

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, 248068

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:

2/2/2006, EC/38/067

(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)

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	2006-11
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)

2014-2015

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

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 (<i>Specify</i>)	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	01

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

1. A seminar on "Time management and moral responsibility" was organised in the college campus on dated 14th July, 2014.
2. An extension lecture on "Meditation and stress Management was organised in the college campus on dated 28th Oct, 2014.
3. A panel discussion on "How to add creativity in teaching" was organised in the college campus on dated 19th Feb, 2015.

2.14 Significant Activities and contributions made by IQAC

Academic Activities	<p>1.)To strengthen the academic structure of the institutions, the IQAC suggested and guided the faculty for the implementations of Panjab University Chandigarh Academic Calendar2014-15</p> <p>2.) It is instructed by IQAC to faculty members to effectively implement the syllabi for different courses run by the college under Panjab University Chandigarh and divide the curriculum into a designed course planned.</p> <p>3.)IQAC suggested submission of course work by the teachers teaching different subjects to IQAC so that a range of the course</p>
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	taught during the session may be given to students
Infrastructure suggestions by IQAC	IQAC keeping in mind the development of the institution suggested the principal about the need for extension of college infrastructure. In order to provide portable water to the students and the staff IQAC suggested to enhance the number of aqua guards in the campus. To ensure to smooth power supply, the IQAC ask to principal to arrange invertors for the college.
Societal Responsibility:	In order to make students aware of their moral and basic responsibility towards the institution and society the institution aims at giving them moral education by organising extension lectures, group discussions and seminars.
Sports Activities	IQAC planned to organise annual sports meet. The teachers as well as students took part with great zeal in the college sports meet. Inter – class sports competitions are also organised in the campus.
Orientation Courses	For the warm welcome of new students orientation program is organised in the beginning of the every session. In this regard the academic session 2014-15 was begun with Hawan Yajna on Solar sankranti.
Alumni Meet	IQAC proposed to hold Alumni meet. In this regard Mulaqat-2014, Reunion of 1996 Batch was organised in the college campus.
Convocation	IQAC suggested to organise convocation to give degrees to the pass-outs of the college

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.in this regard a talent hunt program was organised under the aegis of Punjabi Sahit Sabha and History Association. Poetry and singing competition was organised for the students. Nss camp from Jan042015-Jan10,2015 was organised in the college campus.
Youth Festival Participation	IQAC ensures maximum participation of students in youth festival at Zonal and Inter Zonal level
Seminars and Workshops	IQAC Planned to organise surface oriented workshops in Fashion Designing Department and seminars

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
Cultural activities	<ul style="list-style-type: none"> • Students participated in different items organised by Panjab University, Chandigarh at Youth Festival. • Prize distribution function was organised in the college. Prizes were given to the brilliant students. • Release of college magazine “Shree

	<p>Panchanan”.</p> <ul style="list-style-type: none"> •
Societal activities, moral activities and extension lectures were planned	<ol style="list-style-type: none"> 1. A seminar on “Time management and moral responsibility’ was organised in the college campus on dated 14th July, 2014. 2. An extension lecture on “Meditation and stress Management was organised in the college campus on dated 28th Oct, 2014. 3. A panel discussion on “ How to add creativity in teaching” was organised in the college campus on dated 19th Feb,2015. 4. A talent hunt program was organised under the aegis of Punjabi Sahit Sabha and History Association. 5. Poetry and singing competition was organised for the students. 6. Nss camp from Jan042015-Jan10,2015 was organised in the college campus.
Patriotic functions of the college were planned	<ol style="list-style-type: none"> 1. Independence Day was celebrated on 15th august, 2014. 2. Republic day was organised on 26th January, 2015 in college premises.
Academic calendar to be prepared for the session 2014-2015	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	<ul style="list-style-type: none"> • During the year different types of assets and repairs were maintained .

institution	
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* 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 .New Methods of Teaching were adopted by teachers.
Alumni Meet	Mulaqat-2014,Reunion of 1996 Batch was organised in the college campus.
Patriotic Activities	Flag hoisting, National Anthem, followed by Student's performances on patriotism on independence day and republic day.
Religious Activities	Havan on every Sankranti, Participation in Shobha Yatra in Janam-Ashtami and Shiv Ratri .Ramayan Path is held during Navratras
Youth and Heritage Festival Participation	About 100 students of the college participated in Youth Festival and brought laurels to the college by bringing prizes
Orientation Courses	Foundation program was held at the beginning of semester to introduce the fresher students to College environment.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing	Number of programmes added	Number of self-financing	Number of value added / Career
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	Programmes	during the year	programmes	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

Core/Elective options are available in the college

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	UG-5 PG-1
Trimester	
Annual	UG- 5(second and final annual) PG-1

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 concern university revised and update the syllabi 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	7	1	1	

2.2 No. of permanent faculty with Ph.D.

1

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	34	

2.4 No. of Guest and Visiting faculty and Temporary faculty

32

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		8	3
Presented papers		3	
Resource Persons			

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

Power point presentation by the students, Lectures with ppt by teachers, GDs on topic after completion, Smart board usage, Brainstorming, Collaborative Teaching, Projects distributions in CD's etc. Experimental teaching

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

1. 181days (annaul system)
2. 224days (semester system)

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

Question paper grievances: students have been given fifteen minutes before the beginning of exam to give their grievances or any doubt regarding the pattern of paper set.

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

2.10 Average percentage of attendance of students

78%

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 1 st Sem	119	-----	1.68	6.72	91.60	100
BA 2 nd Sem	110	-----	1.82	10	88.18	100
BA(FINAL)	58	-----	8.62	53.45	37.93	98.27
B.COM 1 st Sem	148	-----	39.19	24.32	36.49	100
B.COM 2 nd Sem	137	-----	55.47	29.93	14.60	100
B.COM(FINAL)	140	-----	57.86	34.29	6.43	98.58
BCAI st Sem	40	-----	17.5	10	72.5	100
BCA2 nd Sem	35	-----	45.71	11.43	42.86	100
BCA(FINAL)	24	-----	66.67	8.33	25	100
BBA1 st Sem	37	-----	13.51	-----	86.49	100
BBA2 nd Sem	29	-----	27.59	17.24	55.17	100
BBA(FINAL)	18	-----	77.78	16.67	5.56	100
BSc.Biotech1 st Sem	19	-----	5.26	-----	94.74	100
BSc.Biotech2 nd Sem	15	-----	33.33	-----	66.67	100
BSc.Biotech(FINAL)	06	16.67	66.67		16.67	100
PGDCA	11	-----	63.64	-----	36.36	100
M.COM1 st Sem	46	-----	80.43	8.70	10.87	100
M.COM 2 nd Sem	46	-----	89.13	6.52	4.35	100
M.COM 3 rd Sem	36	-----	100	-----	-----	100
M.COM 4 th Sem	36	-----	88.89	11.11	-----	100

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

IQAC in coordination with HOD's of various departments regarding curriculum design. The HOD's get prepared from their departments the unit plans of the syllabus. The unit plans are evaluated regularly by the HOD's and they in coordination with IQAC make it sure that its implemented effectively. Feedback is regularly taken from the parents and students .

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 programmes	
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	

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			
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			
Non-Peer Review Journals			
e-Journals			
Conference proceedings		3	

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.
- Orphanage visit and old age home visit.
- Medical/Blood Group camp in Adopted Village/Locality.
- Independence Day and Republic Day was celebrated by college, in which various activities to instill patriotic fervour among students.
- Pesticide Spray in campus was done to provide students a healthy environment.

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.	1			1
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs.116950			Rs.116950
Others Computer software Rs.116950				

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	14502		120	18940	14622	
Reference Books	18371		144	11810	18515	
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	83	74	Two connections	All Pcs		3	6	
Added	0	0	0	0	0	0	0	
Total	83	74	Two connections	All Pcs		3	6	

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

Yes

4.6 Amount spent on maintenance in lakhs:

i) ICT	116950
ii) Campus Infrastructure and facilities	1866664
iii) Equipments	56790
iv) Others	46276
Total:	2086680

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC enhances awareness about student support services in a number of ways. Members of the IQAC help in the formation of a number of societies and clubs which particularly guide the students in various fields and bring awareness about Student Support Services which are provided by them. Some of the Student Support Services are Scholarship and Fee Concession Committee, Anti Ragging Cell, Grievance Redressal Cell, Counseling cell, Placement cell and career counseling cell etc. Student Council and Discipline Committee play the role of bridge between administration and the students. C.R's of all the classes are chosen and they help in maintaining discipline, organizing major functions and competitions. IQAC monitors the growth of students as well as the proper functioning of these cells.

5.2 Efforts made by the institution for tracking the progression

Storage of the academic and attendance data of each student in the form of soft and hard copy, throughout his/her stay in the college.

Scholarships and liberal financial aid on the basis of merit cum means is given to the students. Periodic parent –teacher meets to inform the parents about the academic progress and attendance of their wards. Regular visit by the IQAC team to the various departments. A number of societies and clubs like Red Ribbon Club, further help the institution in tracking the progression of the students. Shri Panchanan (college Magazine) kindle the creative spark among the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
966	95		

(b) No. of students outside the state

1

(c) No. of international students

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Men	No	%	Women	No	%
	482	45.4		579	54.6

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
882	202		35		1119	966	85		10		1061

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

12

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

During admissions students are counselled for choice of vocation/stream and subjects according to their interest, aptitude and IQ. Group counselling is provided to students for stress management examination, anxiety and time management. Individual counselling is provided to students for their psychological problems. Foundation Programme is organised in the beginning of session to make them familiar with the environment of college.

Seminars are organised from time to time to guide the students of various opportunities and careers that can be taken after completing Graduation. External experts are called upon to guide the students.

No. of students benefitted: 187

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
			18 as per data available till date

5.8 Details of gender sensitization programmes

Under women guidance cell girls' students are told about their rights as well as their duties towards the institution. Their grievances if any are redressed.

5.9 Students Activities

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

State/ University level 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	93	170000
Financial support from government	165	Amount directly transferred to students' account
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: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Being quality conscience in all programs for imparting new educational and cultural experience. Becoming more aware of the institutional as well as individual needs and thus working with initiatives. Moving beyond the targeted standard limits through strategic planning and persistence 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 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

The college is affiliated to PU Chandigarh. As such it doesn't have the autonomy to develop curriculum for a number of courses.

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 of exam conduct prevail in college however in evaluation the HOD of department conduct random check of answer book submitted by junior teachers.

6.3.4 Research and Development

To promote research among faculty member NRC was established. Teachers carry out their research work during their vacant periods.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library is in process of computerization with software soul 2.0.
- Every information communicates to the students by SMS service.

6.3.6 Human Resource Management

For the improvement of manpower teachers are encouraged to attend /organise seminars, conferences, workshops related to their subjects. The institution follows the prescribed guidelines of concerned authorities such as Panjab University Chandigarh,UGC while recruiting the staff.

- It is ensured by the management that no gender bias in recruitment of staff should be made.
- The staff is provided with medical aid,day care centre for their wards and all possible support in case of any emergency.
- For boosting leadership, teamwork and initiativeness qualities in the teachers in addition to teaching, the faculty also play an important role as a member of various committees

6.3.7 Faculty and Staff recruitment

Advertisement is given in National Daily as per PU, UGC, DPI & Institutional norms and applications are called . Merit of the candidates is finalised. On the basis of that as per the university and state norms a fix number of candidates are called for the interview.

6.3.8 Industry Interaction / Collaboration

Industrial training is compulsory for BBA, M.Com and Bsc..

6.3.9 Admission of Students

Admission of the students is done on the basis of merit as per PU norms. Allocation of reserved seats is done as per Punjab govt. Norms. Extra seats are allotted as per university norms with nermission of VC.

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	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DPI,CAG and PU and 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 provide funds to college for conduct 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 practice in the institution to conduct alumni meet on regular basis. Alumni take keen interest in the development project 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 apprise the parents of their ward's performance.

6.13 Development programmes for support staff

The support staff is 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 are aware for plantation and distribute saplings in the adopted locality.
- The campus has been declared non-plastic and tobacco free zone.
- From this fashion designing department organise to create utility 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.

Works 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 collaborative works wonder and is a contribution 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 at 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*)c

Curriculum Standards:

Objective: - curriculum standards are maintained in the college for the effective implementation of curriculum.

Context: - The college is located in the city and it is facing tough competition from nearby colleges. For the sake of getting good results and time bound completion of syllabus the effective curriculum standards are maintained in the college

Practice: - The teachers of various departments prepared unit plans of syllabus. Academic council from time to time monitor the working of different departments and HOD's also timely take feedback from teachers regarding curriculum coverage

Challenges: - There is lack of flexibility and time consuming job as there is lot documentation.

Medical Facilities in Villages:

Objective: - Objective is to provide medical facilities in villages in order to maintain the hygiene Level of the rural people.

Context: - Generally the people in rural area are comparatively less aware of their Blood groups. Therefore it very important to make them aware of the need of knowing the blood groups.

Practice: The college organises Blood Grouping Camp in villages at different time periods in order to check the blood group of people. The people should be aware of their blood groups so that they can use it in case of emergency.

Challenges: The people are ignorant about the real objective and urgency of doing the medical check up. People generally ladies hesitate to come out of their homes for the medical check up.

7.4 Contribution to environmental awareness / protection

The college conducts plantation drives on the days of national importance with 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 SWOC Analysis)

1.) Strengths:-

Ethical and Moral values: - The main objective of the institution is on inculcating ethical and moral values among students. The institution aims at making them aware of the traditional values.

Huge collection of books: - There is huge collection of books of syllabus and other general books in the college library for the students as well as for faculty. The students are motivated to pay maximum visits to the library in order to build up reading habits.

Smart class rooms: - The institution has smart class rooms for audio video lectures.

Social services: - College emphasis on sensitizing students about societal issues those of national importance and make them develop a participant thinking about it.

Religious Activities: - Havan is organised on every Sankranti, There is participation in Shobha Yatra in Janam-Ashtami and ShivRatri Ramayan Path is held during Navratras.

Patriotic Activities: - Flag hoisting and National Anthem is followed on Independence Day and republic day. Shahid Bhagat Singh Jayanti, Gandhi Jayanti and Vivekanand Jayanti were also celebrated.

Sports Activities: - Athletic meet was held every year in order to making students aware of importance of physical fitness.

2.) Weaknesses:-

Backward Area: - The weakness of the college is that it is located in the backward area. Due to which many problems are faced in adopting new technology.

Few Industrial Collaboration: - Institution has few industrial collaborations due to which there is less placements of students.

Less number of vocational and technical courses: - There is less number of vocational and technical courses in the college due to which students have minimum job opportunities.

Research level is low: - Research level is low among faculty which badly effect the progression of them

3.) Opportunities:-

Industrial Collaborations: - The institution has the opportunity to do industrial collaboration in order to increase the placement of students.

Internal skills: - Internal skills of the students can be develop by organising career oriented workshops and seminars.

Strengthening infrastructure: - Infrastructure of the institution can be strengthen in order to develop the institution.

4.) Challenges:-

Competition from nearby Colleges: - The institution has to face tough competition from nearby colleges. This competition is both in terms of quantity and quality.

Craze to go abroad: - There is increasing craze among students to go abroad which is affecting the strength of the students.

Inclination toward technical Courses: - Students have inclination towards technical colleges which again is affecting the strength of the institution.

8. Plans of institution for next year

1. The institution plan to introduce new courses in the next year.
- 2 The institution also aims at further improvement in college infrastructure.
3. New computers and camera will also be purchased college.
4. Workshops and seminars will be organized in the institution.
5. Quiz and declamation context will be organized in the college .
- 6.Focus on career counselling and research activities
- 7 To give boost to the sports activities

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC
