

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

I. Details of the Institution

1.1 Name of the Institution

S.D. College Hoshiarpur

1.2 Address Line 1

Deep Nagar

Address Line 2

Phagwara Road

City/Town

Hoshiarpur

State

Punjab

Pin Code

146001

Institution e-mail address

Sdcollegehsp@gmail.com

Contact Nos.

01882-249968

Name of the Head of the Institution:

Dr.Nand Kishor

Tel. No. with STD Code:

01882-249968

Mobile:

9779031210

Name of the IQAC Co-ordinator:

Prof.Parshant Sethi

Mobile:

9872104467

IQAC e-mail address:

iqacsdcollegehsp@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/38/067 AND 02/02/2006

1.5 Website address:

www.sdcollegehsp.net

Web-link of the AQAR:

www.sdcollegehsp.net/aqar.aspx

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	79.15	02-02-2006	2006- 2011
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :DD/MM/YYYY

2006

1.8 AQAR for the year (for example 2010-11)

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR 2013-14 submitted to NAAC on 31-01-2019
- ii. AQAR 2014-15 submitted to NAAC on 31-01-2019
- iii. AQAR 2015-16 submitted to NAAC on 31-01-2019
- iv. AQAR 2016-17 submitted to NAAC on 31-01-2019

1.10 Institutional StatusUniversity State ☐ Central ☐ Deemed ☐ Private ☐Affiliated College Yes ☒ No ☐Constituent College Yes ☐ No ☒Autonomous college of UGC Yes ☐ No ☒Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐Urban ☐ Rural ☒ Tribal ☐Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒Grant-in-aid + Self Financing ☒ Totally Self-financing ☐**1.11 Type of Faculty/Programme**Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

Computer Applications

1.12 Name of the Affiliating University (*for the Colleges*)

Panjab University Chandigarh

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

NIL

University with Potential for Excellence

NIL

UGC-CPE

NIL

DST Star Scheme

NIL

UGC-CE

NIL

UGC-Special Assistance Programme

NIL

DST-FIST

NIL

UGC-Innovative PG programmes

NIL

Any other (*Specify*)

NIL

UGC-COP Programmes

NIL

2. IQAC Composition and Activities

2.1 No. of Teachers

5

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

2

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and
community representatives

2

2.7 No. of Employers/ Industrialists

2

2.8 No. of other External Experts

1

2.9 Total No. of members

2.10 No. of IQAC meetings held 4

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- 1) IT Literacy workshop was inaugurated by Computer Applications Department for non-teaching staff which lasted from 3/2/2018 to 13/2/2018. This workshop imparted basic computer knowledge to the supporting staff of the college.
- 2) One day workshop on hardware by prof. Sunil kumar of computer applications department.
- 3) 15 days workshop for Accounts department by prof. Manjeet Kaur and prof. Isha of commerce department
- 4) One day Seminar on GST by Prof. VK Sareen on 26/02/2018 by the commerce department
- 5) A seminar on vigilance awareness on 4, august, 2017
- 6) A seminar was organised on 18 september,2017 on the theme awareness regarding law.
- 7) A seminar was organised on 19 september,2017 on the theme awareness regarding road safety.
- 8) A seminar on save girl child were organised during NSS camp .
- 9) National seminar on women empowerment and gender sensitization in India in 21st century was organised by department of economics in collaboration with IQAC on 26th may, 2018.

- 10) History department organised a seminar on world history day on 13/3/2018 wherein students discussed various historical events.
- 11) A workshop was organised by the career counselling and placement cell on 13/3/2018 in which senior manager of bank of Maharashtra guided the students regarding bank examinations.
- 12) Career counselling and placement committee organised a seminar on 28/2/2018 in which prof rajnish chopra of GNA University guided the students regarding job avenues.
- 13) A seminar was organised on “BETI BACHAO, BETI PADHAAO” during NSS 5 days special camp. Miss Anita briefed about this scheme and gave required information to the students regarding their basic rights.

2.14 Significant Activities and contributions made by IQAC

Academic Activities	<ul style="list-style-type: none"> • IQAC planned to take unit plans from the teachers • To help weak students, IQAC planned to frame university style Questions from teachers
Orientation Courses	IQAC planned to conduct Orientation courses for fresher's
Patriotic Activities	Internal Quality Assurance Cell suggested to celebrate various patriotic functions like Independence day and Republic Day Celebrations
Religious Activities	Various Religious activities were planned like Havan on every Sankranti, Shobha Yatra Participation etc
Extra-co curricular Activities	Keeping in view, the intellectual, moral and aesthetic development of student IQAC planned to organise various competitions like Poster making competition, Rangoli competition, dance competition, AD-MAD Competitions etc.
Youth Festival Participation	IQAC ensures maximum participation of students in youth festival.
Seminars and Workshops	IQAC Planned to organise surface oriented workshops and seminars
Placement Activities	IQAC Planned to increase the placement activities.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1) Department of Social Science , Fashion Designing Planned to organise Competitions, Extension Lectures and workshops for students	<ul style="list-style-type: none"> • A Mehendi designing and rakhi making competition was organized by the department of Fashion designing on 4/8/2017 • An exhibition cum sale on the theme “earn while you learn” was organised by department of fashion designing on 26 September 2017 and 13 October 2017 • Rangoli and poster making competition was organised on 14 august 2017 • A declamation contest was organised by department of political science on 5th august,2017 • Hindi department celebrated YOUTH DAY on day of swami vivekanand’s birthday • An exhibition cum sale on the theme “earn while you learn” was organised by department of fashion designing on 7 january,2018 • Poem recitation competition was organised by department of English , hindi and Punjabi on 6/3/2018 wherein 39 students participated. • Department of political science and history organised a declamation contest on 18/2/2018 • The college celebrated the national voter day organised by department of political science on 25th January, 2017 wherein all the participants took oath to utilize their voting rights. • Creative writing competition was organised by department of English, Hindi and Punjabi on 16/02/2018 wherein 40 students participated. • International women’s day was celebrated in the college on 8th march, 2018 wherein an exhibition cum sale was organised by department of fashion designing.
2) Department of Commerce planned to organise Extension Lectures, Competitions.	<ul style="list-style-type: none"> • One day Seminar on GST by Prof. VK Sareen on 26/02/2018 by the commerce department • One day trip of BBA and BCOM –III was organised on 31-03-2018 • Farewell parties were organised for final year students: 21-4-2018--- BBA-III 25-4-2018--- BCOM-III 26-4-2018--- MCOM-II

3) Department of Science planned to organise competitions, and Workshops for students	<ul style="list-style-type: none"> Website designing and poster making competition was organised by the department of computer applications on 12-08-2017
4) Cultural Committee of college planned to organise various cultural competitions, Heritage Festivals and Havan	<ul style="list-style-type: none"> The college started with the sacred havan which was performed on sakranti The college hosted Panjab University zone A youth festival 2017. The Festival Lasted For 4 Days From 26-9-2017 to 29-9-2017. total 14 colleges participated in this youth festival with their energetic performances. Talent Hunt Programme was organised on 12 –Aug-2017 which included various dance competitions and various Fine-Arts Competitions. Teej Festival was celebrated on 5th Aug, 2017 and students presented a cultural programme. An exhibition was organised to exhibit Punjabi culture and heritage. A poster making competition was organised by legal literacy club and red ribbon club on 11/11/2017.
5) NSS Camp, NCC and others	<ul style="list-style-type: none"> NSS camp was organised on 17 August, 2017 in which students were informed about NSS special activities. A civil defence camp was organised from 24/7/17 to 26/7/17 in which under the guidance of D G P Commander General Punjab Home guard, Director civil Defence, students were trained regarding facing the national problems with positive ways. A rally was organised by NSS volunteers on 2nd august, 2017 A blood donation camp was organised on 1/12/2017 by NSS department A seven day NSS camp was organised from 2/1/2018 to 8/1/2018 wherein yoga camp, go green campaign, a free medical camp in village in village fadma took place. Annual magazine Shree Panchanan was released on 02/05/2018 in which students participated through their articles.

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

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ any other body ☐

Provide the details of the action taken

Academic Activities	Unit Plans, Question Banks were prepared by teachers
Sports Activities	2 students keshav jaswal BCA sem VI and Vikas B.Com Sem IV won bronze medals in an inter college kick boxing competition
Patriotic Activities	Independence day and republic day were celebrated
Religious Activities	The college started with the sacred havan which was performed on sakranti and the custom continued for the whole year. Ramayan Path took place .
Extra-co curricular Activities	Students participated in kick boxing competition
Youth Festival Participation	The college hosted Panjab University zone A youth festival 2017.The Festival Lasted For 4 Days From 26-9-2017 to 29-9-2017.total 14 colleges participated in this youth festival with their energeting performances.
Placement activities	Three students were placed by the placement cell of the college in Bharti Axa Life Insurance company on 16/2/2018. Besides, 20 students were selected to be kept in under training chain by the company.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1		1	
UG	5		3	
PG Diploma	1		1	
Advanced Diploma				
Diploma				

Certificate				
Others				
Total	7		5	

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option ☒ / Open options

B.A	CORE-3, ELECTIVE-9
BBA	CORE-6 IN EACH SEMESTER I,II,III,IV CORE-4 IN SEM V AND VI ELECTIVE-3 GROUPS EACH IN SEMESTER V,VI
BCA	CORE 5 IN EACH SEMESTER
BCOM	CORE-6/7 IN EACH SEMESTER
MCOM	CORE-19, ELECTIVE-12
PGDCA	CORE-12
BSC BIOTECH	CORE-27

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	7
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

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

The board of study in PU revises and updates the syllabus from time to time. The aim is to introduce the students the latest innovations and advancements in their fields.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
24	23	NIL	1	NIL

2.2 No. of permanent faculty with Ph.D.

2

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
34	nil	nil	nil	nil	nil	nil	nil	nil	nil

2.4 No. of Guest and Visiting faculty and Temporary faculty

		18
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		26	
Presented papers		25	
Resource Persons			

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

Provide the facility of online Class Room, Smart Board, PPTs by Students, and Lecture with PPT by Teachers, Group Discussions on topic after completion of students, Online Tests, collaborative teaching, team teaching, brain storming

2.7 Total No. of actual teaching days during this academic year

195

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Double valuation method is adopted.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

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2.10 Average percentage of attendance of students

78% approx

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.COM-I SEM	150	-----	43.79	17.52	0.13	100%
B.COM-II SEM	125	0.8%	74.4	11.2		100%
B.COM-III SEM	134	-----	48.17	27.6	2.98	100%
B.COM-IV SEM	129	5.43%	72.09	9.3		100%
B.COM-V SEM	132	1.52%	74.24	18.94	1.51	100%
B.COM-VI SEM	97	3.09%	84.54	3.09		100%
BBA-I SEM	25	-----	24	4	4	100%
BBA-II SEM	24	-----	45.83	16.67	-----	100%
BBA-III SEM	19	-----	52.63	-----	-----	100%
BBA-IV SEM	19	-----	68.42	15.79	-----	100%
BBA-V SEM	24	-----	95.83	-----	-----	100%
BBA-VI SEM	21	-----	90.48	-----	-----	100%
M.Com-I SEM	31	-----	48.39	6.45	-----	100%
M.Com-II SEM	28	-----	89.29	3.57	-----	100%
M.Com-III SEM	23	4.35%	95.65	-----	-----	100%
M.Com-IV SEM	22	9.09%	90.91	-----	-----	100%
PGDCA	12	-----	33.33	25	-----	100%
BSC(BIOTECH)-I	3	-----	-----	-----	-----	100%
BSC(BIOTECH)-II	3	-----	33.33	-----	-----	100%
BSC(BIOTECH)-III	5	20%	40	20	-----	100%
BSC(BIOTECH)-IV	5	20%	60		-----	100%
BSC(BIOTECH)-V	12	-----	25	25	-----	100%
BSC(BIOTECH)-VI	13	-----	90	10	-----	100%
BCA-I	31	-----	35.48	3.22	-----	100%
BCA-II	29	-----	27.5	13.79	-----	100%
BCA-III	16	-----	68.75	6.25	-----	100%
BCA-IV	16	-----	56.25	6.25	-----	100%

BCA-V	32	-----	37.5	21.88	-----	100%
BCA-VI	28	-----	46.43	3.57	-----	100%
B A-I	25	-----	8	8	-----	100%
B A -II	13	-----	-----	-----	7.7	100%
B A -III	31	-----	19.35	29.03	6.45	100%
B A-IV	30	3.33	30	36.67	3.33	100%
B A -V	49	-----	-----	26.53	14.29	100%
B A -VI	26	-----	11.54	19.23	7.69	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- IQAC advise the faculty to make the lectures interesting by using modern teaching aids such as collaborative teaching, group discussions.
- IQAC takes initiative to continue the process of organising student seminars, class tests and quiz competitions to help the students learn better.
- Teachers performance is evaluated by students feed-back.
- IQAC guides the faculty members to prepare unit plans including questionnaires for the students.
- IQAC encourages teachers to attend different faculty development programmes for which college reimburses the amount.
- IQAC of the College finalises the Academic calendar of the College with the help of Academic Committee at the beginning of the session.
- It encourages teachers to attend various faculty development programmes and to use the modern teaching aids.
- The academic works of the faculties are monitored with formal and informal meeting with the faculty members.
- Verification of attendance registers, class record registers are done frequently.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	nil
Orientation programmes	nil
Faculty exchange programme	5
Staff training conducted by the university	nil

Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	nil
Others	nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	3	NIL	NIL	4
Technical Staff				1

Criterion – III

3. Research, Consultancy and Extension

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

- NRC was setup, with internet facility for staff members to promote Research.
 - Each staff member is provided with N-List INFLIBNET username and password to access expensive research papers free of cost.
 - Duty Leaves are granted to attend seminars.
 - Re-Imbursement of Registration Fees for Seminars and Workshops.
- The IQAC advises the faculties to submit proposal for research.
The IQAC monitors the project work (course related) of Semester students of different departments.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	8		
Non-Peer Review Journals			
e-Journals			
Conference proceedings		35	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		1			12
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency	<input type="text"/>	From Management of University/College	<input type="text" value="1,00,000"/>
Total	<input type="text" value="1,00,000"/>		

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College

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

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

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

JRF	<input type="text"/>	SRF	<input type="text"/>	Project Fellows	<input type="text"/>	Any other	<input type="text"/>
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3.21 No. of students Participated in NSS events:

University level	<input type="text" value="60"/>	State level	<input type="text"/>
National level	<input type="text" value="6"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text" value="2"/>
National level	<input type="text" value="9"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text" value="1"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text" value="3"/>	NSS	<input type="text" value="5"/>
		Any other	<input type="text" value="3"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- The managing committee of college honoured two promising students of the institution Ayush and Tarasvi sharma. Ayush played a pivotal role in the resurrection of the district library and tarasvi sharma represented Hoshiarpur under the ageis of Nehru yuva Kendra in national youth festival. Both the students were honoured by cabinet minister tript rajindra singh bajwa on republic day.
- A seminar was organised on “BETI BACHAO, BETI PADHAAO” during NSS 5 days special camp. Miss Anita briefed about this scheme and gave required information to the students regarding their basic rights.
- Youth conference part IV was organised in the college premises with the support of Dr. Rajkumar and Dr. Gurvinder singh in collaboration with state rehabilitation centre on 11/2/2018.
- NSS camp was organised on 17 August, 2017 in which students were informed about NSS special activities.
- A civil defence camp was organised from 24/7/17 to 26/7/17 in which under the guidance of D G P Commander General Punjab Home guard, Director civil Defence, students were trained regarding facing the national problems with positive ways.
- A rally was organised by NSS volunteers on 2nd august, 2017
- A blood donation camp was organised on 1/12/2017 by NSS department
- Cadets of NCC participated in national trekking camp.

- Cadets of NCC participated in national SNIC at Rajasthan.
- A seven day NSS camp was organised from 2/1/2018 to 8/1/2018 wherein yoga camp, go green campaign, a free medical camp in village in village fadma took place.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	34800 sqm			
Class rooms	18			
Laboratories	08			
Seminar Halls	02			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

The College Office is computerised and Library is fully automated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14549		156	44603	14705	
Reference Books	18626		27	8845	18653	
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video	360		20		380	
Others (specify) Inflibnet						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	83	73	2	83		4	6	
Added								
Total	83	73	2	83		4	6	

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

Various workshops are conducted by department of computer applications for training the students regarding computer hardware and fundamentals.

4.6 Amount spent on maintenance in lakhs:

i) ICT

23,475 (computers)

ii) Campus Infrastructure and facilities

(Repairs) 3,03,665 + (building) 6,02,469 + 19,73,853 + (cctv) 47,787 + (furniture) 26,835 = 29,54,609

iii) Equipments

(Fire extinguisher) 6,375 + (biometric) 17670 + FD equipment 7,733 = 31,778

iv) Others

Cooler 55,010

Total :

30,64,872

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC makes the students aware of the rules and regulations of the college, library, anti ragging cell, NSS, NCC, the alumni, IQAC, Students Union, Internal assessment, evaluation system and first aid services etc.

5.2 Efforts made by the institution for tracking the progression

IQAC monitors the following activities:

- Conducting class wise test and semester exams.
- Evaluation of seminars and assignments given by students in connection with curriculum.
- Recording the internal marks and comparing it with their previous marks.

- Maintaining healthy teacher-student relationship.
- Keeping personal contacts with passed out students to understand their progression.
- Arranging formal or informal get-together alumni meets.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
721	71		792

(b) No. of students outside the state

1

(c) No. of international students

NIL

No	%
355	44.8%

Women

No	%
437	55.2%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
642	181		85		908	583	116		93		792

Demand ratio

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Providing Coaching to students which includes coaching, group discussions, facing interviews, solving IQ related questions set in NET Exams.

No. of students beneficiaries

35

5.5 No. of students qualified in these examinations

NET

2

SET/SLET

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

Lectures are given to the students on personality development, mock interviews. Career counselling facilities are also provided to the students. Students are guided by the teachers for further education.

No. of students benefitted

160

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			21 (data available till date)

5.8 Details of gender sensitization programmes

Women Grievance Cell is there in which girls are told about the rights as well as duties towards institution. Their grievance if any are redressed. National Seminar on “Women Empowerment and gender sensitization in india” was organized on 25th may, 2018

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level

32

National level

International level

No. of students participated in cultural events

State/ University level

90

National level

International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level

2

National level

International level

Cultural: State/ University level

38

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	60	1,52,111
Financial support from government	24	awaited
Financial support from other sources (red cross)	39	195000
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level
Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: total no. of grievances were 3 and proper action was taken by concerned committee.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Being quality conscious in all the programmes for imparting new educational and cultural experience. Becoming more aware of the institutional as well as individual needs and thus working with initiative. Moving beyond the targeted standard limits through strategic planning and persistent efforts.

Mission:

- To provide quality education and to make our students self dependant, competent for facing competition and be confident.
- To provide the society good citizens, better professionals and persons having humanistic values and sensitization about societal issues that have plagued the humanity since long.

6.2 Does the Institution has a management Information System

yes

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

6.3.1 Curriculum Development

Curriculum is developed by the university and not by the college. the college faculty remains in constant touch with the faculties who are the member of board of studies of Panjab university

6.3.2 Teaching and Learning

ICT is introduced in main stream of teaching; students are encouraged to adopt ICT teachings.

6.3.3 Examination and Evaluation

Traditional System In evaluation, HOD of Departmentt conduct a random check on answer sheet submitted by junior Teacher. Double valuation is also adopted

6.3.4 Research and Development

With aim to promote R & D among Faculty , NRC was established .Teacher carry their Research Work in their vacant period.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library computerised
- Using SOUL 2
- fully LAN
- Infflibnet

6.3.6 Human Resource Management

- Teacher are encouraged to attend Refresher courses and attend workshops etc.
- Annual increment is given to faculty .
- EPF and medical facility is provided to the faculty.

6.3.7 Faculty and Staff recruitment

Since 2015, when posts were sanctioned by Govt. The college begin Recruitment on Grand-in-aid Posts. The advt. shortlisted candidate are put on website and emphasis is on quality.

6.3.8 Industry Interaction / Collaboration

Compulsory for BBA, BSC Biotech and MCOM

6.3.9 Admission of Students

- Admission of students to various courses as per merit and as per PU norms.
- Allocation of the reserve seats are done as per Punjab govt. Rules
- Extra seats are allotted to college as per university norms with the permission of VC.

6.4 Welfare schemes for

Teaching	Loan facility on PF a/c for health & family
Non teaching	Loan facility on PF a/c for health & family
Students	Scholarships , Funds from Red Cross

6.5 Total corpus fund generated

34,06,863

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes	PU,DPI ,CA of College and CAG	yes	Principal of College
Administrative	yes	CA of college	yes	Principal of College

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

☐

No

☒

For PG Programmes

Yes

☐

No

☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Online Registration -> Entire process from Registration to dispersal of Rollno cards & assessment are done online with authorization key given to college heads.

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

CDC provides funds to affiliated/ constituent/ institutions to conduct state/national/International Level Seminars/Conferences/Workshops/FDP at institutional Level. The institution itself decides the topic ,module & Technical session for these events.

6.11 Activities and support from the Alumni Association

It has been practise with institution to conduct Alumni meets on regular basis. The Alumni take keen interest in development projects initiated by college. From time to time , they provides financial support to the institution for infrastructure & academic projects.

6.12 Activities and support from the Parent – Teacher Association

PTA of the college organise half-yearly meeting to approach the parents of their ward's performance.

6.13 Development programmes for support staff

The support staff is introduced to ICT world from time to time.

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

Plantation derives on regular mode . The campus has been declared no polythene & Tobacco free Zone. Every Year , F.D Dept. of College organises a workshop to create and utility things out of waste material. Different dustbins has been placed in the college campus for dry and wet waste.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Work within the institution is decentralized and equal distribution of work is ensured . This had the following positive results:- 1) Every faculty member develops feeling of oneness & responsibility toward institution. 2) The students get positive message that collaborative working works wonder and is a contribution in growth of institution. 3) unnecessary delays while take place due to centralisation of work are avoided and punctuality enhanced manifold.

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

The IQAC ensured that the plan of action decided at the beginning of the year is carried out in a positive manner and at the time allocated for that particular action/activity +annual plan events.

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

1. TITLE: GIFT OF SAPLINGS

OBJECTIVE: to enhance the green cover in and around the campus.

CONTEXT: At present time one of the crucial problems of our society is that urbanisation is taking place everywhere and trees are being felled, so need of the hour is to make people environment friendly and creating awareness regarding “go green”

PRACTICE – The College has initiated process of gifting saplings of shady and fruit trees in the surrounding locality. The same is the case when some distinguished personality presides over the college function. This is a part of our commitment for a green and pollution free atmosphere.

EVIDENCE OF SUCCESS – As the result of such practice it is observed that the students and people of surrounding locality are able to think positively about that issue.

RESOURCE REQUIRED – No big financial investment is required.

CHALLENGE – Maintenance of saplings is the biggest challenge.

2. TITLE: MEDICAL SERVICES FOR STUDENTS AND LOCALITY

OBJECTIVE: To give free medical services to the needy and poor

CONTEXT: Insufficient access to healthcare leads to more deaths and college has a deep concern for the same .Therefore college started providing free medical services to the needy people.

PRACTICE: Free doctor facility and a charitable dispensary where patients can get medical advice and medicine free of cost from a qualified doctor.

EVIDENCE OF SUCCESS – The students and the residents of the locality retain a living link with the institution and dispensary.

RESOURCE REQUIRED – Medicines are purchased by the college and doctor is also paid honorarium after a month.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

The college conducts plantation derives on day of national importance within and around the campus. Awareness Rallies and door to door awareness derives are conducted.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths

Teaching moral and ethical values for building character: Moral Value refers to the good virtues such as honesty, integrity, truthfulness, compassion, helpfulness, love, respectfulness, hard-work, etc. These ideals or virtues are considered worthy in building up the character of an individual. The college emphasises on the wholesome growth of its students and to enable them to develop a better character by adopting traditional and religious measures.

Observance of National days: Republic day and Independence day are celebrated very enthusiastically. Our flag represents our nation and is to be treated with respect, so students from uniformed groups are often given this special honour and responsibility to bear and raise the flag for this special celebration.

Well-equipped library and huge collection of books: Each staff member is provided with N-List INFLIBNET username and password to access expensive research papers free of cost and library consists of huge collection of text as well as reference books.

NCC/NSS UNITS: The College has active NSS and NCC unit which perform a lot of value based activities each year.

Well equipped computer labs with internet facility: Our computer labs are fully equipped and internet facility is available to each student. A separate NRC is also set up for the staff.

Social services: The College indulges into various social services such as medical services for poor public, Civil Defence camp, blood donation camps, environmental awareness camps and blood grouping camps etc.

Seminars and FDPs: Seminars on latest issues for students as well as FDPs for faculty members are arranged from time to time in order to keep them all aware regarding latest changes in economy.

SVEEP activities: These activities are also performed in order to create awareness among students regarding their voting rights.

Weaknesses

Less Industrial collaborations: Location of college is in backward area and therefore only a few industrial collaborations are there for placement.

No minor or major projects of faculty: As the majority of posts were vacant over the years, the efforts to secure minor or major projects could not be initiated.

Opportunities

New courses: The college can start additional new course either short term or degree for enhancement of strength. The new courses can give a boost to the college performance.

Industrial MOUs: industrial MOUs can be signed with new industries so as to increase the placement avenues for the students.

Challenges

Youth craze for going abroad: Indian society gives high regard to a person who has studied or is working abroad. The tags 'NRI', 'foreign returned', 'green card holder' etc, are held in high esteem in our country and now a days students are having very high craze for going abroad.

Inclination towards technical courses: Students are generally interested in job oriented technical courses and are not interested in getting degrees only. So the challenge is to introduce job oriented self financing courses.

Mushrooming of Private Colleges: there is a very tough competition from other private colleges and institutes as well so it has also become a challenge for the college to maintain and increase the strength and checking the drop out ratio.

Moving the young blood in positive direction: Drug addiction and unequal approach to females are the biggest threats facing the society and institutions alike. The need of hour is to ensure moral strength among the youth and channelize their energy in a constructive and healthy manner.

8. Plans of institution for next year

The college has planned the following for the next year:

- To construct a cycle shed and servant quarters.
- To organise National seminars ,FDPs and cultural activities as TEEJ, Alumni meet, Talent Hunt etc.
- To organise extension lectures
- To publish journal by the college
- To start new technical courses for students
- To sign MOUs with new industries and industrial collaborations
- New smart classrooms
- New language and fashion designing lab
- To arrange quiz competitions

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*____