomes (POs) and Course Outcomes (COs) in the college.

Direct attainment is evaluated on the basis of result of Mid-Semester and Final Semester Examination conducted by college and university respectively. CO attainment is evaluated through assignments, seminars, viva voce, oral/written tests etc. The Mid-Semester Examination and the written class tests are conducted according to the examination pattern followed by the affiliating university to help the students to prepare and perform better in the final examinations. The CO attainment in terms of analytical and creative thinking of students is carried out by project review committees, models, charts and PPTs of original and novel ideas.

Indirect attainment is evaluated through graduate exit survey methodology. PO mapping for PG classes is carried out by getting exit feedback-PO correlation on Likert scale. PO attainment level is fixed arbitrarily in consultation with IQAC. The measured percentage of each PO is calculated and attainment is determined quantitatively. A qualitative analysis is done on the attainment of COs for the course by the faculty after course completion. The observations, actions taken and actions needed to be taken and recommendations are reported to IQAC.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during

the year

861

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%201%20/1.4.1/Analysis%20of%20Students_%20feedback%202021-22.docx

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

15

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.serbonline.in/SERB/Tare

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

IIC-HMV has received 4-gold star ranking from Innovation Cell, MoE, Govt of India. Some achievements of IIC-HMV are:

- Award for Best StartUp with Social Impactat IISA-AWARDS 2022
- Performer Institutein ARIIA rankings announced by MoE.
- Selection of Students in Smart India Hackathon grand Finale
- Students developedsingle virtual platform of famous pilgrimages of India to help incapacitated devotees.
- Participation in Boot Camp of Samsung 'Solve for Tomorrow', an Innovation Contest to Crack Real-World Problems with FITT at IIT Delhi as Knowledge Partner

•Development of Bioenzymes

•Successfully running startups:

ØKaya,

ØParwaaz,

ØZaika

Incubation centre:Entrepreneurial skills are taught to students through various value added programmes. 'Earn while you learn' scheme is successfully implemented through Fashion Design andCosmetology Departmentswhich employskilled students in the college boutique and saloon.Incubation support awareness drives, entrepreneurship awareness drives, seminars and workshops are organized regularly. College Trade fair-2023 and Fashionista-2023 provide a platform for budding entrepreneurs to showcase their talent.

E-media Centre: InnovativeHMV-Newsapp developed by the centre is a unique platform for all college related activity updates.The centre facilitates e-contentdevelopment, transfer alongwith activities likeQR- Coding of college trees.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

23

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

6

File Description	Documents
URL to the research page on HEI website	https://www.hrmmv.org/documents/Plagiarism Policy.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

9

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

16

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Various Extension activities sensitize the students about social issues.

oOne-week Workshop on Vocational-Skills was organized in Gillan village for underprivileged by UBA-Team. They also campaigned for 'Disposal of Hazardous Waste' with MCJ. oNCC, NSS and Student Council organized 'Har-Ghar-Tiranga' campaign. oInternational Yoga Day was celebrated in collaboration with 2 Pb. Girls Battalion, NCC. oNSS and Botany-Deptt celebrated Mothers' Day with Datri. 50-members registered as Stem-Cell Donors. oNCW-sponsored Workshop was organized for women to inculcate entrepreneurial, communication and digital skills. oWorld Water and World Sparrow Day were celebrated by Innovation-Cell, Environment-Club and NSS with NGO Alfa. Bird feeders were placed and awareness rally was organized. o125 NSS-Volunteers pledged against drug-usage. oUnique Model Pink Polling Booth was established at HMV during Vidhan Sabha Elections-22. oNSS organized Swacchta-camp in Gakhal-Village, performed Nukkad-Natak and planted trees. oNSS-volunteers campaigned for voting and COVID-Vaccination in Kurali-Pind and painted walls for swachhta. They cleaned the statues of freedom-fighters and distributed clothes, eatables in Apahaj-Ashram. oHMV-NSS volunteer participated in Pre-RDC-2021. oBlock-Camp on Financial-Literary and Investment-Planning with NYK was organized. oTree-Plantation Drive was carried out with GST-Comissionerate. oSupporting-staff was honored by the Student-Council in Prati-Abhaar-2022.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

9

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

50

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

2698

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

20

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

52

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

An excellent specimen of architectural diversity, the lush green campus spread over 28.6 acres, exhibits architectural diversity as it evolved from a single building in the year 1957 to a multi-building structure at present. Famous for its green ambience, the serene campus is home to a large number of old and rare trees, keeping intact the goal of ecological sustainability. Majestically overlooking this grand green bio-diversity are the Arts Block, the Science Block, the Vidyavati Anand Commerce and IT Block, the Skill Development Centre, and the Mahatma Anand Swami Performing Arts Block.

The college has well ventilated, well-lit classrooms, tutorial rooms and laboratories have adequate seating capacity. There are 92 class rooms with 58 ICT enabled, 12 smart classrooms, 57 well-equipped laboratories, six conference halls including Board Room and IQAC Room, Media Center, Radio Awaaz and Music Studio. There are 581 computers, 43 printers, 10 scanners. The campus has the Wi-Fi facility with 140 Mbps bandwidth along with surveillance system.

The college Library offers DELNET Facility, INFLIBNET Facility and has an open shelf system with 1,05,444 books, 102 periodicals, Audio-Video aids, Talking Books for visually impaired, AC reading rooms, peace zone, Periodicals Section, Book Bank Area and a centralized computing facility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%20%20/Link%204.1.1.docx

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Unparalleled in the field of Sports and Cultural Activities, HMV holds the record of contributing 22 times with maximum points to the winning of Makka Trophy by GNDU; in producing Padama Shree

Awardees, Arjuna Awardees and players of International and national repute. The college has immensely contributed towards classical and folk music and dance, dramatics, fine arts, debates and declamations. The credit goes to the best infrastructure and excellent coaching provided by the college for sports and cultural activities.

The sports infrastructure include tracks, grounds, shooting ranges, courts, pitches, wrestling arena, mats, gymnasiums and a world class swimming pool. We have tie ups with Sant Seechwal Water Sports Academy, Talwara, for water games and with GNDU for cycling velodrome. The sports students are given full fee concessions, free diets, and a separate residential wing in the hostel.

Central to the institutional cultural activities is the college auditorium 'Ragini' with a seating capacity of 1000. Institution also has - SDC Conference Hall and IT Conference hall for literary events, open air theatre in the hostel, the college lawn with a stage facility, Prayer Meeting Area, Green corners for Nukkad Nataks, VirsaVihar and recording studios.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%204%20/Link%204.1.2.docx

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

92

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****36.94**

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The control system of the Swami Dayanand Library of our college is managed by Alice for Windows. The soft link Asia Pvt. Ltd. system produced this integrated library management system. It has been designed efficiently to meet the requirements of the library.

Alice for Windows comprises modules for acquisition, circulation, management (cataloguing), reports and utilities. Alice also has an OPAC module that allows access for searching any book in the library. Student friendly feature of Alice is that it has search options for author, title, subject, keywords, topic, publisher, ISBN, call no., barcode and accession number. Inquiry module of Alice also supports viewing multimedia files. There is no need to rebuild the index to view any resource in inquiry as automatic indexing is done. Alice can catalogue electronic files including documents and HTML files. The librarian can check the status of books and details of the borrower through Inquiry module.

The college constantly aims at having maximum facilities to automate the library into computerized systems.

Name of the ILM Software:

Alice

Nature of automation:

Fully Automated**Version:**

6.00.022

Year of Automation

2002

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3.15

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

104

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college ensures adequate IT facilities to make our campus enabling and proactive. It holds an agreement with Reliance Jio for Wi-Fi accessibility. There is 140 Mbps leased line for uninterrupted internet facility.

The college is fully secured with the cameras which are operational 24*7. The recording gets stored in control center. The display of the cameras is also available on LEDs at various points in the college.

The college has 58 ICT enabled rooms and conferences halls in the campus in which smart boards/LEDs/LCDs are being used. The college has installed a number of LCD screens in the college campus for dissemination of information.

To increase user friendliness and ease of use, the website is upgraded with the latest tools by ISOLS Group Private Limited which uses the open Source Technologies PHP, MySQL etc.

Workshops and Faculty Enrichment Programmes are organized for staff to acquaint them with research techniques, data analysis, online information sourcing, Microsoft Office, Adobe Photoshop, Corel Draw and Flash.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers	
581	
File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded
4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
35.22	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
The college maintains physical, academic and support facilities by formulating well studied systems and procedures. The Principal, in consultation with Dean, Campus Maintenance, takes required initiatives for maintenance and renovation of the infrastructure.	

The college has constituted a Maintenance Committee, which is headed by Office Superintendent and Overseer Coordinates. At micro level the responsibility of maintenance lies on the In-charges of various facilities. The faculty members perform annual Stock Verification. The college arranges for regular service of solar panels, paper recycling unit, Diesel pump, Generators, water tanks, ROs and laboratory equipment. The college has an Annual Maintenance Contract (AMC) and UGC funded IMF facility with a full time operator, for the maintenance of scientific instruments and electronic hardware.

Individual Login IDs and Passwords are issued to all members for accessing e-resources in the library. The students are motivated time to time to inculcate the habit of visiting library in their free periods. Allocated Budget, is provided for the maintenance and up gradation of labs. A provision of 10% +/-, is kept for miscellaneous expenses.

The Sports Facilities are maintained under the supervision of In-charge, Sports. College Sports Academies has collaborations with other sports academies and institutes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

719

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1227

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%205/5.1.4%20News_briefings_Compiled_Career_2021-22.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2299

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2299

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

166

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

594

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

12

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

36

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student Council is a bridge between the students and the administration and assists in organizing various events. Volunteers follow a strict code of ethics, maintain order and

carry out programmes in the spirit of the institution and the welfare of the community. The council holds morning assembly, coordinates awareness campaigns, organises major annual events and commemorates important days. They attend meetings of IQAC as well.

The council functions under the guardianship of its Dean. It is headed by two head girls (PG, UG), 8 joint and 8 assistant head girls along with separate head girl, joint head girl and assistant head girl of hostels. 15 members of HMV Task Force, Discipline Committee and class representatives work in coordination with the Student Council and help in creating a decentralized and democratic setup. They also help in addressing the grievances of students by collecting their feedback.

The Council's installation day is celebrated as Alankaran Divas. Each Academic and Beyond the Curriculum society is headed by a secretary, assistant secretary and joint secretary selected by the teacher-in-charge on the basis of the student's caliber and interest. Final selection is done by the Academic Council with the head of the institution in the chair.

File Description	Documents
Paste link for additional information	https://www.hrmmv.org/student-council
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

26

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

HMV Alumnae Welfare Association has been actively working since 2001 and was registered on 5th April 2017. It aims to unite and strengthen ties between alumnae and Alma Mater. The graduates and post graduates are registered as life members as well as annual members. Till date, 114 alumnae have registered as life members comprising of eminent personalities working on dignified positions.

The Association collects Alumnae's suggestions in the form of feedback for the development of the institution. The Alumnae Association conducts the following events to foster a sense of unity:

- Organises 'Punarmilan', the Annual Alumni Meet on 3rd Saturday of April (since 2017) every year
- Organises meetings of the members to discuss important agendas
- Invites alumnae and former faculty members to participate in major events and motivates them to contribute for student welfare funds
- Arranges Motivational Lectures of the Alumni in their field of specialization and choice
- Provides services as guest faculty through its learned members
- Organises campus visits of the Alumni
- Maintains Database of the Alumni registered

The alumnaes significantly help in organizing placement drives, training programs, framing curriculum of skilled courses. They also play a pro-active role in the effective functioning of IQAC.

File Description	Documents
Paste link for additional information	https://www.hrmmv.org/alumnaes.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

A. ? 5Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

A prominent institution of North India, Hans Raj Mahila MahaVidyalaya was established in 1927 and is managed by the DAV College Managing Committee, New Delhi. We strongly support and promote women education to help them become self-sufficient, responsible, and compassionate global citizens who can make a positive difference in the world.

The institution's goals, as articulated by its great founder, are in line with the ethos of DAV movement.

Our Vision statement is:

"Value oriented, skill based and globally competent education in sync with nation's march towards growth and prosperity."

Our Mission is:

"Women education focusing on development and empowerment."

The leadership seeks to involve all stakeholders in an interactive communication and to consider all the diverse perspectives when formulating policies and making decisions. The governance is

transparent, participatory, harmonious, accountable, receptive, inclusive, ethical, and lawful.

The decisions pertaining to different aspects are taken by the IQAC and various committees formed annually. The administrative power is delegated to thirteen Deans, IQAC Coordinator, PRO, respective HODs, faculty, staff and student representatives. All the stake holders are taken into confidence while formulating policies. The democratic setup of decision making, and its implementation is the backbone of effective functioning of the college.

File Description	Documents
Paste link for additional information	https://www.hrmmv.org/mission-vision
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The practice of involving faculty in charges, HODs, Deans, faculty and students in academic and extracurricular activities fosters a culture of decentralized and participative management. Through IQAC, ICC, Societies, Cells, Student Council, and Discipline Committee, students are properly represented in the college administration.

CASE STUDY

The institution earned the honour of establishing Super Model Pink Booth in Legislative Assembly Elections 2022 which involved careful planning and bottom-up participation. The faculty, staff and students worked in coordination to decorate the booth with flowers, plants, pink banner, ribbons, and paper craft. It was one of the unique all-woman managed booth with elegantly decorated gazebos, red carpets, selfie points, nail-art corner, refreshment arrangements, Verka booth, waiting-lounge with tea vending machine, crèche facility, and PWD friendly facilities. Volunteers from HMV TaskForce, NSS and NCC acted as Chon-Mittars and were given special training to help PwD and elderly voter's wheelchairs. Special COVID/isolation room, mediation room, help desk were set up. All COVID precautions like social distance, sanitizers, dispensing food machines, gloves, masks etc. were provided at the booth. Deputy Commissioner Mr. Thori further

appreciated the efforts of students for putting up beautiful paintings, rangoli, queue management etc. to give pleasant vibes to the voters.

File Description	Documents
Paste link for additional information	https://www.hrmmv.org/clubs-and-societies
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- Perspective/Strategic plan and Deployment documents are available in the institution.
- The institution follows strategic planning to inculcate 3R principle of waste management. In particular, paper was put to effective use through the principle of reduce, reuse and recycle. The usage of paper is already reduced to the minimum and all the notices are circulated in digital form. Wastepaper is recycled and made into files and cards. The Best wishes cards distributed to students during examination time were made from recycled paper. The certificates of different events were prepared from recycled paper. Apart from this, other measures of waste management are also put to effective use. Waste and grey water is reused for watering plants and mopping. The wet & dry waste is source segregated in red, blue and green dustbins. Plastic bottle crusher, garden waste mulcher, solid waste-management unit, incinerators, recycling unit, vermicompost unit, rainwater harvesting units are put to effective utilization. Waste wood, Iron, Cardboard, Paper, Clothes, Rubber, etc. are reused in the institutionalEco-Park.

PERSPECTIVE PLAN (2020-25)

- The college has a perspective plan of development which was reviewed in 2020 as per the needs of learners keeping in view the higher education policies of the nation.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college has three tier system for its governance. At the top level, the college is governed by DAV College Managing Committee, New Delhi. At the local level, the Local Committee headed by Chairman facilitates necessary coordination. At the institutional level, the administrative responsibility vests in the Principal who is assisted by IQAC. IQAC that has the representation of all the stakeholders plays an important role in decision making policies of the institution.

The institute constitutes academic and administrative committees viz. Advisory Committee, Academic Council, Faculty Council, Faculty and Staff Council. The academic departments are administered by their respective Faculty In-charges. At departmental level, there are Heads along with the faculty to monitor the academic and co-curricular activities. There are 39 subject societies and clubs having student office bearers who work under the guidance of In-charges for organizing various curricular and co-curricular activities.

Striking a balance between autonomy and accountability, this arrangement leads to higher level of commitment towards the achievement of goals with collective and collaborative approach.

For Recruitment, Service and Promotions, the college follows the rules and regulations laid down by UGC, DPI (Colleges), Govt. of Punjab, GNDU, Amritsar, and DAVCMC.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.hrmmv.org/documents/organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Various welfare measures that act as job satisfiers and provide motivation to the staff are:

- HMV Staff Welfare Society (Registered).
- Accidental Insurance
- Well-equipped staff rooms.
- Separate rooms for Heads and Deans.
- Resource-rooms, Open-access library, research-cabins with INFLIBNET.
- Fitness-Zone, Peace-Zone, Counselling Cell, Medical facility and Health Centre.
- Duty leave, Maternity Leave and other leaves as per norms.
- CPF, Gratuity, leave encashment at the time of superannuation.
- Group insurance schemes, provident fund loan facility.

- PNB branch with locker facility and E-lobby.
- GuestHouse, telephone and transportation facility.
- Cafeteria
- Swimming Pool, Indoor games, Boutique and Beauty&Wellness services at subsidized rates.
- Concession to the wards as per DAVCMC norms
- Accommodation for outstation faculty
- Admission quota for DAV wards
- Accommodation in DAVCMC guest house at Subsidised rates.
- Vaccination camps, Sanitizers, Masks
- Organic vegetables at subsidized rates.

Non-Teaching

Additional welfare measures for non-teaching staff:

- Free coaching by the teaching staff to the non-teaching staff appearing in university exams
- Free-ship to the wards
- Free accommodation facility
- Free uniform to the Supporting Staff and Diwali gifts
- Free transportation in case of emergency
- Permission for studies along with employment.
- Havana Yajna on the first day of every month and birthday gifts
- Medical facility and health Centre
- Exigency fund raising

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

48

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

38

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

53

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college has established a well-defined and structured mechanism for regular performance appraisal of the faculty and staff.

Performance Appraisal of Faculty

The college has adopted Performance Based Assessment Score (PBAS) for the faculty based upon UGC Regulations, 2010 and four amendments thereafter.

The faculty members submit PBAS forms at the end of every academic year. Faculty performance is assessed on the basis of teaching, learning evaluation related activities, professional development, co-curricular, extension activities, research and contribution towards college administration.

The faculty members working against DPI sanctioned posts fill up self- assessment proforma provided by DPI (Colleges). Analysis of faculty feedback from different stakeholders is also taken into consideration.

Performance Assessment of Non-Teaching Staff

Performance appraisal of non-teaching staff is based upon Annual Confidential Reports. Their assessment is based upon evaluation by office Superintendent, administrative head of the concerned employee and Head of teaching department to which the employee is associated. The Principal evaluates the ACR as well as informal feedback received from students regarding their satisfaction with

the kind of services provided by the employee. The feedback is either received directly by the Principal through personal interaction or through suggestions put in the box.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institute receives salary grant from government of Punjab against grant-in aid posts. It also receives scholarships from funding agencies like UGC, DBT, DST, ICSSR, National Commission for Women etc. In order to ensure financial accountability, institute gets internal and external audit conducted by competent authorities regularly.

Internal Audit

- The institute is running number of self-financed courses. Budget for self-financed courses is approved by the local committee and then by DAVCMC, New Delhi.
- DAVCMC deputed certified Chartered Accountant for conducting the financial audit of self- financed courses.
- Expenditure on major projects is sanctioned by DAVCMC
- A senior faculty is appointed as Bursar to check the bills and relevant documents verified by Superintendent Accounts.

External Audit of the Government Funds

External audit of the government funds is carried out at three levels:

- Finance Department, Govt. of Punjab.
- Accountant General
- DPI (Colleges) Govt. of Punjab

The audit of funds received for SC/ST students is done by the finance department/committee constituted by the government. DPI colleges conduct compliance audit in regard to rules and

regulations.

External Audit of funds received from funding agencies

Utilization of funds received from funding agencies is audited by Chartered Accountant and Utilization Certificates are sent to funding agencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

382,944

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institute has established Grants Committee to mobilize funds from different funding agencies. The committee is headed by Grants Coordinator, a senior faculty. Various sources from which funds are mobilized are:

- **Grant in aid from Govt. of Punjab:** The institute follows rules and regulations laid down by DPI (Colleges) Govt. of Punjab. It receives deficit grant from DPI (Colleges) against grant in aid posts.
- **Grants from funding agencies:** The institute mobilizes various grants from funding agencies like MHRD, UGC, DBT, DST, ICSSR, National Commission for Women etc.

- Donations: MLAs, Ministers, MPs, Alumni, local committee members, industrialists, and other philanthropists contribute generously for the cause of women education.
- Self -financed Courses: Finance is generated from admission-fee, tuition-fee and other funds from Self-financed courses.
- Miscellaneous Income
- Revenue through NTA Examination
- Fee from Hostels, multi-gym, indoor stadium, swimming pool, etc.
- Contract money from canteen, mess, book-tuck-shop, parking area.
- Rent for using Ragini Auditorium/SDC Conference Hall by various institutions/NGOs/Local Administration.
- The institution runs senior secondary wing in its premises which contributes to the resources of the institute.

Revenue is generated through consultancy and services provided by Fashion Designing/Home Science/Cosmetology/JMC/Multimedia/Design/Fine Arts Departments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

By enacting the annual conduct and oversight of academic audit, IQAC promotes high standards in teaching and learning. The academic audit is conducted at three following levels:-

- Departmental Academic Audit
- Faculty Audit
- External Academic Audit

The Heads of departments submit assessment report of the department in a structured proforma based on academic flexibility, teaching learning and evaluation, infrastructure available with the department, faculty profile, student profile, learning outcomes etc. The audit is conducted by Audit Team appointed by IQAC comprising Dean Academics, Dean Curriculum Coordination, Dean Innovation, and senior faculty. The audit report in the form of

SWOC analysis is discussed with the Chairperson. The audit committee gives valuable suggestions for further improvement.

Similarly, all faculty members submit their self-assessment forms to the IQAC, which are then forwarded to the Principal by the IQAC Coordinator after proper verification based on quality parameters like teaching, learning, and evaluation, professional development, research, and academic contents, contribution to administration, etc.

External experts undertake external academic audits for improvement, and the faculty follows the insightful recommendations. All attempts are made to meet the global standards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Under the canopy of an ICT-enabled learning environment, and particularly in the COVID scenario, education has undergone a metamorphic transition from a traditional to modern approach. Two examples of institutional reviews and teaching learning reforms are:

Augmentation of IT infrastructure and its usage

- Smart boards
- High speed LAN/Wi-Fi 55mbps
- Library fully renovated with availability of e-content 24*7 on internet.
- e-content development
- HMV e-LMS
- Online attendance & submission of awards
- Use of software for making statistical analysis
- Digital visualizers for showing diagrams, pictures critical concepts.

Shift from teacher centric to student centric pedagogy

In addition to traditional chalk and talk method, following teaching pedagogy is extensively applied:

- Teaching in smart classrooms with the use of interactive board
- Participative learning through online conferences, seminars, and workshops
- Power point presentation for technology-based teaching learning
- Group discussions, Role play, mock sessions, mock advertisement campaigns and quizzes
- Diagrammatic representations through digital visualizer
- Cognitive teaching through imageries for memorization.
- Teaching and learning through e-Modules.
- Learning through computational tools.
- Video conferencing with resource persons of repute through virtual learning.
- Research projects and innovative experiments in science for experiential learning
- Culture of knowledge acquisition through library via books, journals, and e-resources.

File Description	Documents
Paste link for additional information	https://www.hrmmv.org/ictnew.php
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%206/Annual%20report%20English%202021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution is affiliated with GNDU, Amritsar, and offers a curriculum that encompasses a broad spectrum of gender-related themes. Events related to healthcare, legal rights, entrepreneurship, gender equity issues, training sessions on Menstrual Health and Hygiene are organized. Students, faculty, employees, hostel visitors, and coaches are issued I-Cards. Entry and exit registers are maintained. Special attention is given to dealing with students' concerns through mentors, and the institution celebrates Women's Days and hosts voter awareness programs to promote gender equity. The campus has also installed sanitary vending machines and incinerators in washrooms, and a special Day Care Centre functions only when staff members have to work for extended hours. To promote safety and security on campus, the institution has established various committees such as Grievance Redressal, Anti-Ragging, Anti-Sexual Harassment, and Women Empowerment. These committees' information is readily available on the institution's website, information brochure, and displayed prominently around the campus. 24X7 CCTV monitoring of college campus and college buses is done. Effective lighting arrangement in campus during night for resident scholars. Students are provided academic, career, personal and psychosocial development counseling. Campus has three spacious common rooms with radio Aawaz and Book Nest facility.

File Description	Documents
Annual gender sensitization action plan	https://www.hrmmv.org/documents/AOAR-2021-22/Criterion%207/7.1.1/7.1.1%20file%20%20Annual%20Gender%20Plan.docx
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.hrmmv.org/documents/AOAR-2021-22/Criterion%207/7.1.1/7.1.1%20file%20%20Specific%20facilities.docx

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has implemented a comprehensive waste management system to minimize the negative impact of waste on the environment. Waste segregation is done at the source, with separate dustbins for different types of waste. Biodegradable waste is sent for vermicomposting, while paper waste is recycled and reused. Kitchen and garden waste are treated in a solid waste management plant for organic fertilizer production. Non-biodegradable waste is collected for proper disposal by the municipal corporation. Liquid waste management includes checking water leakages, rainwater harvesting, and reusing water from various sources used for washing, cleaning purposes, and watering plants. Bio-medical waste is handled separately and disposed of effectively. E-waste is repaired, reused, or sold through authorized dealers. Recycling units for paper, composting, and plastic bottle crushing are installed on campus. The college promotes the reuse of items, conducts art projects using waste

materials, and implements various environmental protection initiatives such as solar energy systems, energy-efficient lighting, water conservation measures, and eco-friendly transportation. Environmental education is integrated into the curriculum, and efforts are made to reduce single-use plastic and promote eco-friendly practices. By implementing these waste management practices, the college contributes to sustainable development and environmental protection.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Hans Raj Mahila Maha Vidyalaya (HMV) is guided by the educational principles of the Vedic vision and Swami Dayanand's ideology. The institution promotes inclusivity by emphasizing universal values of truth and justice over religious dogma, creating an equal and inclusive environment for students from various states. HMV offers transportation facilities, scholarships, and financial support programs to bridge the rural-urban divide and assist economically disadvantaged students. The "Earn while you learn" scheme enables students to work while studying, easing financial burdens. The college ensures transparency and fairness in admissions, providing equal opportunities to students from diverse backgrounds. Peer mentoring and collaboration between slow and advanced learners are encouraged, fostering a sense of community. The institution celebrates cultural diversity and preserves cultural heritage through dance, music, and language training in various forms. Instruction is offered in Punjabi, Hindi, Sanskrit, English, and French, promoting multilingualism and global citizenship. HMV's holistic approach aims to cultivate well-rounded individuals who can positively contribute to society. By prioritizing inclusivity, cultural diversity, and language proficiency, the college strives to provide a comprehensive education experience for its students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

HMV places great importance on educating its employees and students about their constitutional commitments, rights, and responsibilities. The institution actively participates in various government-led programs and hosts events throughout the year to honor national identity and integrity, including Independence Day, Republic Day, and National Voter Day.

HMV has an active teacher's union and non-teaching employees union that safeguard the rights of employees and ensure they are aware of their responsibilities. A Legal Literacy Cell works to protect the rights of students and employees, fostering a sense of responsibility and accountability.

The college instills a strong sense of national pride by prominently displaying the Indian Constitution's Preamble, Fundamental Rights, and Fundamental Duties in various areas of the campus. The National Anthem is sung regularly, and significant dates related to the country's history and national identity are marked on the annual planner given to all students.

The institution undertakes projects such as "My waste my responsibility" to promote an eco-friendly mindset and emphasizes communal harmony through the observance of "Communal Harmony Campaign Week." Moreover, HMV maintains an eco-park where waste is utilized for campus beautification, promoting the concept of sustainable development and encouraging students to take responsibility for their actions.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%207/7.1.9/7.1.9%20detail%20of%20activities.docx
Any other relevant information	https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%207/7.1.9/7.1.9%20%20Any%20ot%20her%20relevant%20information.docx

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts

A. All of the above

periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Hans Raj Mahila Maha Vidyalaya is dedicated to providing top-notch modern education while upholding traditional values. The institution's commitment to promoting India's cultural heritage is evident in its celebration of various festivals and important days. The institution observes national days such as National Voters Day, Republic Day, National Science Day, Independence Day, and National Sadbhawna Diwas & international days like International Women's Day, World Earth Day, International Yoga Day, and World AIDS Day, among others.

Students and faculty create awareness through public speaking, poster making, and other competitions, sensitizing students by participation in rallies, campaigns, and competitions to honor and commemorate these days.

Furthermore, the institution celebrates local, regional, and national festivals to promote cultural, spiritual, historical, and national heritage like Gurupurab, Janamashtami, Christmas, and Iftar parties. It connects students with the richness of their

diverse motherland.

HMV also demonstrates environmental responsibility through celebrations like Rakhi as Rakhi Sakhi and Vriksha-bandhan, Green Holi, and Green Diwali which encourages sisterhood, environmental consciousness among students.

The institution's student council ensures that importance of upcoming days and festivals is conveyed to students through speeches and street plays during the weekly morning assembly. Even resident scholars celebrate all these days in the hostel's prayer hall.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

7.2.1 BEST PRACTICES

Best Practice I: Empowering Women through Skill Enhancement

Objectives:

- Bridging the industry-academia gap
- Creating financial opportunities for improved livelihoods

Contextual Features:

The college faces challenges from a patriarchal social structure, high immigration rates, and a shortage of skilled workers.

The Practice:

- skill-enhancement courses
- recognition by Sector Skill Council of India.

Evidence of Success:

- A++ Score in NAAC 3rd cycle
- ASSOCHAM award
- College of Excellence by UGC-

Problems encountered and resources required:

- Changing mindsets
- Acquiring resources for the state-of-the-art
- Industry partnerships

Conclusion:

HMV is committed to provide excellent employment opportunities.

Best Practice II: Moving Towards Effective Paperless Office

Objectives:

- To enhance efficiency,
- To improve information security and accessibility
- To contribute to environmental sustainability.

The Context:

Mitigating the impact of deforestation and climate change through paperless office.

The Practice:

- Introducing WhatsApp notices
- Use of digital platforms for: students' attendance and assessment, leave & self assessment of faculty, all official correspondence.
- Recycling Waste paper

Evidence of Success:

Significant reduction in paper usage, efficient dissemination of information, improved office efficiency.

Problems Encountered and Resources Required:

- Changing mindsets
- Technical training.
- Procuring Hardware and software.

Conclusion:

HMV envisions a digital office with continuous efforts and aims to create a sustainable future.

File Description	Documents
Best practices in the Institutional website	https://www.hrmmv.org/bestpractices.php
Any other relevant information	https://www.hrmmv.org/documents/AQAR-2021-22/Criterion%207/7.2.1/

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

HMV is a pioneering college committed to environmental protection and sustainability. Recognized for its green practices, the institution has developed an exclusive Green Culture by adopting various innovative measures to meet sustainability goals and address the climate change crisis.

These initiatives include replacing bouquets with green plants in planters, celebrating organic Holi, Green Diwali, maintaining a paper recycling unit, and replacing synthetic wrapping paper with recyclable newspaper. The college also has waste segregation, composting units, conducts workshops on cleanliness drives, installs bird feeders and houses. It emphasizes utilizing grey water, planting indigenous trees, and practicing the principles of reduce, reuse, recycle, and refurbish.

The college's impact has been substantial, as other institutions

have adopted its practices. The Green Diwali concept was adopted by the Jalandhar Administration and Punjab Government. The ritual of Vrikshabandhan has instilled a sense of responsibility for tree conservation among the students.

Hans Raj Mahila Maha Vidyalaya prioritizes the holistic well-being of students and strives to foster environmentally responsible behaviour. The college seeks to create awareness about environmental challenges and develop students as ambassadors of environmental protection beyond the campus. Ultimately, it aims to establish a lasting Green Culture within the students' lives and society at large.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

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- Digital counseling
- Eco-friendly measures
- Emphasis on usage of biodegradable material
- User friendly online admission
- Adoption of outcome based education
- Strengthening DDU Kaushal Kendra
- Mentoring sessions focusing on mental health
- Digital initiatives
- Institutional social responsibility
- Increasing global footprints