



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	MAHARAJA AGRASEN INTERNATIONAL COLLEGE
• Name of the Head of the institution	DR. JYOTI JANSWAMY
• Designation	PRINCIPAL (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07714066664
• Mobile No:	8770182494
• Registered e-mail	maic_raipur@yahoo.co.in
• Alternate e-mail	maiciqac@gmail.com
• Address	Shree Ramnath Bhimsen Marg, Samta Colony
• City/Town	Raipur
• State/UT	Chhattisgarh
• Pin Code	492001
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	Pt. Ravishankar Shukla University				
• Name of the IQAC Coordinator	Rishi Pandey				
• Phone No.	07714066664				
• Alternate phone No.	07714024459				
• Mobile	9981373937				
• IQAC e-mail address	maiciqac@gmail.com				
• Alternate e-mail address	rishimaic@gmail.com, mallikarjun.maic@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.maicindia.com/img/AQAR-2019-20.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.maicindia.com/img/calendar_2020-21.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.58	2017	27/11/2017	27/11/2022
6. Date of Establishment of IQAC			12/12/2014		
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	
NIL	NIL	NIL	Nil	0	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9. No. of IQAC meetings held during the year			05		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
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)		
<ul style="list-style-type: none"> Plantation Awareness for less plastic use Distribution of Masks, Sanitizers & Immunity Boosters Raw food distribution to the needy persons during the Pandemic Online Learn villa Certificate Program (Tally) 		
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	
<ul style="list-style-type: none"> Classroom facilities Skill Development Program Formation of a new group JCI Raipur MAIC United Upgradation of IT facilities Yoga Session for faculties. WIFI/ LAN ERP SOFTWARE: 	<ul style="list-style-type: none"> Outcomes of Classroom Facilities The classrooms are given advanced equipment and other essential facilities like complete surveillance system, electrical power supply with Battery backup, wi-fi and LAN , LCD projectors to all departments, facility for high speed communication links in staff rooms, designed furniture, anti-virus for all computers, etc. The college has 95 computers and 04 laptops with access to the internet that are updated with the latest versions of essential software. Outcome of Skill Development Program:- 1. Developed and exhibited accurate 	

sense of self. 2. Developed and nurtured a deep understanding of personal motivation. 3. Develop an understanding to practice personal and professional responsibility. 4. Demonstrate knowledge of personal beliefs, values and a commitment to continue personal reflection and reassessment. • Outcome of JCI Raipur Maic United:- JCI developed the skills, knowledge and understanding to make important decisions and take Actions. It provided Development opportunities that empower young people to create positive change. JCI RAIPUR MAIC UNITED inculcated leadership skills and had offered meetings ,dynamic training sessions and projects that provide opportunities to learn achieve and inspire active citizenship among them. • Outcomes of IT facilities-The college has a well established mechanism for upgrading and deploying Information technology infrastructure. The college first, assesses the needs, number of students and staff and other end users. The provision is made in the budget for annual maintenance and technical staff is appointed for maintaining hardware and Information Technology infrastructure of the campus. Institution frequently updates its IT facilities through various systems. • Outcome Yoga Session:- A primary objectives of Yoga training focused on emotional and physical well being of the employees of college. It helps employees to become more

mentally strong and capable enough to handle stress back and to deal with disappointments and setbacks. It also helps the faculty members to work with their physical well being. •

Outcomes of Wifi/LanThe computers are connected with LAN facilities. and wifi is provided at varies point for other uses.

College has NMEICT connection (BSNL LEASE LANE) of 10mbps WIFI from 27/12/2017 for next 5 year and it gets updated regularly as per the requirement. •

Outcomes of ERP Software-The examination section uses software to get student's results and to maintain all other confidential matters.

Examination section uses software, which is regularly updated. This software supports various types of regulations like marks based, credit based etc. All the parameters required to get the results of a student are generated with the help of this software. College library uses updated open compass software for library automation.

College library uses updated ILMS software "open compass" for library automation both admin and user. It comprises Acquisitions (order, receiving of each book), Classifying and indexing of all the books for availability check though this software.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BOARD	02/12/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	17/02/2022
Extended Profile	
1. Programme	
1.1 Number of courses offered by the institution across all programs during the year	9
File Description	Documents
Data Template	View File
2. Student	
2.1 Number of students during the year	1213
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	No File Uploaded
2.3 Number of outgoing/ final year students during the year	332
File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	29
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1 Total number of Classrooms and Seminar halls	27
4.2 Total expenditure excluding salary during the year (INR in lakhs)	100.57 lacs
4.3 Total number of computers on campus for academic purposes	95

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

1.Pre Planning For Academic Session:- Before starting the season pre planning is done by Principal Mam, All HODs and HR Mam which includes decision related to.

(A) Requirement of Teachers

(B)Work Distribution

(C)Arrangement of Study Material/Preparation of Notes

2.Preparationof Academic calendar: - The preparation of the academic calendar is the foremost assignment taken up during the commencement of an academic session.

3.Library books Upgradation: - A feedback is taken from all the faculty members by the library to know the latest requirements of text books, reference books e-journals etc.

4.Course Allocation: - The HOD allocates the subjects to the faculty members based on their expertise and preferences.

5.Time Table Preparation

6.Design and Dissemination of Course Plan

7.ContentDelivery: - New & Innovative teaching techniques added to the traditional lecture methodology bring about a freshness in the delivery of the content of a subject.

8.Assignments

9.Reviews: -The HOD go in for periodical reviews of the process of learning.

10.Assessment: -Unit tests and Pre University Exams are mentioned in the academic calendar.

11.Course Status

12.Attendance: -All teachers take attendance on a daily basis in classrooms

13.Star Student

14. Guest Lecture:- According to curriculum, All department conducts Guest Lecture.

15. Daily Diary

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

- **Schedule of Exams Monthly Unit Tests:** -In order to fulfill the academic requirements in the best possible way, a schedule has been planned and effectively applied by all the departments of the college.

Pre-University Exams: - The process of conducting Pre-University exam is very strictly observed in the college. The various departments conduct the Pre-University exam of all theory and practical subjects.

- **Assignments:** -Assignments are regularly given to the students to improvise their writing skills. On a systematic basis assignments are given immediately after the completion of a lesson or unit.
- **Doubt Clearing Sessions:** - With the advent of the exams, many students happen to come up with doubts.
- **Guidance for better performance of Exams:** - Revision of previous years question papers is one the best practices adopted by the college in order to provide comfort, acquaintance and ease of handling the Annual Exam efficiently.
- **Dealing with Exam fever/ Stress handling through Mentoring Sessions:** - The department of the college assign mentorship groups to all faculty members.
- **Practical Exams:** - The conduct of practical exams has to be done in a proper peaceful manner. The students are provided proper assistance for the effective execution of the exams.
- Tele calling
- ParentsTeachers Meeting

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://photos.app.goo.gl/XNE99MFuiWpFW4VQ8

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

3

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

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

123

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

123

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

it is noteworthy that the college works significantly towards inculcating the moral values of students through enrichment of Professional Ethics, Gender, Human Values, Environment and Sustainability in Courses which are available in the college include the subject of Environmental Studies.

Apart from this, The Rover Ranger Crew, The JCI and Skill Development training group conducts a variety of activities to accomplish the goal of service to mankind such as:-

- Distribution of Grains,
- Distribution of Masks,
- Distribution of Water Jugs to the supporting staff of college,
- Campaign for vaccination,
- Providing seeds and water to the birds,
- Feeding Street Animals

- Distribution of warm clothes to the poor people,
- Awareness program against protection from Covid 19 ,
- Contribution of the members to purchase a vendor cart,
- Women's Day Celebration,
- Animal feeding Campaign during pandemic,
- Kindle Your Mind (Stress managing Program),
- Distribution of masks, sanitizer and Immunity Booster Capsules On World health day,
- Mother's day celebration,
- Training on 'Power of Silence"
- Session on Menstrual Hygiene,
- World Environment day Celebration,
- Blood Donation camp,
- Gender Equality Training Program on Garima Day",
- Session on effective Public Appealing,
- Nurturing Women Session and Touch to Transform,
- Father's day celebration etc.

are a few noteworthy examples of the mission toward humanitarian goals.

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

05

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

186

File Description	Documents
Any additional information	View File
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

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.maicindia.com/naac_2020-21.php

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 sanctioned seats during the year

1780

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

211

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

Teachers review the academic performance of students from class room lecture and discussion, unit tests, previous year results, group discussions etc. This helps to assess the slow and fast learners.

Slow learner:-

1. Special attention is given to the students in the classes, who are identified as less competent students. Doubts and personal difficulties regarding the subjects are solved.
2. In the starting of the session, fundamentals are taught for the better understanding of the subjects. Tough concepts are repeated twice, so that students can grasp them.
3. Extra classes are conducted for full coverage of the syllabus.

Advance learner:-

1. Expert from their respective fields and called so they can motivate students to go for higher goals, Student exchange program may be included as future plan.
2. Encouraging them with special focus to obtain university ranks.
3. Motivating them with awards and prizes for departmental activities like Star Batch, which is given Every month to Performer Students in Each class..
4. For more focused learning, digital library facilities are provided and Students are provided extra time so they can intricately work on their subject.
5. They are motivated to appear for competitive exams and quiz competitions

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1213	29

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 undertakes many student centric methods for enhancing learning

1. Mentoring system for students:-

- Objective: - To minimize dropouts and try to convert as much as possible slow learners into fast learners.
- Need: - As students undergo lot of stress due to various reasons. So a group of mentors is formed to guide students and students are bounded by their mentors and can get personalize attention.

2.Skill Development Activity

- Objective: - To introduce students with the upcoming business ideas and latest happening in the world around them. This equips to the tools they need to live a more productive and filling life ahead.
- Need: - As many business options are available for students these days. So to make them clear with their future course of action, they need guidance from the pioneers of their fields.

3. Project and Case Study Based Method

- Objective: - To introduce students to the experiential based learning concept and to get acquaint them to the kind of work environment organization have.
- Need Addressed and the context: - Students get to know the work environment in which managers work and they become aware of all the challenges and opportunities.

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

College uses the latest IT enabled services to connect with upcoming trends. The presence of ICT undoubtedly allows the new ways of learning for students and Faculties and help the latter to interact with students. MAIC completely understand the benefits of incorporating ICT tools in the teaching process, the faculty members keep themselves upgraded with tools like demonstrative videos, macro spreadsheets, internet, projectors, AVs, presentations etc.

1. Broadband connection for internet is widely used.

2. Paid Subscription of ZOOM (Online Platform) was used to connect to students for online classes.

3. All classrooms were equipped with Computers, microphones and internet connections so that classes can go normally in the era of pandemic. Faculties provide all the study material through these aids.

4. Open Compass (MIS) was used to remain connected to the students. All the information to students was passed through MIS. Online Class link were also provided through them only. Assessment Report and attendance was also made available to students through it.

5. Projectors are also installed in all prominent places like Classrooms, labs etc.

6. WhatsApp group of each class was formed, and students were provided PDFs of all study material through them only.

7. Bulk SMS pack was used to keep students and parents informed about

the College Activity.

8. Individual IDs of every student and faculty member were formed on Inflibnet and study material was provided through that.

9. Customised mobile application was purchased and was made available to the students for their Convenient Access to all college related information.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://maicindia.com/online.php

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

29

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

29

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

5

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

6

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 examination committee of college comprises of Principal and all Head of the departments.

- College organizes the monthly test, Pre-university exams in accordance with the examination pattern of Pt. Ravi Shankar Shukla University. Results are duly intimated to the students within the 7 to 10 days within the conduction of the exams. The students are provided with corrected answer sheets by their relevant faculties.
- The doubts and enquiries of the students regarding the pattern of optimal answer are classified by the examiners as college is running some semester as well as some yearly courses.
- Pre university exams are conducted in both offline and online patterns. College organizes the PTM after the unit test, so that proper feedback can be given to the parents about their ward's performance.
- Parents are informed about Parents Teacher Meeting through SMS, Letters and WhatsApp group. Detailed performance of every student is discussed so teacher and parents both can work towards to bring required changes in the performance of the students.
- Printed results are provided to the parents, so they can keep the check on their ward. who due to any reason not able to write the test papers and then are asked to deposit the assignments.
- Assignments are duly checked and feedback given.

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 students are provided with the corrected answer scripts by the relevant faculty members.
- In case some part skipped during the evaluation process, then that is evaluated and again given back to the students.

- College regularly organizes PTM, so that parents can remained inform about the result of their ward.
- If Teachers observe the discrepancy in the class performance and examination performance of any ward, then it is intricately work upon.
- After identifying the proper reason; gap is tried to be bridged, so that performance of the students can improve in the university examination.
- If the reason is purely academic, faculties try whole heartedly to provide the students with a broader understanding of the subject of their study more and detailed study material is given to the students.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Computer Applications Department (BCA)

Program Outcomes

- Understand, analyze and develop computer programs in the area related to algorithm, web design and networking for efficient design of computer based system

PGDCA

Program Outcomes

- Apply Knowledge of Programming, Computing and domain knowledge to solve problems.

Computer Science Department- B.sc -Physics, Mathematics, Computer Science

Program Outcome.

An ability to apply knowledge of Computing and Mathematics Appropriate to the discipline.

Commerce Department

(B.Com , B.Com(C.A.), M.Com)

Program Outcome

This program should provide Industries, banking sectors, Insurance Companies, Financing Companies, transport agencies, warehouses etc well trained professionals to meet the requirements.

Program Outcome

Build a strong foundation in accounting, management and business subjects.

Program Outcome

Develop an ability to apply knowledge required in problem solving and ability to start their own business. To develop team work, leadership and managerial and administrative skills.

Management Department

BBA and DBM)

BBA

To Enhance Critical Thinking Skills, Communication Skills and Technological Skills Among the Students.

Program Outcomes

Show Proficiency in various Accounting and Managerial Subjects.

Interior Design

Course Offered- B.voc (Id)**Program Outcomes**

The Program is designed to cater to demands of Professionally Trained Human Resources in the field of Interior Design.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://maicindia.com/academics.php
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Our college is affiliated to Pt. Ravishankar Shukla University, Raipur.

- All the subject teachers maintained Academic Diary in every Academic Year.

Program Outcomes for Bachelor of Computer Application

- Understand, analyze and develop computer programs in the area related to algorithm, web design and networking for efficient design of computer based system

Program Outcome for Post Graduate Diploma in Computer Application

- Apply Knowledge of Programming, Computing and domain knowledge to solve problems.

Program Outcome for Bachelor in Science- Computer science

An ability to apply knowledge of Computing and Mathematics Appropriate to the discipline.

Program Outcome for Bachelor of Business Administration

Show Proficiency in various Accounting and Managerial Subjects.

Program Outcome for Bachelor of Commerce (Plain)

This program should provide Industries, banking sectors, Insurance Companies,

Program Outcome for Bachelor of Commerce (Computer)

Build a strong foundation in accounting, management and business subjects.

Program Outcome for Master of Commerce

Develop an ability to apply knowledge required in problem solving and ability to start their own business.

Program Outcome for B.VOC ID

The Program is designed to cater to demands of Professionally Trained Human Resources in the field of Interior Design. Students can pursue a Professional career in building Industry or in interior Design Industry.

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**

332

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.maicindia.com/naac_2020-21.php

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)

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

21

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

5

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

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

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

9

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

3.3 - Extension Activities

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

The college organizes various extension activities in thrust areas for students to sensitize and encourage them to work for social change and thereby make their salubrious development. For holistic development of the students, it is necessary to guide them well to embark on journey to recognize and connect with the under-privileged to identify their challenges and fulfill their needs. They are made aware of various social issues to get motivated and inspired to work for the society. Through Rover & Rangers, JCI Raipur MAIC United in tune with the Villages & Hospitals, the students undertake community welfare activities. It includes Blood Donation Camps, Road Safety & Traffic Rules, AIDS Awareness, Health and Hygiene, Cleanliness Awareness, Health Check-up Camps, Water and Energy Conservation, Solid, Liquid and E-Waste Management, Pulse-Polio Campaign, Beti BachaoBeti Padhao, Swachh Bharat Abhiyan, Covid Awareness Camp Celebration of Important Days and National Festivals, stop use of polythene bags, helping in the slums, visit to Blind School, Rehabilitation Centers, Old Age Homes and Orphanage, educating people about dreaded diseases and important issues through various street plays, rallies, poster making, camps and motivating lectures and outreach programmes with assistance of various clubs, subject societies and cells. College organizes and follow green practices, use of bicycles, rain water harvesting, water recycling and observe no vehicle day to develop sense of social responsibility among the faculties and students.

File Description	Documents
Paste link for additional information	https://maicindia.com/whymaic.php
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

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	View File

3.3.3 - 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

3.3.3.1 - 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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

100

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

3

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.

MAIC has a beautiful building with landscape, aesthetic architecture, eco-friendly environment, spacious classrooms, well equipped laboratories and good infrastructure spread over 68,890sqft..

Classrooms

Classrooms are maintained as per norms for proper visibility and audibility.

Laboratories

Computer lab

The computer Lab is designed to give students an opportunity to use educational software in their learning process curriculum. College has the capacity of more than 90 computers .It is fully air-conditioned, equipped with the latest and most advanced software and associated LAN connections, Projectors, Power Backup..

Physics lab-

Experimental Physics helps students to understand and visualize the concepts clearly from basics.

Carpentry workshop-

This workshop is provided formodel making for Interior design students. It has all the tools required for cutting, Designing, drilling, chisel and marking etc.

Psychology Lab-

Conference hall

Seminar Halls cum classrooms

Computing Equipment

The institution has 95 computers.

- Library

Centralized audio system:

Auditorium

Board room

Expression zone

Art and Craft lab The various activities like flower decoration, poster making, models, paintings, toy making, clay moldings, pot decoration etc. organize for students on a regular basis in this lab.

Rest room

Rover ranger room

Exam control room is used to manage all exam activities in the college as well the conduction of national level exams.

Staff room

Curriculum Lab

Stock roomDark Room

Store room

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure

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

The College is committed to create a balanced atmosphere of academic, cultural and sports activities for the overall personality development of the students

Cultural Activities :

Auditorium : We have a well equipped and fully air conditioned Auditorium.

Conference hall:The College has a hall for organizing special lecturers, seminars, conferences and meetings with a seating capacity of 250.

Maic band : We have a cultural club named "MAIC BAND" .

Music room :College has a very well arranged and acoustically treated music room for the music sessions and practice.

Sports/Games:

Various sports facilities are provided to the students within the campus focusing on sports as one of the extracurricular activities.

Play ground: For outdoor games college has ground available.

A sports room is also available for indoor sports like carom, Table Tennis Chess etc.

Gymnasium: College has an open gym as well as indoor gym equipments.

It consists of the following equipment.

1. Bench press exercise-I
2. Bench press exercise-III
3. Chin-up exercise
4. Thigh exercise
5. Shoulder exercise
6. Hip exercise
7. Shoulder press exercise
8. Knee exercise

Yoga center:

Yoga sessions are available for students as well as faculties in the college,.

Canteen:

Open cafeteria of MAIC is quite spacious and a wide variety of refreshments and snacks are available. Hygiene is maintained to serve healthy food.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure

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

29

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

29

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure
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)**

142.34

File Description	Documents
Upload any additional information	No File Uploaded
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 College was established in 2006, since then library has made consistent progress in terms of collection of books, periodicals, e-resources and services.

* The college library has furnished room of 1376 sq.ft. [43*32 Ft.] area.

* It provides open access facilities which helps easy access and use of the library as a learning knowledge centre which have fully automated.

* Since the college is in the morning session the reading rooms cum classes are available for the students after 12:30pm.

* The college has very enriched in terms of availability of reference books and text books.

* The library is having active membership of INFLIBNET N-LIST consortia and provides 6000+ e- journals and 1,64,300+ e-books and 6,00,000 e-books through NDL on various subjects.

* The ID cards are issued to all students for issuing text books and reference books and journals used in the Library.

* Separate computer provided to the library users for searching the E-books & E-Journals..

* The ID cards are issued to all students for issuing text books and reference books and journals used in the Library.

* Separate computer provided to the library users for searching the E-books & E-Journals.

- Name of ILMS software- ERP (OPEN COMPASS)
- Nature of automation(Fully pr Partially)- Fully
- Version- 1.0.1.3
- Year of Automation- 2014

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://maicindia.com/about.php

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)

1.73121

File Description	Documents
Any additional information	View File
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

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

- **Upgradation of IT facilities :**The college has a well established mechanism for upgrading and deploying Information technology infrastructure. The college first, assesses the needs, number of students and staff and other end users.
- **As per the requirement of the maintenance of the above IT equipment,** the college has a policy, and a special technical members which uses their skill to update and repair the equipment. However, for major disorder and damage, computer technicians and service providers are hired for the up keeping and replacement.
- **The steps like installation of antivirus periodically,** formatting of computers on the basis of corrupt operating systems and replacing hardware of old computers to new computers are taken for maintaining and utilizing computers.
- **Classroom facilities :**The classrooms are given advanced equipment and other essential facilities like complete surveillance system, electrical power supply with Battery backup, wi-fi and LAN , LCD projectors to all departments, facility for high speed communication links in staff rooms, designed furniture, anti-virus for all computers, etc.
- **WIFI/ LAN:** The computers are connected with LAN facilities. and wifi is provided at varies point for other uses.
- **LAN-** College has 2 airtel modem with 300mbps speed fibercable connection-unlimited.
- **ERP SOFTWARE:** The examination section uses software to get student's results and to maintain all other confidential matters. Examination section uses software, which is regularly updated. This software supports various types of regulations like marks based, credit based etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maicindia.com/online.php

4.3.2 - Number of Computers

95

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

100.57

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.

Maintenance of the Infrastructure -

- The Maintenance-Supervisor conducts periodic checks to ensure the efficiency/working condition of the infrastructure.
- The housekeeping and the cleaning of all the college buildings are assigned to third party agencies on a contract basis.

Maintenance of Academic Facility Classrooms :

- The HOD is assigned with the responsibility of smooth functioning of classrooms
- In case of a high priority issue, a person is assigned in the computer lab to take care of these problems on a real time basis which will not disturb the classes.
- IT Facility: The inclusive IT policy of the college is to support and facilitate all functions of the College providing Wi-Fi, Cyber security,
- Annual maintenance is done through external agencies regarding hardware and software installed in lab.
- Sports Complex Periodic reporting on requirements of repairs/maintenance of all sorts can be submitted by students/faculty in the maintenance request-register maintained at the reception of each building.
- The Maintenance-Supervisor and team are involved in the maintenance of infrastructure facilities on a regular basis.
- Library -The library Incharge and team look after the maintenance of the library.
- Annual stock of books, shelves, computers, and other belongings in the library is monitored and maintained in the library stock register.
- Library committee is working for maintain the optimal functioning and improvement of facilities provided by library to different stakeholders.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure

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

53

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

221

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://maicindia.com/online.php
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

357

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

357

File Description	Documents
Any additional information	View File
Number of students benefited 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

A. All of the above

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

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	View File

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

03

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

32

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

10

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

01

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)

The institution believes in considering the contribution and representation of the students on academic and administrative bodies of the institution for the development process. The student council plays a crucial role by involving in the activities of the department by organising various co curricular and extracurricular events which increase their ability to organize and work with teams and lead thereby and thus reaching to their holistic development. Student representation is the compulsory part of academic and administrative bodies of the institutions such as governing body, IQAC and Alumni Association of the college.

Student representative addresses and represent students view and grievance as a spokesperson & convey these to the concerned authorities for discussion and amicable resolution. The student representative plays an important part in encouraging and motivating students to participating in existing student oriented program of the college's such as JCI MAIC United, Rover Range and Learnvilla.

Students work for the social cause and got the enhance to involve in various social activities students organize various sanitization programs, food distribution event ,old age home visits, orphanage visit, environment protection and awareness programme etc.

Students also have representation in various important committees of the college like anti ragging committee, training & placement committee, sexual harassment committee, student union etc. Students work in coordination with teacher, HOD's and management to ensure transparent and efficient working of the college.

File Description	Documents
Paste link for additional information	Nil
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

08

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

The institution has an active alumni association that supports the growth of the institution by controlling in monetary and non monetary ways. The alumni association bridges the gap between the campus and the corporate. Alumni get together and interaction with the current students has been a part of our institution for a long time. Many student shares their knowledge by means of special talk on lectures in their respective domain. The alumni association is internally involved and contribute subsequently to the overall development of the college .They can also play the important role in placing the pass out batches through their acquaintances. Alumni groups are doing and create energetic program so student can be motivated with their practical aspects. Institutes never accept any financial help from their alumni. But they present their gratitude in various forms as a gift like plants etc to the college to make the campus more green and healthy Moreover many of them are still active in Rover and Ranger team and JCI RAIPUR MAIC United initiate towards in social services concerns alumni deliver their lectures in the Rover and Rangers and JCI RAIPUR MAIC United are doing social work togetherand inspire their juniors to give social contributes to the society. Alumni members are also involved in so many initiatives towards the community so they can motivate the forth coming batches to give their best to the college society as well as to the country.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

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

The college follows a well defined organizational structure which clearly reflects a participative management. The Vision, Mission, Goals and objectives of the institution reflect nature of governance, perspective plans and participation of the teachers in decision making bodies of the institution

The College has a clearly defined organizational structure for the optimum and effective decision making and its implementation.

1.The Board of Management/Trustees

2.Governing Body

3.Academic Council /Core Team

4.Finance Committee

The Management: Management is the life force of the administration and ensures imparting Quality Education to suit the emerging trends in the market.

Governing Body: The Governing Body is a liaison between Management and the Institution which oversees and ensures all necessary infrastructural and other developmental activities.

Academic Council: The Academic Council consists of the Principal as the Chairperson. All Heads of the Departments are Members of Academic Council by default.

The policies and practices of the College, Academic and Administrative, Planning and Implementation reflect the efforts of the institution towards a consistent growth for the development of society through education.

Finance Committee: The College has constituted a Finance Committee as per the guidelines. It prepares the annual budget and takes approval by the Governing body.

The stakeholders including parents, alumni, students and industry also make major contributions in education and community development.

File Description	Documents
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure
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 effective practice of decentralization and participative management is clearly reflected in all the process adopted by the institution .Both Curricular and Co-Curricular activities are decentralized and divided among faculties .Proper work distribution has been done between Administrative dept and Teaching dept. All the activities are evenly distributed among HODS and further into faculties. Administrative dept also follow the same functioning. For instance the Admission process which includes the faculties in decision making process. All the decisions regarding the process and overall management are taken after proper consultation with all the faculties in form of a meeting held before the process in which suggestions are welcomed from all. On the basis of this, activities are distributed among HOD's and further to faculties and Supporting staff. Proper committees are made and work is Distributed accordingly. The Whole process includes transparency and Publicity as the details regarding admission process is duly uploaded in college website.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has perspective plan for overall development of the institution and its stakeholders based on master plan comprising Goals, Mission, Vision , Objectives and action plans that include:

1. Teaching and Learning
2. Research and development
3. Community engagement
4. Human resource planning and development
5. Industry Interaction

One such plan was to install chapter of JCI to Inculcate Leadership Skills among Students. JCI is a not for profit organization of young active citizens aged 18-40 who are engaged and committed for creating impact in their communities. JCI develops the skills, knowledge and understanding to make informed decisions and take Actions.

The chapter is named as JCI RAIPUR MAIC UNITED has been started with a vision to create a global network of leading young active citizens' students who show their strong interest in this flagship program of the college. JCI RAIPUR MAIC UNITED will inculcate leadership skills and will offer the meeting dynamic training sessions and projects that provide opportunities to learn achieve and inspired active citizenship among them.

The students are actively involved in various programs of JCI which has helped them to enhance their Creativity, Leadership skills and overall Personality through various Training Programs, leadership programs and Sessions on Time Management, Exam stress, Personality grooming, public speaking etc.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://maicindia.com/whymaic.php
Upload any additional information	View File

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.

Board of Management, The Governing Body, Academic Council, and Finance Committee are formed as per the guidelines for the effective functioning of the Institution. These bodies also support the development through planning and execution, budget, review of performance and policy making. The Academic Council approves the course structure and policy matters recommended by the Board of Studies of respective departments. The Principal guides the College in Academic Progress, Admission, Staff Recruitment and Administrative matters. He is the Chairman of the Staff, IQAC, Anti-Ragging Cell, Disciplinary and the Library Committee. The IQAC help the Principal in the overall administration which involves the planning of the Academic Calendar and its systematic implementation. The Coordinators of Examinations monitors the evaluation process. HOD'S and Faculty Members play an important role in executing the Curricular, Co-Curricular and Extra-Curricular programs.

Redress for Student Grievances:

The Grievance Redressal Cell, Anti-Ragging Cell, Anti-Sexual Harassment Cell and the Student Welfare

Committee work for the well-being of students. Bare-foot counseling by Subject Teachers/Value Education Teachers/ Mentors and Professional counseling by experts at the Counselling Centers of the college address student grievances. Information about the functioning of the Cell is given on the Students INDUCTION DAY and during value education classes.

Suggestion boxes are kept in various places within the campus.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.maicindia.com/img/organogram.jpg
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 interfaces	View File
Any additional information	No File Uploaded
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

The College provides both statutory and non-statutory welfare measures for the benefit of the faculty and the supporting staff. They are:

- 13 days of Casual leave facility per year to the Teaching Staff and Non-Teaching Staff.
- Duty leaves (OOD facility) to staff members to attend various Training Programs/ Orientation/Refresher/ Workshop/Seminar/Exam subject to the HR Policies.
- Faculty Enhancement Programs are periodically arranged to motivate teaching and knowledge.
- Leave is granted to teachers to participate and present papers in seminars.

- Celebration of important festivals for the teaching and non-teaching community
- Grievance Redressal Cell.
- Advance facility to all Staff when required.
- Financial support to staff and supporting staff
- Diwali Bonus
- AC Infrastructure
- Tea /Coffee /refreshment on Daily Basis
- Blazer with subsidy
- Parking Facility
- Internet/wi-fi
- Complete support and assistance is provided to the faculty for pursuing higher studies
- Free Uniform for Supporting Staff
- Vehicle facility for college work.
- Conveyance given for official work.

Other welfare schemes:

- Provident fund(Teaching and Nonteaching Management Staff - 50% Contributions from

Management)

- ESI Facility(Teaching and all Nonteaching Staff with less income)
- Festival advances

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

0

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

0

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	No File Uploaded
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

04

File Description	Documents
IQAC report summary	No File Uploaded
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

Our college has well developed performance appraisal system .The management evaluates the performance of teaching staff in association with Principal and HOD's .A proper feedback form is rolled out and circulated in the whatsapp groups of students. They are given last date and reminders to fill the feedback form for every faculty. The responses are then addressed by HR Manager and summarized report is being prepared and presented to the management. On the basis of performance of every faculty, sessions are organized by the Principal. External consultant is sometimes also invited to take sessions in this regard and subsequently FDP's are being Planned.

The non teaching staff is supervised by Maintenance In charge followed by Supervisors who under the guidance of Principal monitors them and conducts meetings on a regular basis. They have a definite format of their respective works and are evaluated accordingly.

File Description	Documents
Paste link for additional information	https://www.maicindia.com/naac_2020-21.php
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 college has well-defined mechanism for financial audit which is done with discipline and transparency in Financial Management. The accounts of the Institution are subject to internal and external audit.

Internal Audit: The internal audit is conducted on a regular basis by an approved auditor Satish Shukla & co, Chartered Accountants, Yateen kr Jain, Chartered Accountants, appointed by the Management who check the receipts/payments of all college accounts. They submit audited statement of Income and Expenditure to the Management for consideration and approval.

External Audit: Statutory Audit is conducted every year by V B Agrawal and CO, Chartered Accountants, in the college to ensure proper maintenance of Sets/Documents/Audited statements as per the Statutes and Guidelines.

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)

0

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 College Finance Committee, constituted as per the guidelines, meets regularly and prepares strategy for resource mobilization with the consent of the Management. The management decides the fee structure along with the suggestion of Academic Council/Core Team for the programmes offered by the college under self finance scheme.

Financial Resources are mobilized through:

- The Staff is paid by the Management
- To organize National Conferences/Seminars/Workshops/Special lectures is under Self Finance Scheme.
- Support and Financial assistance from the Management
- Surplus Fund is invested in FDR and taken FDOD against FDR
- Require fund withdrawal for recurring expenses.
- Funds from fees
- Interest earned on fixed deposits

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

IQAC the advisory and evaluative body was instituted in the year 2004, as per guidance, with an aim to enhance quality. During the

assessment period the IQAC was successful in implementing and introducing several curricular, co-curricular and extra-curricular activities. Some of the major activities of IQAC implementation are as follows:

1. Feedback from stakeholders
2. IQAC obtained feedback from all stakeholders that includes students, alumni and parents, on a structured questionnaire on teachers, infrastructure, library, teaching-learning and evaluation and other facilities provided by the institution.
3. Improved teaching-learning and evaluation process.
4. Effective delivery of curriculum and enhanced usage of ICT tools
5. Enhanced research activities and publication of research articles
6. Organizing seminars/workshops/Conferences and endowment lecture series
7. Increased number of certificate courses
8. Smart Boards in Classrooms.
9. Appraised teaching and research carried out by the faculty
10. Appropriateness of support provided to students
11. Organizing staff training programs.
12. Integrated curricular and co-curricular activities such as special lectures and interactions with academic forerunners
13. Incorporating suggestions provided by the external members of Charitable Trust

File Description	Documents
Paste link for additional information	https://maicindia.com/naac_2020-21.php
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

1. The college conducts transparent feedback system in which feedback is taken through Google form from and is further communicated to the faculties using which various training sessions are organized to improve the teaching process using new tools and methodologies

2. As the present was hit by pandemic, the college conducted classes in online mode using zoom platform and we also provided recorded lectures and notes to the students to couldn't attend due to ongoing pandemic.

File Description	Documents
Paste link for additional information	https://maicindia.com/naac_2020-21.php
Upload any additional information	View File

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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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

Gender Equity- Maharaja Agrasen International college sensitizes students & employees regarding gender equity & takes the responsibility of reacting to the events of the society by various activities.

Gender Equity & Sensitization - As the academic year 2020-2021 was

not operational due to CORONA pandemic, no annual gender sensitization action plan was implemented.

Specific Facilities for women in the campus: -

1. Safety & Security - In our campus, the management ensure to provide all necessary safety tools& security-based technology for women. There is women development cell named "Vamika", which ensures the overall development & women empowerment in college. College conducted a program named 'MAIC Solitaire' till 2019 regularly for development of women but due to pandemic this activity was not conducted.
2. Counseling - Our College also facilitates counseling to the students. We provide counseling regarding Career Guidance, Rehabilitation and Mental health. Last year our college conducted online educational counseling sessions for students due to CORONA pandemic.
3. CommonRooms - College has a provision of GCM (Girls Common Room) which ensures the safety & security of Girls which is fully furnished and has been designed to give female students a place to relax, study, have discussions in free time etc.
4. Day Care Centre - Canteen has been provided to the students.

File Description	Documents
Annual gender sensitization action plan	https://photos.app.goo.gl/Jn59Ut7ndanRi4At9
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://photos.app.goo.gl/6xzabgZnunm4VfYw8

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

B. Any 3 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

(a) Solid waste management - Solid includes both biodegradable & non-biodegradable components. The non-biodegradable solid waste generated in the campus includes paper, plastic, metal cans etc. Biodegradable wastes include Food Waste, Vegetable Peels, Leaves, Plants wastes, etc. Glass, Paper & metal waste is sold for recycles, All the leaves plants waste & food wastes are disposed off in Garden area.

(b) Liquid waste management - Our management ensures proper liquid waste management in the campus. As the college is located in urban unsewered area, waste water generated from the sanitary facilities is disposed off into septic tanks located at different places in the campus. RO plant wastewater is diluted with canteen waste water & used for gardening, watering trees etc.

The future vision of the college is to establish full-fledged sewage treatment plants for recycling the same fully within the campus, thus achieving the goal of zero discharge campus.

(c) Biomedical waste management- Not Required.

1. Waste Recycling system- Our College has systemized the methods for the management of waste generated in the campus using the basic waste management. Strategy of 3R's: Reduce, Reuse & Recycle. i.e., Reduce the amount of waste generated, Reuse everything to its maximum after proper cleaning & keeping things which can be recycled.

1. Hazardous chemicals and radioactive waste management- Not Required

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://photos.app.goo.gl/hidbQPRLKUu4ytrMA
Any other relevant information	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 B. Any 3 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: C. Any 2 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	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 C. Any 2 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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	No File Uploaded
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

D. Any 1 of the above

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	No File Uploaded
Any other relevant information	No File Uploaded

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).

Our College has always initiated the phrase "unity in diversity". We have always ensured the enhancement of self-esteem&have a voice

against stereotypes. The management also encourages students to demand educational achievements. To achieve these objectives, college has organized various programs to imbibe & inculcate cultural & religious traits among the students in online mode, in which eminent personalities were the invitees who emphasized the importance of tolerance & harmony towards cultural, regional, linguistic, communal, socioeconomic & other diversities.

RELIGIOUS EVENTS & PROGRAMS-Ganesh puja, Agrasen Jayanti, Basant Panchami, Hindi divas, Rover Ranger Day, Chintan Divas, Sarva Dharma Praarthana & many more events were organized by college. All the faculty members & students were participated in the events with great enthusiasm.

ACADEMIC LECTURES-Teachers deliver lecture with an acceptance & appreciation for different ideas, opinion & learning styles of the students and make

their best possible efforts to understand the racial & cultural characteristics of students. Although we have arranged the online activities, Students are involved & encouraged to participate in various activities to make them mingle with one another & share their opinion & disagreements in a harmonious manner.

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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words.

Our college sensitizes the students & the employees of the institution to the constitutional obligations about values, rights, duties & responsibilities of citizens which enables them to conduct as a responsible citizen. The initiatives taken by the institution are as follows:-

PERSONALITY DEVELOPMENT-The personality development of the students in an intellectual, mental, physical & spiritual way is the main vision of this institution. As an initiative of this, the college conducts various academic & non-academic classes named as Learn villa. The college also establishes the rules & regulations for all the faculty members & students that reflect the core values of the institution.

ETHICS & VALUES-Our foundation courses also include various courses in which the teachers inculcate the knowledge about our country's evolution, culture, mythological epics, growth & emergence of new India.

SOCIAL WELFARE-Rover-ranger crew & JCI MAIC United team of our college has always been at the forefront of service to humanity which helps to inculcate the values among the students & makes them a responsible citizen. During the pandemic, these students distributed foods, cloths, masks, sanitizers & immunity concoctions to the needy people.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts 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, B. Any 3 of the above

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

The institution aims to bring values & nationalism in the students to make them responsible citizens. For this, the management organizes various events & celebrations in the campus. Following are some of them:

NATIONAL FESTIVALS- The institution celebrates the national festivals like Independence Day & Republic Day by hoisting flag and by conducting cultural programs in the college campus every year.

TEACHERS DAY-The institution celebrates Teachers' Day commemorating the birthday of Sarvapalli Dr. Radhakrishnan, a great teacher. On that day, all the trustees & management felicitates the teachers by providing gifts & certificates. Cultural programs were also organized by our students to show their gratitude towards all the teachers.

OTHER DAYS- Apart from that, various days like women's day, youth day, international yoga day are also celebrated in our institution to encourage staff & students by conducting various activities on those days.

STUDENTS EVENTS & COMPETITIONS-The institution also conducts variety of events for students like fresher's party to welcome the fresh batches in the college & Farewell party to give bon voyage to the

seniors. College also organizes competitive event MAIC FIESTA in which various competitions like singing, dancing, fashion show, fancy dress, rangoli, mehndi, doodle art, etc. are held. This platform provides opportunities to the students to participate & to showcase their talents in their interested fields.

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.

1. Title of the Practice:

(A) ROVER-RANGER

(B) JCI MAIC UNITED

2. Goal Describe the aim of the practice followed by the institution:

Rover-Ranger: Maharaja Agrasen International College is the only institution of Chhattisgarh who runs Rover-ranger.

JCI RAIPUR MAIC UNITED: JCI develops the skills, knowledge and understanding to make informed decisions and take Actions.

3. The Context

Rover and Ranger: The Rovers and Rangers wing has started from 2010 under the guidance of Hon'ble Shri Rajesh Agrawal, National Council Member, and State working President, State Commissioner Scout, District President, MAIC President of Scout and Guide.

JCI RAIPUR MAICUnited: In 2021, our institution has established JCI RAIPUR MAIC UNITED will inculcate leadership skills and will offer the meeting dynamic training sessions and projects that provide opportunities to learn achieve and inspired active citizenship among them

4. The Practice

Rover and Ranger: MAIC Rovers and Rangers participated in National and International Camps. Students participate in National Youth forum.

JCI Raipur Maic United:On this pandemic, everyone is suffering, there are street animals who are fully dependent on humans so maic united has taken initiative to feed the poor animals by providing them biscuits, bread, leftover food distribution for needy famliesetc.

5. Evidence of Success.

The evidence of best practice of college are available in the college website Weblink: <https://maicindia.com/whymaic.php>

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

The distinctive feature of the institution is its vision to Empowerment of Students through Higher Education. The College aims to Empower Students with relevant Knowledge Creativity for lifelong Engagement. The Objective of the college strives for the overall development of the students and helps them to explore their talents, interests, creativity and enhance the possibility of personal success through academic and co-curricular activities. The skills and competencies discovered and developed by engaging in co-curricular activities develop confidence, creative thinking, a sense of self-

esteem, foster learning, teach teamwork, discipline and offer opportunities for leadership roles. For full filling this aim a Certification course was introduced named Learn villa during the session. The college is the only college which runs MAIC ROVERS & RANGERS & JCI RAIPUR MAIC UNITED which is a worldwide movement with a sole purpose to support young people in their physical, mental, emotional, spiritual and social development and helps them to be perfect and strong citizen of India.

For this, MAIC Solitaire program was always organized in summers free of cost for the females above 18 years for their overall development. Consistent efforts are taken to enhance confidence of faculty and students to take decisions and enabling them to take action towards making policies. The institution provides opportunities to explore their leadership qualities which help them to face any kind of challenges in future with confidence.

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

1.Pre Planning For Academic Session:- Before starting the season pre planning is done by Principal Mam, All HODs and HR Mam which includes decision related to.

(A) Requirement of Teachers

(B)Work Distribution

(C)Arrangement of Study Material/Preparation of Notes

2.Preparationof Academic calendar: - The preparation of the academic calendar is the foremost assignment taken up during the commencement of an academic session.

3.Library books Upgradation: - A feedback is taken from all the faculty members by the library to know the latest requirements of text books, reference books e-journals etc.

4.Course Allocation: - The HOD allocates the subjects to the faculty members based on their expertise and preferences.

5.Time Table Preparation

6.Design and Dissemination of Course Plan

7.ContentDelivery: - New & Innovative teaching techniques added to the traditional lecture methodology bring about a freshness in the delivery of the content of a subject.

8.Assignments

9.Reviews: -The HOD go in for periodical reviews of the process of learning.

10.Assessment: -Unit tests and Pre University Exams are mentioned in the academic calendar.

11.Course Status

12. Attendance: -All teachers take attendance on a daily basis in classrooms

13. Star Student

14. Guest Lecture:- According to curriculum, All department conducts Guest Lecture.

15. Daily Diary

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

- **Schedule of Exams Monthly Unit Tests:** -In order to fulfill the academic requirements in the best possible way, a schedule has been planned and effectively applied by all the departments of the college.

Pre-University Exams: - The process of conducting Pre-University exam is very strictly observed in the college. The various departments conduct the Pre-University exam of all theory and practical subjects.

- **Assignments:** -Assignments are regularly given to the students to improvise their writing skills. On a systematic basis assignments are given immediately after the completion of a lesson or unit.
- **Doubt Clearing Sessions:** - With the advent of the exams, many students happen to come up with doubts.
- **Guidance for better performance of Exams:** - Revision of previous years question papers is one the best practices adopted by the college in order to provide comfort, acquaintance and ease of handling the Annual Exam efficiently.
- **Dealing with Exam fever/ Stress handling through Mentoring Sessions:** - The department of the college assign mentorship groups to all faculty members.
- **Practical Exams:** - The conduct of practical exams has to be

done in a proper peaceful manner. The students are provided proper assistance for the effective execution of the exams.

- Tele calling
- ParentsTeachers Meeting

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://photos.app.goo.gl/XNE99MFuiWpfW4VO8

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

3

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

01

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

123

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

123

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

it is noteworthy that the college works significantly towards inculcating the moral values of students through enrichment of Professional Ethics, Gender, Human Values, Environment and Sustainability in Courses which are available in the college include the subject of Environmental Studies.

Apart from this, The Rover Ranger Crew, The JCI and Skill Development training group conducts a variety of activities to accomplish the goal of service to mankind such as:-

- Distribution of Grains,
- Distribution of Masks,
- Distribution of Water Jugs to the supporting staff of college,
- Campaign for vaccination,
- Providing seeds and water to the birds,
- Feeding Street Animals
- Distribution of warm clothes to the poor people,
- Awareness program against protection from Covid 19 ,
- Contribution of the members to purchase a vendor cart,
- Women's Day Celebration,
- Animal feeding Campaign during pandemic,
- Kindle Your Mind (Stress managing Program),
- Distribution of masks, sanitizer and Immunity Booster Capsules On World health day,
- Mother's day celebration,
- Training on 'Power of Silence'
- Session on Menstrual Hygiene,
- World Environment day Celebration,
- Blood Donation camp,
- Gender Equality Training Program on Garima Day",
- Session on effective Public Appealing,
- Nurturing Women Session and Touch to Transform,
- Father's day celebration etc.

are a few noteworthy examples of the mission toward humanitarian goals.

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

05

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

186

File Description	Documents
Any additional information	View File
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
---	----------------------------

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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
---	---

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.maicindia.com/naac_2020-21.php

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 sanctioned seats during the year

1780

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

211

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

Teachers review the academic performance of students from class room lecture and discussion, unit tests, previous year results, group discussions etc. This helps to assess the slow and fast learners.

Slow learner:-

1. Special attention is given to the students in the classes, who are identified as less competent students. Doubts and personal difficulties regarding the subjects are solved.
2. In the starting of the session, fundamentals are taught for the better understanding of the subjects. Tough concepts are repeated twice, so that students can grasp them.
3. Extra classes are conducted for full coverage of the syllabus.

Advance learner:-

1. Expert from their respective fields and called so they can motivate students to go for higher goals, Student exchange program may be included as future plan.
2. Encouraging them with special focus to obtain university ranks.
3. Motivating them with awards and prizes for departmental activities like Star Batch, which is given Every month to Performer Students in Each class..
4. For more focused learning, digital library facilities are provided and Students are provided extra time so they can intricately work on their subject.
5. They are motivated to appear for competitive exams and quiz competitions

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1213	29

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 undertakes many student centric methods for enhancing learning

1. Mentoring system for students:-

- **Objective:** - To minimize dropouts and try to convert as much as possible slow learners into fast learners.
- **Need:** - As students undergo lot of stress due to various reasons. So a group of mentors is formed to guide students and students are bounded by their mentors and can get personalize attention.

2.Skill Development Activity

- **Objective:** - To introduce students with the upcoming business ideas and latest happening in the world around them. This equips to the tools they need to live a more

productive and filling life ahead.

- **Need:** - As many business options are available for students these days. So to make them clear with their future course of action, they need guidance from the pioneers of their fields.

3. Project and Case Study Based Method

- **Objective:** - To introduce students to the experiential based learning concept and to get acquaint them to the kind of work environment organization have.
- **Need Addressed and the context:** - Students get to know the work environment in which managers work and they become aware of all the challenges and opportunities.

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

College uses the latest IT enabled services to connect with upcoming trends. The presence of ICT undoubtedly allows the new ways of learning for students and Faculties and help the latter to interact with students. MAIC completely understand the benefits of incorporating ICT tools in the teaching process, the faculty members keep themselves upgraded with tools like demonstrative videos, macro spreadsheets, internet, projectors, AVs, presentations etc.

1. Broadband connection for internet is widely used.

2. Paid Subscription of ZOOM (Online Platform) was used to connect to students for online classes.

3. All classrooms were equipped with Computers, microphones and internet connections so that classes can go normally in the era of

pandemic. Faculties provides all the study material through these aids.

4. Open Compass (MIS) was used to remain connected to the students. All the information to students was passed through MIS. Online Class link were also provided through them only. Assessment Report and attendance was also made available to students through it.

5. Projectors are also installed in all prominent places Like Classrooms, labs etc.

6. WhatsApp group of each class was formed, and students were provided PDFs of all study material through them only.

7. Bulk SMS pack was used to keep students and parents informed about the College Activity.

8. Individual IDs of every student and faculty member were formed on Inflibnet and study material was provided through that.

9. Customised mobile application was purchased and was made available to the students for their convenient access to all college related information.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://maicindia.com/online.php

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

29	
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	
29	
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	
5	
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

6

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 examination committee of college comprises of Principal and all Head of the departments.
- College organizes the monthly test, Pre-university exams in accordance with the examination pattern of Pt. Ravi Shankar Shukla University. Results are duly intimated to the students within the 7 to 10 days within the conduction of the exams. The students are provided with corrected answer sheets by their relevant faculties.
- The doubts and enquiries of the students regarding the pattern of optimal answer are classified by the examiners as college is running some semester as well as some yearly courses.
- Pre university exams are conducted in both offline and online patterns. College organizes the PTM after the unit test, so that proper feedback can be given to the parents about their ward's performance.
- Parents are informed about Parents Teacher Meeting through SMS, Letters and WhatsApp group. Detailed performance of every student is discussed so teacher and parents both can work towards to bring required changes in the performance of the students.
- Printed results are provided to the parents, so they can keep the check on their ward. who due to any reason not able to write the test papers and then are asked to deposit the assignments.
- Assignments are duly checked and feedback given.

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 students are provided with the corrected answer scripts by the relevant faculty members.
- In case some part skipped during the evaluation process, then that is evaluated and again given back to the students.
- College regularly organizes PTM, so that parents can remained inform about the result of their ward.
- If Teachers observe the discrepancy in the class performance and examination performance of any ward, then it is intricately work upon.
- After identifying the proper reason; gap is tried to be bridged, so that performance of the students can improve in the university examination.
- If the reason is purely academic, faculties try whole heartedly to provide the students with a broader understanding of the subject of their study more and detailed study material is given to the students.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Computer Applications Department (BCA)

Program Outcomes

- Understand, analyze and develop computer programs in the area related to algorithm, web design and networking for efficient design of computer based system

PGDCA

Program Outcomes

- Apply Knowledge of Programming, Computing and domain knowledge to solve problems.

Computer Science Department- B.sc -Physics, Mathematics, Computer Science

Program Outcome.

An ability to apply knowledge of Computing and Mathematics Appropriate to the discipline.

Commerce Department

(B.Com , B.Com(C.A.), M.Com)

Program Outcome

This program should provide Industries, banking sectors, Insurance Companies, Financing Companies, transport agencies, warehouses etc well trained professionals to meet the requirements.

Program Outcome

Build a strong foundation in accounting, management and business subjects.

Program Outcome

Develop an ability to apply knowledge required in problem solving

and ability to start their own business. To develop team work, leadership and managerial and administrative skills.

Management Department

BBA and DBM)

BBA

To Enhance Critical Thinking Skills, Communication Skills and Technological Skills Among the Students.

Program Outcomes

Show Proficiency in various Accounting and Managerial Subjects.

Interior Design

Course Offered- B.voc (Id)

Program Outcomes

The Program is designed to cater to demands of Professionally Trained Human Resources in the field of Interior Design.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://maicindia.com/academics.php
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Our college is affiliated to Pt. Ravishankar Shukla University, Raipur.

- All the subject teachers maintained Academic Diary in every Academic Year.

Program Outcomes for Bachelor of Computer Application

- Understand, analyze and develop computer programs in the area related to algorithm, web design and networking for efficient design of computer based system

Program Outcome for Post Graduate Diploma in Computer Application

- Apply Knowledge of Programming, Computing and domain knowledge to solve problems.

Program Outcome for Bachelor in Science- Computer science

An ability to apply knowledge of Computing and Mathematics Appropriate to the discipline.

Program Outcome for Bachelor of Business Administration

Show Proficiency in various Accounting and Managerial Subjects.

Program Outcome for Bachelor of Commerce (Plain)

This program should provide Industries, banking sectors, Insurance Companies,

Program Outcome for Bachelor of Commerce (Computer)

Build a strong foundation in accounting, management and business subjects.

Program Outcome for Master of Commerce

Develop an ability to apply knowledge required in problem solving and ability to start their own business.

Program Outcome for B.VOC ID

The Program is designed to cater to demands of Professionally Trained Human Resources in the field of Interior Design. Students can pursue a Professional career in building Industry or in interior Design Industry.

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

332

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.maicindia.com/naac_2020-21.php

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)

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

21

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

5

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

9

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

3.3 - Extension Activities

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

The college organizes various extension activities in thrust areas for students to sensitize and encourage them to work for social change and thereby make their salubrious development. For holistic development of the students, it is necessary to guide them well to embark on journey to recognize and connect with the under-privileged to identify their challenges and fulfill their needs. They are made aware of various social issues to get motivated and inspired to work for the society. Through Rover & Rangers, JCI Raipur MAIC United in tune with the Villages & Hospitals, the students undertake community welfare activities. It includes Blood Donation Camps, Road Safety & Traffic Rules, AIDS Awareness, Health and Hygiene, Cleanliness Awareness, Health

Check-up Camps, Water and Energy Conservation, Solid, Liquid and E-Waste Management, Pulse-Polio Campaign, Beti BachaoBeti Padhao, Swachh Bharat Abhiyan, Covid Awareness Camp Celebration of Important Days and National Festivals, stop use of polythene bags, helping in the slums, visit to Blind School, Rehabilitation Centers, Old Age Homes and Orphanage, educating people about dreaded diseases and important issues through various street plays, rallies, poster making, camps and motivating lectures and outreach programmes with assistance of various clubs, subject societies and cells. College organizes and follow green practices, use of bicycles, rain water harvesting, water recycling and observe no vehicle day to develop sense of social responsibility among the faculties and students.

File Description	Documents
Paste link for additional information	https://maicindia.com/whymaic.php
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

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	View File

3.3.3 - 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

3.3.3.1 - 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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

100

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

3

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.

MAIC has a beautiful building with landscape, aesthetic architecture, eco-friendly environment, spacious classrooms, well equipped laboratories and good infrastructure spread over 68,890sqft..

Classrooms

Classrooms are maintained as per norms for proper visibility and audibility.

Laboratories**Computer lab**

The computer Lab is designed to give students an opportunity to use educational software in their learning process curriculum. College has the capacity of more than 90 computers .It is fully air-conditioned, equipped with the latest and most advanced software and associated LAN connections, Projectors, Power Backup..

Physics lab-

Experimental Physics helps students to understand and visualize

the concepts clearly from basics.

Carpentry workshop-

This workshop is provided for model making for Interior design students. It has all the tools required for cutting, Designing, drilling, chisel and marking etc.

Psychology Lab-

Conference hall

Seminar Halls cum classrooms

Computing Equipment

The institution has 95 computers.

- Library

Centralized audio system:

Auditorium

Board room

Expression zone

Art and Craft lab The various activities like flower decoration, poster making, models, paintings, toy making, clay moldings, pot decoration etc. organize for students on a regular basis in this lab.

Rest room

Rover ranger room

Exam control room is used to manage all exam activities in the college as well the conduction of national level exams.

Staff room

Curriculum Lab

Stock roomDark Room

Store room

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure

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

The College is committed to create a balanced atmosphere of academic, cultural and sports activities for the overall personality development of the students

Cultural Activities :

Auditorium : We have a well equipped and fully air conditioned Auditorium.

Conference hall:The College has a hall for organizing special lecturers, seminars, conferences and meetings with a seating capacity of 250.

Maic band : We have a cultural club named "MAIC BAND" .

Music room :College has a very well arranged and acoustically treated music room for the music sessions and practice.

Sports/Games:

Various sports facilities are provided to the students within the campus focusing on sports as one of the extracurricular activities.

Play ground: For outdoor games college has ground available.

A sports room is also available for indoor sports like carom, Table Tennis Chess etc.

Gymnasium: College has an open gym as well as indoor gym equipments.

It consists of the following equipment.

1. Bench press exercise-I
2. Bench press exercise-III
3. Chin-up exercise
4. Thigh exercise
5. Shoulder exercise
6. Hip exercise
7. Shoulder press exercise
8. Knee exercise

Yoga center:

Yoga sessions are available for students as well as faculties in the college,.

Canteen:

Open cafeteria of MAIC is quite spacious and a wide variety of refreshments and snacks are available. Hygiene is maintained to serve healthy food.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure

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

29

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

29

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure
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)

142.34

File Description	Documents
Upload any additional information	No File Uploaded
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 College was established in 2006, since then library has made consistent progress in terms of collection of books, periodicals, e-resources and services.

* The college library has furnished room of 1376 sq.ft. [43*32 Ft.] area.

* It provides open access facilities which helps easy access and use of the library as a learning knowledge centre which have fully automated.

* Since the college is in the morning session the reading rooms

cum classes are available for the students after 12:30pm.

* The college has very enriched in terms of availability of reference books and text books.

* The library is having active membership of INFLIBNET N-LIST consortia and provides 6000+ e- journals and 1,64,300+ e-books and 6,00,000 e-books through NDL on various subjects.

* The ID cards are issued to all students for issuing text books and reference books and journals used in the Library.

* Separate computer provided to the library users for searching the E-books & E-Journals..

* The ID cards are issued to all students for issuing text books and reference books and journals used in the Library.

* Separate computer provided to the library users for searching the E-books & E-Journals.

- Name of ILMS software- ERP (OPEN COMPASS)
- Nature of automation(Fully pr Partially)- Fully
- Version- 1.0.1.3
- Year of Automation- 2014

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://maicindia.com/about.php

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)

1.73121

File Description	Documents
Any additional information	View File
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

40

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

- **Upgradation of IT facilities :**The college has a well established mechanism for upgrading and deploying Information technology infrastructure. The college first,

assesses the needs, number of students and staff and other end users.

- As per the requirement of the maintenance of the above IT equipment, the college has a policy, and a special technical members which uses their skill to update and repair the equipment. However, for major disorder and damage, computer technicians and service providers are hired for the up keeping and replacement.
- The steps like installation of antivirus periodically, formatting of computers on the basis of corrupt operating systems and replacing hardware of old computers to new computers are taken for maintaining and utilizing computers.
- Classroom facilities :The classrooms are given advanced equipment and other essential facilities like complete surveillance system, electrical power supply with Battery backup, wi-fi and LAN , LCD projectors to all departments, facility for high speed communication links in staff rooms, designed furniture, anti-virus for all computers, etc.
- WIFI/ LAN: The computers are connected with LAN facilities. and wifi is provided at varies point for other uses.
- LAN- College has2 airtel modem with 300mbps speed fibercable connection-unlimited.
- ERP SOFTWARE: The examination section uses software to get student's results and to maintain all other confidential matters. Examination section uses software, which is regularly updated. This software supports various types of regulations like marks based, credit based etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://maicindia.com/online.php

4.3.2 - Number of Computers

95

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS
File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded
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)	
100.57	
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.	
<p>Maintenance of the Infrastructure -</p> <ul style="list-style-type: none"> • The Maintenance-Supervisor conducts periodic checks to ensure the efficiency/working condition of the infrastructure. • The housekeeping and the cleaning of all the college buildings are assigned to third party agencies on a contract basis. <p>Maintenance of Academic Facility Classrooms :</p> <ul style="list-style-type: none"> • The HOD is assigned with the responsibility of smooth functioning of classrooms 	

- In case of a high priority issue, a person is assigned in the computer lab to take care of these problems on a real time basis which will not disturb the classes.
- IT Facility: The inclusive IT policy of the college is to support and facilitate all functions of the College providing Wi-Fi, Cyber security,
- Annual maintenance is done through external agencies regarding hardware and software installed in lab.
- Sports Complex Periodic reporting on requirements of repairs/maintenance of all sorts can be submitted by students/faculty in the maintenance request-register maintained at the reception of each building.
- The Maintenance-Supervisor and team are involved in the maintenance of infrastructure facilities on a regular basis.
- Library -The library Incharge and team look after the maintenance of the library.
- Annual stock of books, shelves, computers, and other belongings in the library is monitored and maintained in the library stock register.
- Library committee is working for maintain the optimal functioning and improvement of facilities provided by library to different stakeholders.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure

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

53	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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	
221	
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://maicindia.com/online.php
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

357

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

357

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	View File

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

03

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

32

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

10

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.**

01

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)

The institution believes in considering the contribution and representation of the students on academic and administrative bodies of the institution for the development process. The student council plays a crucial role by involving in the activities of the department by organising various co curricular and extracurricular events which increase their ability to organize and work with teams and lead thereby and thus reaching to their holistic development. Student representation is the compulsory part of academic and administrative bodies of the institutions such as governing body, IQAC and Alumni Association of the

college.

Student representative addresses and represent students view and grievance as a spokesperson & convey these to the concerned authorities for discussion and amicable resolution. The student representative plays an important part in encouraging and motivating students to participating in existing student oriented program of the college's such as JCI MAIC United, Rover Range and Learnvilla.

Students work for the social cause and got the enhance to involve in various social activities students organize various sanitization programs, food distribution event ,old age home visits, orphanage visit, environment protection and awareness programme etc.

Students also have representation in various important committees of the college like anti ragging committee, training & placement committee, sexual harassment committee, student union etc. Students work in coordination with teacher, HOD's and management to ensure transparent and efficient working of the college.

File Description	Documents
Paste link for additional information	Nil
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

08

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

The institution has an active alumni association that supports the growth of the institution by controlling in monetary and non monetary ways. The alumni association bridges the gap between the campus and the corporate. Alumni get together and interaction with the current students has been a part of our institution for a long time. Many student shares their knowledge by means of special talk on lectures in their respective domain. The alumini association is internally involved and contribute subsequently to the overall development of the college .They can also play the important role in placing the pass out batches through their acquaintances. Alumini groups are doing and create energetic program so student can be motivated with their practical aspects. Institutes never accept any financial help from their alumini. But they present their gratitude in various forms as a gift like plants etc to the college to make the campus more green and healthy Moreover many of them are still active in Rover and Ranger team and JCI RAIPUR MAIC United initiate towards in social services concerns alumini deliver their lectures in the Rover and Rangers and JCI RAIPUR MAIC United are doing social work togetherand inspire their juniors to give social contributes to the society. Alumini members are also involved in so many initiatives towards the community so they can motivate the forth coming batches to give their best to the college society as well as to the country.

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

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

E. <1Lakhs

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

The college follows a well defined organizational structure which clearly reflects a participative management. The Vision, Mission, Goals and objectives of the institution reflect nature of governance, perspective plans and participation of the teachers in decision making bodies of the institution

The College has a clearly defined organizational structure for the optimum and effective decision making and its implementation.

1.The Board of Management/Trustees

2.Governing Body

3.Academic Council /Core Team

4.Finance Committee

The Management: Management is the life force of the administration and ensures imparting Quality Education to suit the emerging trends in the market.

Governing Body: The Governing Body is a liaison between Management and the Institution which oversees and ensures all necessary infrastructural and other developmental activities.

Academic Council: The Academic Council consists of the Principal as the Chairperson. All Heads of the Departments are Members of Academic Council by default.

The policies and practices of the College, Academic and Administrative, Planning and Implementation reflect the efforts of the institution towards a consistent growth for the development of society through education.

Finance Committee: The College has constituted a Finance Committee as per the guidelines. It prepares the annual budget and takes approval by the Governing body.

The stakeholders including parents, alumni, students and industry also make major contributions in education and community development.

File Description	Documents
Paste link for additional information	https://www.maicindia.com/about.php#infrastructure
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 effective practice of decentralization and participative management is clearly reflected in all the process adopted by the institution .Both Curricular and Co-Curricular activities are decentralized and divided among faculties .Proper work distribution has been done between Administrative dept and Teaching dept. All the activities are evenly distributed among HODS and further into faculties. Administrative dept also follow the same functioning. For instance the Admission process which includes the faculties in decision making process. All the decisions regarding the process and overall management are taken after proper consultation with all the faculties in form of a meeting held before the process in which suggestions are welcomed from all. On the basis of this, activities are distributed among HOD's and further to faculties and Supporting staff. Proper committees are made and work is Distributed accordingly. The Whole process includes transparency and Publicity as the details regarding admission process is duly uploaded in college website.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has perspective plan for overall development of the institution and its stakeholders based on master plan comprising Goals, Mission, Vision , Objectives and action plans that include:

1. Teaching and Learning
2. Research and development
3. Community engagement
4. Human resource planning and development
5. Industry Interaction

One such plan was to install chapter of JCI to Inculcate Leadership Skills among Students. JCI is a not for profit organization of young active citizens aged 18-40 who are engaged and committed for creating impact in their communities. JCI develops the skills, knowledge and understanding to make informed decisions and take Actions.

The chapter is named as JCI RAIPUR MAIC UNITED has been started with a vision to create a global network of leading young active citizens' students who show their strong interest in this flagship program of the college. JCI RAIPUR MAIC UNITED will inculcate leadership skills and will offer the meeting dynamic training sessions and projects that provide opportunities to learn achieve and inspired active citizenship among them.

The students are actively involved in various programs of JCI which has helped them to enhance their Creativity, Leadership skills and overall Personality through various Training Programs, leadership programs and Sessions on Time Management, Exam stress,

Personality grooming, public speaking etc.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://maicindia.com/whymaic.php
Upload any additional information	View File

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.

Board of Management, The Governing Body, Academic Council, and Finance Committee are formed as per the guidelines for the effective functioning of the Institution. These bodies also support the development through planning and execution, budget, review of performance and policy making. The Academic Council approves the course structure and policy matters recommended by the Board of Studies of respective departments. The Principal guides the College in Academic Progress, Admission, Staff Recruitment and Administrative matters. He is the Chairman of the Staff, IQAC, Anti-Ragging Cell, Disciplinary and the Library Committee. The IQAC help the Principal in the overall administration which involves the planning of the Academic Calendar and its systematic implementation. The Coordinators of Examinations monitors the evaluation process. HOD'S and Faculty Members play an important role in executing the Curricular, Co-Curricular and Extra-Curricular programs.

Redress for Student Grievances:

The Grievance Redressal Cell, Anti-Ragging Cell, Anti-Sexual Harassment Cell and the Student Welfare

Committee work for the well-being of students. Bare-foot counseling by Subject Teachers/Value Education Teachers/ Mentors and Professional counseling by experts at the Counselling Centers of the college address student grievances. Information about the functioning of the Cell is given on the Students INDUCTION DAY and during value education classes.

Suggestion boxes are kept in various places within the campus.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.maicindia.com/img/organogram.jpg
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 interfaces	View File
Any additional information	No File Uploaded
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

The College provides both statutory and non-statutory welfare measures for the benefit of the faculty and the supporting staff. They are:

- 13 days of Casual leave facility per year to the Teaching Staff and Non-Teaching Staff.
- Duty leaves (OOD facility) to staff members to attend various Training Programs/ Orientation/Refresher/ Workshop/Seminar/Exam subject to the HR Policies.
- Faculty Enhancement Programs are periodically arranged to motivate teaching and knowledge.

- Leave is granted to teachers to participate and present papers in seminars.
- Celebration of important festivals for the teaching and non-teaching community
- Grievance Redressal Cell.
- Advance facility to all Staff when required.
- Financial support to staff and supporting staff
- Diwali Bonus
- AC Infrastructure
- Tea /Coffee /refreshment on Daily Basis
- Blazer with subsidy
- Parking Facility
- Internet/wi-fi
- Complete support and assistance is provided to the faculty for pursuing higher studies
- Free Uniform for Supporting Staff
- Vehicle facility for college work.
- Conveyance given for official work.

Other welfare schemes:

- Provident fund(Teaching and Nonteaching Management Staff - 50% Contributions from Management)
- ESI Facility(Teaching and all Nonteaching Staff with less income)
- Festival advances

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	
0	
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	
0	

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	No File Uploaded
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

04

File Description	Documents
IQAC report summary	No File Uploaded
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

Our college has well developed performance appraisal system .The management evaluates the performance of teaching staff in association with Principal and HOD's .A proper feedback form is rolled out and circulated in the whatsapp groups of students.

They are given last date and reminders to fill the feedback form for every faculty. The responses are then addressed by HR Manager and summarized report is being prepared and presented to the management. On the basis of performance of every faculty, sessions are organized by the Principal. External consultant is sometimes also invited to take sessions in this regard and subsequently FDP's are being Planned.

The non teaching staff is supervised by Maintenance In charge followed by Supervisors who under the guidance of Principal monitors them and conducts meetings on a regular basis. They have a definite format of their respective works and are evaluated accordingly.

File Description	Documents
Paste link for additional information	https://www.maicindia.com/naac_2020-21.php
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 college has well-defined mechanism for financial audit which is done with discipline and transparency in Financial Management. The accounts of the Institution are subject to internal and external audit.

Internal Audit: The internal audit is conducted on a regular basis by an approved auditor Satish Shukla & co, Chartered Accountants, Yateen kr Jain, Chartered Accountants, appointed by the Management who check the receipts/payments of all college accounts. They submit audited statement of Income and Expenditure to the Management for consideration and approval.

External Audit: Statutory Audit is conducted every year by V B Agrawal and CO, Chartered Accountants, in the college to ensure proper maintenance of Sets/Documents/Audited statements as per the Statutes and Guidelines.

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)

0

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 College Finance Committee, constituted as per the guidelines, meets regularly and prepares strategy for resource mobilization with the consent of the Management. The management decides the fee structure along with the suggestion of Academic Council/Core Team for the programmes offered by the college under self finance scheme.

Financial Resources are mobilized through:

- The Staff is paid by the Management
- To organize National Conferences/Seminars/Workshops/Special lectures is under Self Finance Scheme.
- Support and Financial assistance from the Management
- Surplus Fund is invested in FDR and taken FDOD against FDR
- Require fund withdrawal for recurring expenses.
- Funds from fees
- Interest earned on fixed deposits

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

IQAC the advisory and evaluative body was instituted in the year 2004, as per guidance, with an aim to enhance quality. During the assessment period the IQAC was successful in implementing and introducing several curricular, co-curricular and extra-curricular activities. Some of the major activities of IQAC implementation are as follows:

1. Feedback from stakeholders
2. IQAC obtained feedback from all stakeholders that includes students, alumni and parents, on a structured questionnaire on teachers, infrastructure, library, teaching-learning and evaluation and other facilities provided by the institution.
3. Improved teaching-learning and evaluation process.
4. Effective delivery of curriculum and enhanced usage of ICT tools
5. Enhanced research activities and publication of research articles
6. Organizing seminars/workshops/Conferences and endowment lecture series
7. Increased number of certificate courses
8. Smart Boards in Classrooms.
9. Appraised teaching and research carried out by the faculty
10. Appropriateness of support provided to students
11. Organizing staff training programs.
12. Integrated curricular and co-curricular activities such as special lectures and interactions with academic forerunners
13. Incorporating suggestions provided by the external members of Charitable Trust

File Description	Documents
Paste link for additional information	https://maicindia.com/naac_2020-21.php
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

1. The college conductes transparent feedback system in which feedback is taken through Google form from and is further communicated to the faculties using which various training sessions are organized to improve the teaching process using new tools and methodologies

2. As the present was hit by pandemic, the college conducted classes in online mode using zoom platform and we also provided recorded lectures and notes to the students to couldn't attend due to ongoing pandemic.

File Description	Documents
Paste link for additional information	https://maicindia.com/naac_2020-21.php
Upload any additional information	View File

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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
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

Gender Equity- Maharaja Agrasen International college sensitizes students & employees regarding gender equity & takes the responsibility of reacting to the events of the society by various activities.

Gender Equity & Sensitization - As the academic year 2020-2021 was not operational due to CORONA pandemic, no annual gender sensitization action plan was implemented.

Specific Facilities for women in the campus: -

1. Safety & Security - In our campus, the management ensure to provide all necessary safety tools& security-based technology for women. There is women development cell named "Vamika", which ensures the overall development & women empowerment in college. College conducted a program named 'MAIC Solitaire' till 2019 regularly for development of women but due to pandemic this activity was not conducted.
2. Counseling - Our College also facilitates counseling to the students. We provide counseling regarding Career Guidance, Rehabilitation and Mental health. Last year our college conducted online educational counseling sessions for students due to CORONA pandemic.
3. CommonRooms - College has a provision of GCM (Girls Common Room) which ensures the safety & security of Girls which is fully furnished and has been designed to give female students a place to relax, study, have discussions in free

time etc.

4. Day Care Centre - Canteen has been provided to the students.

File Description	Documents
Annual gender sensitization action plan	https://photos.app.goo.gl/Jn59Ut7ndanRi4At9
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://photos.app.goo.gl/6xzabgZnunm4VfYw8

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

B. Any 3 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

(a)Solid waste management - Solid includes both biodegradable & non-biodegradable components. The non-biodegradable solid waste generated in the campus includes paper, plastic, metal cans etc. Biodegradable wastes include Food Waste, Vegetable Peels, Leaves, Plants wastes, etc. Glass, Paper & metal waste is sold for recycles, All the leaves plants waste & food wastes are disposed off in Garden area.

(b)Liquid waste management -Our management ensures proper liquid waste management in the campus. As the college is located in

urban unsewered area, waste water generated from the sanitary facilities is disposed off into septic tanks located at different places in the campus. RO plant wastewater is diluted with canteen waste water & used for gardening, watering trees etc.

The future vision of the college is to establish full-fledged sewage treatment plants for recycling the same fully within the campus, thus achieving the goal of zero discharge campus.

(c) Biomedical waste management- Not Required.

1. Waste Recycling system- Our College has systemized the methods for the management of waste generated in the campus using the basic waste management. Strategy of 3R's: Reduce, Reuse & Recycle. i.e., Reduce the amount of waste generated, Reuse everything to its maximum after proper cleaning & keeping things which can be recycled.

1. Hazardous chemicals and radioactive waste management- Not Required

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://photos.app.goo.gl/hidbQPRLKUu4ytrM <u>A</u>
Any other relevant information	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

B. Any 3 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 with trees and plants**

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	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

C. Any 2 of the above

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	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

D. Any 1 of the above

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

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	No File Uploaded
Any other relevant information	No File Uploaded

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).

Our College has always initiated the phrase "unity in diversity". We have always ensured the enhancement of self-esteem & have a voice against stereotypes. The management also encourages students to demand educational achievements. To achieve these objectives, college has organized various programs to imbibe & inculcate cultural & religious traits among the students in online mode, in which eminent personalities were the invitees who emphasized the importance of tolerance & harmony towards cultural, regional, linguistic, communal, socioeconomic & other diversities.

RELIGIOUS EVENTS & PROGRAMS-Ganesh puja, Agrasen Jayanti, Basant Panchami, Hindi divas, Rover Ranger Day, Chintan Divas, Sarva Dharma Praarthana & many more events were organized by college. All the faculty members & students were participated in the events with great enthusiasm.

ACADEMIC LECTURES-Teachers deliver lecture with an acceptance & appreciation for different ideas, opinion & learning styles of the students and make

their best possible efforts to understand the racial & cultural characteristics of students. Although we have arranged the online activities, Students are involved & encouraged to participate in various activities to make them mingle with one another & share their opinion & disagreements in a harmonious manner.

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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words.

Our college sensitizes the students & the employees of the institution to the constitutional obligations about values, rights, duties & responsibilities of citizens which enables them to conduct as a responsible citizen. The initiatives taken by the institution are as follows:-

PERSONALITY DEVELOPMENT-The personality development of the students in an intellectual, mental, physical & spiritual way is the main vision of this institution. As an initiative of this, the college conducts various academic & non-academic classes named as Learn villa. The college also establishes the rules & regulations for all the faculty members & students that reflect the core values of the institution.

ETHICS & VALUES-Our foundation courses also include various courses in which the teachers inculcate the knowledge about our country's evolution, culture, mythological epics, growth & emergence of new India.

SOCIAL WELFARE-Rover-ranger crew & JCI MAIC United team of our college has always been at the forefront of service to humanity which helps to inculcate the values among the students & makes them a responsible citizen. During the pandemic, these students distributed foods, cloths, masks, sanitizers & immunity concoctions to the needy people.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

B. Any 3 of the above

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

The institution aims to bring values & nationalism in the students to make them responsible citizens. For this, the management organizes various events & celebrations in the campus. Following are some of them:

NATIONAL FESTIVALS- The institution celebrates the national festivals like Independence Day & Republic Day by hoisting flag and by conducting cultural programs in the college campus every year.

TEACHERS DAY-The institution celebrates Teachers' Day commemorating the birthday of Sarvapalli Dr. Radhakrishnan, a great teacher. On that day, all the trustees & management felicitates the teachers by providing gifts & certificates. Cultural programs were also organized by our students to show their gratitude towards all the teachers.

OTHER DAYS- Apart from that, various days like women's day, youth day, international yoga day are also celebrated in our institution to encourage staff & students by conducting various activities on those days.

STUDENTS EVENTS & COMPETITIONS-The institution also conducts variety of events for students like fresher's party to welcome the fresh batches in the college & Farewell party to give bon voyage to the seniors. College also organizes competitive event MAIC FIESTA in which various competitions like singing, dancing, fashion show, fancy dress, rangoli, mehndi, doodle art, etc. are

held. This platform provides opportunities to the students to participate & to showcase their talents in their interested fields.

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.

1. Title of the Practice:

(A) ROVER-RANGER

(B) JCI MAIC UNITED

2. Goal Describe the aim of the practice followed by the institution:

Rover-Ranger: Maharaja Agrasen International College is the only institution of Chhattisgarh who runs Rover-ranger.

JCI RAIPUR MAIC UNITED: JCI develops the skills, knowledge and understanding to make informed decisions and take Actions.

3. The Context

Rover and Ranger: The Rovers and Rangers wing has started from 2010 under the guidance of Hon'ble Shri Rajesh Agrawal, National Council Member, and State working President, State Commissioner Scout, District President, MAIC President of Scout and Guide.

JCI RAIPUR MAIC United: In 2021, our institution has established

JCI RAIPUR MAIC UNITED will inculcate leadership skills and will offer the meeting dynamic training sessions and projects that provide opportunities to learn achieve and inspired active citizenship among them

4. The Practice

Rover and Ranger: MAIC Rovers and Rangers participated in National and International Camps. Students participate in National Youth forum.

JCI Raipur Maic United:On this pandemic, everyone is suffering, there are street animals who are fully dependent on humans so maic united has taken initiative to feed the poor animals by providing them biscuits, bread, leftover food distribution for needy famliesetc.

5. Evidence of Success.

The evidence of best practice of college are available in the college website Weblink: <https://maicindia.com/whymaic.php>

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

The distinctive feature of the institution is its vision to Empowerment of Students through Higher Education. The College aims to Empower Students with relevant Knowledge Creativity for lifelong Engagement. The Objective of the college strives for the overall development of the students and helps them to explore their talents, interests, creativity and enhance the possibility of personal success through academic and co-curricular activities. The skills and competencies discovered and developed by engaging in co-curricular activities develop confidence, creative thinking, a sense of self-esteem, foster learning, teach

teamwork, discipline and offer opportunities for leadership roles. For full filling this aim a Certification course was introduced named Learn villa during the session. The college is the only college which runs MAIC ROVERS & RANGERS & JCI RAIPURMAIC UNITED which is a worldwide movement with a sole purpose to support young people in their physical, mental, emotional, spiritual and social development and helps them to be perfect and strong citizen of India.

For this, MAIC Solitaire program was always organized in summers free of cost for the females above 18 years for their overall development. Consistent efforts are taken to enhance confidence of faculty and students to take decisions and enabling them to take action towards making policies. The institution provides opportunities to explore their leadership qualities which help them to face any kind of challenges in future with confidence.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

IQAC plan of action to be decided upon at the beginning of the academic year.

There are many other future plans that the College is planning for the next academic year:

1. Academic enhancement by using innovation and ICT learning methods.
2. To increase number of Admission in some courses of the college.
3. To introduce some new courses of university.
4. Publication of Handbook (Code of Conduct) for various stakeholders.
5. Publication of more research papers in UGC approved Journals
6. Participation of Students (UG/PG) in online learning courses

through SWAYAM MOOC

7. More Seminar / Workshop on Intellectual Property Rights (IPR)

8. Strengthening of Career Guidance Cell.

9. National / State level Seminar and Workshop.

10. Strengthens the Alumina Association

NAAC