

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. B.S. Manhas

Tel. No. with STD Code:

01882-249968

Mobile:

9463973434

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. MHCogn 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 2/2/2006

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)

2013-2014

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 _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University 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 Application

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

5

2.1 No. of Teachers

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

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held - 04

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

Prof Sunil Kumar organised a workshop from June 10, 2013 to July 10, 2013 on web development. 12 students attended the workshop. The students got knowledge about various tools used in development of website.

Computer society organised a workshop on Feb 8, 2014. The representatives came from Tech Fecto, IT consultants and gave knowledge on different topics like ethical hacking, web development, web designing etc. Whole computer

department including faculty and students attended the workshop. The students of various classes participated in it.

The career Counselling cell of the college in collaboration with IQAC and labour department, Hoshiarpur, organised an Extension Lecture on the facilities provided by Labour Department to the students. Mr Shiv Kumar Sonik, Resource Person from the Labour Department told the students that labour department has introduced numerous schemes for the benefit of students and society.

Under the guidance of IQAC, the college teachers organised inter- disciplinary seminar in the college. On this occasion President Mrs Hema Sharma lighted the “jyoti” in obeisance to Maa Sraswati. Principal Dr. B S Manhas shared his topic with the audience. Dr. Arvind Prashar conducted the proceedings of the seminar. Sh. Parmod Sharma, cashier, CMC made a point to the audience. Prof. Suresh K. Bhardwaj shared his thoughts on goodwill and decision making. The whole teaching staff attended the seminar.

2.14 Significant Activities and contributions made by IQAC

- **Academic Calendar:- to be prepared for session 2013-14**
 - ✓ To strengthen the academic structure of the institutions, the IQAC suggested the implementations of Panjab University Chandigarh Academic Calendar.
 - ✓ To effectively implement the syllabi for different courses run by the college under Panjab University Chandigarh, IQAC suggested the division of curriculum into a designed course plan.
 - ✓ To give students a range of the course taught during the session, IQAC suggested submission of course work by the teachers teaching different subjects.
- **Infrastructure suggestions by IQAC**
 - ✓ In order to provide potable water to the students and the staff. IQAC suggested to enhance the number of aqua guards in the campus.
 - ✓ To ensure in campus vigilance and curb the menace of ragging and indiscipline the IQAC proposed to set up CCTVs at different locations within the campus.

- ✓ In order to increase the range of availability of books for the students, the IQAC ensured to secure a list of the books from head of the departments through College Library Committee and purchase them at the earliest.
- ✓ The IQAC proposed to the Principal to seek the requisition of furniture and almirahs to purchase for the institution.
- ✓ To ensure smooth water supply to every nook and corner of the institutions, the IQAC suggested to purchase pump set for water supply.
- ✓ As the institution runs two IT courses, the IQAC found it appropriate to make necessary purchases and repairs during the session.
- ✓ Finding the need for extension of infrastructure, the IQAC ask the principal to conduct a meeting in the college with construction committee, in order to secure the construction of building as per the need of the institution.
- ✓ To ensure to smooth power supply, the IQAC asked the Principal to arrange invertors for the college.

- **Seminars and workshops**

- ✓ **Summer training in web development:** - Prof Sunil Kumar organised a workshop from June 10, 2013 to July 10, 2013 on web development. 12 students attended the workshop. The students got knowledge about various tools used in development of web site under the guidance of Dr. A.K.Prashar(Incharge), Prof. Anjali Jolly (Co-ordinator), Dr,B.S Manhas (Principal)
- ✓ **Work shop by Tech-Fecto:** - Computer society organised a workshop on Feb 8, 2014. The representatives came from Tech Fecto, IT consultants and gave knowledge on different topics like ethical hacking, web development, web designing etc. Whole computer department including faculty and students attended the workshop. The students of various classes participated in it.
- ✓ **Symphonics-2014:-** The students of the Computer Applications Department participated in competition Symphonics-2014, held at KCL-IMT, Jalandhar. Jaskaran Singh student of BCA- I brought laurels to the college by winning 1st position in cyber quiz and debugging.

- ✓ **Paper presentation:** - The computer society organised the competition of paper presentation on 5th sept ,2013 .Total 16 papers were submitted by BCA I, II,III out of which 12 papers were selected by Ms Anureet Kaur and Ms Meenu .Judgement was given by Ms Archna Sharma and Ms Parul Sharma. Ist prize was bagged by Abhilash of BCA III and 2ND prize went to Sheenam Bansal BCA II.
- ✓ **Building awareness among women consultants:** - Under guidance of IQAC the career counselling cell of the college organised a workshop with NITCO on the topic ‘Building Awareness Among Women Consultants’. The workshop aimed at introducing the female students of the institution to a vast field of consultancy services. The students gained valuable tips given by the resource person.
- ✓ **Extension lecture by labour department:** - The career Counselling cell of the college in collaboration with IQAC and labour department, Hoshiarpur, organised an Extension Lecture on the facilities provided by Labour Department to the students. Mr Shiv Kumar Sonik, Resource Person from the Labour Department told the students that labour department has introduced numerous schemes for the benefit of students and society.
- ✓ **Inter-disciplinary seminar of teachers:** - Under the guidance of IQAC, the college teachers organised inter- disciplinary seminar in the college. On this occasion President Mrs Hema Sharma lighted the “jyoti” in obeisance to Maa Sraswati.Principal Dr. B S Manhas shared his topic with the audience. Dr. Arvind Prashar conducted the proceedings of the seminar. Sh. Parmod Sharma, cashier, CMC made a point to the audience. Prof. Suresh K. Bhardwaj shared his thoughts on goodwill and decision making. The whole teaching staff attended the seminar.

- **Societal Responsibility:**

While in college in addition to imparting education, IQAC ensured that students get to understand their basic responsibility towards institution and the society. As able citizens of the country, they need to be vigilant in every walk of life. The IQAC ensured the conduct of the following activities:

- **Lecture on Road Safety:** The NSS dept. of the college under guidance from IQAC conducted a lecture for NSS volunteers on road

safety. The students were given instructions on road signs and traffic rules. Shri Randeep Singh Kalsi, Traffic Incharge Hoshiarpur was the main resource person. The students took a pledge to follow the traffic rules and avert the accidents.

- **Extension lecture on AIDS awareness:** - In collaboration with IQAC, the RED RIBBON CLUB of the college organised an extension lecture on AIDS awareness. The staff from civil surgeon office Hoshiarpur told the students about AIDS its causes and disastrous effect on the affected persons. During the interactive session, the resource person satisfied the queries of the students. The students took a pledge to ensure all possible measures to protect the society from this dreadful disease.
- **Sweep activity:** - In co-ordination with the district administration and under the guidance of IQAC, the nodal officers of the college conducted the sweep activity in the college to highlight importance of casting vote in democracy. Poster making and slogan writing competitions were held which were evaluated by a panel of senior teachers. The winners of the competitions were duly awarded by the college administration.
- **Anti-Drug Campaign:** - Under the guidance of IQAC the NCC unit of the college organised an anti-drug campaign in the college premises. The NCC cadets, college students and staff members took an oath to eradicate the evil of drugs from the society under this campaign. The PI staff told the students about the bad effects of drugs on mankind and society. In addition to it they told the students about various preventive measures to prevent the society from using drugs.
- **To encourage differently abled children:-** To encourage the differently abled children, the NSS department of the college organised a stall for sale of products made by these students of Asha Kiran School (Jahankhelan) on the eve of Diwali.
- **Swami Vivekananda's 150 years of celebration:** - Behan Alka Gaur from Swami Vivekananda 150 year's celebrations committee shed a flood of light on the principles of Swami Vivekananda.

- **Moral responsibility:-**
 - **Farewells to the retired employees: - The** College has a glorious tradition of extending farewell to the employees retiring from their posts. In keeping with this glorious tradition, four farewells were given to the employees who served in this institution for decades together . Prof. B N Thapar, HOD English Dept., Dr. Arvind Prashar from Dept. of Hindi, Smt. Shashi Rani and Sh. Devta Din from support staff were given farewells this year.

- **Patriotic functions in the institution:-**
 - ✓ **Independence Day: -** The IQAC ensures the conduct of Independence Day celebration in the college. The office bearers and members of college managing committee became a part of celebration in the campus. After unfurling the national flag, the National Anthem was sung. A cultural program was organised by the college students to mark the Independence Day celebrations. The Principal Dr. B S MANHAS congratulated the audience on Independence Day. The celebrations culminated after plantation ceremony.

 - ✓ **Bharat Mata Pujan: -** To instil the patriotic fervour among the students of the institution, a lecture on patriotism and motherland was organised by the college under the aegis of IQAC. The students were reminded of the glorious Indian heritage. They were made to feel a sense of belongingness with the motherland. The patriots who laid down their lives for the nation were remembered on this day. Bharat Mata Pujan was done at the end of the lecture.

 - ✓ **Republic Day: -** The IQAC ensures the conduct of Republic Day celebrations in the institution. The office bearer from the management hoisted the National Flag. Shri Parmod Sharma, cashier of the college managing committee delivered the chief guest's address. Hardeep Kumar, a student from the college gave a bird's eye view of India's story of becoming Republic.

- **Activities of the college:-**
 - ✓ **NCC activities: -** NCC cadets attended annual training camp at Roop Nagar.

Two cadets Karandeep Viridi (SUO) and Umesh attended NIC at Karnataka.

NCC cadets were taken to Air Force Station, Adampur by Prof. Parshant Sethi and Prof.

Ms Dimple, care takers NCC.

- ✓ **Prize Distribution Function:** - The IQAC ensures the conduct of Prize Distribution function in the college. On this day the teaching staff welcomed distinguished office bearers and members of the college managing committee. President Mrs Hema Sharma performed the “jyoti prajwala”. Office bearers, members and the Principal paid obeisance before Maa Saraswati. Meritorious students and youth festival winners of the college received prizes for their excellence.
- ✓ **Release of college magazine:** - Under the guidance of IQAC the editorial board of the magazine released ‘Shree Panchanan’ the annual magazine of the college. Shree Panchanan is an annual platform for young and budding talent to project their views, aspirations and anxieties on various issues concerning our society in particular and nation in general. President, College Managing Committee, Mrs Hema Sharma and member of the College Managing Committee Mr Deepak Sharma Wing Cdr released the college magazine Shree Panchanan with Editorial Board.
- ✓ **Youth festival participation:** - The IQAC ensures maximum participation of students in youth festival. The students enthusiastically participated in various items such as literary, heritage and cultural events etc.
- **Religious activities of the college:-**
 - ✓ **The Havana:** - The Havana yajna is performed in the college campus every month on sankranti. The main purpose of this event is to inculcate the religious values and customs among staff and students. It purifies the whole environment.
 - ✓ **Shobha yatra:** - The College participates in shobha yatra on the occasion of Janamashtmi and MahaShivratri every year.

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
Department of Computer Applications planned to organise workshops and competitions	● Summer training in web designing was organised from June 10, to July 10, 2013.

	<ul style="list-style-type: none"> • Workshop was conducted by Tech Fecto on Feb 8, 2014 by IT consultants. • Participation of the students in Competition named Symphonics-2014 was held at KCL-IMT, Jalandhar.
Career counselling cell planned to make arrangements for extension lectures	<ul style="list-style-type: none"> • A Workshop on Building awareness among women consultants was organised by NITCO. • Extension lecture was conducted by Labour Department, Hoshiarpur. Mr Shiv Kumar Sonik was the resource person. • Inter- disciplinary seminar of the teachers was arranged
Cultural activities	<ul style="list-style-type: none"> • Students participated in different items organised by Panjab University, Chandigarh at Youth Festival at Garhshankar. • Prize distribution function was organised in the college. Prizes were given to the brilliant students. • Release of college magazine “Shree Panchanan”.

<p>Societal activities, moral activities and extension lectures were planned</p>	<ul style="list-style-type: none"> • Lecture was delivered on road safety by Shri Randeep Singh Kalsi Traffic Incharge, Hsp. • Extension lecture was organised on AIDS awareness in collaboration with IQAC by Red Ribbon Club. • Sweep activity was done by nodal officer of the college with coordination with District administration. • A lecture was delivered on Bharat Mata pujan under the ageis of IQAC. • Under the guidance of IQAC the NCC unit of the college organised an anti-drug campaign in the college. • Farewells to retired employees of the college. • A platform to boost up differently abled children of Asha Kiran school of Jahankhelan, in college premises for sale of products made by them. • On the occasion of 150th celebrations of swami Vivekananda a lecture was
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	delivered by Behan Alka Gaur.
Patriotic functions of the college were planned	<ul style="list-style-type: none"> • Independence Day was celebrated on 15th august, 2013. • Republic day was celebrated on 26th January, 2014 in college premises.
Academic calendar to be prepared for the session 2013-2014	<ul style="list-style-type: none"> • To strengthen the academic structure of the college academic calendar was prepared with a range of course work taught in different classes was submitted.
Infrastructure suggestions were given to make sure the availability of different type of resources for the smooth functioning of the institution	<ul style="list-style-type: none"> • During the year different types of assets and repairs were maintained which includes acquaguards, CCTV cameras, books, furniture equipment and almirahs, pump set, computer equipment, extension of building, invertor equipment.
NCC department activities	<ul style="list-style-type: none"> • ATC at Roopnagar • NIC AT Karnataka • Visit to Air Force Station, Adampur

** 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

Department of Computer Applications	Summer training in web designing was organised from June 10, to July 10, 2013. Workshop was conducted by Tech Fectoon Feb 8, 2014 by IT consultants. Participation of the students in Competition named Symphonics-2014 was held at KCL-IMT, Jalandhar.
Career counselling cell	A Workshop on Building awareness among women consultants was organised by NITCO. Extension lecture was conducted by Labour Department, Hoshiarpur. Mr Shiv Kumar Sonik was the resource person. Inter- disciplinary seminar of the teachers was arranged
Cultural activities	Students participated in different items organised by Panjab University, Chandigarh at Youth Festival at Garhshankar. Prize distribution function was organised in the college. Prizes were given to the brilliant students. Release of college magazine "Shree Panchanan".
Societal activities, moral activities and extension lectures	Lecture was delivered on road safety by Shri Randeep Singh Kalsi Traffic Incharge, Hsp. Extension lecture was organised on AIDS awareness in collaboration with IQAC by Red Ribbon Club. Sweep activity was done by nodal officer of the college with coordination with District administration. A lecture was delivered on Bharat Mata puja under the aegis of IQAC. Under the guidance of IQAC the NCC unit of the college organised an anti-drug campaign in the college. Farewells to retired employees of the college. A platform to boost up differently abled children of Asha Kiran school of Jahankhelan, in college premises for sale of products made by them. On the occasion of 150 th celebrations of swami Vivekananda a lecture was delivered by Behan Alka Gaur.
Patriotic functions	Independence Day was celebrated on 15 th August, 2013. Republic day was celebrated on 26 th January, 2014 in college premises.
Academic calendar	To strengthen the academic structure of the college academic calendar was prepared with a range of course work taught in different classes was submitted.

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 are available in college
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	
Annual	6

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 studies in concerned university revised and updated the syllabi from time to time .The aim is to introduce the students to latest innovations and advancements in their fields.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	9	6	2	1	

2.2 No. of permanent faculty with Ph.D. 02

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
	30		0	NIL	NIL	NIL	NIL	NIL	30	

2.4 No. of Guest and Visiting faculty and Temporary faculty 30

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		10	
Presented papers			
Resource Persons			

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

1. Power point presentation by the students.
2. Reflective teaching and Lectures with ppt by teachers.
3. GDs on topic after completion of the topic.
4. Smart board usage.

2.7 Total No. of actual teaching days 1. 218 days (sem system)
During this academic year 2. 183 days (annual system)

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

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development

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As member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

Above75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	50	-----	03	24	14	82%
B.COM	114	-----	68	41	-----	95.61%
BCA	21	-----	18	03	-----	100%
BBA	23	-----	12	11	-----	100
BSC(BIO TECH)	01	-----	01	-----	-----	100
PGDCA	18	-----	14	-----	-----	77.78
M.COM	40	01	39	01		100

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

Continuous curriculum assessment system. Duty is given to each member to observe syllabus plans. Feedback from Agreed parents are filled every year.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programme	
Orientation programmes	
Faculty exchange programme	3
Staff training conducted by the university	
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	

Others	
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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	4	0		
Technical Staff				1

Criterion – III

3. Research, Consultancy and Extension

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

- Grant of duty leave to attend seminar.
- Encourage staff to utilize NRC facilities.
- Reimbursement of fee given for seminar /conference/workshop

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		2	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		2	

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					3
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 From Management of University/College

Total

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

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

State level

National level

International level

3.22 No. Of students participated in NCC events:

University level

State level

National level

International level

3.23 No. of Awards won in NSS:

University level

State level

National level

International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

Health survey by NSS and blood donation camp in adopted village/ locality.

Plantation drive in adopted village/ locality.

Discourage the use of polythene.

Save girl child.

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	32400 sq mtrs.			32400 sq mtrs.
Class rooms	18			18
Laboratories	8			8
Seminar Halls	1			1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	5			
Value of the equipment purchased during the year (Rs. in Lakhs)	1,03,697			

Others				
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4.2 Computerization of administration and library

College office is partially computerised and library is partially automated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14307		195	2592	14232	
Reference Books	18116		255	6881	18371	
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video	350					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	83	74	2	83	0	3	6	
Added	0	0	0	0	0	0	0	
Total	83	74	2	83	0	3	6	

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

Yes, workshops on web development done by computer department during the year.

4.6 Amount spent on maintenance in lakhs:

i) ICT	19043	
ii) Campus Infrastructure and facilities	14751	cam
iii) Equipments	69871	
iv) Others	96282	

Total:

199947

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Different types of Seminars, extension lectures, career guidance, individual and group counselling debate etc. are conducted under the guidelines of IQAC .

5.2 Efforts made by the institution for tracking the progression

The tracking of the progression in exam by college. Meeting with principal and hod to discuss on the progress of students in exams.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
999	120		

(b) No. of students outside the state

(c) No. of international students

	No	%
Men	556	49.6%

	No	%
Women	563	50%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1033	127		55		1215	882	202		35		1119

Demand ratio

Dropout %

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

We have been providing coaching for competitive exams. This includes coaching on GD, facing interview and solving IQ related questions set in NET exams.

No. of students beneficiaries

20

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Seminars, Workshop on awareness among students by consultancy services. Career counselling facilities and IT skills for young graduates for their bright future.

No. of students benefitted

120

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
			15

5.8 Details of gender sensitization programmes

Under women guidance cell girl students are told about their rights as well as their duties towards the institution under group discussion, panel discussion. Their grievances if any are heard and redressed.

5.9 Students' Activities

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

State/ University level

30

National level

International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	16	20,400
Financial support from government	130	10,53,755
Financial support from other sources		
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: _____ Number of grievance was one and redressed by the 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 dependent, competent for facing competition and be confident. To provide the society good citizens, better professional 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

College is affiliated to Panjab University, Chandigarh. As such it does not have the autonomy to develop curriculum for a number of courses.

6.3.2 Teaching and Learning

We introduced ICT in college campus. Every year unit plans relating to syllabus of various classes are prepared .Different type of teaching methods are adopted by faculty members. New methods of learning, group discussion, debate, power point presentation are adopted.

6.3.3 Examination and Evaluation

Traditional system of conduct of examinations prevails in college however in evaluation the HODs of departments conduct random check of answer books.

6.3.4 Research and Development

To promote research among faculty members NRC was established. To motivate faculty members for research Research Promotion cell was established.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is in process of computerization with software soul 2.0.

Every information is communicated to the students by SMS service.

6.3.6 Human Resource Management

Teachers are sent to attend orientation, refresher courses, seminars and workshops. Teachers are also encouraged to enhance their qualification and research work. EPF and medical facility for staff is provided by the college.

6.3.7 Faculty and Staff recruitment

Whenever there is requirement of faculty and staff the recruitment is done.

6.3.8 Industry Interaction / Collaboration

Industrial visits are conducted with R/L Hoshiarpur branch to make links with industries. Industrial training is compulsory for BBA and BSC(Bio Tech).

6.3.9 Admission of Students

It is done on merit basis system as per PU norms. Allotment of reserved seats are done as per Punjab govt. Extra seats are permitted by PU Chd with the permission of VC rules.

6.4 Welfare schemes for

Teaching	Loan facility from PF A/C for health and family.
Non teaching	Loan facility from PF A/C for health and family
Students	Scholarship, stipend and welfare scheme

6.5 Total corpus fund generated

3056863

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
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	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DPI,CAG,PU CHD,CA	Yes	PRINCIPAL
Administrative	Yes	CA	yes	PRINCIPAL

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 and assessment of students
- Dispersal of roll no. done online by the university.

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

The college development council provides funds to college for conducting state/national /international seminar/conference/workshop at the institution level. The college itself decides the topic, module and technical session for these events.

6.11 Activities and support from the Alumni Association

It has been a practice in the institution to conduct alumni meet on regular basis. Alumni take keen interest in the development projects initiated by the college from time to time. They provide financial support to the institution for academic and infrastructural progress.

6.12 Activities and support from the Parent – Teacher Association

The Parent Teachers Association of the college organises half yearly meeting to inform the parents about their ward's performance.

6.13 Development programmes for support staff

The support staffs are introduced to the world of ICT from time to time.

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

- Our NSS volunteers aware for plantation and distribute sapling in the adopted locality.
- The campus has been declared non-polethene and tobacco- free zone.
- Fashion Designing department organised an activity to create useful things out of waste material.

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 with institution were decentralized and an equal distribution of work was ensured. This had the following positive results:-

(a) Every faculty member develops feeling of oneness and responsibility towards the institution.

(b) The students get positive message that collaboration works wonders and is a contribution to the growth of the institution.

(c) Unnecessary delays which take place due to centralisation of work are avoided and punctuality is 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 within the time allocated for that particular action/activity, annual plan and event.

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

(a) Title: Say no to plastic.

Goals: To discourage the people for use of plastic bags.

Context: As the plastic bags are non-degradable and causes serious damage to the environment and people should be motivated to discourage use of plastic bags by giving them a choice of alternative material.

Practice: The College distributed degradable material bags in the surrounding areas to discourage use of poly bags. The College motivated the citizens of nearby areas to use cotton bags. They are motivated that when they go for shopping they should carry cotton or jute bags.

Problems: The people are so much used to of the polythene bags even once or twice motivation or consultation does not affect more the frequent consultancy or motivation is required to change the habits of the people.

(b) Title: Capacity Building

Goal: Equipping students with technical skills relating to ICT.

Context: As now a day's E-Commerce is growing website development is the key factor in the progress of E-Commerce so students are provided with skills of website development.

Practice: PHP, CSS, JAVA SCRIPTS and BOOT STRAP concepts are taught to the students in short term courses of website development. Students participated in various workshops to enhance their skills in ICT.

Problems: These are self certified short term courses run by college itself. The students are more interested in degree and diploma courses provided by university.

****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 drives on the days of national importance in and around the campus. Awareness rallies and door to door awareness drives 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)

(S) (a) College emphasizes on wholesome growth of its students to enable them to compete with the best in business.

(b) The emphasis is to sensitize them about societal issues of national importance and make them develop a participant thinking about it.

(c) Stress on moral values.

(d) Involvement of students in main stream of institutions.

(e) Financial assistance to needy students.

(f) Awakening against drugs.

(W)(a) Few industries collaboration.

(b) No vocational courses.

(c) Vacant DPI posts.

(d) Little involvement of staff in career orientation.

(O)(a) Research projects can be taken during the year.

(b) Initiation of technical and vocational courses.

(c) Memorandum of understanding.

(d) Recruitment of permanent faculty.

(e) More seminars and conferences sponsored by UGC.

(C)(a) Mushrooming of IELTS and Spoken English centres.

(b) Craze among the youth for going abroad.

(c) Inclination towards technical courses.

(d) More technical colleges near college surroundings.

8. Plans of institution for next year

Alumni Meet Will Be Conducted Next Year. Seminars/Conferences Will Be Organised .Technology up gradation will be done. Infrastructure Will Be Further Strengthening. More ICT Development. Recruitment Of Permanent Faculty Will Be Done. New Courses Will Be Introduced.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____

Annexure I