

S.G.G.S KHALSA COLLEGE MAHILPUR

HOSHIARPUR, PUNJAB



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

Session 2012-13

**The Annual Quality Assurance Report (AQAR) of the IQAC
(Session 2012-13)**

Part – A

1. Details of the Institution

1.1 Name of the Institution	S.G.G.S. KHALSA COLLEGE, MAHILPUR
1.2 Address Line 1	V.P.O. - MAHILPUR
Address Line 2	DISTRICT- HOSHIARPUR
City/Town	MAHILPUR
State	PUNJAB
Pin Code	146105
Institution e-mail address	sggskcm@live.com
Contact Nos.	01884-245236
Name of the Head of the Institution:	Dr. PARVINDER SINGH
Tel. No. with STD Code:	01884-245235, 246235
Mobile:	094636-75767
Name of the IQAC Co-ordinator:	Prof. RAKESH KUMAR

Mobile:

098884-46484

IQAC e-mail address:

Rakeshmehta686@gmail.com

1.3 NAAC Track ID (For ex. MHCIGN 18879)

N/A

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/56/A&A/135 dated September 16, 2011

1.5 Website address:

www.sggskcm.org

Web-link of the AQAR:

www.sggskcm.org/iqac/AQAR2012-13.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.70	2011	5 years

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

04/04/2016

1.8 AQAR for the year

2012-13

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2011-12 submitted on 22/08/2016

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 Science/ Applications, Agriculture, Fashion Designing, Two Innovative Programmes

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 -

University with Potential for Excellence - UGC-CPE -

DST Star Scheme - UGC-CE -

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

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

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. National seminar sponsored by the UGC on the topic “Inflation in India- Causes and Remedies” organized by the Department of Economics on Sept 27, 2012.
2. National seminar organized by the Post- Graduate Department of Political Science on the topic “Role of State and Citizens, Human Rights, Equality and Health” on March 22, 2013.

2.14 Significant Activities and contributions made by IQAC

- ✓ More than 100 meritorious as well as needy students were awarded mementoes and prize money in a function organized in the college.
- ✓ Medical camp organized in the college on Jan 30, 2013 with the help of the Red Cross Society, Hoshiarpur in which more than 2000 people availed of the medical services.
- ✓ Alumni Night was organized on March 30, 2013 which saw the participation of distinguished Alumni from all over India and abroad.

2.15 Plan of Action by IQAC/Outcome

A number of excursions and educational tours form part of the agenda for the coming session.

Achievements:

1. The N.S.S unit of the college held a “Sadhbhawna Rally” in the adjoining villages.
2. Outstanding students in academics as well as sports and extracurricular activities were honoured and given prizes.
3. The first three positions in the University annual exams were achieved by the B.P.Ed students of the college.

2.15 Whether the AQAR was placed in statutory body? **No**

Management Syndicate any other body

Provide the details of the action taken

Part – B

Criterion – I

1. 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	10	01	07	
UG	07	02	05	
PG Diploma	01		01	
Advanced Diploma	01			
Diploma			01	
Certificate				
Others				
Total	19	03	14	

Interdisciplinary				
Innovative	2			

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: **CORE & ELECTIVE OPTIONS**

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	UG-01, PG-11
Trimester	
Annual	UG-06, PG-01, Diploma-01,

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

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

(Not Available)

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

Syllabus of various departments is changed by Panjab University, Chandigarh.

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

- (i) B.Sc. Agriculture
- (ii) M.Sc.-IT

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	43	37	06	-	-

2.2 No. of permanent faculty with Ph.D.

06

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
-	-	-	-	-	-	-	-	-	-

2.4 No. of Temporary faculty (Adhoc):

55

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	21	-
Presented papers	09	17	-
Resource Persons	-	-	-

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

The college is on the way to computerise all the areas concerned with academics right from the admissions to the final assessment of the students. To promote learning, more emphasis is given to the use of computers and internet amongst teachers and students.

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

As per university calendar

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

All university norms are followed

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

NIL

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

RESULT REPORT

DIPLOMA COURSE

CLASS	STUDENTS APPEARED	NO. OF STUDENTS PASSED	NO. OF FIRST DIVISION	NO. OF SECOND DIVISION	NO. OF THIRD DIVISION	NO. OF DISTINCTIONS (ABOVE 75%)
C.P.ED.-I	50	41	33	8	NIL	NIL
C.P.ED.-II	43	42	37	NIL	NIL	5
PGDCA	21	11	9	2	NIL	NIL

UG-CLASSES

CLASS	STUDENTS APPEARED	NO. OF STUDENTS PASSED	NO. OF FIRST DIVISION	NO. OF SECOND DIVISION	NO. OF THIRD DIVISION	NO. OF DISTINCTIONS (ABOVE 75%)
BA -I	370	284	30	72	196	NIL
BA -II	134	105	30	26	49	NIL
BA-III	149	142	21	42	79	NIL
BSC. NON MED.-I	55	21	NIL	1	20	NIL
MSC. NON MED.-II	11	11	1	2	8	NIL
BSC. NON MED.-III	17	16	NIL	2	14	NIL
BSC.(F.D)-I	7	5	5	NIL	NIL	5
BSC.(F.D)-II	3	2	1	NIL	1	NIL

BCA-I	35	11	3	NIL	8	NIL
BCA-II	19	19	13	4	2	NIL
BCA-III	14	14	13	NIL	NIL	1
BCOM-I	118	95	4	26	65	NIL
BCOM-II	59	54	7	32	15	NIL
BCOM-III	72	72	37	24	9	2
BSC. AGRICULTURE SEM-I	42	23	11	11	20	NIL
BSC. AGRICULTURE SEM-II	39	23	9	6	23	1
B.P.ED. (ANNUAL)	91	77	62	NIL	NIL	15

PG CLASSES

CLASS	STUDENTS APPEARED	NO. OF STUDENTS PASSED	NO. OF FIRST DIVISION	NO. OF SECOND DIVISION	NO. OF THIRD DIVISION	NO. OF DISTINCTIONS (ABOVE 75%)
MA ECO. SEM-1	29	29	4	5	20	NIL
MA ECO. SEM-II	25	25	3	8	14	NIL
MA ECO.SEM-III	19	19	5	10	4	NIL
MA ECO. SEM-IV	16	16	1	7	8	NIL
MA PUNJABI SEM-I	46	46	1	12	33	NIL
MA PUNJABI SEM-II	44	44	4	26	14	NIL
MA PUNJABI SEM-III	36	36	7	19	10	NIL
MA PUNJABI SEM-IV	32	32	14	14	4	NIL
MA POL.SC. SEM-I	64	64	16	24	24	NIL
MA POL.SC. SEM-II	60	60	27	21	23	NIL
MA POL.SC.SEM-III	60	60	18	18	24	NIL
MA POL.SC SEM-IV	41	11	15	15	NIL	NIL
MCON SEM-I	45	43	18	17	8	NIL
MCOM SEM-II	44	44	28	16	NIL	NIL
MCOM SEM-III	30	30	20	9	1	NIL
MCOM SEM-IV	32	32	21	10	1	NIL
MSC. CHEMISTRY SEM-I	43	43	30	5	8	1

MSC. CHEMISTRY SEM-II	41	41	29	6	6	1
MSC. CHEMISTRY SEM-III	28	28	16	7	5	NIL
MSC. CHEMISTRY SEM-IV	28	28	14	3	11	NIL
MSC. IND. CHEM. SEM-I	1	1	1	NIL	NIL	1
MSC . IND. CHEM. SEM-II	1	1	1	NIL	NIL	1
MSC. IND.CHEM. SEM-II	2	2	2	NIL	NIL	NIL
MSC. IND.CHEM.SEM-IV	2	2	SUBMISSION OF THESIS			
MSC.IT SEM-I	23	23	10	NIL	13	NIL
MA HISTORY SEM-I	65	65	NIL	10	55	NIL
MA HISTORY SEM-II	54	54	12	14	28	NIL
MA HISTORY SEM-III	35	35	4	23	8	NIL
MA HISTORY SEM-IV	31	31	14	11	6	NIL
MSC PHYSICS SEM-I	15	15	11	1	3	1
MSC. PHYSICS SEM-II	15	15	12	3	NIL	NIL
MSC. PHYSICS SEM-III	21	21	20	1	NIL	6
MSC. PHYSICS SEM-IV	22	22	18	4	NIL	2
MSC. INSTRUMENTATION SEM-I	1	1	1	NIL	NIL	NIL
MSC. INSTRUMENTATION SEM-II	1	1	1	NIL	NIL	NIL
MSC. INSTRUMENTATION SEM-III	5	5	5	NIL	NIL	NIL
MSC. INSTRUMENTATION SEM-IV	5	5	5	NIL	NIL	2
M.P.ED.-I	37	34	23	NIL	NIL	11
M.P.ED.-II	33	31	22	NIL	NIL	9

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

- ✓ The faculty members and the students access the library and computer labs to get acquainted with the upgradation and revision in the courses offered.

- ✓ The college faculty ensure proper implementation and monitoring of teaching/learning processes and conduct class tests/house tests etc. to gauge the level of assimilation of knowledge by the students.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	06
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	02	04	NIL	01
Technical Staff	05	06	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

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

The faculty are encouraged to improve their qualifications by pursuing Ph.D. They are also motivated to participate in State/National/International seminars conducted by other institutions and to present their research papers. For this purpose, the faculty are informed about such activities being held at other colleges/institutions by circulating notices among them. They are also encouraged to pursue research by undertaking minor/major research projects.

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	10	03	Nil
Non-Peer Review Journals	Nil	01	Nil
e-Journals	02	01	Nil
Conference proceedings	03	08	Nil

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	-	-	-	-
National Seminar	One Day	UGC	1,12,500	1,12,500
Students research projects (other than compulsory by the University)	-	-	-	-
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	-	01	-	-	-
	Sponsoring agencies	-	UGC	-	-	-

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
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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:

- I. Annual Athletic Meet
- II. Blood Donation Camp
- III. National seminar sponsored by the UGC on the topic “Inflation in India- Causes and Remedies” organized by the P.G. Department of Economics on Sept 27, 2012.
- IV. Industrial visits by the Department of Commerce

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	140 Canals	-	-	140 Canals
Class rooms	67	12	Boys Fund	79
Laboratories	13	02	Boys Fund	15
Seminar Halls	02	-	Donation	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	03	02	Boys Fund & Donation	05
Value of the equipment purchased during the year (Rs. in Lakhs)	21,15,063	11,47,241	Boys Fund & Donation	32,62,304
Others	-	-	-	-

4.2 Computerization of administration and library

- Automation and Bar coding of Books is in progress.
- E-Journals/Books have been made available through NLIST (INFLIBNET)

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35024	8065012.51	1468	1060925.39	36492	9125937.90
Reference Books	911	Included Above	28	Included Above	939	Included Above
e-Books	55000+	5700	55000+	5700	55000+	5700
Journals	66	1,74240	3	1440	69	175680
e-Journals	6000+	5700	6000+	5700	same	
Digital Database	Nlist-Delnet-Lib Module	1,74600	Maintenance Charges	17400	3 package	192000
CD & Video	45		32		77	

Others (specify)	100-- Seminar Proceedings 25--Project Reports By Students 16—News Paper	24789+41716. 50-News Paper Value	53 Seminar proceedi ngs 30 Project Reports		153-- Seminar Proceedings 55--Project Reports 16—News Paper	66505.50 Newspaper Value
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4.4 Technology up gradation (overall)

	Total Computers	Comput er Labs	Internet	Browsin g Centres	Compute r Centres	Office	Depart -ments	Others
Existing	138	03	13	03	----	03	12	N/A
Added	15	---	---	---	----	01	---	N/A
Total	153	03	13	03	----	04	12	N/A

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

The Department of Computer Science & IT organizes annual workshops for the staff, both teaching and non-teaching, of the college to upgrade their soft skills and provides need based regular guidance to them. The administrative office and accounts office are also fully automated. The secretarial staff can access any information about the students on the click of mouse.

4.6 Amount spent on maintenance in lakhs :

i) ICT	41,54,704
ii) Campus Infrastructure and facilities	16,93,75,622
iii) Equipments	11,47,241
iv) Others	-
Total:	2,22,39,507

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. The students are kept up-to-date with the information provided in the college prospectus.
2. Various counselling sessions are conducted for the awareness of the students.
3. Awareness regarding Student Support Services is also provided at the time of counselling/admission.
4. Various Student Support Services available with the college are made known to the students by putting up notices from time to time.

5.2 Efforts made by the institution for tracking the progression

1. Internal examinations are held on regular basis.
2. Students are given project work and assignments which are assessed by the concerned teachers.
3. Students are made to give presentations on various topics in front of the teachers and other students.
4. Students' results are closely monitored to find out the weak areas where additional efforts are made.
5. Regular class tests are held.
6. Regular discussion sessions are arranged in order to solve the problems faced by the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1446	686	-	121

(b) No. of students outside the state

76

(c) No. of international students

-

Men	No	%	Women	No	%
	1199	53.2		1054	46.7

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
980	481	01	207	0	1669	1285	703	0	265	0	2253

Demand ratio - 100%

Dropout % - 12.62%

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

1. New books, journals and newspapers are provided in the library.
2. Lectures, seminars, discussions etc. are conducted.

No. of students beneficiaries

All students in the campus

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPSetc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Workshops/ Seminars/ Lectures are conducted for generating awareness about various Career options available in different streams.
- Guest lectures are organised by inviting experts from different fields.

No. of students benefitted

All Students in the college

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
NIL	NIL	NIL	42

5.8 Details of gender sensitization programmes

N/A

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	126	4,01,720
Financial support from government	N/A	N/A
Financial support from other sources	15	60,000
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:

- A new building was built near the college gate to serve as Canteen with separate rooms for boys, girls and staff.

Criterion – VI

6. Goverence, leadership and management

6.1 State the vision and mission of the institution

Shri Guru Gobind Singh Khalsa College, Mahilpur was established in 1946 with the great vision to uplift the socially, economically and educationally deprived people of this rural, backward and kandi area. The mission of the institution is to:

- Become a vibrant knowledge Centre and a Centre of Excellence in teaching, research and extension activities.
- Meet the challenges of the knowledge era and to keep with the pace of knowledge explosion in higher education. The College is committed to inculcate and sustain higher standards of quality in teaching, research, extension and governance catering to the regional, national and global needs.
- Provide excellent learning environment and develop right competencies and attitudes in students to enable them to realize their full potential and contribute to nation building.
- Strive for democratization of education and recognize the importance of sustainable and affordable high quality interdisciplinary educational programmes to meet the capacity building and public service needs of our youth.
- Maintain the highest possible standards in academics by providing competent faculty, ultra-modern infrastructural facilities and the most conducive learning environment.
- Develop multidimensional personality of the students by providing an opportunity to participate in religious, cultural, co-curricular, theatrical, and literary and sports activities.
- Cross-pollinate with new ideas, new technologies, new platforms, and new world-views.
- Develop a scientific temper and a performance culture of pro-active decision-making.
- Strategize to become an epicentre of knowledge, culture, skills and technologies.

6.2 Does the institution has a management system

Yes. The management system is in place. Permanent committees consisting of faculty members are constituted for the whole session to assist the college administration in the smooth functioning of the college. Besides, temporary committees consisting of teaching as well as non-teaching staff are formed whenever a college event is to be organised. There is a proper management committee to manage the college.

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

6.3.1 Curriculum Development

The curriculum is developed and revised by the Affiliating University.

6.3.2 Teaching and learning

- The college focuses on student-centric teaching strategies. The college has an effective system of student evaluation through which a meaningful teaching and learning is assured. Well -equipped laboratories and digital library provide students with better learning experience aptly supported by inputs from teachers and the student-book ratio is 20:1
- Teachers are encouraged to regularly participate in Faculty Development Programmes.

6.3.3 Examination and evaluation

Mid-term exams and regular tests in the classes are held to evaluate the students. Annual and semester exams are conducted by the Panjab University, Chandigarh.

6.3.4 Research and Development

The faculty are encouraged to improve their qualifications by perusing Ph.D. They are also motivated to participate in State/National/International seminars conducted by other institutions and to present their research papers. For this purpose, the faculty are informed about such activities being held at other colleges/institutions by circulating notices among them. They are also encouraged to pursue research by undertaking minor/major research projects.

6.3.5 Library, ICT and physical infrastructure/instrumentation

College has a well established intranet facility within the campus. Unique Library Software is being used for maintenance of Library. Data Entry (Books, Journals, Membership), Transaction (Issue, Return, Renewal and Fine Collection), Gate Entry, Generation of various Reports. Our Library subscribes to the UGC N-List programme. Inside the Library nine Systems have been provided for the users. Sufficient systems are there for data entry, transaction, and gate register.

6.3.6 Human Resource Management

Human Resource Management with regard to the students is done through various student support services offered by the college. The college has an Anti-Ragging Committee the sole objective of which is planning action and taking measures for the development and preservation of ragging-free environment in the institution. The college lays great emphasis on NCC training as it makes the youth disciplined and patriotic, broadens their outlook and inculcates in them qualities of self-reliance, leadership and determination to serve the nation. In case of teachers, they attend Refresher courses/ Orientation courses/Winter/Summer schools to update their knowledge. They also participate in seminars/conferences and present/publish their research papers. The Women Grievance Redressal Cell aims at making every effort to prevent sexual harassment and ensure that the female students and employees of the institution enjoy maximum safety, security and 'feel at home' atmosphere in the college.

6.3.7 Faculty and Staff Recruitment

Recruitment of the staff is done as per norms of Panjab University/UGC/Punjab Govt. Permanent staff is recruited through a panel representing the Panjab University, Punjab Government and the college managing committee. Adhoc staff is recruited by the college management committee.

6.3.8 Industry Interaction/Collaboration

Experts from the industry are invited to interact with the students from time to time. Contacts are established with industry to facilitate students' exposure to the latest industrial and technological developments.

6.3.9 Admission of students

Students were admitted for the session 2012-13 as per the rules and regulations of the Panjab University, Chandigarh.

6.4 Welfare schemes for

Teaching	Contribution to the PF by the managing committee, provision for Loan, Medical leave facility, special duty leave for participating in Orientation/Refresher courses, attending summer/winter schools and participating in seminars/workshops, Retirement benefits like Gratuity, Leave encashment.
Non Teaching	Contribution to the PF by the managing committee, provision for Loan , Medical leave facility, Retirement benefits like Gratuity, Leave encashment
Students	Several types of scholarships, study tours, cultural activities , organization of annual functions, youth festivals etc.

6.5 Total corpus fund generated

N/A

6.6 Whether annual financial audit has been done?

Yes

6.7 Whether academic and administrative audit has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	N/A	No	N/A
Administrative	Yes	Chartered Accountant	Yes	A committee consisting of staff members

6.8 Does the university/Autonomous college declares results within 30 days

For UG Programmes

NA

For PG Programmes

NA

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

N/A

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

N/A

6.11 Activities and support from the alumni Association

The college makes provision for the alumni to enrol with the Alumni Association through direct registration, online registration and on-the-spot registration. Alumni night was celebrated on 30/03/2013.

6.12 Activities and support from the Parent-Teacher Association

N/A

6.13 Development programmes for support staff

Computer literacy programmes/workshops are organized by the Department of Computer Science for support staff.

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

Cleanliness cum plantation drive in the college is carried out on regular basis.

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.

1. Library is being automated.
2. New courses are added from time to time according to the needs of the youth of the area.
3. Grievances Redressal Cell exists in the college to solve the problems encountered by the students.

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

1. Regular meetings were held to discuss various achievements of the college and to formulate further plans.
2. Educational tours, participation in youth festival, NCC,NSS camps and sports activities were arranged for multi dimensional personality growth of the students.

7.3 Give two Best Practices of the institution

- 1) **Efforts made by the college to increase the strength of the college:** The college staff visits the neighbouring educational institutions and villages in groups before the beginning of the academic session and makes them aware of the different courses being run in the college and various scholarships available to the students. The college also tries to introduce new courses according to the needs of the youth of the area and increase infrastructure and facilities for the students.
- 2) **Strict discipline:** Discipline committees for different periods are constituted to maintain discipline in the campus. With a view to create sense of discipline among the students, the college has connected the campus through CCTV cameras which on the one hand help to keep an eye upon the activities of the students and on the other create a feeling of self- discipline among them.

7.4 Contribution to environmental awareness / protection

1. Beautification of campus.
2. Cleanliness Drives.
3. Maintenance of lawns and grounds.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

Strengths:

- 1) Co-operation and co-ordination among faculty members.
- 2) Positions in sports activities, especially in football.
- 3) Good governance and leadership.

Weaknesses:

Students belonging to rural areas and weak in English which affects the results at the undergraduate level.

8. Plans of institution for next year

1. New courses will be introduced.
2. Research activities in various departments will be enhanced.
3. Administrative section will be computerized and the number of non- teaching staff will be increased.
4. Infrastructure will be improved.

Name: Prof. Rakesh Kumar



Signature of the Coordinator, IQAC

Name: Dr. Parvinder Singh



Signature of the Chairperson, IQAC