



**BHAG SINGH KHALSA COLLEGE FOR WOMEN (ESTD. 2001)**

**KALA TIBBA, SITTO ROAD, ABOHAR-152116**

**WEBSITE: [bhagsinghcollege.com](http://bhagsinghcollege.com)**

**SELF STUDY REPORT**

**SUBMITTED TO**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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## PREPARATION OF SSR

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### PREFACE

We take immense pleasure and pride in submitting the Self Study Report (SSR) of Bhag Singh Khalsa College for Women, Kala Tibba, Abohar for the first cycle of accreditation by the National Assessment and Accreditation Council (NAAC), Bangalore.

Bhag Singh Khalsa College for Women, Kala Tibba, Abohar was established in the year 2001, in the revered memory of Late S. Bhag Singh Hayer under the chairmanship of respected Bibi Harbaksh Kaur Hayer. The founder principal of the college Dr. Pritam Singh Sidhu could foresee the requirement of college in the rural belt of Abohar region and worked accordingly, the result of which is visible at present times. The college started with undergraduate courses, later branched off to different post graduate streams. Since then it is gathering blossoms in all spheres of human education-curricular and extracurricular and is turning a benediction to the community and society at large. Just within the span of 15 short years, much older colleges look upon our college as a role model and try to implement our model of success.

As we present the SSR Report for assessment and accreditation, we stand by our commitment to achieve excellence through hard work and dedication in academic, co-curricular and extracurricular fields and thus play a pivotal role in the upliftment of society and nation as a whole by contributing to the education.

This report has been prepared following the guidelines of NAAC. The report is a reflection of the academic and administrative functions and activities happening during the past years in the college focusing on curricular aspects, teaching-learning and evaluation, research, consultancy and extension, infrastructure and learning process, student support and progression, governance, leadership and management, innovations and best practices and departmental exercises. It is an endeavor which encourages us to examine our strengths, assess our weaknesses, and accumulates the opportunities offered in higher education and to be prepare for the challenges that are at the forefront.

A steering committee comprising of seven faculty members has been constituted to complete the report. The committee has prepared the report through group discussions with its members and regular interactions with the Principal and the entire campus community. The report has been finalized with utmost sincerity, honesty and collective efforts of the faculty members which is now being submitted to the NAAC for assessment and accreditation.

It would be a great honor to have Peer Team inspecting and verifying our claims about our institution.

Dr. (Mrs. Parminder K. Sharma)  
Principal

## LIST OF ABBREVIATIONS

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AC	Air Conditioner
AIDS	Acquired Immuno Deficiency Syndrome
AF	Amalgamated Fund
ASC	Academic Staff College
B. A.	Bachelor of Arts
B. Com.	Bachelor of Commerce
B. Sc.	Bachelor of Science
B.Ed.	Bachelor of Education
B.L.I.S.	Bachelor of Library and Information Science
BCA	Bachelor of Computer Application
CATC	Civil Aviation Training College
CCTV	Close Circuit Television
CD	Compact Disc
CDC	College Development Council
CSIR	Council of Scientific and Industrial Research
CV	Curricular Vitae
DA	Dearness Allowance
DAV	Dayanand Anglo Vedic
DEO	District Education Officer
DST	Department of Science and Technology
DTH	Direct to Home
DVD	Digital Versatile Disc
EMA	Extra Mural Activities
ESI	Employee State Insurance
GPS	Global Positioning System
HOD	Head of Department
ICT	Information and Communication Technology
INFLIBNET	Information and Library Network
IQAC	Internal Quality Assurance Cell
ISBN	International Standard Book Number
ISSN	International Standard Serial Number
IT	Information Technology
JRF	Junior Research Fellowship
KVA	Kilo Volt Ampere
LAN	Local Area Network
LCD	Liquid Crystal Display
LED	Light Emitting Diode
LIG	Low Income Group

## NAAC SSR REPORT CYCLE I

M. A.	Master of Arts
M.Ed.	Master of Education
MCB	Miniature Circuit Board
NCC	National Cadet Corps
NGO	Non Governmental Organization
NLIST	National Library and Information Services Infrastructure for Scholarly Content
NRI	Non Resident Indian
NSS	National Service Scheme
OBC	Other Backward Class
OPAC	Online Public Access Catalog
PAU	Punjab Agricultural University
PF	Provident Fund
PG	Postgraduate
PGDCA	Post Graduate Diploma in Computer Application
Ph. D.	Doctorate of Philosophy
PRO	Public Relationship Officer
PU	Panjab University
RDC	Republic Day Camp
RDP	Republic Day Parade
RMP	Registered Medical Practitioner
RO	Reverse Osmosis
RRC	Red Ribbon Club
SAF	Student Aid Fund
SBI	State Bank of India
SC	Scheduled Caste
SI	Senior Inspector
SJR	SCImago Journal Rank
SLET	State Level Eligibility Test
SNIP	Source Normalized Impact per Paper
SRF	Senior Research Fellowship
ST	Schedule Tribe
STP	Sewerage Treatment Plant
TV	Tele Vision
UG	Undergraduate
UGC	University Grants Commission
UPS	Uninterrupted Power Supply
VMVO	Vision Mission Values Objectives
Wi-Fi	Wireless Fidelity
YEP	Youth Exchange Program
YWS	Youth Welfare Society

## EXECUTIVE SUMMARY

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Bhag Singh Khalsa College for Women, Kala Tibba, Abohar began its journey in the year 2001. An affiliate of Panjab University Chandigarh, the college has become a synonym with women education and women empowerment in the rural belt of Malwa region of Punjab. Working under the spiritual guidance of Sikh Philosophy of “ਸਰਬਤ ਦਾ ਭਲਾ” (Sarbat Da Bhala) - Welfare for All, makes the mission a lot more holistic. It made its humble beginning with an undergraduate stream of arts. The progressive journey is evident today as the college boasts with many new undergraduate courses in the streams of science, commerce, computer science and library science. In addition to undergraduate courses, post graduate courses in the subjects of Punjabi, History, Hindi and Sociology are also being taught.

The curriculum of the college is primarily designed by the Panjab University but some of our faculty members do contribute towards the same in their capacity as members of the Board of Studies of Panjab University in different subjects. Students are provided additional exposure to knowledge through seminars / workshops / group discussions and guest lectures. It also remains our endeavor to make students optimize their learning and knowledge through computer and internet. We encourage them to access internet as frequently as they want to update their knowledge. In this respect the library of college is rendering valuable services to the students. As a result of quality education and proper grooming, the college has given many assets to the society.

The college is the most favoured educational destination for girl students of the city and adjoining areas. Known for its excellent academic results, the college pulls the best of students towards itself who in turn contribute to its academic excellence. The prime aim of the college is to ensure quality education through teaching learning and evaluation. It can be achieved only through transparency in admission process starting from form distribution to display of merit list; details regarding the admission process (i.e., admission schedule and merit list of selected students) are displayed on the college notice board. The college strictly follows the recommendations of the admission committee constituted as per Panjab University norms and reservation policy of the Government of Punjab. The process is reviewed annually and improvements are implemented (e.g. making the whole process computerized). Students from backward and disadvantaged sections of society are encouraged to apply through the provision of seat reservation in all subjects for SC and ST students, other benefits include relaxation in cut-off mark percentages at entry level for SC and ST students against their reserved seats, direct financial support in terms of scholarships to SC, ST, OBC, minorities, single girl child, LIG and merit-cum-means.



## NAAC SSR REPORT CYCLE I

At present, the college has a regular Principal and 47 faculty members. Out of these 23 are regular Assistant Professors and 24 are temporary. Out of 23 permanent teachers, 7 are Ph.Ds. All departments of the college take introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice. The college, being a women institution, sensitizes its students on gender issues in addition to the environmental issues through its curriculum, celebrating national/international days, organizing awareness programmes, sensitizing through seminar, symposium, drama, quiz competition etc.

The faculty of the college is encouraged to participate in orientation / refresher courses, seminars, workshops and conferences (National / International) so that they may enrich their knowledge and improve their standing as teachers. Many teachers have doctorate in their respective subjects. A few others are pursuing it. The ambience of this college is student friendly to the core. They are free to consult their teachers as and when they feel the need of the same. Class tests, assignments, project work and seminars are used as supportive strategies to make the teaching and learning a more fruitful exercise. Few of our faculty members act as resource persons at various seminars, extension lectures regularly. The college has one seminar hall.

The college has active NSS unit, Red Ribbon Club (RRC), NCC wing, Youth Welfare Society for organizing different extension and outreach programmes around the year. NSS unit organizes workshop/ seminar/ discussion/ awareness programme/ sensitizing programme around the year. Many NCC volunteers have won prizes and received recognitions for their active participation in the state as well as national level camps. The students from NCC cadets are also getting employment each year in various departments of armed forces.

To ensure high quality education to the students, the college provides best possible infrastructure facilities in the campus. The college is located in serene atmosphere, in an area covering 26 acres. Apart from regular class rooms, labs, multipurpose hall, recreational lawns and other amenities, facilities are provided for sports activities like Basketball, Gym, Yoga and Indoor Games. The college is situated in an area which has been deprived of education in the past. The campus has many buildings which include well lighted, ventilated and spacious classrooms, laboratories, administrative offices, academic departments, staff rooms and fully air-conditioned computer labs. The computer labs are equipped with latest computers and Wi-Fi facility. The college has a hostel, tuck shop and canteen, common room, seminar hall and flats for the staff. The college has NSS, NCC units and an EMA Department which arranges cultural activities. The sprawling lawns and vast playgrounds lend magnificence to the physical infrastructure. For the upkeep and maintenance of infrastructure, the staff and the students take utmost care. If required, some additional workers are hired on contractual basis. The campus beautification committee insures that the campus



remains pollution free and green. To keep it healthy and eco friendly, burning of dry leaves and polythene bags is prohibited on the campus. A visiting doctor attends to the minor medical needs of the staff /students. In coordination with other academic support units on campus, the library caters to the need of students and staff of all the streams. The impressive collection of books, journals and other library material provides resources for learning, NLIST facilities to access the e-books and e-journals. Internet facility is available for library users. ICT rich environment is being further developed to encourage students to become more focused in their learning. CCTV cameras are fixed at all the strategic points on the college campus. The college has intercom system that connects all the departments internally.

The strength of the college stands in its infrastructural facilities that are evident in the form of transportation facility, a fleet of 30 odd buses which makes commuting for students and staff an easier task to even in the remotely located college. The continuous water supply is ensured. Power backup system is available in the form of UPS and generators. There are two generators (one with the capacity of 25 KVA and one with 62 KVA) as a backup for the hostel and the college respectively. Solar lights have been installed at different places in the campus. Computer enabled learning is essential in the present scenario, so the computers are upgraded and new configurations are introduced from time to time. The campus has Wi-Fi facility for the convenience of the students and the staff.

The mission of the college is to impart holistic education to girls of the rural area from all sections of society. To cater to the needs of the students, the college publishes its updated prospectus annually with all requisite details needed by students. Considering the socio-economic status of the students, various scholarships are given as Sports Scholarship and Endowed Scholarship. The deserving candidates are recommended by the respective departments. The SAF is the main fund that benefits many backward and economically backward students.

The Career Guidance and Counseling Cell of the college guide students for participation in various national and international competitions etc. The Career Guidance and Counseling Cell in collaboration with outside agencies organize series of programmes to guide the students for participation in various competitions, entrepreneurship, professional skills learning etc. Routine medical care to hostel residents is given. Adequate opportunities are given to the students to develop their skills i.e. computers, printers, scanners and LCD Projectors. For slow learners motivational lectures are organized. Individual counseling by heads of the departments and class teachers is carried out. Educational and Historical Trips are organized.

## NAAC SSR REPORT CYCLE I

The college magazine Chintan is published annually and it serves as a platform for the exhibition of the creative potentialities of the students. In addition to this, the institution encourages and develops entrepreneurial skills among the students by creating awareness among them through career counseling, seminars, conferences, workshops and debates. They are motivated to take part in cultural and extracurricular activities like sports, games, social services etc. College students have achieved many meritorious positions in the various sports competitions at university level, state level as well as national level. Students of different departments are involved in various academic bodies in form of the societies that are active in college. These societies constitute a fine blend of students and teachers.

The college is led by the Management Committee, constituting chairperson as its patron along with various office bearers and members. The college principal in consultation with management committee and staff develops and deploys various policies and action plans. The existing processes are efficiently managed; improved and prospective plans of development are chalked out through participative management involving the critical stakeholders. Students are nurtured as per the needs of society and industry. Proper two-way communication is ensured at all levels of management. Feedback is generated and analytical mechanisms contribute to further development, analysis of strengths and weaknesses and help assess plans for further growth. The faculty is empowered for continuous development. More members are encouraged to take on research oriented activities and set goals to facilitate higher learning. Performance of individual members is assessed and carrot and stick approach is followed as and when required not ignoring the appreciative work done by faculty. Welfare schemes are also brought into effect.

The college being a self-financed institution manages its budget and gets internal audit done to bring transparency in financial matters and ensure smooth supply of funds while making provision for optimum to maximum utilization of available resources.

The IQAC takes care of academic audit and help assuring quality at all levels of institutional working.

Our college is open to all the innovative and progressive ideas and programmes to improve the ability of its students by exposing them to the latest and the best material available in the field of knowledge. It has achieved benchmarks and is always engaged in renewed endeavor to achieve newer benchmarks.

The institution is a torchbearer in innovations and best practices. It lays greater emphasis on environmental awareness. Every measure is taken to reduce the consumption of energy. Solar energy is harvested, water is optimally used and efforts

## NAAC SSR REPORT CYCLE I

are made to reduce the emission of carbon. These include paper less work in the institution and less stress on printed material. The same is also ensured by minimizing the burning of bio products and separately treating the non-biodegradable waste. We have nothing hazardous except polythene and we have taken initiative to make polythene free campus. In the same lines, the college has an operational STP. Plantation drives are a regular feature of the college. NCC and Youth welfare society remains consistently engaged for increasing flora in the campus.

The innovative techniques for admission, research consultancy, governance and teaching methodology are a huge success. These aim at providing the maximum benefit to students out of available resources. On the spot admission and filling of other documents and use of ICT enabled class rooms are the innovative practices.

There are two best practices of the college. The first one aims at bringing rural girls to the door steps of college for learning, as college transportation works on no profit no loss basis. The second is the environment sensitization that takes place through installation of solar lights, STP and planting of saplings on regular basis.

## TIME LINE

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2001	Commenced B.A. with 60 students in collaboration with Singh Sabha Kanya Pathshala, Abohar
2002	Shifted to current own campus with 113 students.
2003	Strength increased to 171 students
2004	Strength increased to 232 students
2005	Strength increased to 502 students
2006	<ul style="list-style-type: none"> <li>❖ Strength increased to 503 students</li> <li>❖ Purchased one own bus for transportation of students</li> </ul>
2007	<ul style="list-style-type: none"> <li>❖ Strength increased to 622 students</li> <li>❖ Introduced PGDCA one year Diploma course</li> <li>❖ Introduced first PG course M.A. Punjabi</li> <li>❖ Organized Zonal Youth Festival</li> </ul>
2008	<ul style="list-style-type: none"> <li>❖ Strength increased to 853 students</li> <li>❖ Purchased 2 more buses for transportation</li> <li>❖ Introduced UG course B.C.A.</li> </ul>
2009	<ul style="list-style-type: none"> <li>❖ Strength increased to 1028 students</li> <li>❖ Purchased 3 more buses for transportation</li> <li>❖ Introduced PG course M.A. Hindi</li> </ul>
2010	<ul style="list-style-type: none"> <li>❖ Strength increased to 1334 students</li> <li>❖ Purchased 3 more buses for transportation</li> <li>❖ Introduced UG course B.Sc. Non Medical, Medical</li> </ul>
2011	<ul style="list-style-type: none"> <li>❖ Strength increased to 1383 students</li> <li>❖ Purchased 3 more buses for transportation</li> <li>❖ Introduced UG course B.Com.</li> <li>❖ Organized Zonal Youth festival</li> </ul>

## NAAC SSR REPORT CYCLE I

- 2012
- ❖ Strength increased to 1624 students
  - ❖ Purchased 4 more buses for transportation
  - ❖ Our student Parminderjeet Kaur stood 1<sup>st</sup> in M.A.Hindi (1<sup>st</sup> semester) at University level
- 2013
- ❖ Strength increased to 1831 students
  - ❖ Purchased 6 more buses for transportation
  - ❖ Introduced PG course M.A. History
  - ❖ Won overall trophy in Zonal youth festival
  - ❖ Our 2 PG students got positions at University level
    - Parminderjeet Kaur stood first in M.A. Hindi 2<sup>nd</sup> Semester
    - Satveer Kaur stood 4<sup>th</sup> in M.A. Punjabi 4<sup>th</sup> Semester also awarded with Ms. Ravel Kaur Appreciation Gold Medal.
- 2014
- ❖ Strength of the college stood at 1700 students
  - ❖ Purchased 3 more buses for transportation
  - ❖ Won overall trophy in Zonal Youth Festival
  - ❖ Our 1 UG and 6 PG students got positions at University level
    - Kulwinder Kaur stood 2nd in M.A. History 1<sup>st</sup> Semester
    - Sunaina stood 4<sup>th</sup> in M.A. History 1<sup>st</sup> Semester
    - Parmjit Kaur and Pawandeep Kaur stood 7<sup>th</sup> in M.A. History 1<sup>st</sup> Semester
    - Suman stood 3<sup>rd</sup> in M..A. Hindi 2<sup>nd</sup> Semester
    - Anju Bala stood 6<sup>th</sup> in M.A. Hindi 2<sup>nd</sup> Semester
    - Sheena Khurana stood 8<sup>th</sup> in B.A. 1<sup>st</sup> year
- 2015
- ❖ Strength increased to 1919 students
  - ❖ Purchased 4 more buses for transportation
  - ❖ Introduced PG course M.A. Sociology, UG course B.L.I.S.
  - ❖ Our 5 PG students got positions at University level
    - Rachna stood 6<sup>th</sup> in M.A. Hindi 2<sup>nd</sup> Semester
    - Harneet Kaur stood 7<sup>th</sup> in M.A. Hindi 2<sup>nd</sup> Semester
    - Neha Setia stood 5th in M.A. Hindi 2<sup>nd</sup> Semester
    - Pooja Rani stood 8<sup>th</sup> in PGDCA
    - Maniderjit Kaur stood 9<sup>th</sup> in PGDCA

## SWOC ANALYSIS

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### Strengths

- ❖ The strongest point with us is that we have an opportunity to serve rural belt of the region, the access of higher education has not become a reality for most of the people especially women, in the area. The institution feels proud, as about 2000 students of 160 villages of rural area are taking education annually.
- ❖ Transportation is the pillar of the strength of any institution. The college is basically set up to provide quality education to girls from the rural background. Most of the students come from the nearby villages. The main hindrance in the way of their education is the distance and safety. In order to provide maximum access to students of these areas, the college started transport facility. The scheme is extended to staff members also. This facility save time of the students, provide better atmosphere and safety to girls. The parents also feel relaxed as their wards are secure. The bases are sent on festival/ functions and students are also secure if they are late. The college has 30 busses in its fleet. The buses go to 160 villages daily.
- ❖ The college takes prides in having an experienced and highly qualified faculty which continuously strives for excellence in academics and other co-curricular activities. The teachers continuously guide the students, teach them and counsel them. The personal relationship that is established between the teachers and students help them to better their own score and maintain a congenial atmosphere in the college.
- ❖ The college has an excellent infrastructure consisting of big and airy well lit classrooms, Computer Labs with Wi-Fi facility, Physics Lab, Chemistry Lab, Home Science Lab, Fine Arts Lab and a Music room. The college has a seminar hall and audio-visual classrooms with multimedia facility, gymnasium with latest equipments and fitness machines, well stacked library, two staff rooms, two large playgrounds, spacious lawns, canteen and a Stationery Shop on its campus.
- ❖ The college publishes an annual multi-lingual inter-disciplinary research journal “Gyan Chetna.” It has an Editorial Board that reviews the research papers before sending them for publication. It has an Advisory Board that advises the Editorial Board time to time. The college also publishes an

annual magazine “Chintan”, in which individual/collaborative writings of the students are published to promote research culture among them.

- ❖ The college has eco-friendly campus with lush-green lawns. Plantation is the regular feature of the college. The college is making every effort to make the campus green and the use of non-degradable materials is discouraged. As a step towards energy conservation, the campus has been fitted with solar lights. Clean drinking water fitted with water purifiers have been installed in the college. Two high capacity silent generators have also been installed to meet with power cuts.
- ❖ The college has one hostel located within the premises, equipped with the best and modern amenities necessary for a comfortable living. There is a recreation hall fitted with LCD's where students gather for evening prayers and assemblies, recreation, playing table tennis, badminton, carom board etc. The hostel ensures services of a medical practitioner daily in the evening to provide first aid and cure minor ailments. Apart from that, the hostellers are taken to the concerned medical practitioners in case of emergency.
- ❖ College participates as well as holds competitions in cultural activities like Dance- classical dance, Punjabi folk dance (Giddha and Luddi), group dance general; Drama; Debate; Declamation; Music; Painting; Elocution; Poetical Recitation; Flower Arrangement; Mehndi and many other activities. Every year college organizes a one day “Talent Hunt” function in which the above mentioned activities are organized. Winners of these competitions get the chance to participate in youth festivals. Our college bagged two times over all trophies in 2013-14 and 2014-15 in the Zonal level youth festivals and remained second in 2015-16. Besides this our college won a considerable number of prizes in Inter-Zonal Youth Festivals. Our students Satwinder Kaur won gold medal in Pakhi making in Inter Zonal Youth and Heritage Festival 2015-16 held at Fatehgarh Sahib.
- ❖ Most of the students who take admission in our college belong to the weaker sections of the society or to rural areas. The college takes care of its needy and meritorious students by giving them scholarships and fee concessions. The college provides SAF to deserving and needy students. The college provides fee concession for father less girls of Rs. 3000/- for sister concession of Rs. 1000/- for SC students Rs. 600/- for physically disabled according to their degree of disability and for Sports students half



fee concession if she played at State/National level and EMA students Rs/- 1000. Besides, we offer a book bank facility to our needy, deserving and meritorious students.

### Weaknesses

- ❖ As a self-financed institution, the financial burden of payment of salaries for all the employees falls on the college. The institution has not received any special grants or finances from the university, UGC, industry or any other beneficiary agency. Due to constraints on the financial resources available, the college administration does not make a specific budget allocation for research. The college is making sincere efforts to get permanent affiliation and expecting to receive funds from various funding agencies like CSIR, UGC, DST etc. in 2016 so that separate budget will be earmarked for research.
- ❖ As the college is situated in the remote area, despite all efforts we have not been able to attract too many companies for campus placements.

### Opportunities

As the college is not getting any grant/fund from outward sources, it is total relying on its own collection of money. In future if the college gets success to achieve any further aid, then the planning will be as under:

- ❖ Construction of new air-conditioned and modern Auditorium.
- ❖ Library facility for hostel will be developed.
- ❖ To strengthen e-resources in library.
- ❖ To build more class rooms.
- ❖ Research centres to be developed in physics, chemistry, social sciences and languages.
- ❖ To build language lab and math lab.
- ❖ To construct AC reading hall in the hostel.
- ❖ To develop smart class rooms.
- ❖ Strengthening departmental libraries.
- ❖ Improvement in gymnasium facilities.
- ❖ To organize on-campus faculty enrichment programmes.
- ❖ To create more Industry-Institution linkages.
- ❖ To enhance the quality of its outreach programmes.
- ❖ To provide more scholarships to the students from socially and educationally marginalized sections of the society.

- ❖ To organize workshops on Self Defence, Soft Skills, Personality Development and Health and Nutrition.

### **Challenges**

- ❖ Socially and economically backward students with low aptitude in language and quantitative skills.
- ❖ Conservative thinking of the parents who resist the higher education of girls.
- ❖ Due to mushrooming of colleges in the field of technical and professional education there is fall in strength in courses such as B.Sc. and PGDCA in the past few years. We must strive hard to increase the strength in these courses. We also need to explore new areas and introduce new courses to cater to the job market. For this, we need to introduce more Innovative/Interdisciplinary /Add-on courses.
- ❖ Developing soft skills among students.
- ❖ To meet the increasing demand of students in respect of infrastructure and latest technological tools with limited financial resources.

## PROFILE OF THE COLLEGE

### 1. Name and Address:

<b>Name :</b>	Bhag Singh Khalsa College For Women		
<b>Address :</b>	Kala Tibba, Sitto Road		
<b>City :</b>	Abohar	<b>Pin :</b> 152116	<b>State :</b> Punjab
<b>Website :</b>	<a href="http://www.bhagsinghcollege.com">www.bhagsinghcollege.com</a>		

### 2. For Communication:

Designation	Name	Telephone With STD Code	Mobile	Fax	E-Mail
Principal	Dr. Parminder K. Sharma	O.01634-230099	9316213849	01634-230099	principalbskc@gmail.com
Vice / Offg. Principal	Dr. Karamjit Kaur	x	9417218653	X	karamjitkaur5000@gmail.com
Steering Committee Co-ordinator	Dr. Dinesh Mittal	R. 01634-230505	9915043730	X	mittal.dinesh2010@gmail.com
Joint Steering Committee Co-ordinator	Mr. Amrinder Singh Sandhu	R. 01634-228433	9041818756	X	amrindersinghsandhu@hotmail.com

### 3. Status of the Institution:

Temporary Affiliated College

☒

Constituent College

☐

Any Other (Specify)

☐

### 4. Type of the Institution:

a). By Gender

i) For Men

☐

ii) For Women

☒

iii) Co-education

☐

b). By Shift

i) Regular

☒

ii) Day

☒

iii) Evening

☐

**5. Is it a recognized minority institution?**

Yes

☐

No

☒

If Yes, specify the minority status (Religious/ linguistic/ any other) and provide documentary evidence.

**6. Source of funding**

Government

☐

Grant-in-aid

☐

Self financing (Any other)

☒

**7. a) Date of Establishment of the college : August 2001**

b) University to which the college is affiliated / or which governs the college  
(If it is a constituent college)

**Panjab University**

c) Details of UGC recognition:

Under Section	Date, Month and Year (dd-mm-yy)	Remarks (If any)
i) 2 (f)	-----	-----
ii) 12 (B)	-----	-----

(Enclose the certificate of recognition u/s 2 (f) and 12 (B) of UGC Act)

d) Details of recognition/ approval by statutory/ regularly bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) **NIL**

**8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?**

Yes

☒

No

☐

If yes, has the college applied for availing the autonomous status?

Yes

☐

No

☒

**9. Is the college recognized**

a) By UGC as a College with Potential for Excellence (CPE)?

Yes

☐

No

☒

If yes, date of recognition ..... (dd/ mm/ yy).

b) For its performance by any other governmental agency?

Yes

☐

No

☒

If yes, Name of the agency ..... and

Date of recognition ..... (dd/ mm/ yy).

**10. Location of the campus and area in Sq. mts:**

Location*	<b>Rural</b>
Campus area in Sq. mts.	<b>26 ACRE 1 KANAL 16 MARLA</b>
Build up area in Sq. mts.	<b>82347.45 SFT.</b>

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

**11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the college has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.**

- ❖ Auditorium **No**
- ❖ Seminar complex with infrastructural facilities. - **Yes**
- ❖ Sports facilities
  - Play ground ☒
  - Swimming pool ☐
  - Gymnasium ☒
- ❖ Girls' Hostel
  - Number of hostels - **01**
  - Number of inmates - **80**
  - Facilities (mention available facilities)
    - Spacious hostel
    - Airy rooms
    - R.O. System
    - Electricity backup (Silent generator and inverter)
    - Co-operative mess.
    - Hostel lawn
    - Common room having LCD and DTH
    - Telephone facility
    - Indoor and outdoor games
    - Desert cooler facility
    - Solar lights
- ❖ Residential facilities for teaching and non-teaching staff  
(Give numbers available-cadre wise)
  - One block with three flats in hostel for female faculty
  - Six quarters for non-teaching staff inside college campus.

## NAAC SSR REPORT CYCLE I

- ❖ Cafeteria - **Yes**
- ❖ Health Centre - **No**
  - First aid - **Yes**
  - Inpatient - **No**
  - Outpatient - **No**
  - Emergency care facility - **No**
  - Ambulance - **No**
- ❖ Facilities like banking, Post office, Book Shops:- **Book Shop**
- ❖ Transport facilities to cater to the needs of students and staff :- **Yes**
- ❖ Animal house :- **No**
- ❖ Biological waste disposal :- **Yes**
- ❖ Generator or other facility for management/ regulation of electricity and voltage

Facility	Quantity / Configuration
Generator	62KVA Kirloskar (Koel Green) 25KVA Sudhir
UPS	Rating 3KVA AC I/P I/NPE AC 230V/50HZ AC O/P L/NPS AC 230V/50HZ DC VOLTAGE 96VDC

- ❖ Solid waste management facility :- **Yes**
- ❖ Waste water management :- **Yes**
- ❖ Water harvesting :- **No**

### 12. Details of programmes by the college (give data for current academic year)

Sr. No.	Programme Level	Name of Programme/ Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned / approved student strength	No. of students admitted
1.	Under-Graduate	B. A.	3 Yr	10+2	English/ Hindi/ Pbi.	Unlimited	1350
		B. Sc. (Medical+ Non Medical)	3 Yr	10+2	English	80 students per year	80
		BCA	3 Yr	10+2	English	40 students per year	51
		B. Com.	3 Yr	10+2	English	60 students per year	121
		B.Lis	1 Yr	Graduation	English	30 students	17

## NAAC SSR REPORT CYCLE I

2.	Post-Graduate	M. A. (Punjabi)	2 Yrs	Bachelor's degree in any discipline	Punjabi	60 students per year	63
		M. A. (Hindi)	2 Yrs	Bachelor's degree in any discipline	Hindi	60 students per year	61
		M. A. (History)	2 Yrs	Bachelor's degree in any discipline	Punjabi/ Hindi/ English	60 students per year + 5 Students after VC permission per year	118
		M. A. (Sociology)	2 Yrs	Bachelor's degree in any discipline	Punjabi/ Hindi/ English	60 students per year	47
		PGDCA	1 Yr	Bachelor's degree in any discipline	English	40 students per year	11
Total							1919

**13.** Does the college offer self-financed programmes?

Yes ☒ No ☐

If yes, how many?

**10**

**14.** New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	<b>04</b>
-----	-------------------------------------	----	--------------------------	--------	-----------

**15.** List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	UG	PG	Research
<b>Science</b>	Chemistry, Physics, Mathematics	<input checked="" type="checkbox"/>	-	-
<b>Arts</b>	Hindi, Punjabi, History, Sociology	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
	English, Economics, Physical Education, Political Science, Music, Fine Arts, Home Science	<input checked="" type="checkbox"/>	-	-



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<b>Commerce</b>	Commerce	√ (B. Com.)	-	-
<b>Computer</b>	Computer	√ (BCA)	√ (PGDCA)	-
<b>Any Other (specify)</b>	Library	√ (B.L.I.S.)	-	-

**16. Number of programmes offered under (Programme means a degree courses like B. A., B. Sc, M. A., M. Com.....)**

- i) Annual System ☐ √  
(UG Final Year)
- ii) Semester System ☐ √
- iii) Trimester System ☐ ---

**17. Number of programmes with**

- i) Choice Based credit system ☐ ---
- ii) Inter/ Multidisciplinary Approach ☐ ---
- iii) Any other (specify and provide details) ☐ ---

**18. Does the college offer UG and/ or PG programmes in Teacher Education?**

Yes ☐ No ☒

If yes,

a) Year of introduction of the programme(s) ..... (dd/ mm/ yyyy)  
and number of batches that completed the programmes

b) NCTE recognition details (if applicable)

Notification No. ....

Date ..... (dd/ mm/ yyyy)

Validity .....

c) Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes ☐ No ☒

**19. Does the college offer UG or PG programmes in Physical Education?**

Yes ☐ No ☒

If yes,

## NAAC SSR REPORT CYCLE I

- a) Year of introduction of the programme (s) ..... (dd / mm / yyyy)  
and number of batches that completed the programmes
- b) NCTE recognition details (if applicable)  
Notification No. ....  
Date ..... (dd/ mm/ yyyy)
- c) Validity ..... Is the institution opting for assessment  
and accreditation of Physical Education programme separately?

### 20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/ State Government/ University <i>Recruited</i>	---	---	---	---	09	13	01	---	---	---
<i>Yet to recruit</i>	---	---	---	---	---	---	---	---	---	---
Sanctioned by the Management or other authorized bodies <i>Recruited</i>	---	---	---	---	04	18	02	01	---	---
<i>Yet to recruit</i>										

\*M-Male, \*F-Female

### 21. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent Staffs							
D. Sc. / D. Litt.	-----	-----	-----	-----	-----	-----	-----
Ph. D.	-----	-----	-----	-----	03	03	06
M. Phil.	-----	-----	-----	-----	02	04	06
PG	-----	-----	-----	-----	04	06	10

## NAAC SSR REPORT CYCLE I

<b>Temporary Staffs</b>							
D. Sc. / D. Litt.	-----	-----	-----	-----	-----	-----	-----
Ph. D.	-----	-----	-----	-----	-----	-----	-----
M. Phil.	-----	-----	-----	-----	02	07	09
PG	-----	-----	-----	-----	02	11	13
<b>Part Time Staffs</b>							
D. Sc. / D. Litt.	-----	-----	-----	-----	-----	-----	-----
Ph. D.	-----	-----	-----	-----	-----	-----	-----
M. Phil.	-----	-----	-----	-----	-----	-----	-----
PG	-----	-----	-----	-----	-----	01	01

**22. Number of Visiting Faculty/ Guest Faculty engaged with the college. NIL**

**23. Furnish the number of the students admitted to the college during the last four academic years.**

Categories	2011-12	2012-13	2013-14	2014-15	2015-16
SC	56	107	176	177	220
OBC	353	453	562	511	603
PHYSICALLY DISABLED	02	03	04	02	04
GENERAL	972	1061	1089	1010	1092
TOTAL	1383	1624	1831	1700	1919

**24. Details on students enrollment in the college during the current academic year:**

Type of Students	UG	PG	Total
Students from the same state where the college is located	1608	294	1902
Students from other states of India	11	06	17
NRI Students	-----	-----	-----
Foreign Students	-----	-----	-----
<b>Total</b>	1619	300	1919

**25. Dropout rate in UG and PG (average of the last two batches)**

UG 5.27%

PG 11.78%

## NAAC SSR REPORT CYCLE I

### 26. Unit cost of education

*(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)*

(a) including the salary component 15872.30

(b) excluding the salary component 3940.60

### 27. Does the college offer any programme/s in distance education mode (DEP)?

Yes ☐ No ☒

If yes,

a) Is it a registered centre for offering distance education programmes of another University

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council?

Yes ☐ No ☐

### 28. Provide teacher-student ratio for each of the programme / course offered?

Programme		Teacher-student ratio
UG	B. A.	1:44 (Due to fluctuations in admissions, faculties are utilized at both UG and PG levels)
	B. Sc. (General)	
	B. Com.	
	BCA	
	B.Lis	
PG	Hindi	
	History	
	Punjabi	
	Sociology	
	PGDCA	

### 29. Is the college applying for

Accreditation: Cycle 1 ☒ Cycle 2 ☐ Cycle 3 ☐ Cycle 4 ☐

Re-Assessment: ☐

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

## NAAC SSR REPORT CYCLE I

**30.** Date of accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: .....NA..... (dd/ mm/ yyyy) Accreditation Outcome / Result.....

**\* *Kindly enclose copy of accreditation certificate (s) and peer team report (s) as an annexure.***

**31.** Number of working days during the last academic year.

247

**32.** Number of teaching days during the last academic year

157

*(Teaching days means days on which lectures were engaged excluding the examination days)*

**33.** Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC                      05/09/2015                      (dd/ mm/ yyyy)

**34.** Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR                      (i) ..... (dd/ mm/ yyyy)

**35.** Any other relevant data (not covered above) the college would like to include.  
(Do not include explanatory/ descriptive information)

## **CRITERIA-WISE INPUTS**

## CRITERION I : CURRICULAR ASPECTS

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### 1.1 Curriculum Planning and Implementation

#### 1.1.1 State the vision, mission and objective of the Institution and describe how these are communicated to the students, teachers and other stake-holders.

##### Vision

S. Bhag Singh Hayer Memorial Trust envisages the needs of the society and is committed to stand upright with its vision towards “Empowering Rural Women” through integrated education for their social upliftment and to prepare them to excel in leadership and functional roles in the society.

##### Mission

- To create awareness among rural folk for coming out from vicious circle of illiteracy; thereby uprooting the centuries old dogmas of the masses of not allowing their girls to have their share of education.
- To create a congenial environment this facilitates the rural masses to come forward for motivating their daughters to expand horizons of thinking through education.
- To foster learning environment by giving them exposure of multi and interdisciplinary domains.
- To nurture the creativity of staff and students and enabling them to adopt out of the box thought, so as to mark their presence at national/international level.
- To offer such a platform to the students, wherein they feel comfortable to preserve their tradition and culture and on the same fostering the global competencies, so as to strike a fine balance between yesterday-today and tomorrow.
- To instil a sense of scientific temperament-guided towards skill development, but with thrust on human and social values i.e. social science, so that science facilitate the society and not for endangering the cultural and social foundations.
- To foster the pursuit of holistic grooming of the students viz-a-viz exuberance in the areas of academics, sports and co-curricular.



- To enable and facilitate the staff and other stake-holders to deliver in tune to vision of the trust/college.

### **Objectives**

- To stand committed for holistic development of rural girls, guided towards laying robust foundations of a better tomorrow.
- To create quality pool of human resource who are enriched with requisite skill set, legacy of their culture, values, traditions and are ready for societal transformation
- To set forth a culture-where everybody aspires to grow, but not by hampering growth of others.
- On the whole to build a consortium for national character and to make our mother earth, a place to live with peace.

### **Communication of the Vision, Mission, Values and Objectives (VMVO)**

The VMVO of the college are displayed on the college website, which is accessible to everyone. VMVO statements are printed in the 'Prospectus' for the benefit of new admissions and their parents. In the beginning of the session college faculty members visit door to door in the villages and encourage their parents to send their girls to our college, whereby they can familiarize themselves with the VMVO of the institution. In addition, these are also communicated in Hindi, Punjabi and English through daily vernacular.

#### **1.1.2 How does the institution develop and deploy action plan for effective implementation of the curriculum? Give details of the process and substantiate through specific examples.**

For the effective implementation of curriculum designed by Panjab University, following action plans are executed by the college:

- The institutional academic calendar is prepared by the college keeping in view the academic calendar supplied by the university.
- The tentative dates of important events, seminars, workshops, departmental activities and festival celebrations are planned.
- Before the commencement of the session, all departments distribute the subjects among the faculty members according to their expertise and same is communicated to the time table coordinator.

- In addition to permanent faculty members, temporary teachers are also appointed as per requirement for which vacancies are advertised in local newspapers and selections are made as per UGC norms by educational Management committee of college.
- To assess and evaluate the learning of the students, internal exams at college level are conducted once in a semester.
- To maintain the continuous learning, class tests/presentations/assignments are conducted by the individual faculty members.
- The internal assessment of students is awarded on the basis of their performance in internal exams, class tests, laboratory performance and discipline in the class.
- In addition to the classroom teaching, students are given exposure to new technologies and innovations by organizing science fest and tech-fest every year along with a number of seminars and workshops.
- Sports meet is held every year at college level to inculcate the spirit of team work.

### **1.1.3 What type of support (procedural and practical) do the teachers receive (from the university and / or institution) for effectively translating the curriculum and improving teaching practice?**

- The university provides the entire course syllabi, programs, pattern of examination, assessment criterion, list of experiments, prescribes text books and reference books which enables teachers to follow the curriculum effectively.
- Any change in the curriculum is communicated to the affiliated colleges by the university.
- Faculty members are encouraged to attend orientation/refresher courses organized by ASC of various universities.
- The college provides Wi-Fi based connectivity throughout the campus.
- Teachers stay at college till college breaks for the day. In the mean time students can approach teachers for academic problems and corridor discussions.
- For effective translation of the curriculum, the college provides resources like library, computer labs, science labs, LCD projectors and Wi-Fi based connectivity as supportive elements to teaching.
- In campus, stationary shop is housed to provide additional learning resources such as books, stationary items and general day to day items.

- To substantiate the theoretical aspects with practical applications, well equipped laboratories support is provided in the college so as to impart the practical learning.

**1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating university or other statutory agency.**

The college exhibits its best practices to effectively deliver the curriculum designed by the affiliating university viz-a-viz a well-knit academic policy elaborated. The faculty members who are members of board of studies of the university assimilate suggestions from the teachers and feedback from the students and actively deliberate for consideration in meetings of the board of studies and academic council.

**1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?**

The faculty members are encouraged and facilitated to take up membership of research bodies and councils so as to remain updated.

- The career guidance and counseling cell of the college arranges expert talks and lectures from renowned academicians and industry representatives by coordinating with different departments so as to enable them to be employable.
- The suggestions from stake-holders are forwarded to concerned university officials so as to get the desired results.

**1.1.6 What is the contribution of the institution and / or its staff members to the development of the curriculum by the university? (Number of staff members / departments represented on the board of studies, student feedback, teacher feedback, stakeholder feedback provided specific suggestion etc.)**

Faculty members from different departments are duly recognized as members to board of studies of university as enlisted below:

1. Dr. Karamjeet Kaur member UG/PG board of studies in University of Bikaner
2. Mrs. Charanjeet Kaur member UG board of studies in P.U. Chandigarh.

Based on the feedback and suggestions from the faculty members, necessary inputs are conveyed to the university through members of Board of Studies.

**1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give detail on the process ('Needs Assessment', design development and planning) and the courses for which the curriculum has been developed.**

The college has no authority to develop its own curriculum. It implements the curriculum designed by Panjab University, Chandigarh.

**1.1.8 How does institution analyze/ensure that the stated objectives of the curriculum are achieved in the course of implementation.**

- The academic delivery is carried out through well planned lectures, seminars, debates etc.
- Fair evaluation and analysis of the learning of students is done by conducting internal exams, class tests, surprise tests etc.
- Based on their performance, weaker students are categorized and extra classes are conducted for those students so as to bring a gradual improvement in students. Finally, the placement of the students speaks about different plans and its execution towards the desired results.

## **1.2 Academic Flexibility**

**1.2.1 Specifying the goals and objectives, give details of the certificate / Diploma courses / skill development course etc. offered by the institution.**

At present, college does not offer any separate certificate/diploma based skill development courses. However, the students have an option to study one skill development oriented discipline course such as music, fine arts, home science etc., which are taught during all the three years of program.

**1.2.2 Does the institution offer programs that facilitate twinning / dual degree? If yes, give detail.**

The institution does not offer any program that facilitates twinning / dual degree.

**1.2.3 Give detail on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in term of skills development, academic mobility, progression to higher studies and improved potential for employability.**

The undergraduate and post graduate programs offered by the college have been so chosen to meet the key requirements of the girls in rural and semi-urban neighborhood. The college offers a wide range of options, which cater to the need of students.

**❖ Range of Core / Elective Options offered by the University and those opted by the college:**

- The college offers Master's degree in Hindi, Punjabi, History and Sociology.
- Post-Graduate Diploma in Computer Applications (PGDCA)
- Bachelor of Computer Applications (BCA)
- B. Sc. Non Medical (General)
- Bachelor of Commerce (B.Com.)
- Bachelor of Library and Information Science (B.L.I.S.)
- Bachelor of Arts with wide range of options from Languages, Social Sciences and Skill oriented courses etc.
- The students in Humanities stream have an option to choose subjects from Economics, Political Science, History, Mathematics, Physical Education, Sanskrit, Elective English, Elective Punjabi and Elective Hindi.

**B.A. (General) 1st Year (Semester System) study programme consists of two compulsory subjects and three elective subjects:**

**❖ Compulsory Subjects are:**

- Punjabi OR History and Culture of Punjab
- English

**❖ Elective subjects for B.A. : A student is required to take up 3 elective subjects in all, selecting not more than one subject from any of the following sets of combinations**

- Elective English / Hindi/ Elective Punjabi
- Economics
- Physical Education
- History / Mathematics

- Political Science
- Sociology
- Fine Arts
- Music (Vocal)
- Home Science
- Computer Applications

The college follows norms laid down by Panjab University Chandigarh so far as subject combination is concerned.

The courses available at the under graduate level are helpful to the students in terms of progression to higher studies. For this various talks / seminars/ workshops are organized to impart information regarding higher studies. The teachers at their own level also counsel the students for the same. The college is affiliated to Panjab University, Chandigarh. The syllabus is framed by the University. It does not have the autonomy to change the time frame for any programme.

**1.2.4 Does the institution offer any self – financed programs in the institution? If yes, list them all indicate how they differ from other programs, with reference to admission, curriculum , fee structure, teacher qualification and salary etc.**

The institution does not obtain any grant from the university or government so all the courses offered by the institution are self-financed. The entire financial burden is borne by the institution itself.

**1.2.5 Does the college provide additional skill oriented programs, relevant to regional and global employment markets? If, yes provide detail of such programs and the beneficiaries.**

There is no substantial difference between university courses and self financing courses in terms of admission criteria is followed as per university norms except fee structure

Courses	College fee (Rs.)	University fee (Rs.)
B.A.	13500 + 600 per practical	10760
B.Com.	17000	19500
B.Sc.	15100	12100
B.C.A.	28000	30525

M.A.	16000	15065
PGDCA	18000	18465

**1.2.6 Does the university provide for the flexibility of combining the conventional face to face the distance mode of education for students to choose the courses / combination of their choice? If yes, how does the institution take advantage of such provision for the benefit of student?**

The university does not allow the flexibility of combining the conventional face to face and distance mode of education. Only conventional face to face mode of education is provided by the college and the students are required to meet the minimum attendance requirement as prescribed by the university. The students are provided with the flexibility to choose the courses / combinations of their choice.

### **1.3 Curriculum Enrichment**

**1.3.1 Describe the efforts made by the institution to supplement the University's curriculum to ensure that the academic programs and the institution's goals and objectives are integrated?**

- The objective of the institution is well defined and institution is implementing the university curriculum by inculcating value based education. In addition to the content in syllabus, guest lectures and seminars are organized to give students an exposure to meet the need of an hour.
- The college hosts a well managed library equipped with a stock of textbooks, newspapers, quality magazines and periodicals. It also hosts computers with internet facility which is accessible to all the students.
- Athletics and sports are integral part of the curriculum and they are organized by the institution to develop the leadership qualities and team spirit in the students. College offers physical education as an optional subject at UG level.
- In addition to the academic knowledge, the students are provided opportunity to learn social behavior through NSS, NCC, Red Ribbon Club and Youth Welfare Society.



- The students are encouraged to participate in youth festivals to showcase their talent which helps improving their interpersonal skills and team work.

**1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experience of the students so as to cope with the need of the dynamic employment market?**

- The subject experts provide their valuable suggestions for the curriculum enrichment which is conveyed to the university.
- The feedback from the alumni is collected on the current scenario of the market and accordingly seminars and guest lectures are planned.
- Professional experts are invited to share their views and experience to the students which provides latest knowledge of employment scenario.
- Communication skills of the students are improved by conducting workshops which helps them in acquiring jobs.
- Ideas emerging from managing committee members, alumni and students are conveyed to the university for curriculum enrichment.
- The career guidance and counseling cell actively engages students to guide and counsel them for their job prospects and higher studies.

**1.3.3. Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate change, Environmental Education, Human Rights, ICT etc., into the curriculum?**

To integrate the cross cutting issues such as gender, climate change, environmental education, human rights, ICT etc., following committees are formed to take care of the students:

- **Anti-Ragging Committee:** The college has formed an anti ragging committee to protect new students from the harmful activities of the seniors. The committee is empowered to take severe actions against such elements; however, no such incidence has been reported so far in the college.
- **Women Empowerment Cell:** The college has established a women empowerment cell to address the gender specific issues and to take care of women rights and safety. The cell is chaired by principal of the college.
- A seminar on Road safety and traffic rules is organized every year in the college to expose the students to all the traffic rules and regulations.

- Environmental Studies is included in the curriculum of the university as a qualifying subject at the undergraduate level for all the streams.
- A number of campaigns on tree plantation are arranged every year in which students participate actively. Students are encouraged to plant saplings in the campus on their birthday.
- The college encourages the use of ICT in the educational programs because computer literacy is the need of the hour. Teachers are engaged to make optimum use of technology for their teaching learning process.
- Students are made aware to globalization, culture, human rights, women safety, child labor etc. by arranging seminars in such areas which give them a chance to interact with experts from different regions.
- A number of educational and industrial visits are conducted to expose students to the industry and outside world.

### **1.3.4 What are the various value added courses/enrichment programs offered to ensure holistic development of students?**

#### **Moral and Ethical Values**

- The college hosts a separate department of Moral Education in collaboration with Sri Guru Gobind Singh Study Circle. The department conducts an exam on Moral Education, on the basis of which scholarships are provided to the deserving students. The department also organizes camps and plays an important role in youth festivals.
- Assembly is conducted on any given day of the week to make students aware about moral values and other relevant aspects.
- The academic session of the college begins with invoking blessing of almighty by solemnizing Sukhmani Sahib Path in the college. Positive vibes are generated through this practice. Cultivating moral and ethical values is the need of hour. The principal and teachers through their interaction with the students share ethical and moral values.

#### **Employable and Life Skills**

- The career guidance and counseling cell provides the necessary guidance to the students regarding various career options.
- Different clubs like Youth Welfare Society and Red Ribbon Club engage the attention of students in creative activities. The students are encouraged to participate in Declamation / Debate and Creative Writing contests.

- The department of fine arts, home science and music actively deliberates on improving life skills of students.

### **Better Career Options**

- The efforts are made at college level to make students capable of getting jobs.
- Seminars and workshops enhance the level of exposure in this regard.
- NCC unit of the college prepares the students for armed and police services.

### **Community Orientation**

- NSS unit of the college take students to the community to be aware of the problems faced by the various sections of the society. Visits to nearby villages are arranged and students educate people about need of imparting education to girls.
- NCC cadets are provided training for team work and responsible living. They are instructed in a way so that they can play a bigger role in the armed and paramilitary forces.
- The students in Red Ribbon club of the college create awareness about AIDS in society.

### **1.3.5 Citing a few examples, enumerate on the extent of use of the feedback from stakeholder in enriching the curriculum?**

The suggestions from stakeholders are appropriately conveyed to the university via members of board of studies. Their recommendations to the university meetings held in discussing the area of interest are accepted while framing the syllabus for the new session. The college teachers also share their ideas pertaining to curriculum during interaction with other teachers at workshops / seminars etc.

### **1.3.6 How does the institution monitor and evaluates the quality of its enrichment programs?**

The following are the ways to monitor and evaluate the quality of enrichment programs of the institution.

- Departmental meetings
- College advisory committee meetings

➤ Internal Quality Assurance Cell (IQAC)

Feedback from students is gathered regularly. Their suggestions are implemented after discussion in the staff meetings

## 1.4 Feedback System

### 1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the university?

The college implements the curriculum designed by Panjab University, however, feedback regarding the curriculum is taken from faculty members and students and same is conveyed to university through member of board of studies.

### 1.4.2 Is there a formal Mechanism to obtain feedback from students and stakeholders on curriculum? If, 'yes', how is it communicated to the university and made use internally for curriculum enrichment and introducing changes / new programs?

The college does not have any concrete mechanism of feedback the faculty members take feedback regarding curriculum in the class room and discuss in departmental meetings. The appropriate ideas and suggestions are given to university in consultation with the principal of the college and members of board of studies.

### 1.4.3 How many new programs / courses were introduced by the institution during the last four years? What was the rationale for introducing new courses programs?'

**Bachelor of Commerce (B.Com.) is introduced from session 2011-12.**

To feel the need of hour in order to inculcate the proper knowledge of financial and commercial aspects of the economy and system as a whole. To make students employable for latest job opportunity in financial sector.

**Masters in History is introduced from session 2013-14 and Masters in Sociology is introduced from session 2015-16.**

PG courses have been introduced in the college in the subjects mentioned above to cater to the increasing demand for higher studies.

**Bachelor of Library and Information Science (B.L.I.S.) is introduced from session 2015-16.**

- No such programmes are running in locality.
- Availability of job opportunities.

## CRITERION II: **TEACHING-LEARNING AND EVALUATION**

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### **2.1 Student Enrolment and Profile**

#### **2.1.1 How does the college ensure publicity and transparency in the admission process?**

##### **Publicity of the Admission Process**

- Before the commencement of the new academic session the prospectus is made available to the students. All relevant information regarding the admission procedure, infrastructure, fee and scholarships, various activities of the college, achievements of the students in academic as well as sports and other activities is provided through the prospectus.
- The college has its own website ([www.bhagsinghcollege.com](http://www.bhagsinghcollege.com)) from where students can gather information regarding the college. e-mail queries, if any, are responded promptly.
- Advertisements in the local newspapers and local channels of the Cable TV are also helpful during the admission.
- During all important functions/programs organized by the college from time to time, the Principal transmits the same information to the audience.
- Huge Billboards are fixed at strategic points on the campus, the boundary walls of the college building, nearby the city and villages also serve the purpose.
- The team of teachers personally visits schools in the neighboring areas to publish the achievements, infrastructure, courses available and the relevant facts about the college.

##### **Transparency in the Admission Process**

- The college is built with the vision of women empowerment through the medium of education and has consistently been putting efforts to draw maximum students from Rural, Malwa, Bishnoi belt and border area where women are culturally and socially marginalized.
- From the stage of notification till the completion of admission process, the admission committee is always there for the help of the candidates. Admission registers of all the classes are prepared containing the details such as the student's name, father's name, period-wise allotment of timetable, section and pass percentage. Admissions are taken as per Punjab University rules. Reservation is as per the policy of Punjab Government.

In case any student quits the selected seat, another student in waiting list is enrolled.

**2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.**

Application forms can be bought from office and the spot enquiries are attended by a team of senior teachers. Selection of students to the course is based on marks obtained in qualifying exam. The college admits the students solely on the basis of merit in the qualifying examination. In case the affiliating university lays down a special criterion like Entrance test or Interview, then the college strictly adheres to it. Applications for admission to undergraduate courses are called for, according to the Panjab University calendar. A personal interview with Principal and admission committee of various streams is part of the selection process. The admission committee helps the students to make the choice of the medium of instruction and subjects. College follows reservation policy of the government also.

Depending on types of courses, the following criteria and process of admission are adopted:

- Students for professional courses like B.L.I.S., B.Sc., B.Com. and BCA are selected on merit cum first-come first-serve basis depending upon the number of seats available especially in the said courses. The students for general courses like B.A. (Arts and Inter Arts) are selected on first-come first-serve basis.
- The Admission Committee of the college guides the aspirants for professional courses to make their choice according to their aptitude and ability.

**2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.**

The college follows the same percentage of marks for admission at entry level for each of the programmes offered by Panjab University, Chandigarh. The prospectus lays down the minimum percentage as per university rules.

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However this is determined as per the availability of candidates in merit lists and varies every academic year.

The minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college is as follows:

- A student aspiring BCA course should have obtained 40% marks and should have passed mathematics subject at matriculation level.
- A person joining the B. Sc. Course must have obtained at least 40% marks in the aggregate of the qualifying examination.
- A student joining PGDCA must have passed Bachelor degree under 10+2+3 system of examination with at least 50% marks in any discipline.
- The candidate aspiring B.A. course must have passed 40% marks.
- A student joining B. Com. must have 45% marks.
- A student joining M.A. (Punjabi, Hindi, History and Sociology) is required to secure 50% marks in her graduation.
- A candidate aspiring B.L.I.S. must have passed graduation in any stream with 50% marks.

Relaxation of 5% marks is provided to SC/ST/OBC/Physically Disabled as per the government policies.

### **2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?**

Yes, there is an Admission Committee to review the admission process and student profiles annually. Admission coordinators are appointed to facilitate the admission process. The college chalks out a plan much before the commencement of the session. Teams of teachers visit schools and villages of the area to interact with students for providing guidance and counseling.

The outcome of such an effort results in bringing about transparency, streamlining and systematizing the admission process, following up of reservation policy strictly as per provision of the government and selection of meritorious and disciplined students from the weaker sections.

### **2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion SC/ST, OBC, Differently Abled, Economically weaker sections, Minority community, Any other**



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Bhag Singh Khalsa College for Women, being a women college and its objective being women empowerment, every effort is made to prepare women for their various roles and responsibilities in society. The college is catering to the needs of rural marginal communities. Relaxation of 5% marks is given to the above said categories. The admission policy of the institution and its student profiles demonstrate/reflect the national commitment to diversity and inclusion by adopting the following strategies to increase/improve access for following categories of students.

### ❖ **SC/ST/OBC/Minority**

- There is a provision of Punjab Government Scholarship for them at the time of admission.
- Free books from book bank are being provided and financial assistance is provided to students from SC/ST/OBC/Minority.

### ❖ **Differently-Abled**

- The college is sensitive to the needs of the differently abled and has complied with the relevant government policies. Among manifold issues related to the educational aspects, the college takes into consideration the problems and necessities of such students.
- Before admission the counseling committee provides special attention, guidance and counseling to such student and motivates them for higher goals and education attainment.
- At the time of admission priority is given to differently abled students. Ramp has been constructed for entry to the college keeping in mind the needs of such students.
- Timetable is set and rooms are allotted to them keeping in view their convenience i.e. on ground floor.
- Their requirements and needs are given a special attention and care by every staff member. College also provides special concessions and relaxations according to the student's needs.

### ❖ **Economically Weaker Sections**

- Freeships and other concessions are available to them.
- Books from book- bank and financial assistance by Management committee and faculty members are provided to the students from economically weaker sections.

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- From the session 2015-16, S. Dalmir Singh Aulakh Fellowship of one lakh is provided to economically weaker but meritorious students.
- Dr. Mandeep Singh (Veterinary) bears the fee of one deserving but needy student.

### ❖ Sports Persons

Special attention and coaching is provided to the outstanding and budding sports persons. Repeaters and compartment cases are given admission and considered for fee concession.

### ❖ Any Other

- Admission rules are relaxed for students who have won recognition in debates, declamations, theatre, fine arts etc. and liberal concessions are given depending on their merit.
- Special admission to single girl child is given in case of unavailability of seat in any specified course. In 2014-15 student named Oshen Saharan was given consideration under special admission case.
- Malwa belt being hit by the epidemic of cancer, the college has witnessed students who are Cancer patients. Such students are provided fee concession and also special care and attention. Keeping in view their health conditions, it is ensured that teachers cope up with their learning speed and pay special attention and guidance.

### 2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase/ decrease and actions initiated for improvement.

During the last four years, the college has offered the following various programmes in synchronization with the current global competencies:

Programs	No. of Applications					No. of students Admitted				
	2011-12	2012-13	2013-14	2014-15	2015-16	2011-12	2012-13	2013-14	2014-15	2015-16
<b>UG</b>	1224	1416	1579	1416	1619	1224	1416	1579	1416	1619
<b>PG</b>	140	201	239	273	289	140	201	239	273	289
<b>PG Diploma</b>	19	07	13	11	11	19	07	13	11	11
<b>Total</b>	1383	1624	1831	1700	1919	1383	1624	1831	1700	1919

Overall trend in admission is mounting because of availability of qualified teachers, infrastructural facilities, student-centric teaching-learning process, transparent and good governance. The admission committee and admission coordinators initiate appropriate action for improvement in the admission process by:

- Making teaching and learning student-oriented and adding to infrastructure.
- Introducing new programmes keeping in view local as well as global demands.

## **2.2 Catering to Diverse Needs of Student.**

### **2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?**

The college makes best possible efforts to address the needs of differently-abled students. Such students are allotted their time-table in such a manner that their classes are held on the ground-floor. Students with personality disorders are counseled by the senior staff of the college. Regular counseling and interaction between students and teachers is taken up in order to provide a comfortable platform to students to discuss their problems, be it personal/academic. Cancer patients are exempted from minimum attendance requirement. Teachers help such students by giving them extra time on the days they are regular to college. Differently-abled students are provided financial assistance and helped to apply for scholarships to Panjab University and government agencies. Such students are also given extra time during terminal and final examination if required.

### **2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.**

The institution is well aware about the needs of the students. Every class is a blend of intelligent and average students. Students are admitted with different caliber with the motto of 'Education for All'. The college ensures the availability of efficient faculty to satisfy the queries of the students. Assessment of the students' needs in terms of knowledge and skills before the commencement of the programme is carried by taking the following measures:

- The admission committee holds talks/discussions with students regarding their aptitude/interest and suggests them subjects keeping their aptitude/interest in view.
- The admission committee also refers student to subject experts for comprehensive advice as and when required.
- Special attention is given to weak students and they are provided golden chance if their performance is found to be unsatisfactory during house tests.

### **2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/ Remedial/ Add-on/ Enrichment Courses, etc.)**

To bridge the knowledge gap of the enrolled students and to enable them to cope with the programme of their choice, the following strategies are drawn and deployed by the institution:

- Teachers are encouraged to identify slow learners and handle them with extra patience and care.
- Peer learning is encouraged in a sense that meritorious students are asked to help the slow learners.
- Their daily homework is checked to monitor their progress.
- Special tests are conducted for them.

### **2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?**

The college sensitizes its staff and students on issues such as gender, inclusion, environment etc. by taking the following measures:

- ❖ The college organizes seminars and workshops on such issues.
- ❖ The institution had organized a one day seminar on Human Rights in India on 08 Mar 2012 (Women Day) focusing on the following inter-disciplinary sub-themes:
  - Violation of Human Rights in India
  - Constitution of India and Human Rights
  - Scheduled Castes and Violation of Human Rights
  - Child Labour
  - Human Rights and Rural Area of Punjab

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- ❖ The institution had organized a one day seminar on Women Empowerment on 08 Mar 2013 (Women Day) focusing on the following inter-disciplinary sub-themes:
  - Dowry System
  - Female Foeticide
  - Domestic Violence
  - Workplace Harassment
  - Child Marriage
- ❖ The institution had organized a one day seminar on Impact of Globalization on Literature, Language, Culture and Society on 27 Jan 2016 focusing on the following inter-disciplinary sub-themes:
  - Globalization and Literature
  - Globalization and Economics
  - Globalization and Social Values
  - Globalization and Ethnicity
  - Globalization and Environment

Apart from the above endeavors, the institution regularly organizes various lectures/quiz/discussions on inter-disciplinary topics to promote research culture among students and staff.

- ❖ Women Empowerment Forum has been formed for gender-oriented sensitization.
- ❖ NCC and NSS Wings of the college sensitize staff and students on various socio-cultural issues.
- ❖ The college teachers sensitize their students on issues such as gender, inclusion, environment etc. by holding talks/discussion on the current affairs regularly in their classes.
- ❖ Staff and students are sensitized on various burning issues during weekly interactive session taken up by the Department of Sociology.
- ❖ All major festivals are celebrated in the name of girls. The college celebrates ‘ਧੀਆਂ ਦੀ ਲੋਹੜੀ’ (Lohri for Girls) every year to inculcate feeling of equality in society among girls.
- ❖ Girls participate in kite flying festival at Basant Panchmi like boys.
- ❖ Outside groups which campaign on social issues are encouraged to visit the campus. Recently an ‘ਨੁਕੜ ਨਾਟਕ’ (Nukad Natak) titled ‘ਆਖਰ ਕਦੇ ਤੱਕ’ (Akhar Kadon Tak) against the social evil of drug addiction was performed by the members of Red Art Punjab.

- ❖ Students are also taken for field visits in the surrounding area so that they may connect and become aware of the issues pertaining to their own society.

**2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?**

The institution identifies special educational/learning needs of advanced learners through direct interaction with advanced learners and on the basis of feedback of the teacher concerned. The institution responds to their special educational/learning needs by taking following measures:

- For continuous monitoring and evaluation of the students, the advanced learners are continuously encouraged to strive for higher goals for providing them additional inputs for better career planning and growth e.g. encouraging the students to be active members or office bearers of various activities.
- In order to channelize their potential to accomplish better success they are given motivational lectures so that they can achieve top most career options. Special attention is paid to encourage the advanced learners to excel and achieve higher goals. At the time of admissions, brilliant students are guided to opt for more challenging courses/subjects by the counseling committee.
- Special books of advanced level are recommended to them.

**2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?**

College authority is very sensitive towards female education so every girl who is unable to continue her studies counts personally to the college committee members. The college collects data and information on the academic performance of the students from class tests, house tests, attendance record and face to face interactions. Such data is used to make strategies to improve the academic performance of the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections and minimize their dropout rate by taking following measures:

- Teachers supplement their lecture in regional language as well for better understanding of students.
- The college keeps in touch with the parents of such students and they are informed telephonically by the teachers.
- A number of motivational lectures are organized to channel their potential.
- Liberal fee concession and free books are provided from book bank.
- There is a provision of Punjab Government Scholarship for them at the time of admission.
- Time Table is set and rooms are allotted to differently abled, keeping in view their convenience.
- Students with personality disorders are also scrutinized by the staff and their problems are heard and also discussed with the Principal to reach a rational solution. Parents of such students are always kept in touch with. The results had always been very satisfying.
- Candidates from economically weaker section even with low percentage are accepted if seats are available.
- Single girl child is given special attention.
- Slow learners are given special care to contain drop-out rate among them. Peer learning is encouraged amongst them. Their daily homework is checked to monitor their progress. They are referred to the counseling cell, which diagnoses their problem and suggests psychological steps, especially in cases of acute stress, depression, low self-esteem etc. Simplified versions of books are recommended to them. Special tests are conducted for them.

## **2.3 Teaching-Learning Process**

### **2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)**

All the heads of departments, in consultation with their faculty members set targets for syllabi completion before the commencement of the session. It is ensured that institution moves from easy to difficult, unfamiliar to familiar and at a pace that is easy for learners to maintain. The college follows the academic calendar of affiliated university. The same academic calendar is published in the college prospects before the beginning of the session every year. Each department functions according to the teaching plan prepared at the departmental level. Timetable is prepared and displayed on the notice board.

Towards the end of each session / semester, theory and practical examinations are conducted by the university and evaluation is carried out. The exam results are declared and score cards are issued by the affiliating university.

### **Teaching Plan**

- Every teacher draws his/her teaching plan, broadly taking into consideration, the ability of his/her students. These plans are reviewed and rechecked, if need be.
- The academic calendar and individual teaching plans are meant for broad reference.

### **Evaluation Blue Print**

- Oral and written class tests are scheduled weekly and at the end of the chapters or units.
- Besides these class tests, house tests are conducted internally before the final examination conducted by the university.
- The departments also carry out internal assessment based on student test performance and punctuality.

### **2.3.2 How does IQAC contribute to improve the teaching-learning process?**

The IQAC contribute to improve the teaching learning process. It functions as an overall advisory body operating constantly for the betterment of the teaching learning process. The IQAC has been formed in the college recently on 05 Sep 2015. It conducts a meeting after every three months and tries to improve the quality of the teaching learning process. The IQAC monitors promotion, implementation and continuous improvement in curriculum, co-curricular and extracurricular activities of the college. It also works towards the enhancement of the learner's knowledge capacity and personality.

Following are the members of the IQAC Cell:

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>
1	Dr. Parminder K. Sharma	Chairperson
2	Mr. Vinod Kumar	Coordinator
3	Mr. Amrinder Singh Sandhu	Member
4	Dr. Sanju Chalana	Member
5	Mr. Neeraj Kumar	Member
6	Mrs. Usha Devi	Member
7	Dr. Sukhraj Singh	Member



8	Dr. Navjeet Kaur	External Member
9	Mrs. Sonika Narang	External Member
10	S. Gurbachan Singh Saran	Management Representative
11	Jashandeep Kaur (B.Com. 2 <sup>nd</sup> year)	Student Representative
12	Ms. Parminderjeet Kaur	Alumni

In the first meeting, certain areas were located which were required to be strengthened in college. It was found that the students needed some improvement in communicative English and computer skills so as to make them eligible for jobs. The IQAC suggested to organizing more seminars in order to spread awareness on academic and social issues. The IQAC recommended that regular parent teacher meeting department wise be started. Even the meetings of the Alumni Association should be held regularly.

**2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

Students have always been the center of all its academic and co-academic endeavors. All possible efforts are made to ensure their fullest growth and development in a safe and congenial environment. Right from the time a student enters the portals of the college, student is guided, counseled, inspired, motivated, corrected and her energies channelized in the best possible manner. The teachers promote interactive learning by striving to bridge the gap between the teacher and the taught. The college has a seminar hall where students participate in group discussions and seminars.

**2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

- The college provides open access to educational and life-long learning opportunities by inculcating healthy habits like discipline, leadership, entrepreneurship etc. thereby contributing to the social, cultural and economic development of our region.
- College has a research committee which is devoted to inculcate and orient both teachers and students towards research endeavors.

- Lifelong learning is ensured by providing moral education to them through the thought of the day in the weekly morning assembly.
- The college arranges different awareness programs on topics such as women literacy, anti-dowry, environmental, health, save water, spiritual, yoga, disaster Management etc.
- The college organizes seminars, symposia, workshops, debates.
- The college arranges guest lectures, academic discourses, sports and cultural activities.
- The college library subscribes to newspapers, journals, periodicals and magazines.
- College keeps in touch with its alumni to get a feedback from their achievements. College also organizes alumni meet whereby students are also inspired by their seniors.
- The English Literary Society displays important and syllabus connected words on black board adjacent to the library to make students comfortable in English especially when students come from rural and less educated families.

**2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? e.g.: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

The following technologies and facilities are available and used by the faculty for effective teaching:

- The college has a projector room to enhance teaching and learning skill.
- Fully AC, Wi-Fi connected library with latest books and other media, free downloading, free printing, etc.
- The college has a seminar hall which is always available to departments whereby students can give power point presentations and have interactive sessions with teachers.
- Library has subscribed N-List (e-Consortium for college library) to access e-resources.

### 2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

In order to expose the students and faculty to advanced level of knowledge and skills, the college takes up the following initiatives:

- Seminars and guest lectures are organized on regular basis by all the departments to update their knowledge. This helps them gather information about the latest developments in their fields.
- Newspapers and Internet are used on daily basis to keep track of the latest advancements in a particular field.
- The institution conducts study excursions to develop the interest of students in their respective subjects.
- Faculty is always encouraged by the research committee to attend workshops, orientation courses in-order to expose them to advance knowledge.

The following workshops/ training programmes/ invited lectures/ sensitization programmes were conducted/ organized by the institution (2011-12 to 2015-16) with focus on capacity building in terms of research and imbibing research culture among the staff and students:

Sr. No	Title of the Event	Dates of the Event	State/ National Level	Organizing Department	Funding Agency
1	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	05-03-2011	State	Punjabi	Self
2	An invited lecture on हिन्दी भाषा और उसकी बोलियां	14-09-2011	State	Hindi	Self
3	A two day workshop on Joomla	19-11-2011 to 20-11-2011	Local	Computer Science	Self
4	A one day workshop on Info Maths	14-02-2012	Local	Computer Science	Self
5	An invited lecture on हिन्दी काव्य में नारी	14-09-2012	State	Hindi	Self
6	An extension lecture on ਲੋਕ ਗੀਤਾਂ ਦੀ ਸਾਰਥਕਤਾ	09-03-2013	State	Punjabi	Self

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7	A one day seminar on भूखंडलीकरण का हिन्दी साहित्य पर प्रभाव	14-09-2013	State	Hindi	Self
8	An invited lecture on ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਪੰਜਾਬੀ ਕਹਾਣੀ	28-09-2013	State	Punjabi	Self
9	A one day seminar on Teachings of Guru Gobind Singh Ji	30-01-2014	State	History	Self
10	An interactive Management discussion	29-01-2014	State	Commerce	Self
11	ਰੂ-ਬ-ਰੂ An interactive lecture	14-03-2014	State	Punjabi	Self
12	An extension lecture on हिन्दी साहित्य	13-09-2014	State	Hindi	Self
13	A one day seminar on Personality Development	02-12-2014	Local	Computer Science	Self
14	1 <sup>st</sup> Dr. S.R. Ranganathan Memorial Lecture	12-08-2015	State	Library and Info. Science.	Self
15	A one day seminar on ਪੱਛਮੀ ਆਲੋਚਨਾ ਪ੍ਰਣਾਲੀਆਂ	02-09-2015	State	Punjabi	Self
16	An invited lecture on Karl Marx	11-11-2015	State	Sociology	Self
17	A one day seminar on हिन्दी साहित्य चिन्तन के विविध आयाम	21-11-2015	State	Hindi	Self
18	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਦਾ ਪੰਜਾਬੀ ਸਮਾਜ, ਸਭਿਆਚਾਰ, ਭਾਸ਼ਾ ਅਤੇ ਸਾਹਿਤ ਉੱਤੇ ਪ੍ਰਭਾਵ	27-01-2016	National	Punjabi	CDC, Panjab University, Chandigarh
19	Face-a-Book Challenge	30-01-2016	State	Library and Info. Science.	Self
20.	Two day workshop on Memory and Mind Mathematics	04-03-2016 To 05-03-2016	Local	Computer and Science	Self

**2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/ mentoring/ academic advise) provided to students?**

The institution provides academic, personal and psycho-social support and guidance services. Guidance and counseling is provided to the students, both at the academic and personal level by the faculty. The process begins much before the commencement of the new session as the faculty members move from door to door and try to convince the eligible candidates and their parents regarding the importance of higher education and the benefits combine. Motivated thus, the students seek admission. They are then further guided for the right choice of the programmes/courses/elective subjects. Special emphasis is laid on personal interaction between the students and teachers outside the classroom. The teachers who teach PG classes have been allotted departmental rooms to meet the students for personal and academic counseling. The library plays an important role in this endeavor of acquiring advanced level of knowledge. To add, the college teachers really act as a true friend, philosopher and a guide for the students.

**2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

The following innovative teaching approaches/methods have been adopted by the faculty during the last four years:

- Illustrations through examples or demonstrations, particularly by science teachers.
- Teachers employ collaboration to assess student's abilities to work as a team, leadership skills, or presentation abilities by conducting group projects and discussions etc.
- Quiz Competitions, Debates and Writing Competitions are conducted in the class rooms.
- Group discussions are often held in the class rooms to discuss the pros and cons of a particular topic.
- Efforts are also made to improve the communication skills of the students.
- Students are allotted topic to prepare Power Point Presentations and class seminars are held at PG level.

### 2.3.9 How are library resources used to augment the teaching-learning process?

The library resources are used to augment the teaching-learning process in the manner below:

- The college library has subscribed to various printed and electronic journals related to different subjects.
- Books and magazines are purchased by the college on regular basis for knowledge upgradation.
- Newspapers and free Internet are used on daily basis to keep track of the latest advancements in a particular field.
- A separate periodical and reference section have been created in the library.
- A Book Bank has been functioning in the college, providing books to underprivileged students. The Book Bank is managed by library incharge.
- Special help is rendered to students preparing for competitions.
- Old question papers of final exams in all the subjects are made available to the students by librarian.
- Copies of syllabi prescribed by the university, with question-wise division of marks etc. are also available to students for ready reference.
- The library staff keeps the faculty and the students updated regarding its latest acquisitions.
- The new titles are displayed on the library Facebook page and on recent addition shelf.
- The information regarding new arrivals is also given through the college notice board.
- Students are encouraged to make good use of library services. They are provided with barcode embedded library card which enables them to get books issued.
- Teachers are instructed to take fresher's to library frequently to instill reading habits among them.
- The college library organizes events like Face-A-Book challenge and lectures to cultivate critical thinking and reading habits for students.
- A separate dedicated room is provided to teachers as well for reading.

**2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If ‘yes’, elaborate on the challenges encountered and the institutional approaches to overcome these.**

To hone skills and develop holistic personality of its students, the institution encourages students to participate in co-curricular and extra-curricular activities and thus, faces a challenge in completing the curriculum within the planned time frame and calendar. However, the college arranges special classes of such students.

- The institution faces problem in the case of slow learners. By providing them remedial classes, the institution overcomes the problem.
- The institution has witnessed sincere dedication of its staff in catering academic needs of the students whereby teachers can usually be seen discussing and entertaining students doubts related to syllabus during their free lectures as well as corridor discussions.

**2.3.11 How does the institute monitor and evaluate the quality of teaching learning?**

The college monitors and evaluates the quality of teaching learning through IQAC which collects feedback from all stakeholders and on the basis of such feedback, monitors and evaluates the quality of teaching learning. Besides, the college Grievance Redressal Mechanism also takes care of the quality of teaching learning.

## **2.4 Teacher Quality**

**2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and Management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum**

## NAAC SSR REPORT CYCLE I

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.	-----	-----	-----	-----	03	03	06
M.Phil.	-----	-----	-----	-----	02	04	06
PG	-----	-----	-----	-----	04	06	10
Temporary teachers							
Ph.D.	-----	-----	-----	-----	-----	-----	-----
M.Phil.	-----	-----	-----	-----	02	07	09
PG	-----	-----	-----	-----	02	11	13
Part-time teachers							
Ph.D.	-----	-----	-----	-----	-----	-----	-----
M.Phil.	-----	-----	-----	-----	-----	-----	-----
PG	-----	-----	-----	-----	-----	01	01

The faculty is employed strictly as per UGC and University rules and conditions. The same eligibility conditions apply on part time and adhoc faculty. The college provides pay scales as per UGC rules and security of service to the faculty and other staff who have desired qualifications, knowledge and skills. Contractual-basis appointments are made by Management. Those who are employed on adhoc and contractual basis are offered better pay scales than surrounding areas. They are continued in the coming sessions and where required the faculty on contractual basis is offered permanent employment. In some cases additional increment is also paid to a candidate with good skills and qualification.

### 2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The college has the freedom to provide competent faculty to the students as per the demands of respective courses. The college regularly appoints



temporary staff in addition to the permanent staff to fulfil its responsibility towards the students.

### 2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

#### a) Nomination to staff development programmes

Academic Staff Development Programmes	No of faculty nominated
Refresher courses	2
HRD programmes	Nil
Orientation programmes	2
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer/winter schools, workshops, etc.	7

#### b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching learning

- Teaching learning methods/approaches
- Handling new curriculum
- Content/knowledge Management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual Aids/multimedia
- Teaching learning material development, selection and use

#### c) Percentage of faculty

- Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies.
- Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies.
- Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies.

## NAAC SSR REPORT CYCLE I

The following staff development programmes were organized during the last four years:

### a) Nomination to staff development programmes

Academic Staff Development Programmes	No. of faculty nominated					
	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Refresher courses	01	--	--	--	01	--
HRD programmes	--	--	--	--	--	--
Orientation programmes	--	--	--	01	--	01
Staff training conducted by the university	--	--	--	--	--	--
Staff training conducted by other institutions	--	--	--	--	--	--
Summer/winter schools, workshops, etc.	--	--	02	05	--	--

### b) Faculty Training programmes organized by the institution Teaching learning methods/approaches

On the issues such as handling new curriculum, content/knowledge Management, selection, development and use of enrichment materials, assessment, teaching learning material development, selection and use, heads of departments provide informal orientation to their newly-recruited staff. Regarding use of audio visual aids/multimedia etc, they are sent to Computer Science Department for training as to operate ICT tools.

### c) Percentage of faculty

Faculty	Percentage				
	2011-12	2012-13	2013-14	2014-15	2015-16
Invited as resource persons in Workshops / Seminars / Conferences organized by external professional Agencies	-----	-----	2.18%	-----	10.64%

## NAAC SSR REPORT CYCLE I

Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies	48.65%	21.62%	17.02%	20.45%	17.02%
Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies	10.81%	13.51%	36.17%	79.55%	44.68%

### **Strategies adopted by the institution in enhancing the teacher quality.**

To enhance the teaching quality, faculty members are sent to various refresher courses and capacity building workshops. Moreover teachers are encouraged to participate in National Seminars.

#### **2.4.4 What policies/systems are in place to recharge teachers? (e.g.: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

The institution is providing Sabbatical Leave to the faculty for doctoral level research activities. The faculty members are permitted to pursue their research and adjustments are made in time-table so that teaching does not get hampered. Mr. Vinod Kumar, Head, Department of Hindi (January to June 2015) and Mr. Neeraj Kumar, Department of Physics (June 2015 to Nov 2015) has availed study leave of six months to attend Ph.D. course work. Mrs. Megha Aggarwal, Head Department of Chemistry is on study leave pursuing Ph.D. from Panjab University Chandigarh since July 2015. However the teachers are also provided Duty Leave to attend seminars/conferences/workshops and training programmes (refresher courses/orientation courses, etc.).

#### **2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.**

Faculty received awards / recognition at the state and national for excellence in teaching during the last five years. Such as:

- All female teachers have been facilitated by ਪੰਜਾਬੀ ਸੱਭਿਆਚਾਰਕ ਮੰਚ, Abohar on 8<sup>th</sup> March, 2012.
- Many faculty members have been honoured by Guru Gobind Singh Study Circle.
- Mrs. Harbaksh Kaur Hayer (Chairperson), Dr. (Mrs.) Parminder Sharma (Principal), Dr. (Mrs.) Karamjit Kaur, Mr. Amrinder Singh Sandhu, Mr. Harish Kumar and Dr. Sukhdev Singh have been recognized by Dr. Sukhveer Singh Bal, DEO, for their services under a government project “Career Guidance and Counselling Cell” on Jan. 12, 2016.
- Mr. Radhey Shyam Sharma, who was invited as Director (Musical Items) Intervarsity Youth festival held at Jammu in 2014-15. In 2015-16 invited as a Director (Musical Items) by Maharaja Ranjit Singh University (Bathinda) held at PAU Ludhiana.

### **2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

No concrete methodology for assessment is followed but there is a suggestion box where the students can drop their complaints, if any. The contents of the box are analysed on a monthly basis and suitable measures taken to redress the grievances. During the term-wise meetings of departments, the feedback is analysed and passed on to the Principal.

## **2.5 Evaluation Process and Reforms**

### **2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

To ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes; the institution takes the following measures:

- The evaluation methods are communicated through the prospectus, notice board, morning assembly and even through announcements in the class rooms.

- The progress of the students is monitored by the teachers through class tests, written assignments, oral tests, group discussions and interactive sessions.
- If a student falls short of lectures, the parents are intimated and requested to discuss the matter with the Class Incharge/HOD/ Principal personally.

**2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

**Evaluation Reforms initiated by University:**

- The university is in the process of introducing semester system for all levels of all streams and subjects. Semester system has replaced annual examination method in all PG classes already.
- Table-marking has been introduced to ensure fair evaluation.
- An external invigilation system has been introduced from 2010-11 to check the menace of copying.

**Evaluation Reforms initiated by the institution on its own**

The college is ceaselessly engaged in improving its systems to foolproof them. Following reforms have been initiated recently in the evaluation system:

- To bring uniformity in marking scripts marked by fresh recruits, the scripts are scrutinized by seniors randomly and anomalies are pointed out to them. Special tests for advanced and slow learners are arranged.
- Assignment/Project based internal assessment is taken in UG and PG.
- Answer sheets of the House Tests are delivered to and discussed with students so that they are assured that no partiality or favouritism has crept into evaluation and, thus, they are accorded opportunity to check their total score and impartial evaluation of their answers as well.

**2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

The institution ensures effective implementation of the evaluation reforms of the university and those initiated by the institution on its own through Academic Council.

**2.5.4 Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.**

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The following formative and summative evaluation approaches are adopted at curricular, co-curricular and extra-curricular front to measure student achievement:

### ❖ **Curricular front:**

#### **Formative evaluation approaches**

- Special tests for advanced and slow learners are arranged.
- Assignment/Project based on internal assessment is taken in PG, B.L.I.S. and B.C.A.
- Two Mid-term House Tests are conducted in September and March.

#### **Summative evaluation approaches**

- Assignment/Project based internal assessment is taken in PG, B. Lib. and Info. Science and B.C.A.
- University Exams are conducted.

### ❖ **Co-curricular front (debates, elocution, quiz)/ Extra-curricular front (Cultural level)**

#### **Formative evaluation approaches**

- Talent Hunt is organized.
- Students selected in Talent Hunt are trained.

#### **Summative evaluation approaches**

Students are being trained for Zonal and Inter-Zonal Youth and Heritage Festival conducted by the Youth Welfare Department, Panjab University (Chandigarh).

### ❖ **Extra-curricular front (Sports level)**

#### **Formative evaluation approaches**

- Sports Trials are conducted.
- Students selected in Sports Trials are trained.
- Every year an athletic meet is organised by the college.

#### **Summative evaluation approaches**

- Students are trained for competitions at district, state and national level.
- Students participate in Athletic Meet organised by Panjab University, Chandigarh.

**2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.**

The college ensures complete transparency in internal assessment according to the instruction/guidelines issued by the affiliated University. The students are familiar about the internal assessment system. The internal assessment is made by the faculty members keeping in mind the following aspects / factors of students' performance during the academic year:

- Class attendance
- Class assignments
- Score in the term examination etc.

In spite of all the above aspects of the students, their behavioural aspects, independent learning and communication skill etc. are also taken into consideration during the assessing of a student.

**2.5.6 Does the institution and individual teachers use assessment / evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.**

Yes, the institution and Teachers use assessment and evaluation as an indicator for evaluating students' performance. The students who excel in the academics, sports, extracurricular or extra mural activities are given due advantage in assessment. They are also given free books and study material. General classroom behaviour, regularity, subject performance of the students is also kept in mind when evaluation of a student is undertaken.

**2.5.8 What are the mechanisms for Redressal of grievances with reference to evaluation both at the college and University level? College Evaluation Grievance Redressal Mechanism**

Answer sheets of the house tests are delivered to and discussed with students and if there is any grievance with reference to evaluation, it is redressed on the spot in the following way:

- Total is checked again.
- Unmarked questions, if any, are marked.

**University Evaluation Grievance Redressal Mechanisms**

Rechecking of Answer sheets

- Total is checked again;
- Unmarked questions, if any, are marked

## **2.6 Student performance and Learning Outcomes**

### **2.6.1 Does the college have clearly stated learning outcomes? If ‘yes’ give details on how the students and staff are made aware of these?**

Yes, the college has clearly stated learning outcomes stated in vision and mission statement of the college enshrined in the college prospectus, i.e., synchronizing tradition with modernity. By grooming girls into confident, well equipped, culturally conscious, socially modern and globally competent person, the college translates learning outcomes into reality. The students and staff are made aware of these through the prospectus.

### **2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

The teaching, learning and assessment strategies of the institution are structured to facilitate the achievement of the intended learning outcomes through laboratories, library, classrooms, audio-visual equipments, class tests, written assignments, oral tests, group discussions and interactive sessions, September and March House Exams

### **2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?**

The college takes up the following measures and initiatives to enhance the social and economic relevance of the courses.

- Career Guidance and Counselling Cell trains the students to suit the various needs of the industry, faces the interviews and gives handy tips to the students to face the group discussions and invites various organisations for campus recruitments.
- The college laboratories and libraries help the students inculcate innovation by allowing them to explore and experiment innovatively.



- The college magazine provides them platform to give expression to their innovative and creative flight.
- The college faculty instils research aptitude in the students by giving them minor projects. Students of commerce and computer science departments are assigned such projects.
- The college NCC and NSS Wings regularly organize programmes to enhance the social relevance of the courses.

### **2.6.4 How does the institution collect and analyse data on student learning outcomes and use it for planning and overcoming barriers of learning?**

The college collects and analyses the data on student learning outcomes through their attendance, performance in class tests, their participation in various co-curricular activities and finally their performance at the University examination. The data so collected are discussed at length in staff meetings and sincere efforts are made for overcoming the barriers. The students are given introduction of unit wise internal choice and objective and analytical type questions consisting of objective, short and descriptive and analytical answers. This ensures comprehensive study and understanding of the entire course contents by the student.

### **2.6.5 How does the institution monitor and ensure the achievement of learning outcomes?**

The college monitors the achievement of learning outcomes through Academic Council which ensure the achievement of learning outcomes by:

- Finding out slow and advance learners and making policies to improve their learning outcomes.
- Conducting house tests.
- Conducting class tests.
- Holding class discussions.
- Organizing seminars
- Taking Remedial classes
- Laying stress on written assignments
- Taking feedback from alumni

### **2.6.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?**

Given below are the graduate attributes specified by the college:

### **Synchronizing tradition with modernity**

One of the graduate attributes specified by the college finds expression in vision and mission statement of the college enshrined in the college prospectus i.e. synchronizing tradition with modernity. By holistically grooming girls into confident, well-equipped, culturally conscious, socially modern and globally competent persons, the college ensures the attainment of these by the students.

### **Disciplinary expertise**

The disciplinary expertise is inculcated by making students members of the discipline committee.

### **Leadership expertise**

The leadership expertise is inculcated by motivating them to join NCC and NSS.

### **Innovative expertise**

Innovation is inculcated in the students by allowing them to explore in laboratories and libraries. The college magazine provides them platform to give expression to their innovative and creative flight.

### **Research aptitude**

Research aptitude is inculcated in the students by giving them minor projects. Students of commerce and computer science departments are assigned such projects.

### CRITERION III: **RESEARCH, CONSULTANCY AND EXTENSION**

#### **3.1 Promotion of Research**

##### **3.1.1 Does the institution have recognized research centre/s of the affiliating University or any other agency/organization?**

The college is not yet permanently affiliated with Panjab University. There is no such provision to grant recognition of Research Centre/s in the temporary affiliated colleges. However, the institution is making sincere and serious efforts to get permanent affiliation and also to establish the research centers in sciences.

##### **3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.**

Yes, the college has constituted a Research Committee to facilitate research activity. The composition of the Research Committee is as under:

- |                |   |  |
|----------------|---|--|
| 1. Chairperson | : | Principal (Dr. Parminder K. Sharma)      |
| 2. Convener    | : | Dr. Sukhraj Singh (Punjabi)              |
| 3. Members     | : | Dr. Sanju Chalana (History)              |
|                |   | Dr. Amaninder Kaur (Commerce)            |
|                |   | Dr. Sukhdev Singh (Library and Inf. Sc.) |
|                |   | Dr. Dinesh Mittal (Mathematics)          |

##### **The committee performs the following activities**

- The committee holds 3 meetings in a session in order to discuss various plans to promote research and motivate the faculty for an academic advancement.
- The committee keeps track of the schemes of UGC and other bodies like CSIR, DST, etc.
- The teachers are updated regarding the various fellowships and facilitated in applying for the same. Some of the teachers have completed their Ph.D. while others have been already enrolled for it.

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Recommendations	Impact of the recommendations
<b>(2011-2015)</b>	
The teachers of the college should be motivated to conduct research	The number of faculty members with Ph.D. degree has increased. 04 teachers have completed their Ph. D. during the last four years.
The faculty members should be encouraged to participate in national/international level research oriented seminars, workshops and conferences.	Many faculty members have presented research papers in state/national/international seminars/conferences
Eminent research scientists should be invited for various workshops.	Eminent research scientists have visited (refer to departmental input)
To apply for organizing seminars, workshops and conferences.	<ul style="list-style-type: none"> <li>➤ The Department of Punjabi has recently received financial subsidy to organize Seminar on “Impact of Globalization on Punjabi Culture, Literature, Language and Society” from CDC, Panjab University, Chandigarh.</li> <li>➤ A two day workshop on Memory and Mind was jointly organised by Department of Computer Science and Science</li> </ul>
A workshop must be conducted to make the students and faculty aware about the various research methods and techniques of research and how to use statistical software for data analysis.	Expect to receive funds from various funding agencies like CSIR, UGC, DST etc. in 2016 after the permanent affiliation

**3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?**

Currently there is no research project undertaken by any of the teachers of the college because there is not any provision by UGC to sanction research projects to temporary affiliated colleges. However, the institution is making sincere and serious efforts to get permanent affiliation and in future if any project is sanctioned by the UGC, the institution is committed to provide full freedom to the Principal investigator and also provide adequate instruments/equipments and other facilities for conducting the research projects.

The college encourages students and other faculty to involve in research activities and to attend conferences/workshops/seminars. Adequate infrastructure and technological tools are provided to the teachers already enrolled for M.Phil. /Ph.D. Teachers engaged in research are allowed exemption from all duties, co-academic and cultural work of the college. The faculty members going for research paper presentation in state/national/international level seminar/conference/workshop are supported with duty leave and adjustments are made in time table.

**3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

The institution arranges debates, quiz, group discussions, mock interviews and essay writing competition on famous scientists, model presentation in annual Tech Fair, arranging popular talk, observing different important national dates related to science like National Science Day etc. to develop scientific temper among students. The classes are made interactive through multimedia projectors and students are encouraged to ask questions frankly. PG students of various departments are given projects in the form of assignments. The institution encourages the students to participate in the educational tours in different scientific institutions of the state like Science City, Kapurthala. Historical trips are organized at various places of Haryana, Rajasthan and Himachal Pradesh etc.

In order to develop research culture and aptitude among them, the students are encouraged to attend various seminars/conferences/lectures, organized by departments and other colleges of the region which provide an opportunity to

interact with eminent researchers and motivate the students to join higher education for research. The college library also motivates the students by arranging various competitions of research importance like Book-Reviews, book talks and also organizing user-awareness programmes on accessing e-resources and other latest equipments. The institution also holds various intra-college and inter-college quiz competitions based on latest research topics.

**3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.**

Three (3) faculty members are involved in guiding research scholars towards M.Phil. /Ph.D. programmes. Seven (7) faculty members have completed their Ph.D. before joining while one (1) has completed in service. Seven (7) new teachers are engaged in individual research activity towards Ph.D. programme. Ten (10) teachers have completed their M.Phil. before joining.

**Faculty involvement in guiding student research:**

Name of the Faculty	Department	No. of Scholars	
		Completed	Ongoing
Dr. Karamjit Kaur	Punjabi	-----	03 (Ph.D.)
Dr. Sukhraj Singh	Punjabi	01 (M.Phil.)	02 (Ph.D.)
Dr. Sanju Chalana	History	-----	01 (Ph.D.)

One faculty member Dr. Dinesh Mittal has completed Ph.D. during service.

**The following faculty members are currently pursuing their Ph. D.:**

Name of the Faculty	Department
Mrs. Baljit Kaur	Punjabi
Mr. Vinod Kumar	Hindi
Mrs. Veerinder Kaur	Economics
Mr. Neeraj Kumar	Physics

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Ms. Gunjan Setia	Sociology
Mrs. Ritika	Hindi
Mrs. Sapna	English

### 3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The following workshops/ training programmes/ invited lectures/ sensitization programmes were conducted/ organized by the institution (2011-12 to 2015-16) with focus on capacity building in terms of research and imbibing research culture among the staff and students:

Sr. No	Title of the Event	Dates of the Event	State/ National Level	Organizing Department	Funding Agency
1	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	05-03-2011	State	Punjabi	Self
2	An invited lecture on हिन्दी भाषा और उसकी बोलियाँ	14-09-2011	State	Hindi	Self
3	A two day workshop on Joomla	19-11-2011 to 20-11-2011	Local	Computer Science	Self
4	A one day workshop on Info Maths	14-02-2012	Local	Computer Science	Self
5	An invited lecture on हिन्दी काव्य में नारी	14-09-2012	State	Hindi	Self
6	A one day seminar by Aspiring Minds	24-11-2012	Local	Computer Science	Self
7	An extension lecture on ਲੋਕ ਗੀਤਾਂ ਦੀ ਸਾਰਥਕਤਾ	09-03-2013	State	Punjabi	Self
8	A one day seminar on भूमंडलीकरण का हिन्दी साहित्य पर प्रभाव	14-09-2013	State	Hindi	Self

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9	An invited lecture on ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਪੰਜਾਬੀ ਕਹਾਣੀ	28-09-2013	State	Punjabi	Self
10	A one day seminar by Aspiring Minds	08-11-2013	Local	Computer Science	Self
11	One day seminar on Samajik Inqlab da Bani Shri Guru Nanak Dev Ji	18-11-2013	State	History	Self
12	A one day seminar on Teachings of Guru Gobind Singh Ji	30-01-2014	State	History	Self
13	An interactive Management discussion	29-01-2014	State	Commerce	Self
14	ਰੂ-ਬ-ਰੂ An interactive lecture	14-03-2014	State	Punjabi	Self
15	An extension lecture on हिन्दी साहित्य	13-09-2014	State	Hindi	Self
16	A one day seminar on Personality Development	02-12-2014	Local	Computer Science	Self
17	1 <sup>st</sup> Dr. S.R. Ranganathan Memorial Lecture	12-08-2015	State	Library and Info. Science	Self
18	A one day seminar on ਪੱਛਮੀ ਆਲੋਚਨਾ ਪ੍ਰਣਾਲੀਆਂ	02-09-2015	State	Punjabi	Self
19	Happy Family Life	11-11-2015	State	Sociology	Self
20	A one day seminar on हिन्दी साहित्य चिन्तन के विविध आयाम	21-11-2015	State	Hindi	Self
21	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਦਾ ਪੰਜਾਬੀ ਸਮਾਜ, ਸਭਿਆਚਾਰ, ਭਾਸ਼ਾ ਅਤੇ ਸਾਹਿਤ ਉੱਤੇ ਪ੍ਰਭਾਵ	27-01-2016	National	Punjabi	CDC, P.U., Chandigarh
22	Face-a-Book Challenge	30-01-2016	State	Library and Info. Science	Self
23	Memory and Mind	04-03-2016 To 05-03-2016	Local	Computer and Science	Self



Apart from the above programmes, almost all departments are engaged in various types of activities which imbibe research culture among the students such as quiz competitions, poster making, collage making, slogan writing, exhibitions, etc.

### 3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

At present, the institution does not have any research centre. The faculty members are involved in individual/collaborative research activity, research student guidance and individual research work for M.Phil./Ph.D. programme. Research areas and expertise of different faculty members are as follows:

Sr. No.	Name of Faculty	Subject	Area of Specialization
1.	Dr. Parminder Sharma	Zoology	Taxonomy of Parasites of Fishes
2.	Dr. Karamjit Kaur	Punjabi	Modern Poetry
3.	Mrs. Charanjit Kaur	Sociology	Rural Sociology
4.	Dr. Sukhraj Singh	Punjabi	Linguistic and Novel
5.	Dr. Amaninder Kaur	Commerce	Marketing Strategies
6.	Dr. Sanju Chalana	History	Panchayti Raj
7.	Dr. Sarman	Library and Info. Science	Information Literacy
8.	Dr. Sukhdev Singh	Library and Info. Science	Preservation and Conservation of Manuscripts
9.	Dr. Dinesh Mittal	Mathematics	Special Function

### 3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The institution regularly organizes conferences, seminars, workshops, invited lectures in order to rope in academicians/ researchers of eminence to visit the campus and interact with teachers and students. Following is the list of the distinguished visitors:

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Sr. No.	Name of visitor	Designation	Title of Event	Organizing Department	Date of visit
1	Dr. Meenakshi Munjal	Assistant Prof. D.A.V.College Abohar	Spectroscopy and Structural analysis of Organic Molecule	Chemistry	23-02-2011
2	Dr. Paramjit Singh Dhingra	Director, P.U. Regional Centre, Mukatsar	ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	Punjabi	05-03-2011
3	Dr. Iqbal Singh Sandhu	Associate Prof., D.A.V. College, Abohar	ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	Punjabi	05-03-2011
4	Dr. S.S. Sangha	Principal, Dasmesh Girls College, Badal	ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	Punjabi	05-03-2011
5	Dr. Mukesh Arora	Associate Prof. SCD, Govt. College, Ldh.	ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	Punjabi	05-03-2011
6	Dr. Brahamved Sharma	Associate Prof. D.A.V. College Malout	An invited lecture on हिन्दी भाषा और उस की बोलियां	Hindi	14-09-2011
7	Mr. Deepak	ITSC Gurdaspur	A two day workshop on Joomla	Computer Science	19-11-2011 To 21-11-2011
8	Mrs. Arpana Grover	Info Maths Pvt. Ltd. Chandigarh	A one day workshop on Info Math	Computer Science	14-02-2012
9	Dr. Kashmiri Lal	Assistant Prof. D.A.V. College Abohar	An invited lecture on हिन्दी काब्य में नारी	Hindi	14-09-2012
10	Mr. Ashish	Aspiring Minds Chandigarh	Aspiring Minds	Computer Science	24-11-2012
11	Mr. Saurabh Narang	Assistant Prof., D.A.V. College Abohar	Polarization	Physics	31-01-2013

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12	Dr. Jeet Singh Joshi	Director, Pbi.Univ., Regional Centre, Talwandi Sabo	An extension lecture on ਲੋਕ ਗੀਤਾਂ ਦੀ ਸਾਰਥਕਤਾ	Punjabi	09-03-2013
13	Dr. Rajinder Singh Sahil	Head, Dept. of Hindi, GHGKC, Gurusar Sudhar, Ludhiana	A one day seminar on भूमंडलीकरण का हिन्दी साहित्य पर प्रभाव	Hindi	14-09-2013
14	Dr. Baldev Singh Dhaliwal	Associate Prof., Pbi.Univ., Patiala	An invited lecture on ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਪੰਜਾਬੀ ਕਹਾਣੀ	Punjabi	28-09-2013
15	Mr. Ashish	Aspiring Minds Chandigarh	Aspiring Minds	Computer Science	08-11-2013
16	Dr. Pritam Singh Sidhu	Founder Principal and Administrator of Bhag Singh Khalsa College for Women	One day seminar on Samajik Inqlab da Bani Shri Guru Nanak Dev Ji	History	18-11-2013
17	Dr. B.B. Goyal	Assistant Prof., School of Business Studies	An interactive Management Discussion	Commerce	29-01-2014
18	Dr. Jagpal Singh	Director, Guru Nanak Khalsa College, Abohar	A one day seminar on Teachings of Guru Gobind Singh Ji	History	30-01-2014
19	Dr. Mandeep Singh	Veterinary Officer, Mahni Khera	A one day seminar on Teachings of Guru Gobind Singh Ji	History	30-01-2014
20	Prem Parkash	Famous Story Writer	ਰੂ-ਬ-ਰੂ An interactive lecture	Punjabi	14-03-2014

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21	Dr. Kiran Grover	Head, Dept. of Hindi, D.A.V. College, Abohar	An extension lecture on हिन्दी साहित्य	Hindi	13-09-2014
22	Dr. Bharat Bhushan	Head, Dept. of Hindi, GNC, Killianwali	An extension lecture on हिन्दी साहित्य	Hindi	13-09-2014
23	Sh. Dharam Pal	Head, Dept. of Hindi, Guru Nanak Khalsa College, Abohar	An extension lecture on हिन्दी साहित्य	Hindi	13-09-2014
24	Mr. Vinod Kumar	Nature Ways	A one day seminar on Personality Development	Computer Science	02-12-2014
25	Mr. Deepak Aggarwal	Librarian, D.A.V.College, Malout	1 <sup>st</sup> Dr. S.R. Ranganathan Memorial Lecture	Library and Info. Science	12-08-2015
26	Mr. Sunil Upneja	Librarian, Gopi Chand Arya Mahila College, Abohar	1 <sup>st</sup> Dr. S.R. Ranganathan Memorial Lecture	Library and Info. Science	12-08-2015
27	Dr. Bhiminder Singh	Assistant Prof. Pbi. Univ., Patiala	A one day seminar on ਪੱਛਮੀ ਆਲੋਚਨਾ ਪ੍ਰਣਾਲੀਆਂ	Punjabi	02-09-2015
28	Dr. Sushil Kumar	Assistant Prof. Pbi. Univ., Regional Centre, Talwandi Sabo	A one day seminar on ਪੱਛਮੀ ਆਲੋਚਨਾ ਪ੍ਰਣਾਲੀਆਂ	Punjabi	02-09-2015
29	Dr. Mandeep Singh	Vetenary Doctor	Happy family life	Sociology	11-11-2015

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30	Dr. Ashok Kumar	Dept. of Hindi, P.U., Chandigarh	A one day seminar on हिन्दी साहित्य चिन्तन के विविध आयाम	Hindi	21-11-2015
31	Dr. Kashmiri Lal	Assistant Prof., D.A.V. College, Sector 10, Chd.	A one day seminar on हिन्दी साहित्य चिन्तन के विविध आयाम	Hindi	21-11-2015
32	Dr. Surinder Kumar	Assistant Prof., DN College, Hisar	A one day seminar on हिन्दी साहित्य चिन्तन के विविध आयाम	Hindi	21-11-2015
33	Dr. Sukhdev Singh Sirsa	Professor, Department of Punjabi, P.U., Chandigarh	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਦਾ ਪੰਜਾਬੀ ਸਮਾਜ, ਸਭਿਆਚਾਰ, ਭਾਸ਼ਾ ਅਤੇ ਸਾਹਿਤ ਉੱਤੇ ਪ੍ਰਭਾਵ	Punjabi	27-01-2016
34	Dr. Rajnish Bahadur Singh	sAssociate Professor, D.A.V. College Jalandhar	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਦਾ ਪੰਜਾਬੀ ਸਮਾਜ, ਸਭਿਆਚਾਰ, ਭਾਸ਼ਾ ਅਤੇ ਸਾਹਿਤ ਉੱਤੇ ਪ੍ਰਭਾਵ	Punjabi	27-01-2016
35	Dr. Iqbal Singh Sandhu	Associate Professor, D.A.V. College Abohar	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਦਾ ਪੰਜਾਬੀ ਸਮਾਜ, ਸਭਿਆਚਾਰ, ਭਾਸ਼ਾ ਅਤੇ ਸਾਹਿਤ ਉੱਤੇ ਪ੍ਰਭਾਵ	Punjabi	27-01-2016
36	Dr. Rajeev Manhas	Chief Librarian, Baba Farid University of Health Sciences, Faridkot	Face-A-Book Challenge	Library and Info. Science	30-01-2016
37	Muhammad Faizal	Free Lancer	Two day workshop on Vedic Mathematic	Computer and Science	04-03-2016 To 05-03-2016
38	Mr. Saurabh Narang	Assistant Prof. D.A.V.College Abohar	Special Theory of Relativity	Science	17-03-2016

**3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

The institution is providing sabbatical leave to the faculty for doctoral level research activities. The faculty members are permitted to pursue their research and adjustments are made in time-table so that teaching does not get hampered. Mr. Vinod Kumar, Head, Department of Hindi, Mr. Neeraj Kumar Department of Physics have availed study leave of six months to attend Ph.D. course work and Mrs. Megha Aggarwal has availed long leave for pursuing Ph.D. from Panjab University Campus. However the teachers are also provided duty leave to attend seminars/conferences/workshops and training programmes (refresher courses/orientation courses, etc.).

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)**

The institution has no opportunity in advocating/transfer of relative findings of research of the college among the students and community. However, the awareness about research findings done by the faculty members is created among the students and community through organizing seminars/workshops, publications of seminar proceedings, publicize the findings/conclusion/views through press releases and publications in national and international journals/books.

## **3.2 Resource Mobilization for Research**

**3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

Due to constraints on the financial resources available and there is not any research oriented programme offered, the college administration does not make a specific budget allocation for research. However to facilitate research, the

college regularly organizes seminars/conferences/lectures and the expenditure is borne by the college from its own resources. The college is making sincere efforts to get permanent affiliation and expecting to receive funds from various funding agencies like CSIR, UGC, DST etc. in 2016 so that separate budget could be earmarked for research.

**3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?**

As the college is a self-financed institution and is not capable to make a specific budget allocation for research, so it does not have any provision for providing seed money to the faculty for research. But the faculty is given study leave (with full pay) for doctoral level research activities and duty leaves and other facilities to attend seminars/conferences/workshops/refresher courses as per their requirement to motivate them for research.

**3.2.3 What are the financial provisions made available to support student research projects by students?**

The institution does not offer any research-oriented programme. Thus students-led research projects are not introduced. The financial provisions for supporting student research project are not allocated in the annual budget. As per Panjab University curriculum, small projects/assignments are allotted to BLIS, Commerce and post graduate students. Although, no financial aid is given to the students, yet there are certain other facilities made available to support student research projects:

- Internet facility
- Reprographic Facility
- Free downloading, free printing etc.
- Overnight issue of reference books
- Audio-Visual Resources available in library
- Free e-books and online journals available through membership of UGC N-LIST Programme.

**3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

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Being a general degree college, the college encourages interdisciplinary research among the various departments/units/staff through organizing seminars on interdisciplinary issues. The various departments/units/staff of the college interact with those departments with which their inter-disciplinary interests match in undertaking inter-disciplinary research. Few examples are:

- ❖ The institution had organized a one day seminar on Human Rights in India on Mar. 8, 2012 focusing on the following inter-disciplinary sub-themes:
  - Violation of Human Rights in India
  - Constitution of India and Human Rights
  - Scheduled Castes and Violation of Human Rights
  - Child Labor
  - Human Rights and Rural Area of Punjab
- ❖ The institution had organized a one day seminar on Women Empowerment on Mar. 8, 2013 focusing on the following inter-disciplinary sub-themes:
  - Dowry System
  - Female Foeticide
  - Domestic Violence
  - Workplace Harassment
  - Child Marriage
- ❖ The institution has started to publish an in-house Research Journal “GYAN CHETNA” in which research papers of different faculties/streams are published.
- ❖ The institution also publishes an annual magazine “CHINTAN” in which individual/collaborative writings of students of different faculties/streams are published.
- ❖ The institution had organized a one day seminar on Impact of Globalization on Literature, Language, Culture and Society on Jan. 27, 2016 focusing on the following inter-disciplinary sub-themes:
  - Globalization and Literature
  - Globalization and Theatre
  - Globalization and Family Values
  - Globalization and Food Habits
  - Globalization and Living Standard



Apart from the above endeavors, the institution regularly organizes various lectures/quiz/discussions on inter-disciplinary topics to promote research culture among students and staff.

### **3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

The equipments are well maintained by the individual departments. The equipments and other facilities available in the departments are used by the teachers and students as and when they are needed in day-to-day classes, for research projects and in organizing seminars/workshops. The institution ensures optimal use of various equipment and research facilities by the following ways:

- Teachers guide the students when the equipments are used for practical classes.
- Library provides orientation service to new comers to acquaint them to library resources and services and also instruct them how to use OPAC. Library attendants are there to help the users to get books out from the almirahs. Current awareness service in the form of New Arrivals, Current Contents etc. is provided by library. User awareness programs are organized about the use of N-LIST programme of INFLIBNET.
- The institution also organizes digital literacy programs from time to time to train students and staff with latest technological tools and equipments.
- Need based repair and maintenance of equipments is undertaken with utmost responsibility.

### **3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.**

The institution has not received any special grants or finances from the industry or other beneficiary agency for developing research facility. However the institution provides various equipments and other facilities to support research, the expenditure of which is borne by the institution from its own resources.

### **3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide**

**details of ongoing and completed projects and grants received during the last four years.**

Faculty are supported and encouraged by the college to apply for funds and projects for research. Recently in May 2015 our two faculty member Dr. Dinesh Mittal and Dr. Sanju Chalana applied for minor research project from UGC.

### **3.3 Research Facilities**

#### **3.3.1 What are the research facilities available to the students and research scholars within the campus?**

- Integrated research laboratory for science departments equipped with advanced instruments
- Centrally AC, Wi-Fi connected library with latest books and other media, free downloading, free printing, etc.
- Electronic books and journals through NLIST programme of INFLIBNET
- Network 5 internet connection in different segments of the institution
- Science and computer laboratories for teaching as well as preliminary research
- Smart class rooms
- Seminar hall
- Reprographic facility

#### **3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

The college has set up a research committee to chalk out institutional strategies for planning, upgrading and creating infrastructural facilities. It keeps track of the schemes of UGC and other bodies like CSIR, DST etc. and updates the teachers regarding the various fellowships and facilitates them for applying the same. As per the curriculum issued by the affiliating university, the basic infrastructure is available for the under graduate students. As the strength of students increases in the institution, Management itself procures new equipments as per the requirements. Moreover, recommendations are sought from the departments on requirements for infrastructure. The institution

ensures periodic updating and upgradation of the infrastructure and equipments.

**3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.**

Kindly refer to 3.2.6.

**3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?**

The institution does not offer any research-oriented programme. However, the teachers are relieved on duty leave whenever they require conducting research and participating in various research oriented events within and outside the state. The following research facilities are made available to the students and staff outside the campus:

- Students visits to the affiliating university are facilitated with its prior permission where they can use the facilities provided by the university.
- Students visits to local institutes are facilitated where they can use their library/laboratory.
- The faculty members of science departments can avail the facilities of research laboratories in the affiliating university for their research works.

**3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?**

Kindly refer to 3.3.1.

**3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.**

There is no such collaborative research facilities developed /created by any research institutes in the college. However, the college has developed few infrastructure facilities which can be used by all the departments in a collaborative manner for teaching as well as research:

- Integrated research laboratory for science departments is equipped with advanced instruments
- Centrally AC, Wi-Fi connected library with latest books and other media, free downloading, free printing, etc.
- Electronic books and journals through NLIST programme of INFLIBNET
- Seminar hall

### 3.4 Research Publications and Awards

#### 3.4.1 Highlight the major research achievements of the staff and students in terms of

- ❖ **Patents obtained and filed (process and product)** NIL
- ❖ **Original research contributing to product improvement** NIL
- ❖ **Research studies or surveys benefiting the community or improving the services**

The college encourages conducting of surveys benefitting the community. The details of a few of the surveys conducted are as follows:

- A research study at micro level was conducted by Dr. Karamjit Kaur, HOD, Punjabi, under the title “ਅਬੋਹਰ ਵਿੱਚ ਲੜਕੀਆਂ ਦੀ ਸਿੱਖਿਆ” (Women Education in Abohar), published in “ਅਬੋਹਰ ਸ਼ਹਿਰ ਦੀ ਦਾਸਤਾਨ”
- A research study on “Challenges faced by women in urban unorganized sector: A study of Malwa Belt of Punjab” carried out by Mrs. Veerinder Kaur, Department of Economics.
- A research survey on “Information literacy among the students in the electronic environment: A case study of universities of Punjab and Chandigarh”, conducted by Dr. Sarman, Librarian.
- A research study on “Dilemmas of ruralities in a globalizing scenario: A study of Malwa region of Punjab”, conducted by Ms. Gunjan Setia, Asst. Professor in Sociology.
- A research study on “Structural/situational marginalization of labour in unorganized sector: A glimpse of migrant workers in hosiery industry of Punjab”/by Ms. Gunjan Setia.
- A study on “Consequences of rural suicides for surviving family members: A gender perspective”, carried out by Ms. Gunjan Setia.

#### 3.4.2 Does the Institute publish or partner in publication of research journal(s)? If ‘yes’, indicate the composition of the editorial board,

**publication policies and whether such publication is listed in any international database?**

Yes, the institution publishes a research journal “GYAN CHETNA”. The composition of its Editorial Board is as under:

Chief Editor: Dr. Karamjit Kaur  
 Editors: Dr. Dinesh Mittal  
 Dr. Sarman  
 Mr. Vinod Kumar

“GYAN CHETNA” is an annual multi-lingual and inter-disciplinary research journal of Bhag Singh Khalsa College, Kala Tibba, Abohar. It is being published in the month of January every year. The Chief patron of the Journal is the chairperson of Bhag Singh Khalsa College Trust, Bibi Harbaksh Kaur Ji and Patron is the Principal of the college, Dr. (Mrs.) Parminder K. Sharma. It has an Editorial Board that reviews the research papers before sending them for publication. It has an Advisory Board that advises the Editorial Board time to time. We are in process of getting ISSN.

The college also publishes an annual magazine “Chintan”, in which individual/collaborative writings of the students are published to promote research culture among them. Chintan is not listed in any national/international database.

**3.4.3 Give details of publications by the faculty and students:**

**❖ Publication per faculty (last 5 years)**

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/ Journals Edited	Books Authored / Co-Authored	Monographs (Stories, Poems, etc.)	Total
Dr. Karamjit Kaur	03	06	03	05	01	---	18
Mrs. Baljit Kaur	---	03	----	-----	----	-----	03
Mrs. Rippandeep Kaur	-----	03	----	-----	01	-----	04
Mrs. Iqbal Kaur	---	05	01	----	01	---	07

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Mr. Vinod Kumar	04	16	02	01	---	---	23
Mrs. Veerinder Kaur	---	02	---	---	---	---	02
Dr. Sukhraj Singh	01	01	03	01	01	04	11
Dr. Dinesh Mittal	07	----	----	01	04	----	12
Dr. Amaninder Kaur	----	05	01	---	---	---	06
Mr. Kiran Kumar	03	03	01	---	---	---	07
Dr. Sanju Chalana	02	12	01	---	01	---	16
Dr. Sarman Kumar	05	---	02	02	---	---	09
Mr. Harish Kumar	04	05	---	---	---	---	09
Mr. Amrinder Sandhu	---	03	---	---	01	---	04
Mr. Neeraj Kumar	02	---	---	---	---	---	02
Dr. Sukhdev Singh	05	03	---	---	01	11	20
Ms. Gunjan Setia	02	08	---	---	---	---	10
Ms. Usha Devi	---	05	02	---	---	---	07
Mrs. Baljit Sidhu	---	01	---	01	--	---	02
Mrs. Ritika	---	01	01	---	---	---	02
Mrs. Priyamvada	01	03	---	---	---	02	06
Mrs. Gursimran Kaur	---	03	---	---	---	---	03

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Mr. Navneet Golcha	01	---	---	---	---	---	01
Mrs. Megha Aggarwal	03	---	---	---	---	---	03
Mrs. Shefali Gupta	-----	---	---	---	02	---	02
Mrs. Manpreet Kaur	---	02	---	---	---	---	02
<b>Total</b>	<b>43</b>	<b>90</b>	<b>17</b>	<b>11</b>	<b>13</b>	<b>17</b>	<b>191</b>

### ❖ Number of papers published by faculty and students in peer reviewed journals (national/ international)

Name of Faculty	Title of Article	Name of Journal	Vol. No., Issue No., Year, Pages
Dr. Karamjit Kaur	ਹੀਰ ਭਗਵਾਨ ਸਿੰਘ ਕਿੱਸਾ ਕਾਵਿ: ਇੱਕ ਮੁਲਾਂਕਣ	DAV SHODHDHARA	Vol. 1, No. 1, Jan. 2013, pp.
	ਪ੍ਰਵਾਸੀ ਬਹੁਸੁਰਤਾਂ ਦੀ ਬਿਰਤਾਂਤ: ਟਾਵਰਜ਼	EDU- RESEARCH	Vol. 5, No. 5, Mar. 2015, pp.
	ਬੱਚਿਆਂ ਲਈ ਮੁਫਤ ਅਤੇ ਲਾਜ਼ਮੀ ਸਿੱਖਿਆ ਕਾਨੂੰਨ, 2009 ਅਧੀਨ ਨਿਯਮ	EDU- RESEARCH	Vol. 6, No. 6, June 2015, pp.
Mr. Vinod Kumar	ਭੌਤਿਕ ਵਿਗਿਆਨ ਅਵਧਾਰਣਾ	DAV SHODHDHARA	Vol. 2, No. 2, July 2014, pp.
	ਤਾਰੀਖ਼ ਦੀ ਖੋਜ	ਆਗਮਿਤ	No. 3, 2014, pp.
	ਸੰਨਤ ਵੀਲਹੋਜੀ ਰਚਿਤ ਹਰਿਜਸ: ਧਾਰਮਿਕ ਆਧਾਰ	ਅਸਰ ਜਯੋਤਿ	Vol. 66, No. 8-9,
	ਸਾਹਿਤਿਕ ਵਿਧਾओं का द्रष्टव्य	ਆਗਮਿਤ	Aug.-Sep. 2015, pp. Vol. 4,
Dr. Sukhraj Singh	ਨਿਮਨ ਵਰਗ ਦਾ ਦੁਖਾਂਤ:ਨਰਕਾਂ ਦੇ ਦੇਵਤੇ	ਨਜ਼ਰੀਆ	Vol. 23-24, 2009, pp. 160-163

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Dr. Dinesh Mittal	Generalization of a Class of Univalent Functions with Negative Coefficients defined by Dziok-Srivastava Operator	International Journal of Applied Mathematics	VOL.29 ISSUE2 SEPTEMBER 2014 PP. 1307-1311
	Subordination Properties for Certain Subclass of Uniformly $\beta$ -Starlike and $\beta$ -Convex Functions by using Convolution	International Journal of Education and Applied Research	VOL4, ISSUE2, SPL-2, JUNE-DEC 2014 PP 39-43
	A New Class of Analytic Function using Convolution	International Journal of Pure and Applied Mathematical Sciences	IJPAMS VOL7, NUMBER3 (2014) PP. 395-401
	Certain subordination results for multivalent functions associated with Wright hypergeometric function	International Journal of Core Engineering and Management	VOLUME1, ISSUE 10, JANUARY 2015 PP. 51-56
	On a class of multivalent functions defined by generalized Ruscheweyh derivatives associated with fractional derivative operator	International Journal of Emerging Technology and Innovative Engineering	Volume 1, Issue 5 May 2015, pp 79-85.
	On a class of univalent functions associated with a fractional calculus operators	International Journal of Innovative Science Engineering and Technology	Volume 2, Issue 5 May 2015, pp 406-411.
	Subclasses of Bi-Univalent Functions Associated with Generalized Hypergeometric Function	International Journal of Advanced Research in Science, Engineering and Technology	Volme3, Issue2 Feb 2016 Pp 1541-1547



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Mr. Kiran Kumar	A brief study of the thematic concerns of Frost and Wordsworth's Poetry	Research Link	Vol. XIII, No. 3, May 2014, pp. 59-60
	Hemmingway's A Farewell to Arms as a fictional autobiography	Research Link	Vol. XIII, No. 6, Aug. 2014, pp. 19-20
	How language constructs a new world	Research Link	Vol. XIV, No. 5, July 2015, pp. 15-16
Dr. Sanju Chalana	गांधीजी का ग्राम स्वराज्य एवं स्वाध्याय एक अध्ययन	Research Link	Vol. XII, No. 7, Sep. 2013, pp.66-68
	डा भीमराव अम्बेडकर का स्वाध्याय चिन्तन एक अध्ययन	Research Link	Vol. XII, No. 9, Nov. 2013, pp. 87-89
Mr. Harish Kumar	Dalit identity in contemporary India	Research Link	Vol. XIV, No. 4, June 2015, pp. 16-17.
	Action of Lord Curzon: Responsible for growth and development of nationalism in India	Vidyawarta	Vol. 1, No. 11, July-Sep. 2015, pp. 45-46.
	Administrative organization and social and cultural policies of the British Empire in India (1757-1857)	Research Link	Vol. XIV, No. 5, July 2015, pp. 17-19.
	Lord Cornwallis: Continuer of British administration in India	Printing Area	Vol. 1, No. 7, July 2015, pp. 94-95
Dr. Sarman	Information literacy among the students in the electronic environment: A case study of Panjab Agricultural University	Professional Journal of Library and Information Technology	Vol. 2, No. 1, Jan.-June 2012, pp. 1-18.

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	Information literacy among the students in the electronic environment: A case study of Guru Nanak Dev University, Amritsar	SRELS Journal of Information Management	Vol. 49, No. 1, Feb. 2012, pp. 21-38.
	Users's perception for e-resources available in Guru Nanak Dev University Library	Professional Journal of Library and Information Technology	Vol. 4, No. 2, July-Dec. 2014, pp. 87-94.
	Reflection of the information literacy literature: A webometric study	SRELS Journal of Information Management	Vol. 51, No. 3, June 2014, pp. 159-163
	Information literacy among the students in the electronic environment: A case study of Punjab and Chandigarh	KIIT Journal of Library and Information Management	Vol. 2, No. 1, Jan.-June 2015, pp. 12-28.
Mr. Neeraj Kumar	Effect of La Doping on structural, optical and magnetic properties of BiFeO <sub>3</sub> thin films deposited by pulsed laser deposition technique	Optoelectronics and advanced materials: Rapid Communications	Vol. 4, No. 10, 2010, pp. 1497-1502.
	Structural, optical and magnetic properties of Bi <sub>0.9-y</sub> Sm <sub>y</sub> La <sub>0.1</sub> FeO <sub>3</sub> thin films deposited by pulsed laser deposition technique	Optoelectronics and advanced materials: Rapid Communications	Vol. 5, No. 5, May 2011, pp. 545-550.
Dr. Sukhdev Singh	A bibliometric study of Punjabi books published during 2010-2011: A survey	Journal of Library Management	Vol. 1, No. 3-4, July-Dec. 2012, pp. 41-58.

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	A bibliometric study of reference sources in Punjabi, 1891-2012	Library Progress (International)	Vol. 33, No. 1, 2012, pp. 13-27.
	Use of Online Public Access Catalogue by the research scholars of Guru Nanak Dev University, Amritsar: A study	SRELS Journal of Information Management	Vol. 50, No. 2, Apr. 2013, pp. 191-200
	Preservation and conservation of manuscripts and rare documents in National Archives of India and National Mission for Manuscripts: Problems and prospectus	Information Age	Vol. 9, No. 2, Apr. 2014, pp. 23-31.
	Bibliometric analysis of Indian Journal of Pure and Applied Mathematics (1998-2012)	SRELS Journal of Information Management	Vol. 51, No. 2, Apr. 2014, pp. 99-109.
Ms. Gunjan Setia	Consequences of rural suicides for surviving family members: A gender perspective	Diviner	Vol. 11, No. 1, Jan.-June 2014, pp. 169.
	Structural/situational marginalization of labour in unorganized sector: A glimpse of migrant workers in Hosiery Industry of Punjab	Diviner	Vol. 11, No. 1, Jan.- June 2014, pp. 37.
Mrs. Priyamvada	French fry quality potato varieties: Effect of tuber maturity and skin curing	Potato Journal	Vol. 38, No. 2, 2011, pp. 130-136.
Mr. Navneet Golcha	Big Data-The Information Revolution,	International Journal of Applied Research	Vol. 1, No. 12, 2015, pp. 791-794.

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Mrs. Megha Aggarwal	Influence of Bath Parameters on the Structure and Optical Properties of CdSe Nanocrystalline Thin Films	Proceeding of International Conference on Recent Trends in Applied Physics and Material Science	1536, 169-170 (2013);
	Effect of Deposition Temperature and Time on the Structural, Optical and Morphological Properties of Nanocrystalline CdSe Thin Films Deposited by Chemical Bath Deposition	International Journal of Education and applied research	Vol. 4, Issue 2 Spl-1, July - Dec 2014
	CdSe Thin Films: A Study of Structural, Optical, Morphological and Photoluminescence Properties	IJBASA	Vol-1, Page No-XX, Year-2015

- **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**

None of our publication is listed in International Database.

- **Monographs**

Name of Faculty	Type of Monograph	Title	Name of Publication	Details
Dr. Sukhraj Singh (Punjabi)	Stories	ਮੱਛਰਦਾਨੀ	ਨਜਰੀਆ	Jan.-March 2011
		ਸ਼ਿਵ ਜਹਿਰ ਤੇ ਸੱਪ	ਸ਼ਬਦ	Jan.-March 2011
		ਪੱਥਰ	ਸ਼ਬਦ	Jan.-March 2011
		ਸੱਤ ਦਿਨ	ਫਰਵਚਨ	July-Dec. 2014
Dr. Sukhdev Singh (Library and Inf. Sc.)	Poems	ਪੁਕਾਰ	ਪ੍ਰਤਿਮਾਨ	2015/ਪਟਿਆਲਾ
		ਅਜੋਕਾ ਇਨਸਾਨ	ਪ੍ਰਤਿਮਾਨ	2015/ਪਟਿਆਲਾ
		ਸ਼ੇਰ ਤਾਂ ਹਾਂ	ਪ੍ਰਤਿਮਾਨ	2015/ ਪਟਿਆਲਾ
		ਗੁੱਸਾ ਕਿਹੜੀ ਗੱਲ ਦਾ?	ਸ਼ਬਦ ਸੰਵਾਦ (ਸੰਪਾਦਿਤ)	2015/ ਮਾਨਸਾ
		ਹਾਏ ਸਿਆਪਾ	ਸ਼ਬਦ ਸੰਵਾਦ (ਸੰਪਾਦਿਤ)	2015/ ਮਾਨਸਾ
		ਪੁਕਾਰ	ਸ਼ਬਦ ਸੰਵਾਦ (ਸੰਪਾਦਿਤ)	2015/ ਮਾਨਸਾ

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		ਹੋਕਾ	ਜਨ ਦਸਤਕ	2016/ਅਬੋਹਰ
		ਚੱਕਰ	ਜਨ ਦਸਤਕ	2016/ ਅਬੋਹਰ
		ਰਾਜ-ਏ-ਖੁਸ਼ੀ	ਜਨ ਦਸਤਕ	2016/ ਅਬੋਹਰ
		ਹੋਂਦ	ਜਨ ਦਸਤਕ	2016/ ਅਬੋਹਰ
		ਔਰਤ	ਨਕਸ਼	2016/ ਮਾਨਸਾ
Mrs. Priyamvada	Poster	Diabetes	Prerna (Magazine published by DAV College)	2004
	Poem	ਜੋ ਨਹੀਂ ਥਾ	Prerna (Magazine published by DAV College)	2007

### ➤ Chapter in Books

Name of Faculty	Title of Chapter	Name of Book	Publication Details
Dr. Karamjit Kaur	ਅਬੋਹਰ ਵਿੱਚ ਲੜਕੀਆਂ ਦੀ ਸਿੱਖਿਆ	ਅਬੋਹਰ ਸ਼ਹਿਰ ਦੀ ਦਾਸਤਾਂ	Abohar: Charu Printing Press, 2014
	ਆਧੁਨਿਕ ਰਿਸ਼ਤਿਆਂ ਦੀ ਦਵੰਦਨਾਂ	ਸਵਰਨਜੀਤ ਸਵੀ ਕਾਵਿ ਚਿੰਤਨ: ਪੁਨਰ ਚਿੰਤਨ	Ludhiana: Chetna Prakashan, 2015
	ਆਤਮ ਖੋਜੀ ਕਹਾਣੀ ਸੰਗ੍ਰਹਿ: ਇੱਕ ਅਧਿਐਨ	ਗੁਰਮੀਤ ਕੜਿਆਲਵੀ ਦਾ ਕਥਾ ਬੋਧ	Chandigarh: Lok Geet Prakashan, 2015
Mrs. Iqbal Kaur	Concept of yoga	Yoga Education	Patiala: Twenty First Century Publications, 2015, pp. 221-224.
Mr. Vinod Kumar	भारतेन्दु हरिश्चन्द्र लेखकीय प्रगतिशीलता	रामविलास शर्मा का आलोचनात्मक संसार	Chandigarh: Arun Publishing House, 2014
	सन्त रैदास की लोक द्रष्टि	सन्त रविदास	Chandigarh: Arun Publishing House, 2015
Dr. Sukhraj Singh	ਗੁਰਸੇਵਕ ਪ੍ਰੀਤ ਦੀ ਕਹਾਣੀ 'ਖੁਸ਼ੀਆ ਹਾਜਰ ਹੋਆ' ਦਾ ਅਧਿਐਨ	ਘੋੜ-ਦੋੜ ਜਾਰੀ ਹੈ ਦਾ ਕਥਾ-ਬੋਧ (ਆਲੋਚਨਾ)	Ludhiana: Chetna Prakashan, 2013
	ਮਨੁੱਖੀ ਸੰਤਾਪ ਦਾ ਪ੍ਰਵਚਨ: ਕਾਲਾ ਹਾਸੀਆ ਤੇ ਸੂਹਾ ਗੁਲਾਬ	ਸਵਰਨਜੀਤ ਸਵੀ ਕਾਵਿ ਚਿੰਤਨ: ਪੁਨਰ ਚਿੰਤਨ	Ludhiana: Chetna Prakashan, 2015
	ਅਤ੍ਰਿਪਤ ਜਜ਼ਬਿਆਂ ਦੀ ਪੇਸ਼ਕਾਰੀ: 'ਢਾਲ'	ਗੁਰਮੀਤ ਕੜਿਆਲਵੀ ਦਾ ਕਥਾ ਬੋਧ	Chandigarh: Lok Geet Prakashan, 2015

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Dr. Amaninder Kaur	World economic crisis and its impact on India	Eco-Pulse	Chandigarh: Unistar, 2012
Dr. Sanju Chalana	बुद्धि आन्दोलन के प्रणेता स्वामी दयानन्द सरस्वती	स्वामी दयानन्द सरस्वती एक युग निर्माता	Mukatsar: Sapatrishhi Parkashan, 2015
Mr. Kiran Kumar	Dr. Ram Vilas Sharma's remarks on romantic poets	रामविलास शर्मा का आलोचनात्मक संसार	Chandigarh: Arun Publishing House, 2014
Dr. Sarman	Safeguarding the future: Preserving electronic medical records	Preservation and Digitization in Evidence based Medicine	Chandigarh: Saurabh Medical Publishers, 2013
	The semantic web: Data Management solutions	Building Next-Generation Libraries and Information Services	Chandigarh: Mantra Prakashan, 2016
Mrs. Usha Devi	बाल अधिकार एवं बाल कल्याण सेवाएं	Human Rights of Children	Abohar ISBN: 9789352121
	छायावादी कवियित्री महादेवी वर्मा का अनुभूति पक्ष एवं काव्याधारा	Social issues n Contemporary Literature	978938039789
Mrs. Ritika	मीरा: एक जीवनदर्शन	Social issues n Contemporary Literature	978938039789

### ➤ Books/Journals Edited

Name of Faculty	Name of Book/ Journal Edited	Publication Details	ISBN/ISSN
Dr. Karamjit Kaur	ਹੀਰੋ ਮੋਤੀ (ਸੰਸਾਰ ਪ੍ਰਸਿੱਧ ਲੋਕ ਕਥਨ)	ਅਮ੍ਰਿਤਸਰ: ਵਾਰਿਸ ਸ਼ਾਹ ਫਾਊਂਡੇਸ਼ਨ, 2014	978-81-7856-359-6
	ਕਿੱਸਾ ਹੀਰ ਭਗਵਾਨ ਸਿੰਘ: ਪਾਠ ਅਤੇ ਆਲੋਚਨਾ	ਅਮ੍ਰਿਤਸਰ: ਵਾਰਿਸ ਸ਼ਾਹ ਫਾਊਂਡੇਸ਼ਨ	978-81-7856-351-0
	ਲੋਕ ਸਿਆਣਪਾਂ	ਅਮ੍ਰਿਤਸਰ: ਵਾਰਿਸ ਸ਼ਾਹ ਫਾਊਂਡੇਸ਼ਨ	978-81-7856-358-9

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	ਹਾਸ਼ਮ ਕਿੱਸਾ ਸ਼ੀਰੀਂ ਫਰਹਾਦ: ਪਾਠ ਅਤੇ ਆਲੋਚਨਾ	ਅਮ੍ਰਿਤਸਰ: ਵਾਰਿਸ ਸ਼ਾਹ ਫਾਊਂਡੇਸ਼ਨ	978-81-7856-353-4
	GYAN CHETNA (Editor-in-Chief)	Bhag Singh Khalsa College for Women	Running process
Mr. Vinod Kumar	GYAN CHETNA (Editor)	Bhag Singh Khalsa College	Running process
Dr. Sukhraj Singh	ਸੌਰੀ ਆਦਿ ਤੋਂ ਅੰਤ ਤੱਕ	Samana: Sangam Publications, 2012	978-93-82011-22-4
Dr. Dinesh Mittal	GYAN CHETNA (Editor)	Bhag Singh Khalsa College	Running process
Dr. Sarman	Building Next- Generation Libraries and Information Services	Chandigarh: Mantra Prakashan, 2016	978-81-9253-676-7
	GYAN CHETNA (Editor)	Bhag Singh Khalsa College	Running process
Mrs. Baljit Sidhu	ਪੰਜਾਬੀ ਕਹਾਣੀ: ਸਿਧਾਂਤ ਤੇ ਵਿਕਾਸ	ਅਮ੍ਰਿਤਸਰ: ਵਾਰਿਸ ਸ਼ਾਹ ਫਾਊਂਡੇਸ਼ਨ, 2014	978-81-7856-429-6

### ➤ Books with ISBN/ISSN numbers with details of publishers

Name of Faculty	Name of Book Authored	Publication Details	ISBN/ISSN
Dr. Karamjit Kaur	ਨਜ਼ਾਬਤ ਵਾਰ ਨਾਦਰ ਸ਼ਾਹ	ਅਮ੍ਰਿਤਸਰ: ਵਾਰਿਸ ਸ਼ਾਹ ਫਾਊਂਡੇਸ਼ਨ, 2015	978-81-7856-423-4
Mrs. Rippandeep Kaur	ਧਾਲੀਵਾਲ ਗੇਟ: ਸਮਾਜਿਕ, ਆਰਥਿਕ ਅਤੇ ਰਾਜਨੀਤੀਕ ਬਦਲਾਅ	Saptrishi Publishers	978-93-8333-803-0
Mrs. Iqbal Kaur	Massage, Accupressure and Sun Treatment in Yoga	Delhi, Abhay Publication, 2015	978-93-8462-20-6
Dr. Sukhraj Singh	ਚੰਦਰਮੁਖੀ	Ludhiana: Chetna Parkashan, 2016	978-93-5112-150-3

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Dr. Sanju Chalana	महात्मा गांधी का वैचारिक हिंद दर्शन	Chandigarh: Unistar, 2013	978-93-5113-186-1
Mr. Amrinder Singh Sandhu	Business Regulatory Framework-I (Business Laws-I)	Jalandhar: S. Dinesh and Co.	978-81-7608-888-6
Dr. Sukhdev Singh	बैलन वतगीवरुहः पुरैकटीकल गायीड	New Delhi: SRFLIS, 2013	978-81-927409-0-4
Dr. Dinesh Mittal	NUMERICAL ANALYSIS	PRECISE (First World Publication)	93-822950-1-3
	ADVANCED CALCULUS	SPECTRUM (Sharma Publication)	978-93-5181-032-2
	DYNAMICS	S. Dinesh and Co.	978-93-5211-155-8
	ADVANCED CALCULUS	SPECTRUM (Sharma Publication)	978-93-5181-059-9
Mrs. Shefali Gupta	Vibrations and Waves - I,	Unistar Pub., Chandigarh	9789351133865
	Vibrations and Waves - II,	Unistar Pub., Chandigarh	978-93-51134-64-0

- **SNIP**                      **NIL**
- **SJR**                        **NIL**
- **h-index**                **NIL**

**The last four years (2011-12 to 2015-16)\* publications in the college magazine (Chintan) by the students:**

Type of Publication	2009-10	2010-11	2011-12	2014-15
Poems	31	43	49	34
Essays	42	29	64	50
Short Stories	06	14	12	16
Discussion	10	23	13	17
Any other	45	55	40	47

**\* There is a gap of two sessions in publication of college magazine from 2012-2014.**



### 3.4.4 Provide details (if any) of

#### ❖ **Research awards received by the faculty**

Eight faculty members have been awarded Ph.D. degree and fifteen teachers have been awarded M.Phil. degree. Four faculty members (Dr. Sarman, Dr. Sukhdev Singh, Ms. Gunjan Setia, Ms. Priyamvada) have been awarded research fellowships (JRF/SRF) from UGC.

#### ❖ **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

- Dr. Sukhraj Singh, Dept. of Punjabi is invited by Sahitya Academy on a programme “Yuva Manch” held on Nov. 04, 2015 as Story Reader.
- Dr. (Mrs.) Parminder K. Sharma (Principal), Dr. Sukhdev Singh (Library and Inf. Sc.), Mr. Harish Kumar (History) and Mr. Amrinder Singh Sandhu (Commerce) are recognized by Dr. Sukhveer Singh Bal, DEO, Fazilka, for their services under a government project “Career and Guidance Counselling Cell” on Jan. 12, 2016.

#### ❖ **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**

The following incentives given to faculty for receiving state, national and international recognitions for research contributions:

- By giving recognition to the staff through its publications like the Prospectus, Annual Report and News Bulletin
- By giving incentives such as Duty Leave to faculty for receiving state, national and international recognitions for research contributions

## 3.5 Consultancy

### 3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The following systems and strategies are adopted for establishing institute-industry interface:

- The college regularly interacts with the industry to acquaint the students with practical learning about the field and offers them a thorough understanding about the subject. This also enables the faculty to remain updated about the new trends and developments of the industry.

- From time to time, experts from various industries visit the institution and interact with the students.
- The placement cell of the college initiates interface talks with industry and training institutes to enhance employability skills of the students. Aspiring Minds Institute experts visited the institution from 28-01-2013 to 30-01-2013 and from 07-02-2014 to 08-02-2014 to assess the employability skills of students.
- Apart from this, the institution also organizes educational visits to various industrial and banking institutes to acquaint the students about the practical knowledge of the subject e.g. students of commerce department visited Ludhiana Stock Exchange on 25-11-2013 and Honda Motors Haridwar from 02-09-2015 to 06-09-2015. Similarly B.Sc. students also visited Bathinda Thermal Plant on 01-10-2015.

### **3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

To promote consultancy, the stated policy of the institution ensures that the benefits of the knowhow, skills/expertise of the faculty reach the maximum. The institution has constituted a “Career Guidance and Counseling Cell” which provides consultancy to youth within and outside the campus.

The institution advocates and publicizes the available expertise for consultancy services through its publications like the Prospectus and Magazine (Chintan), through advertisement on website of institute and social networking. The awards and the achievements of the faculty are highlighted through news items in the newspapers as well as reports read out on the stage. The visit by the faculty members to various schools to attract admission also brings to the notice of the general public.

### **3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

The institution encourages the staff to utilize their expertise and available facilities for consultancy services by taking the following initiatives:

- By giving recognition to consultancy services of the staff through its publications like the Prospectus, Magazine, website of the college and on social networking.

- By giving incentives such as Duty Leave to faculty for their contributions in consultancy services
- The institution does not have any monetary gain for the consultancy provided by the teachers. The institution has not any share in the income generated through consultancy services provided by teachers outside the campus. This will also encourage the staff to utilize their expertise.

### **3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

The consultancy services of the institution benefit the universities, colleges and schools of the region as well as Govt. agencies and NGOs.

#### **Broad Areas and Major Consultancy Services**

- **As members of Board of Studies:**  
The faculty of the institution is frequently consulted by the affiliating university and other universities of the country for framing and upgrading the curriculum. Dr. Karamjit Kaur (Punjabi), Dr. Sukhraj Singh (Punjabi) and Mrs. Charanjit Kaur (Sociology) are serving as members of Board of Studies of various universities.
- **As members of various committees at University/College/School level:**  
Mrs. Charanjit Kaur (Sociology) provided consultancy as member of inspection committees at Mata Sahib Kaur Girls College, Talwandi Sabo and D.A.V. College Abohar
- **As superintendents/paper setters/external examiners at University examinations**  
Many numbers of the faculty are frequently acting as superintendents/paper setters for theory exams as well as external examiners at practical exams of Panjab University, Chandigarh.
- **As judges in various events/competitions organized at university/intercollege level**
  - ❖ Mr. Radhey Shyam Sharma, who was invited as Director (Musical Items) Intervarsity Youth festival held at Jammu in 2014-15. In 2015-16 invited as a Director (Musical Items) by Maharaja Ranjit Singh University (Bathinda) held at PAU Ludhiana.

- ❖ Mrs. Iqbal Kaur (Physical Education), Mrs. Amanjit Kaur (Punjabi) and Mrs. Ruchika Sharma (Computer Science) are frequently consulted as judges in various events/competitions at local colleges of the area.

The institution does not generate any revenue through consultancy services.

**3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

Not Applicable

**3.6 Extension Activities and Institutional Social Responsibility (ISR)**

**3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

The institution always organizes different extension activities in and outside the campus throughout the year to engage the students in different community oriented activities to develop a sense of social responsibility, service orientation and holistic development of the students. The institution has active NSS unit, NCC unit, Youth Welfare Society and Red Ribbon Club (RRC). The institution promotes institution-neighborhood-community network and student engagement in various ways:

- A neighbouring village, Chakra, has been adopted.
- After the adoption of this village, the NSS Unit and Youth Welfare Society have bonded with the villagers and given their best to uplift them economically, socially as well as educationally. Right from working for their hygienic awareness to making them economically self-sufficient, our students have changed the face of the village.
- Not only has the local community benefited, the Youth Welfare Society students too have experienced the joy that comes from selfless service. In order to bring smiles on the faces of deprived people, students visit the local Orphanage, Old age Home, School for Deaf and Dumb on important festivals for distribution of gifts among the inmates.
- The college has the fine practice of raising funds and collecting other valuable materials to help the victims of natural calamities.

**3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?**

The institution encourages the students to involve in various social movements/activities through participation in numerous activities organized by NSS/NCC/YWS/RRC. Students are encouraged to join any one of these extension activities:

- National Service Scheme (NSS)
- National Cadet Corps (NCC)
- Youth Welfare Society (YWS)
- Red Ribbon Club (RRC)

by circulating a form during the admission. All departments and different committees/unit/wing organize a number of seminars/discussions. They also celebrate important days of national and international importance. Students are also motivated to participate in different seminars/workshops and discussions to give them exposure to current societal problems and generate awareness regarding their roles and responsibilities in society.

**3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

The institution is committed to provide best quality education and service. The institution regularly solicits feedback from its stakeholders to improve overall performance and quality of the institution by various ways:

- The perception of the students is solicited through classroom discussion. They are always free to meet the head of the institution and management. A complaint box is installed in the college campus for the students to make their grievances.
- The parents of the students also express their views at the time of their visit to the institution.
- The inspection teams from the affiliating university often visit the college and give suggestions and views.
- The members of the alumni association also share their perception during alumni meet or whenever an old student visits the institution.

**3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four**

**years, list the major extension and outreach programmes and their impact on the overall development of students.**

The institution plans and organizes its extension and outreach programmes through the NSS and NCC Units of The college, Youth Welfare Society and Red Ribbon Club unit.

### **Major Extension and Outreach Programmes**

#### **❖ NSS**

The NSS Unit of the institution has 50 students as its members. In each academic session, a seven day regular camp is organized by NSS. The NSS volunteers under the guidance of the NSS In-charge and other faculty members participate in different extension activities in and outside the campus. The following are the major extension and outreach programmes organized by NSS during the last four years:

- A seven day camp (17-12-2011 to 23-12-2011) was organized at village Kala Tibba on the theme of “Chetna Rally”
- A seven day camp (05-03-2013 to 11-03-2013) was organized at Jayani Farms, Abohar on the theme of “Organic Farming”
- Another seven day camp (10-03-2015 to 16-03-2015) was organized inside the campus as “Cleanliness Drive”
- In addition to this, NSS regularly organizes awareness rallies on women empowerment, community development and motivating youth towards sports.
- Special lectures on Personality Development, Balanced Diet, AIDS, Eye Donation camp and Dental Health were organized.

#### **❖ NCC**

NCC unit of the institution has 54 members. The NCC In-charge under the guidelines of state NCC Directorate plans the regular activities and special camps. NCC cadets participate in various special camps where basic military training in small arms and parades are given to develop capacity among students to meet emergencies and natural disasters. Their regular activity is to practice parades and they also participate in state level parades on Independence Day, Republic Day aiming to develop a sense of national integration among students. They observe Flag Day annually on 7<sup>th</sup> December distributing small flags to students and teachers and collect

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funds @Re.1 per head for the welfare of the Indian Armed Forces. The major extension and outreach activities/camps organized by NCC during the last four years are as under:

- “Anti-Drug Rally” at village Chakra in 2011-2012
- “Anti-Dowry Rally” at village Chakra in 2012-2013
- “Swachh Bharat Abhiyan” inside the campus in 2013-2014
- Poster making competition at the campus
- A one day seminar on Leadership

Apart from these, major extension and outreach programmes attended by NCC cadets are as follows:

<b>Sr. No.</b>	<b>Program/ Camp</b>	<b>Dates</b>	<b>Organizer</b>	<b>No. of volunteers participated</b>
1.	CATC-67	29-10-2011 to 07-11-2011	Group Commandant of NCC, Abohar	47
2.	CATC-71	02-10-2012 to 11-10-2012	Group Commandant of NCC, Abohar	54
3.	Republic Day Parade	26-01-2013	Govt. of India	01
4.	CATC-68	10-10-2013 to 19-10-2013	Group Commandant of NCC, Abohar	45
5.	ALC-1	05-09-2013 to 16-09-2013	Group Commandant of NCC, Abohar	10
6.	RD Parade	26-01-2014	Govt. of India	01
7.	CATC-68	26-07-2014 to 04-08-2014	Group Commandant of NCC, Abohar	18
8.	RD Parade	26-01-2015	Govt. of India	01
9.	CATC-70	03-10-2015 to 13-10-2015	Group Commandant of NCC, Abohar	15

Drill, Map reading, Weapon Training, Field Craft, Battle Craft, Minor Tactics, Role of Infantry, First Aid, Hygiene and sanitation, Civil Defence and Leadership Training Adventure Training are taught regularly. Activities like Tree plantation, Blood Donation, Awareness rallies (AIDS, Corruption) Cleanliness. Annual training Camp, National Integration Camp, Army attachment Camp, Republic Day Camp, Thal Saina Camp, Trekking Camp, Basic Leadership Camp are organized with zeal. Cadets are prepared for certificates “B” and “C” of NCC.

NCC Unit regularly conduct tree plantation in the campus and neighbouring villages to make the environment carbon free.

### ❖ **Youth Welfare Society**

Youth Welfare Society of the institution has 50 members. The motto of the YWS is “Share Hands to Grow Education.” The major extension and outreach programmes organized by YWS are:

- Had organized a one day seminar on Human Rights in India on Mar. 8, 2012.
- Had organized a one day seminar on Women Empowerment on Mar. 8, 2013.
- Adopted 13 girls of economically weak families of Chakra Village on 15 Feb 2016 for stitching training to make them economically strong.
- Had organized a one day seminar on Women Empowerment on Mar. 8, 2016.
- Tree plantation drive inside the campus throughout the March 2016.
- Apart from these, Youth Welfare Society students regularly visit the local Orphanage, Old age Home, school for Deaf and Dumb on important festivals for distribution of gifts among the inmates.
- Celebrated Water Day on 22<sup>nd</sup> March 2016 and suggested to harness the R.O. waste water for gardening purpose.

### **Budgetary details of the extension and outreach programmes**

As a self-financed institution, there is not any scope to allocate specific budget for such extension and outreach activities. All the activities of NSS/NCC/YWS and RRC are performed as per funds collected from students, but if need arises, these are reimbursed by institution.



### **Impact of Extension and Outreach Programmes**

- Extension and outreach programmes instill volunteerism and philanthropy in the students.
- A deeper understanding of and commitment to the community is developed in students.
- Experience gained through extension and outreach programmes helps students make better decisions, adapt to change, improve their self-esteem and better prepare for their career, among other benefits.
- Such programmes encourage students to develop a lifelong ethic of service to society

#### **3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

The college promotes the participation of students and faculty in extension activities including participation in NSS, NCC, YWS and RRC by the following ways:

- ❖ At the time of admission of the students, the Admission Committee, comprising of teachers in charge of various committees, asks students about their interest in extension activities including participation in NSS, NCC, YWS, RCC and other National/ International agencies and encourages them accordingly.
  - The admission committee ensures that the student is enrolled in at least one activity right at the time of admission.
  - The Prospectus disseminates information regarding all the clubs and committees to facilitate them in their choice of activity.
  - This is supplemented by the counseling provided by the teachers on the admission committee.
  - Besides this, the detail of the program is displayed on the notice as well as on the college Website.
- ❖ Similarly, the faculty has meeting with Principal in which it is asked to mention its interest in extension activities including participation in NSS, NCC, YWS, RRC and other National/ International agencies and is assigned duties accordingly.
- ❖ The institution promotes these extension activities by extending help in the form of manpower, funds refreshment and transport. The achievements of

the teachers and students are acclaimed and highlighted in the assembly, college publications and local newspapers, thus promoting their participation. Special incentives and concessions are given to outstanding performers.

- ❖ Certification of participation in these activities/camps, prizes and medals are given to student volunteers time to time which act as incentives for them to join these activities.

### **3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

The vulnerable sections are those who face discrimination include women, scheduled castes, scheduled tribes, children, aged, disabled, people living with HIV/AIDS etc. The college has organized some activities:

#### **➤ Social surveys/study and research**

Kindly Refer to 3.4.1 (Research studies or surveys benefiting the community)

#### **➤ Extension work**

Kindly Refer to 3.6.4 (Major extension and outreach activities of NSS/NCC/YWS)

### **3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

The basic objective of organizing different community oriented extension activities to develop a sense of social responsibility, service orientation and holistic development of the students. They learn about themselves, understand others better and become instruments for social change. The dynamism of team work and relationship building are the main values imbibed through outreach activities.

#### **Values and skills inculcated among students**

Kindly refer to 3.6.4. (Impact of Extension and Outreach Programmes)

**3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

The institution organizes social awareness programmes, health care programmes and environment friendly initiatives to ensure the involvement of the community in its outreach activities and contribute to the community development. Some of the major initiatives undertaken by the institution involving various communities are as follows:

- Professionals like doctors, lawyers, social activists and NGO representatives share their experiential knowledge about community service through invited lectures and workshops to our students.
- The students organize rallies in the campus and adjoining villages for generating awareness among the larger community about important social issues such as AIDS, Need for Blood Donation, Female Foeticide, Drug Abuse and Hygienic Awareness etc.
- In NSS camps, students work in the adopted village and conduct literacy campaign and spread awareness amongst villagers regarding social evils like dowry, female foeticide and child marriage etc.
- Environmentalists are invited for organizing sensitization programmes on the need to protect the environment and generate civic sense among the people. Tree Plantation is a regular feature of the institution.

**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

The institution has constructive relationship with other institutions/organizations of the locality for working on various outreach extension activities such as tree plantation drive with the help of “ਅਜੀਤ ਹਰਿਆਵਲ ਲਹਿਰ”(Ajit Hariawal Lahar) as well as awareness rallies were held for making the people aware about AIDS as well as drug abuse with District Red Cross Society. A play “ਆਖਿਰ ਕਦੋਂ ਤੱਕ”(Akhar Kadon Tak) was organized by Red Arts Punjab to spread awareness about the evil of drug addiction directed by Deep Jagdeep.

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

The NSS unit of the college has yet not received any award for extension activities. The NCC volunteers have participated in the state as well as national level camps. Ms. Turna, a volunteer of NCC has been awarded Best Cadet for the last two years by Group Commandant, NCC Unit, Abohar.

### **3.7 Collaboration**

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

As the institution does not offer any research oriented programme, there is no official collaborations with research laboratories and industry for research activities. However, some faculty members are engaged in Ph.D. they are allowed to visit the libraries/research laboratories of affiliating university and other institutes/industries of the region. Students' visits to the affiliating university/other institutes are facilitated with its prior permission where they can use the facilities provided by the university.

**3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

Though the institution has yet not signed any MoU with any institute of national or international importance but is ever ready to collaborate with various bodies for the benefit of the beneficiaries such as students, faculty, local community and other stakeholders. The institution partners with the Corporation and District Administration for its various programmes related to Environment, Female Foeticide and Traffic Rules Awareness.

- Traffic Rules Awareness Seminar was organized on Oct. 9, 2012. Deputy Superintendent of Police and Superintendent of Police have visited the campus and interacted with students.

- Extension lecture on some legal aspects in electronic media and employment was delivered by Advocate Jasmine Bishnoi at Women Empowerment Seminar.
- “ਅਜੀਤ ਹਰਿਆਵਲ ਲਹਿਰ” (Ajit Hariawal Lahar) was organized in the campus with collaboration of Ajit News paper on August 6, 2014. Several government officials visited the campus and interacted with students on environmental issues.
- Women Health Awareness Camp was organized in the campus on 08 Sep. 2014 in collaboration with Building Bright Generation.
- An Eye Donation Awareness Programme was organized on 05 Sep. 2015 in collaboration with District Civil Surgeon.
- Career Counselling Programme was organized in the campus on 12 Jan. 2015 under the instructions of Punjab School Education Board, Mohali. District guidance Councillor and Tehsil In-charge visited the campus and interacted with students.
- The faculty of the institution is collaborating with parent university in all the activities, right from the planning of the curriculum to the holding of exams and evaluation of answer sheets.

**3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/new technology /placement services etc.**

The following industry-institution-community interactions have contributed to the establishment/creation/up gradation of academic facilities, students and staff support:

- Campus Placement Drives conducted by Wipro and Aspiring Minds resulted in selection of BCA students Komal Bishnoi, Navneet Kaur, Sunil Choudhary and Rupinder Kaur with handsome salary and sponsored them post graduation.

**3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

Kindly refer to 3.1.8

**3.7.5. How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated**

Though the institution has yet not signed any formal MoU/agreement with any of the institution but the established linkages and collaboration resulted in enhancement of the following activities:

❖ **Curriculum development/enrichment**

The faculty of the institution is collaborating with Parent University in all the activities, right from the planning of the curriculum to the holding of exams and evaluation of answer sheets. Dr. Karmajit Kaur (Punjabi) and Mrs. Charanjit Kaur (Sociology) have been serving the members of Board of Studies.

❖ **Internship/ On-the-job training** Nil

❖ **Summer placement** Nil

❖ **Faculty exchange and professional development**

The faculty members attend various workshops, conferences and seminars in other institutions and write papers for the development of professional and specialized knowledge. A few of the faculty members have also attended UGC-sponsored orientation and refresher programmes organized by the Academic Staff College, Panjab University, Chandigarh and other universities.

❖ **Research** Nil

❖ **Consultancy**

Consultancy service of the institution is facilitated with the established linkages/collaboration. Several faculty members provide consultancy to other institutions/universities of the region. For detail, kindly refer to 3.5.4.

❖ **Extension**

NSS, NCC, YWS and RRC of the institution undertook various extension activities in and outside the campus with collaboration of various institutes/bodies of the region. For detail, kindly refer to 3.6.3.

❖ **Publication** Nil

❖ **Student Placement**

The Placement Cell of the college collaborates with a number of banks, corporations and other institutions which results in a number of on-campus and off-campus placements. Placement drives conducted by Wipro and Aspiring Minds has been resulted in selection of BCA students Komal Bishnoi, Navneet Kaur, Sunil Choudhary and Rupinder Kaur with handsome salary.

❖ **Twinning programmes** Nil

❖ **Introduction of new courses** Nil

❖ **Student exchange**

Our students regularly participate in various competitions, workshops, job fests etc. organized in other institutes of the region.

**3.7.6. Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.**

The institution is ever ready to make systematic efforts in planning, establishing and implementing the initiatives of the linkages and collaborations. The institution plans and establishes the linkages/collaborations with State, local bodies, industries to boost research, consultancy and extension task.

## CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

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### 4.1 Physical Facilities

#### 4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

With the donation of 26 Acres and an amount of 2 Crore by our honorable Chairperson Bibi Harbaksh Kaur in the fond memory of her husband Late S. Bhag Singh Hayer, the college was established in 2001 with a strong infrastructural policy. The management of institution has outlined the policy to create and lift up the infrastructure that facilitates effective teaching and learning to the students and more particularly girls in the rural area. The management has a positive approach for the development of Infrastructure facilities and offers funds for the development as per the need. The infrastructure facilities were created with an objective of developing an institution that can offer better facilities than the colleges in the surrounding area for effective teaching and learning processes.

The college has built up excellent infrastructure and learning resources over the last fifteen years of its existence. Its campus of 26 acres has a large two storey building that accommodates the administrative office and the academic departments, lecture halls, library, science laboratories, Fine Arts and computer laboratories.

The campus accommodates a hostel and three flats for teaching faculty (only for female) and six quarters for class IV employees. A large part of the campus is a sprawling garden with trees, ornamental plants and flowers. The grounds, lawns and gardens are beautifully and aesthetically kept. The maintenance is entrusted to staff that are conscientious and committed and a maintenance coordinator supervises their performance. The classrooms are spacious and well ventilated. The laboratories are well equipped and carefully maintained. There is an adequate facility for the students to perform all the prescribed experiments and do project work. Apart from this, the college has also two large sports grounds and a Girls common room.

The facilities are being regularly upgraded as per the requirements of the departments. For the creation and development of facilities, the college follows a policy such as:



- Every department analyses its needs every year for the next academic session.
- The departments calculate the estimated cost and prepare proposals.
- There is separate purchase committee in the college.
- This proposal is discussed with the concerned purchase committee in the presence of the principal.
- Committee approves or disapproves the proposal and sanctions the budget if required.
- Any purchases for development activities are carried out in a systematic manner by calling for quotations, calling purchase committee meetings for technical and commercial negotiations etc. before the final procurement.

#### 4.1.2 Detail the facilities available for

- a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

College has adequate infrastructure for curricular activities. Details are mentioned below:

<b>Classrooms and Tutorial spaces</b>	25 fully ventilated spacious classrooms with proper electricity arrangements (the labs are also used as classrooms)
<b>Seminar Hall</b>	One Seminar Hall with capacity of more than hundred persons and is equipped with latest technology, sound system and multimedia projector. These facilities help in smooth conducting of seminars, workshops, conferences etc.
<b>Multipurpose Hall</b>	One
<b>Library</b>	An AC reading hall enabled spacious library with sitting capacity of more than hundred persons.
<b>Music Room</b>	One

❖ **Laboratories:**

Department	No. of Labs
Physics (with dark room)	One
Chemistry	One
Music	One
Computer Science	Two
Fine Arts	One
Home Science	One

❖ **Special facilities:**

- College has 2 projectors out of which one is roof mounted and other one is wall mounted.
- There are 3 lawns for students.
- One hostel with 44 spacious and airy rooms, 3 flats for faculty, one warden room, mess, office, common room, hygienic kitchen etc.
- Canteen
- Juice corner
- Stationery shop cum photocopier
- Parking area

**b) Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

College is well and truly involved in extra-curricular activities. Students participate in various sports competitions organized in the campus as well as off campus. The college organizes annual sports meet in which the promising sportswomen of the college are honored. Fee concessions in the hostel fee are given to the participants who participate in National/International competitions. Besides this regular refreshment, sports kit, conveyance etc. are provided to the participating students.

### ❖ **Sports: Outdoor Facilities**

- One Sports ground
- Track and field marking (400 meter)
- Volleyball ground (outdoor)
- Handball ground (outdoor)
- Basketball ground (outdoor)
- Net Ball (outdoor)
- Kho-Kho (outdoor)
- Badminton (outdoor)

### ❖ **NSS**

National Service Scheme is adopted by the college to instill the virtues of selfless service, amity and integrity amongst the students. The college has one unit of NSS consisting of 50 volunteers working under the guidance of Programme Officers who are members of the staff. We take pride in the extension activities carried out by our volunteers under NSS.

### ❖ **NCC**

The students are motivated at the beginning of every academic year to enroll them for NCC (Army Wing). A special room has been set up as the office of NCC with the essential equipments like almirah, table, chair, notice board etc. The NCC unit of the college is attached with 2 Punjab (I) Coy NCC Abohar stationed in DAV College and the unit was raised on May 3, 1977.

#### ➤ **Field Activities in NCC**

Drill, Map reading, Weapon Training, Field Craft, Battle Craft, Minor Tactics, Role of Infantry, First Aid, Hygiene and sanitation, Civil Defence and Leadership Training Adventure Training are taught regularly. Activities like Tree plantation, Blood Donation, Awareness rallies (AIDS, Corruption) Cleanliness. Annual training Camp, National Integration Camp, Army attachment Camp, Republic Day Camp, Thal Sena Camp, Trekking Camp, Basic Leadership Camp are organized with zeal. Cadets are prepared for certificates “B” and “C” of NCC.

### ❖ **Cultural Activities:**

College participates as well as hold competitions in cultural activities like Dance- classical dance, Punjabi folk dance (Giddha and Luddi), group dance general, Drama, Debate, Declamation, Music, Painting, Elocution, Poetical

Recitation, Flower Arrangement, Mehndi and many other activities. Every year college organizes a one day “Talent Hunt” function in which the above mentioned activities are organized. Winners of these competitions get the chance to participate in Zonal Youth and Heritage Festival. Our college bagged the two times over all trophies in 2013-14 and 2014-15 in the Zonal Youth and Heritage Festival and remained second in 2015-16. Besides this our college won a considerable number of prizes in Inter-Zonal Youth and Heritage Festival. Our student Satwinder Kaur won gold medal in Pakhi making in Inter-Zonal Youth and Heritage Festival 2015-16 held at Fatehgarh Sahib.

For all these activities, the following facilities are provided:

- **EMA Department:** College has a special department for cultural activities called EMA Department. This department has various committees for various events. These committees guide and train the students. EMA core committee consists of Dean, Deputy Dean and other faculty members that are selected for various events as per their interests.
- One Multi-Purpose Hall
- Hostel
- Common Room
- One Seminar Hall
- Three Lawns

### **4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).**

College has adequate infrastructure for various academic activities. It has 25 class rooms, many laboratories, seminar hall and multi-purpose hall. While preparing time table, students are divided in various sections, appropriate number of students are allocated in each section. The classrooms are optimally utilized. Labs are also used as classrooms if and when free to utilize them optimally. Two projectors are installed one of which is portable.

- ❖ Master plan of the college is attached herewith application form.
- ❖ Present physical infrastructure of the college:

## NAAC SSR REPORT CYCLE I

- The college is spread over an area of 26 acres to the eastern side of the town. Established in 2001, the college has huge complex comprising separate blocks for Arts, Sciences, Commerce, Physical Education, Computers, Administrative Block, Library, Canteen, Staff-room, NSS, NCC etc. It has one hostel, which is enough for occupants.
- There is one music room cum lab in the college.
- For students, there is a common room to provide them healthy and constructive atmosphere. It has been provided with various facilities to enable the students for their all around development.
- The college has a vast network of infrastructure facilities considered essential for the academic growth of the students.
- The library is equipped with 7791 books, subscribed to 28 Journals/periodicals and 14 newspapers. A. C. fitted reading room is the pride of our college library. The functioning of the library is fully automated.
- ❖ One hostel with cooperative mess facility makes students stay comfortable in the campus. The hostel is large and spacious, located in the eastern side of the college, having college campus in front of it. It has grassy lawns in front as well as inside it. The hostel has the following infrastructural facilities:
  - 44 rooms sufficient enough to accommodate 150 students.
  - 24 hours water and power supply.
  - A mess with a dining hall (40 students capacity at a time)
  - A common room with LCD, indoor games and newspapers.
  - A cold drinking water arrangement with RO in hot summer.
  - A guest room to accommodate parents.
  - A dispensary to treat minor ailments. A Registered Medical Practitioner (RMP) is available.
- ❖ A big canteen caters to the students as well as to the staff members.
- ❖ One generator of 25KVA ensures continuous electricity supply even during the long power cuts.

### **Future planned expansions:**

As the college is not getting any grant/fund from external sources, it is totally relying on its own sources of finance. In future if the college gets success to achieve any further aid, then the planning will be as under:

- Construction of new air-conditioned and modern auditorium.

- Library facility for hostel will be developed.
- To strengthen e-resources in library.
- To build more class rooms.
- Research centers to be developed in physics, chemistry, social sciences and languages.
- To build language lab and mathematic lab.
- Establishment of network resource center.
- To construct AC reading hall in the hostel.
- To develop smart class rooms.
- Strengthening departmental libraries.
- Improvement in gymnasium facilities.
- To organize on-campus faculty enrichment programmes.

**4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?**

In order to cater to the needs of differently-abled students:

- Adequate infrastructural facilities are provided so that they do not feel any physical obstruction blocking their way.
- The college has a ramp on the ground floor.
- During examinations (both terminal and annual), such students are accommodated on the ground floor.
- While framing the time table and examinations, special care is being taken.

**4.1.5 Give details on the residential facility and various provisions available within them:**

- ❖ **Hostel Facility- Accommodation available**
- ❖ **Recreational facilities, gymnasium, yoga center etc.**
- ❖ **Computer facility including access to internet in hostel:**
- ❖ **Facilities with medical emergencies**
- ❖ **Library facility in hostel**
- ❖ **Internet and Wi-Fi facility**
- ❖ **Recreational facility- common room with audio, visual equipments**
- ❖ **Available residential facility for the staff and occupancy**
- ❖ **Constant supply of safe drinking water**
- ❖ **Security**

### ❖ **Hostel Facility – Accommodation available**

- Keeping in mind that “Hostel is a Home Away from Home”, hostel facility is provided within the college campus. There is one hostel. The hostel is meant for undergraduate and post graduate students though students are accommodated as per their number and requirements. There are 44 rooms, 3 flats for teaching faculty, 1 office for warden, 3 rooms for mess workers and 3 stores apart from a terrace and a lawn measuring 2401 sq. feet. The hostel is housed in 11844.99 sq feet area. The rooms open up to porch areas and balconies in both the hostels. The hostel has well lit and properly ventilated rooms with wardrobes, study tables, chairs and beds.
- The hostel has a dining hall with seating capacity of 40 students at a time during meal timings. The mess areas are properly kept clean, ventilated and include kitchen, store rooms and spaces for workers. The hostel inmates are provided pure drinking water. There are separate RO plants (with capacity of 50 lt.) in hostel. Water and electricity is maintained regularly through bores and generators. The hostel has equipped with coolers.
- The hostel is managed by one warden, two helpers, one peon and other supporting staff that includes watchmen, sweepers and attendants.

### ❖ **Recreational facilities, gymnasium, yoga center, etc.**

- The recreation is provided during evening assemblies, outdoor sports facilities are provided through sports incharge and hostellers can continuously practice in sports ground. There is provision for indoor games like table tennis, carom board, badminton etc. Two parties are organized every year. One to welcome fresher's and second to bid farewell to seniors and these throw open a platform to hostellers to exhibit their talents. Apart from this small events are organized from time to time.
- The hostel subscribes to three newspapers (one Hindi, one Punjabi and one English) and magazines for re-creation and other books can be borrowed from the college library.

### ❖ **Computer facility including access to internet in hostel**

Students are allowed to carry their personal laptops.

### ❖ **Facilities for medical emergencies**

The first aid kit is available in the hostel office. The hostel staff ensured services of a medical practitioner as and when required. Apart from that, the hostellers are taken to the concerned medical practitioners in case of emergency. The college utilizes services of two renowned doctors Dr. Upasna Loona and Dr. Parmjit Singh of the area for the same.

### ❖ **Library facilities in the hostels**

In evening hours hostlers are allowed to use library facilities in the presence of hostel attendant.

### ❖ **Internet and Wi-Fi facility**

No Internet and Wi-Fi facility in hostel.

### ❖ **Recreational facility-common room with audio-visual equipments**

There is a common room fitted with LCD where students gather for evening prayers and assemblies, recreation, TV watching, playing table tennis, carom board etc.

### ❖ **Available residential facility for the staff and occupancy, constant supply of safe drinking water**

There is a provision of residential facility for staff along with offices for Wardens/Asstt. Wardens to work. The college has three flats- one room set (single room, kitchen and bathroom) for teaching faculty (only for female). Constant supply of water is provided through submersible and its connections. A water tank of capacity 40,000 liter is installed in the college campus to insure regular supply of water.

### ❖ **Security**

The whole hostel premises are safe and secure. There are grills, high walls and barbed fences to ensure safety. Apart from physical facilities, two security guards (day/night) are posted regularly. There is one man to ensure safety during the day and another during the night. Apart from that attendants are available throughout the night and remain on the premises.



**4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

Students are provided medical assistance as and when required. Medical facility is provided to Hostel Residents on daily basis. A medical practitioner visits hostel from time to time. Medical check-up camps for all students are arranged every year and reports are sent to the respective department for necessary follow up. In case of symptoms of severe illness, parents are intimated immediately.

**4.1.7 Give details of the Common Facilities available on the campus—spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

- ❖ **IQAC:** The meetings of the IQAC are held regularly in principal office to ensure smooth functioning of the college. The suggestions for improvement are invited from the staff. Suggestions are invited from the students through suggestion box placed outside the principal office.
- ❖ **Grievance Redressal Cell:** Grievance Redressal Cell exists in the college and meetings are held in the principal office. A feedback is taken from students. Suggestion box has been installed in the campus for the students. Best suggestions are rewarded. Counseling of the students is done and their grievances are redressed on personal basis.
- ❖ **Women Cell:** Women Cell organizes various activities like seminars, workshops, guest lectures, talks to sensitize the students on gender issues.
- ❖ **Career Guidance and Counseling Cell:** Career Guidance and Counseling Cell exists in the college. A number of seminars/workshops are organized to make the students aware of the job market, its demands and latest trends. The students are groomed and trained to write a CV and face an interview etc. Recruitment drives are organized in the college campus regularly and students get selected in the various companies.
- ❖ **Recreation Centre:** The college has a spacious and a well maintained Recreation Centre. The quality of the food and the rates of various eatables are supervised by the canteen committee. The kitchen is regularly inspected for cleanliness and the canteen committee ensures that healthy

and hygienic food is served to the students. A tuck shop is available to cater to the daily needs of the students especially those living in the hostels. Indoor games are provided in the hostel common rooms. Also gym facility is there in the college. The common room of the hostels are fully equipped with, LCDs, music systems etc.

- ❖ Outdoor sports facilities are provided through sports incharges whereby students can continuously practice in sports ground. There is provision for indoor games like table-tennis, badminton, carom board etc. The library subscribes to many newspapers and magazines for re-creation and other books can be borrowed from the college library.
- ❖ Safe drinking water facility is available in the college. Water coolers with water purifiers are installed in each block of the college building. Constant supply of water is provided through submersible and its connections. As water from water works department is inconstant, a water tank has been installed in the college campus to ensure supply of water

## 4.2 Library as a Learning Resource

### 4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes library have an advisory committee. Composition of library advisory committee is as follows:

1. Dr. Sukhraj Singh (Libraray In-charge)
2. Dr. Sarman (Librarian)
3. Mrs. Charanjeet Kaur (Member)
4. Mrs. Baljit Kaur (Member)
5. Mrs. Rippandeep Kaur (Member)
6. Mrs. Iqbal Kaur (Member)
7. Mrs. Veerinder Kaur (Member)
8. Mrs. Shefali Gupta (Member)
9. Mr. Navneet Golcha (Member)
10. Mr. Kiran Kumar (Member)
11. Mr. Amarinder Singh Sandhu (Member)

Library committee is responsible for policy making and the librarian is to implement this policy faithfully. The general functions, which must be

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performed by the library committee, are related to:

- Library Building
- Library Furniture and Fittings
- Library Staff
- Library Finance and Book Collection
- Library Rules

### 4.2.2 Provide details of the following:

- ❖ Total area of the library (in Sq. Mts.) : 650
- ❖ Total seating capacity : 120
- ❖ Working hours (on working days, on holidays, before examination days, during examination days, during vacation):
  - ◆ Working days : 7 Hours (9:00 AM to 4:00 PM)
  - ◆ Holidays : Off
  - ◆ During vacations : 4 Hours (10:00 AM to 2:00 PM)
  - ◆ During exam days : 8 Hours (8:30 AM to 4:30 PM)
- ❖ Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources):
  - Individual reading carrels :NIL
  - Lounge area for browsing and relaxed reading :Separate reading room for staff
  - IT zone for accessing e-resources :NO

### 4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Library Holdings	Books Added				Expenditure (in Rs.)			
	2012-13	2013-14	2014-15	2015-16	2012-13	2013-14	2014-15	2015-16
<b>Text Books</b>	353	269	568	825	91,916	76,603	2,98,974	2,87,953
<b>Journals/ Periodicals/ News Papers</b>	10	12	16	28	4,800	5,600	7,600	21,500
	-----				-----			
<b>e-resources</b>	-----				-----			
Any other (specify)	-----				-----			

**4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

❖ OPAC	NO
❖ Electronic Resource Management package for e-journals	NO
❖ Federated searching tools to search articles in multiple databases	NO
❖ Library Website:	YES
❖ In-house/remote access to e-publications	N-LIST
❖ Library automation: Total number of computers for public access:	01
❖ Total numbers of printers for public access:	NO
❖ Internet band width/ speed:	
❖ Institutional Repository:	NO
❖ Content Management system for e-learning:	NO
❖ Participation in Resource sharing networks/consortia (like Inflibnet):	N-LIST

**4.2.5 Provide details on the following items:**

❖ Average number of walk-ins:	156
❖ Average number of books issued/returned :	44
❖ Ratio of library books to students enrolled:	4:1
❖ Average number of books added during last three years:	554
❖ Average number of login to opac (OPAC):	NO
❖ Average number of login to e-resources:	NO
❖ Average number of e-resources downloaded/printed:	NO
❖ Number of information literacy trainings organized:	01
❖ Details of “weeding out” of books and other materials:	544

**4.2.6 Give details of the specialized services provided by the library**

❖ Manuscripts:	NIL
❖ Reference:	YES
❖ Reprography:	NO
❖ ILL (Inter Library Loan Service):	NO
❖ Information deployment and notification (Information Deployment and Notification):	NO
❖ Download:	NO
❖ Printing:	NO

❖ <b>Reading list/ Bibliography compilation:</b>	<b>NO</b>
❖ <b>In-house/remote access to e-resources:</b>	<b>YES</b>
❖ <b>User Orientation and awareness:</b>	<b>YES</b>
❖ <b>Assistance in searching Databases:</b>	<b>NO</b>
❖ <b>INFLIBNET/IUC facilities:</b>	<b>YES</b>

**4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.**

Library staff is always there to help the users. Following supports are provided by the library staff:

- How to use INFLIBNET
- How to search the information from e-resources
- Help check the availability of books or to search particular document from the shelves.
- Awareness services on current issues/ jobs.
- Current awareness services through social networking.
- AC reading hall.

**4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.**

Library is located at ground floor keeping in view the needs of physically challenged students. Such students provided extra care by library staff.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)**

Library has a suggestion box install at the entry gate where students can put their suggestions or complaints for improving services of the library. Library advisory committee open box regularly and discuss with principal and take needful decision.

### 4.3 IT Infrastructure

#### 4.3.1 Give details on the computing facility available (hardware and software) at the institution.

- ❖ Number of computers with Configuration (provide actual number with exact configuration of each available system)

Dept./Labs/ Off.	Particulars	Configuration/Specification	Company Name	Qty .
Computer Labs	Processor	PENTIUM DUAL 2.20GHZ	COMPAQ	12
	RAM	1 GB		
	HDD	250 GB		
	DVD R/W	DVD R/W		
	Monitor	HP LCD		
	Keyboard	COMPAQ		
	Mouse	COMPAQ		
	<b>Particulars</b>	<b>Configuration/Specification</b>	<b>Company Name</b>	<b>Qty .</b>
	Processor	PENTIUM DUAL 2.60GHZ	HP	8
	RAM	1.86 GB		
	HDD	250 GB		
	DVD R/W	DVD R/W		
	Monitor	HP LCD		
	Keyboard	HP		
	Mouse	HP		
	<b>Particulars</b>	<b>Configuration/Specification</b>	<b>Company Name</b>	<b>Qty .</b>
	Processor	PENTIUM DUAL CORE3.20GHZ	DELL	9
	RAM	2 GB		
	HDD	500 GB		
	DVD R/W	DVD R/W		
	Monitor	HP LCD		
	Keyboard	DELL		
	Mouse	DELL		

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	Particulars	Configuration/Specification	Company Name	Qty .
	Processor	PENTIUM DUAL CORES 2.80GHZ	HP	1
	RAM	2 GB		
	HDD	300 GB		
	DVD R/W	DVD R/W		
	Monitor	HP LCD		
	Keyboard	HP		
	Mouse	HP		
Dept./Labs/Off.	Particulars	Configuration/Specification	Company Name	Qty .
Department of Computer Science	Processor	PENTIUM DUAL 2.80GHZ	HP	1
	RAM	2 GB		
	HDD	300 GB		
	DVD R/W	DVD R/W		
	Monitor	HP LCD		
	Keyboard	HP		
	Mouse	HP		
Dept./Labs/Off.	Particulars	Configuration/Specification	Company Name	Qty .
General Office and Account Office	Processor	PENTIUM DUAL CORE3.20GHZ	DELL	1
	RAM	2 GB		
	HDD	500 GB		
	DVD R/W	DVD R/W		
	Monitor	DELL		
	Keyboard	DELL		
	Mouse	DELL		
	Particulars	Configuration/Specification	Company Name	Qty .
	Processor	PENTIUM DUAL CORE3.20GHZ	DELL	1
	RAM	2 GB		
	HDD	500 GB		

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	DVD R/W	DVD R/W		
	Monitor	DELL		
	Keyboard	LENOVO		
	Mouse	LENOVO		
	<b>Particulars</b>	<b>Configuration/Specification</b>	<b>Company Name</b>	<b>Qty .</b>
	Processor	PENTIUM R DUAL CPU 2.20GHZ	COMPAQ	1
	RAM	1 GB		
	HDD	250 GB		
	DVD R/W	DVD R/W		
	Monitor	HP		
	Keyboard	COMPAQ		
	Mouse	i Ball Baton		
	<b>Particulars</b>	<b>Configuration/Specification</b>	<b>Company Name</b>	<b>Qty .</b>
	Processor	INTEL CORE I3 2.90GHZ	LENOVO	1
	RAM	2 GB		
	HDD	500 GB		
	DVD R/W	DVD RW		
	Monitor	LENOVO		
	Keyboard	HP		
	Mouse	HP		
<b>Dept./Labs/Off.</b>	<b>Particulars</b>	<b>Configuration/Specification</b>	<b>Company Name</b>	<b>Qty .</b>
	Processor	PENTIUM R DUAL CPU 2.60GHZ	LENOVO	1
	RAM	2 GB		
	HDD	300 GB		
	DVD R/W	DVD R/W		
	Monitor	ACER		
	Keyboard	ACER		
	Mouse	LENOVO		
	<b>Particulars</b>	<b>Configuration/Specification</b>	<b>Company Name</b>	<b>Qty .</b>



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	Processor	PENTIUM R CPU 2.80GHZ	ASSEMBLED	1
	RAM	2 GB		
	HDD	500 GB		
	DVD R/W	DVD RW		
	Monitor	LG		
	Keyboard	MICROSOFT		
	Mouse	MICROSOFT		
<b>TOTAL NUMBER OF COMPUTERS</b>				<b>37</b>

❖ **Computer-student ratio:** 1 : 3.4

❖ **Wi-Fi and LAN facility:**

There are two AC computer labs in the computer department, fully computerized general office and account office and library which are having their internal LAN. Internet available in 29 computers in computer labs

❖ **Licensed software:** MICROSOFT WINDOWS XP,  
MICROSOFT OFFICE 2003, Macwill (BALL)  
ORACLE, FOXPRO, TALLY, e-LIBSYS

❖ **Number of nodes/computers with Internet facility:**

Internet facility is available in all computers.

### 4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Internet facility is available in all the administrative block and library where staff and students can access internet according to their requirements.

### 4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

- ❖ The college intends to upgrade IT infrastructure and associated facilities by purchasing of new hardware as well as software for different departments/offices.
- ❖ Upgradation is done by replacing the old systems with new ones or old systems are upgraded with latest configuration whichever is possible. The college purchases new systems with latest technology according to the requirement
- ❖ The college has three internet connections with capacity of 1 Mbps (one

in administration block, one in computer labs and one in library with capacity of 700 kbps).

**4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)**

The college allocates fund for procurement, upgradation, deployment and maintenance of the computers and their accessories .The annual budget for the last four years is as follows:

**Details of the budget allocated during the last four years**

Year	2010-11	2011-12	2012-13	2013-14	2014-15
Budget for computers (Rs.)	34,110	2,76,659	64,495	3,51,160	1,91,633

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

- ❖ The college has sufficient infrastructure i.e. computers, printers, scanners and LCD Projectors which the staff can utilize any time to prepare their course material/lectures.
- ❖ The college has seminar room with multimedia facility.
- ❖ The library with ICT facility is open to faculty and students for learning resources.
- ❖ The computer faculty is always available for any need based assistance in the use of ICT.
- ❖ The faculty is encouraged to use power point presentations for delivering lectures and technical talks.
- ❖ University internal assessment is updated online.
- ❖ Student admission process is automated.
- ❖ Barcode embedded identity cards for the students and staffs are provided by the college.

- ❖ Internet access to all faculty and students helps them to access journals, e-learning material available in other universities and make use of the same for knowledge enhancement.
- ❖ YouTube videos are used by the faculty members to demonstrate lectures.
- ❖ In the departmental seminars delivered by students, they are encouraged to use latest methodologies for their presentations.
- ❖ Various online tests for the placements are conducted from time to time for the students by various companies like Wipro and Aspiring Minds Institute.

**4.3.6 Elaborate giving suitable example so and how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

- ❖ The college has sufficient infrastructure i.e. computers, printers, scanners and LCD Projectors which the staff can utilize any time to prepare their course material/lectures.
- ❖ Students are required to prepare various assignments and seminars given by teachers.
- ❖ Students use internet to search study material and latest developments for their relevant topics.
- ❖ Students watch online videos to understand their topics.
- ❖ They use ICT resources to prepare their seminars and assignments.
- ❖ They use LCD projectors to deliver their seminars.

**4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

The college does not avail of the National Knowledge Network connectivity directly or through the affiliating university.

## **4.4 Maintenance of Campus Facilities**

**4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and up keep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?**

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The college plans and executes the allocation and utilization of funds in a systematic and organized way. The requirement of each department is ascertained and consolidated and based on this estimate after a thorough analysis, budget is allocated for various purposes.

Expenditure incurred for maintenance of various facilities developed for the last 5 years is as follows:

Sr. No.	Description	Expenditure Incurred (in Rs.)				
		2010-11	2011-12	2012-13	2013-14	2014-15
1	Buildings	25,47,944	26,55,602	36,57,045	12,43,274	48,54,016
2	Laboratory equipment	2,09,774	3,12,335	1,87,782	93,958	2,08,850
3	Computers	34,110	2,76,659	64,495	3,51,160	1,91,633
4	Vehicles	33,64,200	36,30,000	52,12,000	88,83,881	41,73,105
5	Furniture	3,76,580	2,20,299	7,68,731	1,05,699	6,09,363
6	Other if any	-----	-----	-----	-----	-----

The Purchase committee and the Bursar watch over the optimal utilization of Budget allocated for various activities. The procedure for budgetary allocations is well drawn out involving the Management, Principal, Bursar and the Respective Heads of the concerned Departments, Purchase Committee and the Accounts Department. During the Annual Budget meeting, the budget is allocated for various activities.

- ❖ General Fund is used for paying water and electricity funds, arranging college functions and meeting the expenditure incurred on furniture fixtures, etc.
- ❖ The revenue generated from the hostel is used for the upkeep and maintenance of the hostel.
- ❖ Student Welfare Fund is used for the general development of the students/ prizes/ scholarships, etc.
- ❖ Amalgamated Fund is used for books, seminars and sports. It is used for the construction and maintenance of the buildings funds. These are also used for the promotion of sports and other organizational activities.

#### 4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The college has a vast network of infrastructural facilities available for its staff and students. There are employees on permanent and contractual basis who maintain the infrastructure of the college. The additional technical assistants /helpers for up keeping, cleanliness and maintenance are also hired on need basis. Any repair and renovation work is also suggested by the committee and action is taken after the approval of the committee.

**Eco Club:** Eco club members plant saplings during the rainy season. The hard work of the sweepers and the creativity of the gardeners are the reason behind the well maintained lawns, athletic tracks and garden/courts for various games. The maintenance and repair of the infrastructure is taken into account by the college on regular basis in a systematic way.

- ❖ The staff under the supervision of concerned Heads regularly maintains the laboratory equipments.
- ❖ The internal stock verification and audit of the various departments is done on regular basis.
- ❖ The library also keeps check on the books issued, returned, damaged or to be weeded out.
- ❖ The upkeep and maintenance of the computers/ labs is a continual process.
- ❖ Plumbing, electrical fittings, repair of furniture, cleaning of water tanks is also carried out whenever required by maintenance department

The annual maintenance of the equipments in all labs is done during the summer vacation every year. The technical and non-teaching staff is engaged in this activity and they ensure that all equipment are functioning well and also seek external expertise if needed during the period. This ensures that teaching-learning process is run smoothly in all aspects throughout the year. The stock verification is also done during the same period to help identify the non-working equipments and suggest necessary replacements. Regular cleaning and upkeep of the equipment is overseen by the faculty members who are the in-charges of the laboratories. The annual budget and allocation of funds and regular monitoring of utilization of funds for maintenance ensures upkeep of the infrastructure in the college.

**4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?**

- ❖ The calibration process is taken up by each department for various equipment as per the time frequency suggested by the supplier. Historical data of each equipment is maintained in the labs where in the measured values are compared with earlier measured data and also with the standard values. Any deviation in this regard is noted and necessary steps are initiated by calling the technicians from the supplier.
- ❖ As and when the instrument breaks down, it is repaired. Every year at the time of stock taking, committees are formed each and every equipment/instrument is checked and if it is found beyond repair then it is written off.

**4.4.4 What are the major steps taken for location, up keep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?**

- ❖ The generators available in the college help in continuous power supply without any hindrance.
- ❖ The computer systems and other sensitive equipment are provided with UPS systems so that power failure does not cause any damage.
- ❖ All precautions are taken to protect the precision equipment by providing voltage stabilizers and individual MCB's. Covers are provided where-ever needed to keep the sensitive equipment in dust free environment.
- ❖ Continuous water supply is ensured through a Water Tank, containing the water of water supply, 5 bore-wells available in the college and 5 RO systems at different segments of the college, three in college premises, one in hostel and one in guest house.

There is a caretaker in the college who is responsible for the upkeep and maintenance of the building and electricians, plumbers, technicians and overseers are appointed as per the requirement. The computers in the computer department are maintained by the staff or help is sought from external agencies. In the Fitness Centre, equipments are looked after by the staff appointed for its maintenance. The college uses its own funds to maintain its infrastructure.

## CRITERION V: STUDENT SUPPORT AND PROGRESSION

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### 5.1 Student Mentoring and Support

#### 5.1.1 Does the institution publish its updated prospectus/handbook annually? If ‘yes’, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, college updates and publishes prospectus annually for the sake of students to provide them various information. It contains vision and mission of the college and all the information listed:

- Infrastructural view
- Courses offered, eligibility criteria
- Admission procedure
- Internal assessment criteria
- Fee structure
- Transport means
- Academic calendar of university
- Achievement of students
- Discipline regulations

#### **Ensuring Commitment and Accountability**

Students can draw attention to the problems faced by them through the complaint/suggestion box. Their problems are regularly attended by concerned staff members. The following committees constituted by principal of the college hold regular meetings throughout the year to ensure the commitments and accountability.

- College Cabinet/Advisory Committee
- Examination Committee
- Admission cum fee concession Committee
- National Service Scheme
- Career Guidance and Counseling Cell
- National Cadet Corps
- Time Table Committee
- EMA Committee
- Publication Committee
- Media Circulations and Press Release Committee

- Library Advisory Committee
- Campus and Beautification Committee
- Transportation Committee
- Red Ribbon Club
- Eco Club
- Anti Ragging Committee
- Grievances Redressal Cell
- Youth Welfare Society
- Women Cell
- IQAC
- Purchase Committee
- Sports Committee
- Alumni Committee
- Canteen Committee

The prospectus is given along with the application form which is also available at the college website.

**5.1.2 Specify the type, number and amount of Institutional scholarships/freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?**

The college provides SAF to deserving and needy students. The college provides fee concession for father less of Rs. 3000, for sister concession of Rs. 1000, for SC students Rs. 600, for Sports students half fee concession if she played at State/National level, for EMA student Rs. 1000 and for physically disabled according to degree of disability. Applications are invited under SAF from needy and deserving students till 31<sup>st</sup> August every year and fee concession committee shortlists the applications after an interview. The number of students who availed these fee concessions during last four years is as follows:

Session	Type of Fee Concession	No. of Students	Amount (Rs.)
2011-12	SAF	93	1,49,250
	Father Less	06	17,000
	Sister Concession	32	19,200
	SC	114	61,800
	EMA/ Sports	03	25,000



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	Physically Disabled	02	3,000
2012-13	SAF	185	3,81,200
	Father Less	37	1,11,000
	Sister Concession	36	21,600
	SC	207	88,800
	EMA/ Sports	19	69,450
2013-14	SAF	463	1,40,8725
	Father Less	37	1,08,400
	Sister Concession	58	36,600
	SC	120	2,44,800
	EMA/ Sports	22	64,850
	Physically Disabled	04	6,500
2014-15	SAF	329	7,71,225
	Father Less	43	1,28,450
	Sister Concession	45	50,100
	SC	41	1,48,450
	EMA/ Sports	21	95,650
	Physically Disabled	02	3,500

The college makes adequate financial provision for the commitment made to the students and disburses concession on time.

### 5.1.3 What percentage of students receives financial assistance from State government, Central government and other National agencies?

The college students continuously get finance assistance from the State government. The data given below is an indicator of the students getting financial assistance:

Source	Percentage of students receiving financial assistance			
	2011-12	2012-13	2013-14	2014-15
<b>State Government</b>	-----	-----	14.96 %	13.18 %
<b>Central Government</b>	-----	-----	-----	-----
<b>Other National Agencies</b>	-----	-----	-----	-----

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Class	Number of students receiving financial assistance from college, university, government or other agencies		2011-12	2012-13	2013-14	2014-15
B. A.-I	College	SC	14	76	52	06
		SAF	21	49	172	66
		EMA/Sports	01	06	07	05
		Sister Concession	08	07	20	10
		Fatherless	----	15	10	16
		Physically Disabled	----	----	02	----
	State Government	SC	----	----	34	32
		Minority	-----	-----	38	24
		OBC	----	----	91	40
B. A.-II	College	SC	48	52	27	04
		SAF	35	30	61	08
		EMA/Sports	02	08	07	09
		Sister Concession	11	13	13	14
		Fatherless	05	06	10	08
		Physically Disabled	01	01	---	01
	State Government	SC	----	----	20	21
		Minority	----	----	37	23
		OBC	----	----	05	31
B. A.-III	College	SC	36	51	20	08
		SAF	34	41	73	45
		EMA/Sports	----	03	08	04
		Sister Concession	08	09	16	09
		Fatherless	----	06	13	11
		Physically Disabled	01	03	01	-----
	State Government	SC	----	----	09	32
		Minority	----	----	19	18
		OBC	----	----	33	28

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B.C.A. I	College	SC	01	04	03	----
		SAF	----	03	16	02
		EMA/Sports	----	----	----	----
		Sister Concession	----	01	----	01
		Fatherless	----	01	----	----
	State Government	SC	----	----	01	01
		Minority	----	----	02	03
		OBC	----	----	01	03
B.C.A. II	College	SC	----	07	----	----
		SAF	----	----	01	----
		EMA/Sports	----	----	----	----
		Sister Concession	01	----	----	----
		Fatherless	----	01	02	01
	State Government	SC	----	----	----	----
		Minority	----	----	----	01
		OBC	----	----	01	----
B.C.A. III	College	SC	----	01	----	----
		SAF	----	----	----	----
		EMA/Sports	----	01	----	----
		Sister Concession	----	01	----	----
		Fatherless	----	----	----	----
	State Government	SC	----	----	01	----
		Minority	----	----	03	----
		OBC	----	----	06	02
B.Com I	College	SC	----	03	01	01
		SAF	----	01	05	06
		EMA/Sports	----	----	----	----
		Sister Concession	----	01	02	----
		Fatherless	----	02	01	03
	State Government	SC	----	----	01	03
		Minority	----	----	01	02
		OBC	----	----	02	03

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B.Com II	College	SC	----	----		01
		SAF	----	01	02	01
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	01	01
		Fatherless	----	----	----	
	State Government	SC	----	----	----	01
		OBC	----	----	----	01
B.Com III	College	SC	----	----	----	
		SAF	----	----	02	01
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	----	----
		Fatherless	----	----	----	-----
	State Government	SC	----	----	----	----
		OBC	----	----	----	----
B.Sc I	College	SC	02	01	02	----
		SAF	01	02	02	03
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	----	02
		Fatherless	----	01	----	----
	State Government	SC	----	----	02	01
		Minority	----	----	04	----
		OBC	----	----	01	02
B.Sc II	College	SC	01	----	----	02
		SAF	----	----	01	----
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	----	01
		Fatherless	----	----	----	
	State Government	SC	----	----	----	01
		Minority	----	----	03	04
		OBC	----	----	01	02

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B.Sc III	College	SC	----	01	----	----
		SAF	----	----	-----	----
		EMA/Sports	----	----	----	-----
		Sister Concession	----	----	----	----
		Fatherless	----	----	----	----
	State Government	SC	----	----	----	----
		Minority	----	----	----	03
		OBC	----	----	----	----
M.A. I Hindi	College	SC	11	18	01	02
		SAF	01	21	25	23
		EMA/Sports	----	----	----	01
		Sister Concession	01	01	02	----
		Fatherless	----	----	-----	01
	State Government	SC	----	----	----	02
		Minority	----	----	01	02
		OBC	----	----	01	01
M.A. II Hindi	College	SC	----	11	03	01
		SAF	----	08	17	17
		EMA/Sports	----	----	01	----
		Sister Concession	02	01	----	01
		Fatherless	----	01	----	----
	State Government	SC	----	----	----	----
		Minority	----	----	----	02
		OBC	----	----	06	----
M.A. I Punjabi	College	SC	----	04	01	02
		SAF	----	17	27	22
		EMA/Sports	----	----	02	----
		Sister Concession	01	01	----	----
		Fatherless	01	01	----	----
	State Government	SC	----	----	01	----
		Minority	----	----	03	05
		OBC	----	----	01	02

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M.A. II Punjabi	College	SC	----	01	02	06
		SAF	01	12	19	18
		EMA/Sports	----	01	----	01
		Sister Concession	----	01	01	----
		Fatherless	----	01	01	----
	State Government	SC	----	----	----	02
		Minority	----	----	01	02
		OBC	----	----	----	02
M.A. I History	College	SC	----	----	03	03
		SAF	----	----	----	28
		EMA/Sports	----	----	----	01
		Sister Concession	----	----	----	06
		Fatherless	----	----	----	01
	State Government	SC	----	----	----	----
		Minority	----	----	03	03
		OBC	----	----	----	03
M.A. II History	College	SC	----	----	----	05
		SAF	----	----	----	26
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	----	----
		Fatherless	----	----	----	----
	State Government	SC	----	----	----	02
		Minority	----	----	----	02
		OBC	----	----	----	03
P.G.D.C.A.	College	SC	----	----	----	----
		SAF	----	----	02	----
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	02	----
		Fatherless	----	02	----	02
		Physically Disabled	----	----	01	----
	State Government	SC	----	----	----	----
		Minority	----	----	----	03
		OBC	----	-----	----	-----

**5.1.4 What are the specific support services/facilities available for**

- ❖ **Students from SC/ST, OBC and economically weaker sections**
- ❖ **Students with physical disabilities**
- ❖ **Overseas students**
- ❖ **Students to participate in various competitions/National and International**
- ❖ **Medical assistance to students: health centre, health insurance etc.**
- ❖ **Organizing coaching classes for competitive exams**
- ❖ **Skill development (spoken English, computer literacy, etc.,)**
- ❖ **Support for “slow learners”**
- ❖ **Exposures of students to other Institution of higher learning/corporate/business house etc.**
- ❖ **Publication of student magazines**

**Students from SC/ST, OBC and economically weaker sections**

The students who belong to SC/ST, OBC, economically weaker sections and minority communities are identified at the time of admission process. College displays all the information about scholarships from Central Government, State Government and fee concession on notice board. College Book Bank is also available to help these students.

**Students with physical disabilities**

The college is sensitive enough towards the needs of physically challenged students.

**Overseas students**

No overseas student stands enrolled in the institution.

**Students to participate in various competitions / National and International**

To motivate the students to participate in various competitions, the college provides transportation and lodging facilities in the hostel when ever required. College appoints coaches in addition to physical education department faculty member to provide them necessary training.

### **Medical assistance to students: health centre, health insurance etc.**

There is no health centre in the college. The college has first aid box with physical education department for emergency and local health practitioner is invited whenever necessary. The students and staff get purified drinking water. Occasionally, yoga competitions are also organized.

### **Organizing coaching classes for competitive exams**

College does not organize any coaching classes for competitive classes. College provides them computers with internet facility, competitive magazines and books in the library to prepare them for competitive exams.

### **Skill development (Spoken English, Computer Literacy etc.)**

The college regularly conducts Personality Development Programs which enhance the IQ level and communication skills of the participants. The college also invites guest speakers from the industry who provides regional and global employment opportunities to the students. Special classes are taken for communication skills taking into consideration the rural background of the students. Detail of programs and lectures as follow:

- ❖ One day seminar “**Zet king**” was conducted by Mr Rajesh on 17 Dec 2010 on the theme of computer hardware.
- ❖ One day seminar “**Goldfish**” was conducted by Mr. Sanjeev Chugh on 18 Dec 2010 on the theme to handle the software techniques.
- ❖ A two day workshop “**Joomla**” was conducted by Mr. Deepak Goudth for skill development of the students on 19-20 Nov 2011.
- ❖ One day personality development program was organized by Nature Way on 02 Dec 2014.

Computer department every year organizes IT fest with various events (Logical Test, PPTs, Debugging, Typing, Quiz competition, IT Antakshari, Spelling Test, Tech walk, Skit on computer topic, Stalls from the student on computer working models, Chart making, Rangoli etc.) for the computer students so that they come to know the importance of computer literacy and the applications. College students also took part in the inter-college IT fest on 19 Dec 2011.

### **Support for “Slow Learners”**

Majority of the students of this college belong to rural background. In the beginning of the session faculty members identify such students and the



college organizes remedial and tutorial classes frequently for slow learners. Slow learners are also identified at departmental level and special attention is paid to them in addition to the remedial classes.

### **Exposure of students to other institution of higher learning/ corporate/business house etc.**

The college recognizes the importance of providing proper exposure to the students, particularly those hailing from nearby rural areas. Students are also encouraged to attend national and international seminars and workshops conducted by various colleges. Guest lectures by eminent resource persons are organized to help the students come to know about the recent developments in their respective fields.

### **Publication of student magazine**

The college publishes an annual magazine “Chintan” which provides opportunity for the students to express their thoughts, creativity and it serves as a platform for the exhibition of the creative potential of the students. The college magazine is printed under the supervision of the college Editorial Board. All the sections of the magazine have staff as well as the student editors. The staff helps the students chisel their writing and creative skills.

### **5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

The college has made concrete efforts to facilitate entrepreneurial skills by adding value added courses like Home Science, Fine Arts and Music. The college has a career guidance and counseling cell which helps the students in finding better job opportunities and better enterprises to work in. The faculty of commerce conducts interactive sessions to develop entrepreneur skills by providing information on self employment and local entrepreneurs are invited to interact with students. These efforts result in developing interest among students how to establish their own enterprise.

### **5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.**

- ❖ **additional academic support, flexibility in examinations**
- ❖ **special dietary requirements, sports uniform and materials**
- ❖ **any other**

To promote participation of students in extra-curricular and co-curricular activities, the EMA Committee and Sports Committee of the college chalk out the policies and strategies. Relaxation in class attendance for those students who participate in such competitions is permitted by the college authority, so that they can perform with a free mind. Tracksuits and other sporting gears and equipment are provided to those students who represent the college in various competitions. Students who represent the college in sports and athletic meets are provided balanced diet and the college authority allocates funds for such purpose.

These activities positively impact student's emotional, intellectual, social and inter-personal development. By working together with other individuals, students learn to negotiate, communicate, manage conflict and lead others. Taking part in these out-of-the-classroom activities helps students to understand the importance of critical thinking, time management, academic and intellectual competence. Involvement in activities helps students mature socially by providing a setting for student interactions, relationship formation and discussion. Working outside the classroom with diverse groups of individuals, provides the students with opportunities to gain self-confidence, self-regulation and appreciation for differences and similarities.

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE/ CAT/ GRE/ TOFEL/ GMAT/ Central/ State Services, Defence, Civil Services, etc.**

Keeping in mind the career of the students after graduation the college concentrates on personality development and skill enhancement. The PG departments in every discipline help the students for the preparation of various competitive exams. The detail of PG students who cleared various competitive exams is as follow:

Sr. No.	Department	No. of Students Qualified NET	No. of Students Qualified GATE	No. of Students Qualified CDS	No. of Students Qualified PCS
1.	Hindi	04	----	-----	-----
2.	History	----	----	----	----
3.	Punjabi	13	----	----	----
4.	Sociology	----	----	----	----

#### 5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

As majority of students belong to rural area, the college feels pleasure to motivate such students towards participating in cultural activities, higher studies and sports. As strength of each class is average, so teachers can easily guide students personally from time to time. Teachers make student aware about various competitive exams. The college has a dedicated career guidance and counseling cell.

**Academic:** Staff members regularly counsel students as well as their parents specially to motivate them and to make them aware about values of higher education so that they must think over providing higher education to their daughters belonging to rural area.

**Personal:** Students are always encouraged to discuss any of their queries about their overall development with teachers. Teachers interact with students personally from time to time. Development courses, various trips and educational tours etc. are organized for holistic development of the student.

**Career:** Students get guidance about their career from teachers whenever required. Guest lectures are also organized on departmental level to make students aware about various streams and placements. Faculty members provide counseling to the students about subject of their choice mostly at the time of admission time.

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**Psycho Social:** At psychological level teachers interact with students to make them psychologically strong in addition to the morning assembly on weekly basis where principal interact with students to boost their moral. On social front the college conducts various functions and activities wherein students socialize with each other.

**Moral Education:** The college has collaborated with Shri Guru Gobind Singh Study Circle to empower moral education and inculcate moral values among the students.

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If ‘yes’, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).**

Yes, college has a Career Guidance and Counseling Cell for the students. The college collaborates with the nearby colleges for placements, where job fests are organized. Details of the students selected in various companies in last four years are given below.

Sr. No.	Session	Students Name	Company
1	2011-2012	Kavita	WIPRO
2	2012-2013	Pawan	
3	2013-2014	Simran	
4	2014-2015	Komal, Navsheen	
5	2015-2016	Navneet Kaur, Rupinder Kaur and Sunil Choudhary	

**5.1.10 Does the Institution have a student grievance redress cell? If yes, list (if any) the grievances reported and redressed during the last four years.**

There is a regular, well established and fair procedure for redressing grievances regarding academic matters, hostel accommodation, health services, library, transportation and other central services. A cell is functioning under the guidance of the Principal in consultation with members of the

committee and legal experts (as and when necessary). The actions taken based on grievances of the students during last four years are as follows

- Problem of drinking water was resolved by providing R.O. water cooler on every floor of the building.
- Two common racks were provided to students to solve their problem of placing tiffins at ground floor.
- AC was fitted in the library to provide comfortable and conducive environment for the users.
- The rate list of canteen was revised and displayed. The seating arrangement was extended by providing more chair and tables.
- Transportation services were improved to contain overcrowding by adding more buses. Routes were cut short to save the precious time of the students.

### **5.1.11 Sexual harassment**

The Women Cell of the college resolves the issues related to sexual harassment (staff as well as students). Regular meetings of the committee are held. So far no case of sexual harassment has been reported.

### **5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken of these?**

Yes, the college has an Anti Ragging Committee. It is a great pleasure for the college to share that in last four years no case of ragging has been reported.

### **5.1.13 Enumerate the welfare schemes made available to students by the Institution.**

- Payment of fee in installments
- Transportation facilities with GPS and Camera
- Book bank
- Internet facility in library
- CCTV surveillance in campus
- YWS
- Fee concessions

**5.1.14 Does the Institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for Institutional, academic and infrastructure development?**

The college does not have a registered Alumni Association. However the college is in process of getting registered with the university.

## **5.2 STUDENT PROGRESSION**

**5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.**

**Student progression to higher studies:** The data showing students progression to higher education is as follows:

Student progression	% against enrolled			
	2011-12	2012-13	2013-14	2014-15
Those Completed UG	76.77%	74.49%	83.23%	74.95%
Those Completed PG	-----	87.75%	84.21%	89.41%
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	-----			

Actual data of the students in various streams enrolled and passed out is as follows:

Courses	No. of students enrolled in 2009	No. of students passed out in 2012	No. of students enrolled in 2010	No. of students passed out in 2013	No. of students enrolled in 2011	No. of students passed out in 2014	No. of students enrolled in 2012	No. of students passed out in 2015
B. Sc. NM	-----	-----	12	06	18	08	24	16

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B. A.	332	263	450	347	456	398	486	396
BCA	34	19	36	18	34	25	29	09
B. Com.	-----	-----	-----	-----	23	11	60	28
	No. of students enrolled in 2010	No. of students passed out in 2012	No. of students enrolled in 2011	No. of students passed out in 2013	No. of students enrolled in 2012	No. of students passed out in 2014	No. of students enrolled in 2013	No. of students passed out in 2015
M. A. Hindi	27	24	46	39	62	54	51	45
M. A. History	-----	-----	-----	-----	-----	-----	64	56
M. A. Punjabi	37	26	45	40	55	45	53	40
UG	No. of students enrolled in 2011	No. of students passed out in 2012	No. of students enrolled in 2012	No. of students passed out in 2013	No. of students enrolled in 2013	No. of students passed out in 2014	No. of students enrolled in 2014	No. of students passed out in 2015
PGDCA	16	14	07	07	13	08	11	10

**5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise / batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the colleges of the affiliating university within the city or state.**

Results are the indicator of students progress and the progression of our students is evident from the following table.

Class	Session	Appeared	Pass	College Pass %
B. A.- I	2011-12	414	313	75.6
	2012-13	457	330	72.21
	2013-14	581	334	57.48
	2014-15 1 <sup>st</sup> sem	461	304	65.94
	2014-15 2 <sup>nd</sup> sem	439	307	69.93

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B. A.- II	2011-12	351	240	68.37
	2012-13	386	288	74.61
	2013-14	428	269	62.85
	2014-15	406	260	64.03
B. A.- III	2011-12	279	199	71.32
	2012-13	347	220	63.40
	2013-14	398	224	56.28
	2014-15	401	360	89.77
B. Sc.-I	2011-12	14	07	50.00
	2012-13	19	14	73.68
	2013-14	25	07	28.00
	2014-15 1 <sup>st</sup> Sem	46	26	56.52
	2014-15 2 <sup>nd</sup> Sem	45	21	46.66
B. Sc.-II	2011-12	06	04	66.66
	2012-13	11	04	36.36
	2013-14	17	15	88.23
	2014-15	20	16	80.00
B. Sc.-III	2011-12	-----	----	-----
	2012-13	06	05	83.33
	2013-14	08	07	87.50
	2014-15	16	12	75.00
BCA-I	2011-12	30	16	53.33
	2012-13	23	03	13.04
	2013-14	31	06	19.35
	2014-15 1 <sup>st</sup> Sem	21	06	28.57
	2014-15 2 <sup>nd</sup> Sem	20	07	35.00
BCA-II	2011-12	22	17	77.27
	2012-13	25	22	88.00
	2013-14	10	07	70.00
	2014-15	11	09	81.81
BCA-III	2011-12	19	18	94.73
	2012-13	18	16	88.88
	2013-14	25	17	68.00
	2014-15	09	09	100



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B. Com.-I	2011-12	19	08	42.10
	2012-13	54	30	55.55
	2013-14	41	12	29.26
	2014-15 1 <sup>st</sup> Sem	52	35	67.30
	2014-15 2 <sup>nd</sup> Sem	48	35	72.91
B. Com.-II	2012-13	13	11	84.61
	2013-14	35	23	65.71
	2014-15	23	18	78.26
B. Com.-III	2013-14	12	11	91.66
	2014-15	28	26	92.85
M. A.-1st Sem. (Punjabi)	2011-12	43	20	46.51
	2012-13	51	39	76.47
	2013-14	49	33	67.34
	2014-15	39	11	28.20
M. A.-2nd Sem. (Punjabi)	2011-12	41	32	78.04
	2012-13	46	30	65.21
	2013-14	46	29	63.04
	2014-15	35	22	62.85
M. A.-3rd Sem. (Punjabi)	2011-12	-----	-----	-----
	2012-13	46	30	65.21
	2013-14	46	38	82.60
	2014-15	43	39	90.69
M. A.-4th Sem. (Punjabi)	2011-12	26	24	92.30
	2012-13	40	22	55.00
	2013-14	45	32	71.11
	2014-15	40	29	72.50
M. A.-1st Sem. (Hindi)	2011-12	46	33	71.74
	2012-13	60	49	81.67
	2013-14	46	27	58.69
	2014-15	43	30	69.76
M. A.-2nd Sem. (Hindi)	2011-12	41	33	80.48
	2012-13	57	56	98.24
	2013-14	44	25	56.81
	2014-15	38	26	68.42

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M. A.-3rd Sem. (Hindi)	2012-13	41	40	97.56
	2013-14	55	33	60.00
	2014-15	46	41	89.13
M. A.-4th Sem. (Hindi)	2011-12	24	23	95.83
	2012-13	39	34	87.17
	2013-14	54	48	88.88
	2014-15	46	34	73.91
M. A.-1st Sem. (History)	2013-14	62	54	87.09
	2014-15	68	36	52.94
M. A.-2nd Sem. (History)	2013-14	58	44	75.86
	2014-15	62	47	75.80
M. A.-3rd Sem. (History)	2014-15	57	41	71.92
M. A.-4th Sem. (History)	2014-15	56	31	55.35
PGDCA	2011-12	16	14	87.50
	2012-13	07	07	100
	2013-14	13	08	61.53
	2014-15	11	10	90.90

### 5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The college has a career guidance and counseling cell for students in which students are given guidance relating to their career and higher education. The college contacts with various companies or sometimes students are routed to other colleges for placements. College organizes various workshops, seminars and skill development programs to facilitate student progression.

### 5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

It has been observed that certain major factors affect the students to discontinue study and dropout.

- Most of the students belong to rural area. Students are unable to meet the expenses for higher education.
- Playing the role of a bread winner, where students work to support their families.
- Most of the students belong to rural area. On few occasions, certain typical socio-economic phenomenon and marriage prevent some students from continuing their studies.
- In rural areas, lack of awareness and conducive facilities lead to the drop out and risk of failure.

The college tries to solve these problems in a proactive manner. Financial support and incentives are provided to the needy students in several ways. Teachers try to motivate family members for continuation of their studies of their wards. Students who get married while pursuing their studies, college give some relaxation in lectures so that they can continue study. For students who are bread winners of the family, college take a humane approach in dealing with those students and interact with them continuously and try to help them.

### **5.3 Student Participation and Activities**

#### **5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and programmers calendar.**

There is an ample opportunity for the students to participate in various activities that are available in the college like NSS, NCC, sports, music, fine arts, heritage, games, cultural and extracurricular. Students of our college regularly participate in Panjab University Zonal and Inter-Zonal Youth and Heritage Festival, Inter-University College Sports Competition, various inter-college sports and extracurricular competitions. Detail of achievements and participation of students in various activities are as follows:

#### **CULTURAL ACTIVITIES**

##### **Panjab University Zonal Youth and Heritage Festival 2011-12**

Panjab University Zonal Youth and Heritage Festival for the session 2011-2012 was organized from 13 Sep 2011 to 16 Sep 2011 at Bhag Singh

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Khalsa College For Women, Kala Tibba, Abohar. The college students participated in 35 items and achieved positions as detailed below:

Sr. No.	Item Name	Prize
1	Still Life	First
2	Cartooning	First
3	Crochet Work	First
4	Folk Song	Second
5	Group Song	Second
6	Geet Gazal	Second
7	Folk Orchestra	Second
8	General Dance	Second
9	Debate	Second
10	Photography	Second
11	Mehandi	Second
12	Drama	Second
13	Ladies Traditional Song	Second
14	Group Shabad	Third
15	Vocal Classical	Third
16	Clay Modeling	Third
17	Rangoli	Third
18	Phulkari	Third
19	Knitting	Third
20	Kali	Third
21	Kali Individual	Third
22	Quiz	Third
23	Giddha	Third
24	Giddha Individual	Third

### **Panjab University Zonal Youth and Heritage Festival 2012-13**

Panjab University Zonal Youth and Heritage Festival for the session 2012-2013 was organized from 27 Sep 2012 to 30 Sep 2012 at National College for Girls, Chowarrianwali. The college students participated in 35 items and achieved positions as detailed below:

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Sr. No.	ITEM	POSITION
1	Mime	First
2	Cross Stitch	First
3	Giddha	First
4	Rangoli	First
5	Photography	First
6	Debate	First, Second
7	Elocution	First
8	Folk Orchestra	Second
9	Cartooning	Second
10	Mehandi	Second
11	Vocal Classical	Second
12	Group Dance General	Third
13	Clay Modeling	Third
14	Kali	Third
15	Still Life	Third

### **Panjab University Zonal Youth and Heritage Festival 2013-14**

Panjab University Zonal Youth and Heritage Festival for the session 2013-2014 was organized from 30 Sep 2013 to 3 Sep 2013 at M.R.S. College, Malout. The college students participated in 38 items and college won the overall trophy. Positions achieved by students are detailed below:

Sr. No.	Item Name	Prize
1	Pakhi	First
2	Mehandi	First
3	Crochet	First
4	Giddha	First
5	Dasuti	First
6	Installation	First
7	Still Life	First
8	Baag/Phulkari	Second
9	Group Song	Second
10	Folk Orchestra	Second
11	Kali	Second
12	Photography	Third

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13	Essay Writing	Third
14	Folk Dance	Third

### **Inter Zonal Youth and Heritage Festival 2013-14**

Panjab University Inter Zonal and Heritage Festival was organized from 28 Sep 2013 to 31 Oct 2013 at A.S. College, Khanna. The college students participated in 7 items and achieved positions as detailed below:

Sr. No.	Item Name	Prize
1	Giddha	Second
2	Mehandi	Third
3	Pakhi	Third

### **Panjab University Zonal Youth and Heritage Festival 2014-15**

Panjab University Zonal Youth and Heritage Festival for the session 2014-2015 was organized from 24 Sep 2014 to 27 Sep 2014 at C.G.M., Mohlan. The college students participated in 38 items and also won the overall trophy. Positions achieved by students are detailed below:

Sr. No.	Item Name	Prize
1	Pakhi	First
2	Mehandi	First
3	Crochet	First
4	Giddha	First
5	Dasuti	First
6	Installation	First
7	Still Life	First
8	Clay Modeling	First
9	Debate	First
10	Baag/Phulkari	Second
11	Group Song	Second
12	Folk Orchestra	Second
13	Kali	Second
14	Elocution	Second
15	Folk Song	Second
16	Folk Dance	Second

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17	Knitting	Second
18	Cartooning	Second
19	Photography	Third
20	Essay Writing	Third
21	Story Writing	Third
22	Classical Vocal	Third

### **Inter Zonal Youth and Heritage Festival 2014-15**

Panjab University Inter Zonal and Heritage Festival was organized at D.A.V. College Sec-10, Chandigarh from 28 Oct 2014 to 30 Oct 2014. The college students participated in 9 items and achieved positions as detailed below:

Sr. No.	Item Name	Prize
1	Giddha	Second
2	Mehandi	Third
3	Pakhi	Third

### **Panjab University Zonal Youth and Heritage Festival 2015-16**

Panjab University Zonal Youth and Heritage Festival for the session 2015-2016 was organized from 12 Oct 2015 to 16 Oct 2015 at Guru Nanak Khalsa College, Abohar. Our college student participated in 55 items and achieved position as detailed below:

Sr. No.	Item Name	Prize
1	Pakhi	First
2	Classical Dance	First
3	Group Dance General	First
4	Giddha	First
5	Knitting	First
6	Mitti De Khidone	First
7	Clay Modeling	First
8	Vaar Singing	Second
9	Guddi Patole	Second
10	Quiz	Second
11	Group Song	Second
12	Heritage Quiz	Second

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13	Poem Writing	Third
14	Still Life	Third
15	Baag/Phulkari	Third
16	Crochet	Third
17	Chhikku Making	Third
18	Tokri	Third
19	Innu	Third
20	Shabad	Third
21	Bhand	Third
22	Gazal	Third

### **Inter Zonal Youth and Heritage Festival 2015-16**

Panjab University Inter Zonal and Heritage Festival was organized at Dev Samaj College for Women, Ferozepur from 27 Nov 2015 to 30 Nov 2015. The college students participated in 7 items and achieved positions as detailed below:

Sr. No.	Item Name	Prize
1	Giddha	Second
2	Knitting	Second
3	Pakhi	Second

### **Inter University Youth and Heritage Festival 2015-16**

It is a great honor to share that college student Satwinder Kaur won gold medal in Pakhi making at Inter University Youth and Heritage Festival 2015-16 held at Fatehgarh Sahib.

### **GAMES AND SPORTS**

The college has a large range (100m, 200m, 400m, 4 \*100 race, relay race, hurdle race, three leg race, Handball, Wrestling, Athletics, Yoga, Judo, softball, Discuss throw; musical chair among students and teachers) of activities in annual athletic meet organized by college in the month of Feb. College also participates in Inter College Panjab University competition (Wrestling, Athletics, Yoga, Judo, Archery, Softball).

#### **Sports facilities:**



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- 400 Meter Track
- Basketball Ground
- Badminton Ground
- Net Ball Ground
- Volleyball
- Hand Ball
- Kho-Kho Ground
- Carom
- Chess

### **Sports achievements of the last four year in inter college Panjab University competition:**

#### **2011-2012**

- College won overall championship in Panjab University inter college held on 13 Oct 2011 to 14 Oct 2011 at Panjab University Campus Chaandigarh.

Sr. no.	Category	Name of student	Weight	Position
1	Wrestling	Greena	51 kg	First
2		Jaspreet	55 kg	First
3		Amanjit	59 kg	First
4		Veerpal	63 kg	First
5		Gurpreet	67 kg	First
6		Suman	72 kg	Third

#### **2012-2013**

- Wrestling team got third position in overall championship.
- Sukhwinder Kaur got bronze medal in 100 m hurdle race.
- Jyoti Bishnoi participated in National level Archery competition.
- Open district tournament was held on 25<sup>th</sup> Oct 2012 in the college campus

Sr. no.	Category	Name of student	Weight	Position
1	Wrestling	Greena	48 kg	First
2		Gurpreet	63 kg	First

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3		Amanjit	55 kg	Third
4		Salma	59 kg	Third

### 2013-2014

- Nisha got third position in 5km walk.
- Sukhwinder Kaur got second position in long jump.
- Veerpal Kaur got third position in high jump.
- Two girl from softball team attended Inter University camp at P.U. campus.
- Number of students selected for state tournament in different games are as follows:

<b>Athletics</b>	<b>17</b>
<b>Wrestling</b>	<b>10</b>
<b>Kabaddi</b>	<b>10</b>
<b>Basketball</b>	<b>12</b>
<b>Weight Lifting</b>	<b>07</b>

Sr. no.	Category	Name of student	Weight	Position
1	Wrestling	Bharti Sharma	51 kg	First
2		Charanjit Kaur	55 kg	First
3		Greena	48 kg	Third

### 2014-2015

- Sukhwinder Kaur got third position in long jump.
- Veerpal Kaur got second position in high jump.

Sr. no.	Category	Name of student	Weight	Position
1	Wrestling	Bharti Sharma	48 kg	First
2		Charanjit Kaur	55 kg	First
3		Salma	59 kg	Third
4		Jyoti	63 kg	Third

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### **NSS (National Social Service)**

The college is registered with one unit of NSS in P.U. Chandigarh. Every year, the college contributes significantly to the society. Every year in the month of January or February, a special 7 day NSS camp is organized in any village near college campus where 50 NSS volunteers participate in improving the condition of the village and make people aware about the health, clean and green issues.

Year	Theme	No of days
2011- 2012	Women Empowerment	7days
2012 -2013	Work is Worship	7days
2013-2014	Each One Teach One	7days
2014-2015	Swachh Bharat Abhiyan	7days
2015-2016	Save Environment	7 days

### **NCC (NATIONAL CADET CORPS)**

Drill, Map reading, Weapon Training, Field Craft, Battle Craft, Minor Tactics, Role of Infantry, First Aid, Hygiene and sanitation, Civil Defense and Leadership Training Adventure Training are taught regularly. Activities like Tree plantation, Blood Donation, Awareness rallies (AIDS, Corruption) Cleanliness. Annual training Camp, National Integration Camp, Army attachment Camp, Republic Day Camp, Thal Sena Camp, Trekking Camp, Basic Leadership Camp are organized with zeal. Cadets are prepared for certificates “B” and “C” of NCC.

### **Major Achievements for NCC Cadets**

- Amandeep Kaur selected for YEP in 2011.
- Manpreet Kaur selected for RDP at Rajpath in 2013.
- Narinder Kaur selected for Guard of Honour in 2014.
- Aarti selected for PM rally in 2015.

### **Camps Attended by NCC Cadets during 2011-12**

- 47 Cadets attended A. T. C. Camp Ludhiana from 29/10/2011 to 07/11/2011.
- 8 Cadets attended N. I. camp Ranchi from 17/01/2012 to 28/01/2012.

### **Camps Attended by NCC Cadets during 2012-13**

- 8 Cadets attended Trekking camp Paprola from 16/06/2012 to 23/06/2012.
- 2 Cadets attended C. A. T. Camp Malout from 02/10/2012 to 11/10/2012.

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- 6 Cadets attended C. A. T. Camp Malout from 12/10/2012 to 21/10/2012.
- 3 Cadets attended C. A. T. Camp Malout from 22/10/2012 to 31/10/2012.
- 3 Cadets attended D. C. A. T. C. -I Camp Ropar from 02/11/2012 to 11/11/2012.
- 2 Cadets attended D. C. A. T. C. -II camp Ropar from 28/11/2012 to 07/12/2012.
- 1 Cadet attended Pre R.D.C. -I camp Ropar from 8/12/2012 to 17/12/2012.
- 1 Cadet attended Pre R.D.C. -II camp Ropar from 18/12/2012 to 27/12/2012.
- 1 Cadet attended Pre R.D.C. Camp Delhi from 01/01/2013 to 29/01/2013.

### **Camps Attended by NCC Cadets during 2013-14**

- 16 Cadets attended C. A. T. camp Malout from 25/08/2013 to 03/09/2013.
- 2 Cadets attended A. I. camp Malout from 05/09/2013 to 16/09/2013.
- 24 Cadets attended C. A. T. Malout camp from 10/10/2013 to 19/10/2013.
- 1 Cadet attended C. A. T. camp Malout from 21/10/2013 to 30/10/2013
- 1 Cadet attended D. C. A. T. C. -I camp Ropar from 02/11/2013 to 11/11/2013.
- 1 Cadet attended D. C. A. T. C. -II camp Ropar from 27/11/2013 to 07/12/2013.
- 1 Cadet attended Pre R.D.C. -I camp Ropar from 11/12/2013 to 20/12/2013.
- 1 Cadet attended Pre R.D.C. -II camp Ropar from 21/12/2013 to 29/12/2013.
- 1 Cadet attended Pre R.D.C. Camp Delhi from 01/01/2014 to 29/01/2014.

### **Camps Attended by NCC Cadets during 2014-15**

- 18 Cadets attended C. A. T. camp Malout from 26/07/2014 to 04/08/2014.
- 7 Cadets attended C. A. T. camp Ropar from 08/09/2014 to 17/09/2014.
- 6 Cadets attended C. A. T. camp Malout from 18/09/2014 to 27/09/2014.
- 5 Cadets attended C. A. T. camp Malout from 09/10/2014 to 18/10/2014.
- 4 Cadets attended C. A. T. camp Malout from 20/10/2014 to 27/10/2014.
- 3 Cadets attended D. C. A. T. C. -I camp Ropar from 27/10/2014 to 05/11/2014.
- 3 Cadets attended D. C. A. T. C. -II camp Ropar from 06/11/2014 to 15/11/2014.
- 2 Cadets attended Pre R.D.C. -I camp Ropar from 01/12/2014 to 10/12/2014.
- 1 Cadet attended Pre R.D.C. -II camp Ropar from 11/12/2014 to 20/12/2014.
- 5 Cadets attended N.I.C. camp Udaipur from 17/12/2014 to 28/12/2014.
- 1 Cadet attended Pre R.D.C. -III camp Ropar from 21/12/2014 to 30/12/2014.
- 1 Cadet attended Pre R.D.C. Camp Delhi from 01/01/2015 to 29/01/2015.

### **Camps Attended by NCC Cadets during 2015-16**

- 10 Cadets attended C. A. T. camp Malout from 26/08/2015 to 04/09/2015.
- 8 Cadets attended C. A. T. camp Malout from 07/09/2015 to 16/09/2015.
- 7 Cadets attended C. A. T. camp Malout from 20/09/2015 to 29/09/2015.
- 17 Cadets attended C. A. T. camp Malout from 03/10/2015 to 12/10/2015.
- 1 Cadet attended National sports held at Delhi from 05/10/2015 to 16/10/2015.
- 2 Cadets attended D. C. A. T. C. -I camp Ropar from 21/10/2015 to 30/10/2015.

**5.3.2 Furnish the details of major student achievement in co-curricular, extracurricular and cultural activities at different levels: University/ State/ Zonal/ National/ International, etc. for the previous four years.**

### **Univeristy Positions in Acedemic**

Sr. No.	Session	Name	Class	Position
1.	2011-12	Parminder Kaur	M.A. Hindi 1 <sup>st</sup> Semester	1 <sup>st</sup> in P.U.
2.	2012-13	Parminder Kaur	M.A. Hindi 2 <sup>nd</sup> Semester	1 <sup>st</sup> in P.U.
3.		Satveer Kaur	M.A. Pujabi 4 <sup>th</sup> semester	4 <sup>th</sup> in P.U. also awarded with Ms. Ravel Kaur Appreciation Gold Medal
4.	2013-14	Kulwinder Kaur	M.A.History 1 <sup>st</sup> Semester	2 <sup>nd</sup> in P.U.
5.		Sunaina	M.A.History 1 <sup>st</sup> Semester	4 <sup>th</sup> in P.U,
6.		Parmjit Kaur	M.A.History 1 <sup>st</sup> Semester	7 <sup>th</sup> in P.U.
7.		Pawandeep Kaur	M.A.History 1 <sup>st</sup> Semester	7 <sup>th</sup> in P.U.
8.		Sheena Khurana	B.A. 1 <sup>st</sup>	8 <sup>th</sup> in P.U.
9.		Suman	M.A. Hindi 2 <sup>nd</sup> Semester	3 <sup>rd</sup> in P.U.
10.		Anju Bala	M.A. Hindi 2 <sup>nd</sup> Semester	6 <sup>th</sup> in P.U.

11.	2014-15	Neha Setia	M.A. Hindi 2 <sup>nd</sup> Semester	6 <sup>th</sup> in P.U.
12.		Rachna	M.A. Hindi 2 <sup>nd</sup> Semester	7 <sup>th</sup> in P.U.
13.		Harneet Kaur	M.A. Hindi 2 <sup>nd</sup> Semester	10 <sup>th</sup> in P.U.
		Mamata Rani	M.A. Hindi 4 <sup>th</sup> Semester	10 <sup>th</sup> in P.U.
		Sheenam Kamboj	M.A. History 2 <sup>nd</sup> Sem	6 <sup>th</sup> in P.U.
14.		Poonam Rani	PGDCA	8 <sup>th</sup> in P.U.
15.		Maninderjit Kaur	PGDCA	9 <sup>th</sup> in P.U.
16.	2015-16	Roshni Devi	M.A. History 1st Sem	9th in P.U.
17.		Kiranpal Kaur	M.A. History 3rd Sem	2nd in P.U.
18.		Sofia	M.A. Hindi 1st Sem	3rd in P.U.
19.		Sandeep Kaur	M.A. Hindi 1st Sem	9th in P.U.

#### Major achievement in Zonal and Inter Zonal Youth Festival

- Won two time overall trophy in Zonal Youth Festival in 2013-14 and 2014-15 and stood runner up in 2015-16.
- Satwinder Kaur won gold medal in Pakhi making at Inter University Youth and Heritage Festival 2015-16 held at Fatehgarh Sahib.

#### 5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

Formal and informal feedback from various stakeholders such as parents, teachers, students and other peers are sought to improve the quality of the institution on academic and extra-curricular aspects. The departments seek the

feedback from its graduates and the feedback is thoroughly discussed in the academic committee meetings and staff meetings.

**5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine and other material? List the publications/ materials brought out by the students during the previous four academic sessions.**

The college encourages the students to explore their talents by writing in college magazine (Chintan), published by college every year. College is shortly going to start publishing an annual research journal from this year and teachers in PG classes encourage the students for research activities.

**5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.**

The college does not have any student council.

**5.3.6 Give details of various academic and administrative bodies that have student representatives on them.**

- Eco Club
- RRC
- YWS
- NSS
- NCC
- Publication Committee
- IQAC

**5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

The college maintains a good relationship with its alumni and the former faculties. On important occasions, the college invites its alumni and former faculty members. Sometimes, the services of alumni and former faculty members utilized.

**Any other relevant information regarding Student Support and Progression which the college would like to include.**

The college strives to impart quality based higher education so that students can acquire knowledge and development skills to face the national and global challenges. The college would like to create student friendly environment where new areas of research can be entertained.



## CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 Institutional Vision and Leadership

Bhag Singh Khalsa College for Women, Kala Tibba, Abohar was established in the year 2001, in the memory of late S. Bhag Singh Hayer under the dynamic leadership and guidance of Bibi Harbaksh Kaur Hayer. Since 15 years of its establishment, the college has become a synonym with the leader in women education, catering to the needs and nurturing the talent not only of rural but also of the urban area. Bibiji is the living example and epitome of selfless service, donating 26 acres of land along with Rupees Two Crore for the construction of college campus and hostel building. The college insignia says “ਸਰਬਤ ਦਾ ਭਲਾ” (Sarbat Da Bhala) seeking guidance from Gurbani that simplifies as- “Welfare for All.”

#### 6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution’s distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution’s traditions and value orientations, vision for the future, etc.?

##### ❖ Visions

The setting up of the college in itself was a visionary step to serve the humanity. As per Gurbani values “ਵਿਦਿਆ ਵੀਚਾਰੀ ਤਾਂ ਪਰਉਪਕਾਰੀ” (Vidya Veecahri Ta Parupkari) spells out that “The One Who Attains Education Becomes Selfless.” Every deed and activity by the college emanates and merges for the cause of betterment of all the stakeholders.

##### ❖ Mission

- To impart education in a way so as to bring out the higher qualities of mind, body and soul. The college is all geared to develop the youth as intellectually mature, morally upright, socially responsible and spiritually inspired leaders to serve the society.
- To be acknowledged as an institution that works hard to enable the women fraternity of the area to be self-reliant. Acting as a reservoir of information, it prepares the students to acclimatize with unforeseen changes with an endless desire to be a pioneer in the field of education.
- To impart quality education in academic and technical streams under the various faculties.

- To enrich and empower all its stakeholders through value based education and positive learning- based environment.
- To work for the holistic development and improvement of the students.
- To bridge the gap between industry and academia, for gaining fruitful employment.

### **Distinctive Characteristics of the college**

#### **Catering to the needs of the society**

The college is situated in the rural belt adjoining the city about 8 KMs, serving the states of Punjab, Haryana and Rajasthan. The main connectivity to the college is through the fleet of its own transportation.

#### **The Students**

The students come from different walks of life - urban, semi-urban, rural and remote border villages. All are welcome to the premises of the college without any bias. There is no discrimination on the basis of caste, creed or socio-economic background with regard to hostel facilities or participation in any of co-curricular or sports activity. Academic merit is considered for admission.

#### **Value based system**

- The core value system guidance is sought from the Sikh Gurus and Gurbani, which makes the college faculty and students, serve the society.
- Bringing the students from vivid backgrounds to the common platform, preparing them for the future so that the best of talents and energies are channelized towards constructive way.
- Every session begins with seeking blessings from Almighty with “Ardaas” that further makes every year and session as a pious mission for the whole system.

#### **Future course of action**

The college seeks to be an important organ in national development and human development through higher education to girls by preparing them to serve their future through ethical values and prove mettle as the college of the region.

### **6.1.2 What is the role of top Management, Principal and Faculty in design and implementation of its quality policy and plans?**

The top management, principal and faculty coordinate in designing and implementing its quality policy. The flow of information is both upward and

downward. The top management advises the institution in all important decision making processes. These are communicated to the faculty by the principal, action plans are enumerated, analyzed and implanted by coordinating with the faculty. Suggestions are invited and changes are incorporated in each academic year.

### ❖ **The College Management**

The college management comprises of philanthropists, progressive agriculturists, and entrepreneurs, ex-principal of the college, doctors, political and social activists. The overall responsibilities are shared and expedited by management very effectively and efficiently. The management that comprises our chairperson (a philanthropist) and members that include both external and internal hold meetings before the start of each academic session to ensure the following:

- Chalk out a plan for recruitment and interview procedure for various teaching and non-teaching posts.
- Checking annual budget of the college and suggesting new ways to handle income and expenditure.
- Discussion with faculty through the representative members about requirements regarding infrastructure and innovations related to teaching learning.
- Make recommendations related to particular problems if any that arise in the preceding year.
- Decisions like sanitation, installation of RO systems, CCTVs, GPS in college buses, parking facilities, refreshment services, evaluation, adding new courses and improving existing ones are taken in such meetings.
- Chairperson is invited to all academic, sports and cultural functions, seminars, during interview procedures and also for honoring students who excel in various fields.
- Discuss results and performance of the college in other activities.
- The members of the management are accessible by phone and e-mails for any guidance required by the staff of the college.
- Normally, meetings are held every three months regarding approval of new courses, recruitment of employees, demands put up by the college etc. The management also seeks report on progress of the college and alike matters.

❖ **Principal and Faculty**

The college enjoys the collective leadership of a dynamic administrative team that includes principal in addition to officers such as Dean Academic Affairs, Dean Examination, Dean Student Welfare, Bursar and conveners of other committees.

**6.1.3 What is the involvement of the leadership in ensuring?**

- ❖ **The policy statements and action plans for fulfillment of the stated mission**
- ❖ **Formulation of action plan for all operations and incorporation of the same into the institutional strategic plan**
- ❖ **Interaction with stakeholders**
- ❖ **Proper support for policy and planning through need analysis, research inputs and consultation with the stakeholders**
- ❖ **Reinforcing the culture of excellence**
- ❖ **Champion organizational change**

The leadership ensures proper communication between the functionaries for stating policies and preparing action plans so that the mission of the college can be realized with full potential.

❖ **Policy Statements and Action Plans**

- The principal discusses the academic and other responsibilities, plans for departments, share ideas and problems of individual faculty members. She keeps regular check on activities happening throughout the day. The vice principal helps discharging responsibilities in her absence.
- The curricular and extra-curricular programs are effectively carried out by constituent members of various committees. The members are selected as per their interests and expertise and their services are ensured in one committee or the other.

❖ **Formulation of action plan for all operations and incorporation of the same into the institutional strategic plan**

- The action plan is formulated by the college management, principal and HODs, whereby the agenda is prepared and discussed thoroughly. The senior staff members are deputed duties to implement such decisions taken.

- Continuous monitoring is ensured by various departments to check the implementation of previously stated plans by offering required autonomy to the departments.
- The policies are developed through participative management and are communicated to the staff members in the form of groups. The groups are formed according to various streams. New comers are continuously guided for development and improvement. Senior members actively give suggestions in meetings. The heads of various departments are asked to provide information to the faculty from time to time.

### ❖ **Interaction with Stakeholders**

#### ➤ **The Students**

- ✓ The admission team guides and counsels the students to go for a particular stream and its future prospects at the time of admission.
- ✓ After admissions, the inaugural of the session takes place with conducting of “Sukhmani Sahib” path and collectively solemnized by the students, teachers and the leadership. The worthy secretary and the principal makes students aware about the philosophy and core values of the college. The secretary reads out the annual achievements encouraging new comers to become a part of its culture of excellence.
- ✓ The students are free to discuss their problems and apprehensions with the principal as and when required. They approach requisite office bearers for issues like- change of subjects, migration, concession in fees, eligibility for exams etc.
- ✓ The college believes in regular feedback by the students for which suggestion box is installed in the campus for ensuring proper redressal of the grievances of the students. The concerned committee analyses these suggestions for proper implementation and improvement.
- ✓ The principal interacts with hostellers by conducting evening assembly.
- ✓ Notice boards are maintained at all the relevant places in the college campus. The dissemination of any information takes place in the written form through these notice boards.

#### ➤ **Parents**

- ✓ The principal interacts with the parents on issues pertaining to academic and residential life of their wards.

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- ✓ Parents are invited on regular basis on founders' day as well as on other celebrations taking place at the college campus.
- ✓ Telephonic conversations are done with parents in case of most irregular students and parents are advised to keep a regular eye on the activities of their wards from time to time.
- ✓ Heads of Departments and Dean Examination regularly interact with parents regarding their performance, assessment etc. and orient them, especially during first year.
- ✓ Parents can meet or talk over phone if any problem related to students arises.

### ➤ **Faculty**

- ✓ The management and principal regularly hold meetings with staff members. All teachers are welcomed for suggestions and are encouraged for professional growth throughout the year in various meetings. They can come up with their grievances directly to principal or through staff secretary.
- ✓ The members of non-teaching staff are also called for meetings. Apart from this, celebration lunches, tea-parties are held regularly to inculcate a sense of belongingness and to strengthen ties. Greetings are sent to one and all on important festivals. Announcements and notices are sent through whatsapp and other electronic devices. The staff members who show positive professional growth are duly appreciated.
- ✓ The college maintains facebook page, library page on facebook and various whatsapp groups. The college librarian issues appreciation letters to teachers who donate books to the college library.

### ➤ **Alumni**

- ✓ Alumni meets are organized on regular basis. It serves two purposes- firstly the well settled folks from college are live examples for the existing students, secondly the passed out students feel emotionally connected with college.

### ➤ **Employers**

- ✓ The career guidance and counseling cell assumes responsibility to establish a rapport with the prospective employers.

### ➤ **Society**

- ✓ NCC unit of the college takes pride in having a large number of students; many amongst them make it to the RDP in addition to participating actively in local level national celebrations and camps.
- ✓ The NSS unit holds camps in villages on regular basis and undertakes many socially desirable activities that are essential to eradicate many social evils like- dowry, female foeticide, domestic violence etc. and deadly diseases like AIDS and cancer.
- ✓ The college since located in rural area maintains regular rapport with village heads and Sarpanch as during admissions, field work is also carried out by the admission team.
- ✓ The college infrastructure is further open to various government events and examinations, which promotes interaction between local administration and social clubs.
- ✓ Various NGOs and government agencies hold seminars for promoting social support activities like awareness about eye donation and organ donation etc.
- ✓ The miscellaneous achievements of the college are conveyed to the public through vernacular dailies.
- ✓ Any other event taking place and worth communicating information is displayed on college website.

### ➤ **Peer Institutions and Schools**

- ✓ College students participate and calls participations on regular basis at local college level competitions, which brings like-minded brains at common platform.
- ✓ Since located in rural area, the college remains in constant touch with its feeders i.e. government and other schools and conducts mass career counseling type events.
- ✓

### ❖ **Proper support for policy and planning through need analysis, research inputs and consultation with the stakeholders**

The principal regularly reviews the functioning of various bodies and ensures co-operation with the community. The principal, being a member of local social bodies interacts with people, gains inputs, discusses with faculty and managing body and prepares perspective plans for future implementation.

❖ **Reinforcing the culture of excellence**

- The college has made provisions to mark, encourage and motivate meritorious students in various fields. The students who are university merit holders, gold/ silver medalists, toppers in college, winners of university/ college color, medalist in inter-college or inter-varsity sports championships or winners at zonal/ inter-zonal or intervarsity youth festivals, best cadets and volunteers are provided every guidance and support and are honored by the college.

➤ **Academic performance**

The students bagged academic positions every year. The college pass percentage is much higher as compared to university pass percentage for a particular stream. Besides holding merit, many crack NET and other competitive exams.

✓ **Sports Achievements**

The college teams take part in various university level sports events organized on regular basis and gains meritorious positions as well.

✓ **Extra Mural Activities**

Every year selected students from college participate in Zonal Youth and Heritage Festivals and further move for Inter-Zonal, Intervarsity and North Zone Youth Festivals.

➤ **Organizational Change**

- ✓ The college is a fore-runner in the area in bringing any change with the introduction of semester system. For UG classes this year, the whole teaching learning and evaluation process was redesigned. At the beginning of the session, various committees are designed and given responsibilities.
- ✓ Changes in the existing rules and regulations are brought about after a thorough discussion with departmental heads. With the addition of new programmers in emerging fields of study, the faculty profile is broadened and young energetic members are brought to meet the needs of students.
- ✓ The infrastructural requirements of various departments are met in a phased system.

**6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plan of the institution for effective implementation and improvement from time to time?**



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- The leadership holds regular meetings with heads of various departments at the onset and throughout the session. These meetings aim at obtaining reports from faculty members, monitoring teaching-learning process, making decisions regarding admission and evaluation, recruitment, examination, functions and other activities that need monitoring and improvement from time to time.
- It encourages participative management as the faculty members can directly bring practical issues before the leadership.
- Apart from this, there are regular meetings with Dean Administration, Dean Examination, Dean Student Welfare, coordinator Career Guidance and Counseling cell, members of research committee and conveners of various committees organized for smooth running.
- The principal takes care of promotions of the staff so that they work with more zeal and dedication.
- CCTVs are installed at different locations to keep a 24 x 7 vigil on activities.
- External examiners are called/ welcomed for various practical examinations both at UG level.

### **6.1.5 Give details of the academic leadership provided to the faculty by the top management?**

- The top management motivates and encourages the faculty members to update, sharpen and hone up their academic expertise by attending orientation and refresher courses, focusing on intensive study and research projects and going in for doctoral programs.
- The representatives of the top management often interact and hold meetings with the faculty. The management of the college is in constant touch with head of the institution and has an amicable rapport with the head of the institution.
- The members of the management committee meet frequently and listen to the problems and issues related to college development, administration, appointment, infrastructural needs and disciplines.
- In the management committee meetings, head of the college and some staff members nominated by the management committee are also present to provide information and suggestions if any. In the meetings responsibilities are defined and communicated to the staff through the head of the institution.

- If the situation demands, the management committee holds meeting with the teachers to communicate their duties and responsibilities. The teaching as well as the non-teaching and supporting staff follows the instructions and helps in materializing the decisions taken.

### ❖ **Leadership by the University**

The college sends proposals to start new academic programs. The inspection committee deputed by the university ensures the availability of academic expertise, learning resources and grants sanction. The university co-operates in issuing provisional admission, roll numbers, migration certificates, equivalent certificates etc.

#### **6.1.6 How does the college groom leadership at various levels?**

- The college strives to groom leadership among its staff as well as students. It promotes active participation of the faculty in all its academic and administrative planning and execution.
- The college boasts about many of its students who are working successfully in many spheres of professions.
- The faculty members maintain the culture of representing the college in various committees like flying squad. Some of them are also members of Board of Studies of the university.
- Students are encouraged to participate in various curricular and extracurricular activities to enhance/ inculcate leadership qualities.
- Volunteers of NCC, NSS and Youth Welfare Society are groomed for leadership.
- Proctors in hostel make arrangements for the parties and assist the wardens in daily functioning of the hostel and bring forth the problems of inmates.
- The faculty members with potential at the middle level are identified and trained by entrusting them with the responsibilities. The committees are constituted with a judicious mix of junior and senior members so that the juniors not only imbibe work culture but learn from experienced seniors and are groomed for leadership.
- The college has recently started its own research journal 'Gyan Chetna' that is an attempt towards knowledge Management of quality research conducted on campus.
- Any achievement of faculty members is notified to all and duly appreciated.

**6.1.7 How does the college delegate authority and provide operational autonomy to the departmental/units of the institution and work towards decentralized governance system?**

- The college has various committees, departments, clubs and societies and delegates authority to their heads, to work independently and chalk out all programs consulting other faculty members.
- Within the departments, clubs and societies, the teachers and students work in a co-operative spirit, helping and motivating each other and encouraging every individual to grow.
- The teaching departments decide about the distribution of work and purchase of books/equipment required for their respective subjects.
- The heads of the departments coordinate the activities of the departments to organize seminars, extension lectures, co-curricular activities, tours, trips, field work etc. They make their own teaching plans and unitization of syllabus. They are responsible for the internal assessment, organizing remedial classes, extra classes etc.
- The supervisor allocates work to the non-teaching staff with information to the head of the institution. Supervisor also monitors and supervises the working of the non-teaching class IV employees.

**6.1.8 Does the college promote a culture of participative Management? If 'yes', indicate the levels of participative Management.**

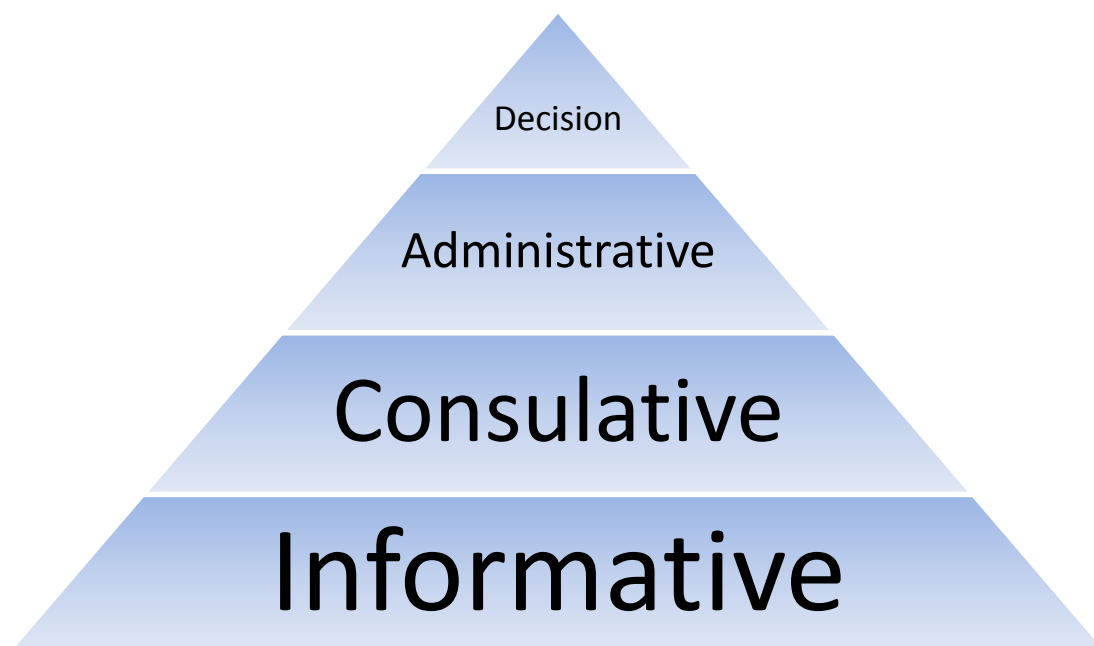
- The participative management is operative in the institution. Perfect coordination exists between the principal and the management, principal and staff etc.
- The institution understands that substantial value can be created by sharing of ideas among employees.
- Representatives of faculty members are associated at every stage of decision making be it social or economic or personnel related.
- Separate committees are formed to manage recruitment and selection, grievances redressal, work distribution, welfare schemes, academic and extra-curricular results, teaching-learning and financial resources.
- Faculty members participate in meetings with management at top level.
- Heads of departments co-ordinate for any new organizational change.
- IQAC ensures participation of teaching and non-teaching staff.

- For college functions on campus, members of non-teaching staff and students are included in different working committees with the staff.
- Participation is also ensured through schemes like electronic messaging and reduction in use of paper.
- Heads of various departments ensure participation of other members and act as their representatives in various meetings.
- Financial participation is assured through Bursar and other purchase, stock or disposal committees.
- The college principal coordinates with hostel warden and act as a mediator between inmates and top authorities.

### **Levels of Participative Management**

Participative management exists at all the four levels, as follows:

- Members of teaching and non-teaching staff as well as students have the right to receive information. Staff can give opinions on important matters.
- The members can share their views on matters affecting their welfare with the management. However, this is executed through principal and matters/grievances are put before Management.
- Some selected members get a share in the authority and responsibility for administration through various offices.
- Senior members are given opportunity for decision making under various committees.



## 6.2 Strategy Development and Deployment

### 6.2.1 Does the institution have a formally stated quality policy? How is it developed, driven deployed and reviewed?

Though there is no formally stated quality policy of the institution in concrete and stated form, but the pursuit of excellence is what drives all that the college undertakes to do. The focus is on teaching and learning as well as on developing the overall personality of the learners. This is possible only by way of self-evaluation and improvements in the academic atmosphere through introspection.

- The management holds formal and informal dialogues with the staff, from time to time, to redress any grievances.

Fig. 6.1.8 Levels of Participative Management

- In the academic units, teachers are encouraged to participate in seminars, conferences, workshops and refresher and orientation courses to update their knowledge and skill base.
- During academic year 2015-16, two new courses were started M.A. (Sociology) and second being B.L.I.S., which only a few selective colleges have at an UG level.
- Many of the students clear NET examination and many have sought jobs as government school teachers.
- The college supports needy students financially. Most of the students' avail fee concession every year.
- Participation of cadets of NCC in many national camps and parades on National occasions fosters zeal of patriotism.
- NSS contribute to the social welfare by participating in mandatory camps and sensitizing others through awareness programs.
- The students continuously bagged prizes in zonal festivals in most of the events.
- Regular practical for science and seminars at PG levels are organized.
- Field trips, excursions at UG and PG level and general awareness programs on religion, environmental issues, road safety, AIDS awareness through Red-Ribbon Club. The college lays emphasis on keeping and compiling records of students, provides ICT facility on request, provides free browsing facility in different blocks and has well equipped labs and seminar halls.

**6.2.2 Does the institution have a perspective plan for development? If so, give the aspect considered for inclusion in the plan.**

The perspective plan for development is manifold before the onset of every academic year i.e. during the summer vacation, a policy is laid out to emphasize on the following points:

- Stress on admission based strictly on merit.
- Growth is evident through increased number of students.
- Bringing some new courses including add-on courses.
- Preference to NET qualified candidates for recruitment as teachers.
- Use of innovative techniques in admission, evaluation and monitoring.

The college also sets some long term goals apart from yearly objectives listed above.

Category	Plan
Teaching Learning	<ul style="list-style-type: none"> <li>➤ The college will boost success in competitive examinations.</li> <li>➤ Introduction of new courses at UG Level.</li> <li>➤ Development of e-content by maximum number of faculty.</li> <li>➤ Stress on innovative teaching methods.</li> <li>➤ Motivation and support to students weak in some subjects.</li> <li>➤ On campus faculty enrichment programs.</li> <li>➤ Online procedure for internal examination.</li> <li>➤ Library facilities in hostel.</li> </ul>
Research and Development	<ul style="list-style-type: none"> <li>➤ Departments to indulge in more research oriented activities.</li> <li>➤ Inviting quality papers of National and International repute for 'Gyan Chetna.'</li> <li>➤ More seminars and workshops.</li> <li>➤ Encouraging more faculty members to pursue Ph.D.</li> <li>➤ Stress on e-resources in library.</li> </ul>
Industry Interaction	<ul style="list-style-type: none"> <li>➤ Strengthening placement cell.</li> </ul>

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Community Engagement	<ul style="list-style-type: none"> <li>➤ Orienting NSS, Youth Welfare Society and Red Ribbon Club society towards goal-oriented Programs.</li> <li>➤ Discussion on community issues in all departments.</li> <li>➤ Bringing more alumni.</li> </ul>
H. R. Planning and Development	<ul style="list-style-type: none"> <li>➤ Inviting eminent resource persons to the college.</li> <li>➤ Intensive leadership training programs for faculty.</li> <li>➤ Stress on goals of higher education and distinctive programs like Gender Studies, Human Rights etc.</li> <li>➤ Further counseling activities for students.</li> </ul>
Infrastructure	<ul style="list-style-type: none"> <li>➤ To build a language lab and Mathematics lab.</li> <li>➤ Construction of auditorium.</li> <li>➤ Strengthening departmental libraries.</li> <li>➤ Improvement in gymnasium facilities.</li> <li>➤ Improvement in Laboratories.</li> <li>➤ Extended library building.</li> </ul>

### 6.2.3 Describe the internal organizational structure and decision making process.

Sr. No.	Name	Designation
1	Bibi Harbaksh Kaur Hayer, Kala Tibba (Abohar)	Chairperson
2	S. Gurlal Singh, Fattan Wala	Senior Vice-Chairman
3	S. Tejwinder Singh Aulakh, Kallar Khera	Vice- Chairman
4	S. Gurbachan Singh Sran, Murad Wala	Secretary
5	Dr. Parmjeet Singh, Abohar	Joint Secretary
6	S. Nirmaljeet Singh Sekhon, Gobind Garh	Finance Secretary

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7	Dr. Pritam Singh Sidhu, Abohar	Administrator
8	S. Sukhpinder Singh Hayer, Kala Tibba (Abohar)	P.R.O.
9	Dr. Gurdial Singh Chauhan, Abohar	Member
10	S. Gurjeet Singh, Bhai Kera	Member
11	S. Kesar Singh, Kala Tibba (Abohar)	Member
12	S. Rajinder Singh Jakhar, Pattre Wala	Member
13	Sh. Ravinder Chalana, Abohar	Member
14	S. Bhupinder Singh Saharan, Kikkar Khera	Member
15	S. Jaspinder Singh Jakhar, Abohar	Member
16	Secretary S.G.P.C., Sri Amritsar Sahib	Member
17	Dr. Parminder K. Sharma	Principal
18	Dr. Karamjit Kaur	Vice Principal
19	Mr. Vinod Kumar	Assistant Prof.

Apart from the management committee, the internal organizational structure contains the following said aspects:

- The internal organizational structure comprises of Deans, departments and committees. Decision is always unanimous.
- There are separate committees to decide on various matters. A separate committee is formed to deal with miscellaneous cases.
- The organizational structure is decentralized and both the upward and the downward communication are ensured besides lateral suggestions.
- The proposed plans are discussed; fine-tuned and then implemented keeping in view the future hurdles and available resources.
- The institution aims to offer holistic education and lays stress on academic excellence, employability and leadership with social commitment.



**Committees operational during the session**

- College Cabinet/Advisory Committee
- Examination Committee
- Admission cum fee concession Committee
- National Service Scheme
- Career Guidance and Counseling Cell
- National Cadet Corps
- Time Table Committee
- EMA Committee
- Publication Committee
- Media Circulations and Press Release Committee
- Library Advisory Committee
- Campus and Beautification Committee
- Transportation Committee
- Red Ribbon Club
- Eco Club
- Anti Ragging Committee
- Grievances Redressal Cell
- Youth Welfare Society
- Women Cell
- IQAC
- Purchase Committee
- Sports Committee
- Alumni Committee
- Canteen Committee

**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following: Teaching and Learning, Research and Development, Community engagement, Human resource Management, Industry interaction.**

**❖ Teaching and Learning:**

- The review of the academic results and the mutual sharing among the faculty enable the teachers to keep improving their teaching strategies.
- New methods are developed to make the learning experience for the students very interesting and stimulating.
- Teachers are encouraged to improve their qualifications.

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- Consistent efforts are being made to make teaching learning student centric by involving them in projects, seminars, debates, writing competitions, presentations etc.
- New courses are introduced from time to time.
- Emphasis is laid on faculty improvement by organizing seminars, conferences, workshops, extension lectures and encouraging teachers to attend such programs.
- Library and learning resources are being updated.

### ❖ **Research and Development**

- The spirit of innovation and experiment imbibed by the institution propels research and development.
- Teachers are encouraged to attend seminars/ conferences/workshops.
- Eminent scholars/researchers are invited to deliver extension lectures for the benefit of students and teachers.
- Computer facility with internet has been provided.

### ❖ **Community Engagement**

- The college believes in strengthening ties with the community, be it parents, professionals, general public or the less privileged citizens.
- College engages many organizations such as NCC, NSS, Red Ribbon Club and Youth Welfare Society for holding extension lectures to develop the relationship with the community.

### ❖ **Human Resource Management**

- The faculty undergoes various training and development programs in terms of seminars/ workshops/ interaction as resource persons, orientation and refresher courses.
- The poor and needy students are helped by faculty, given concession in fee structure.
- College has facility of Book Bank for the needy students.
- The meritorious students are guided to avail various scholarships and other benefits. They are also given fee concession

### ❖ **Industry Interaction**

- The college interacts with various institutes and consults them on various issues for the improvement of education system.

- Youth festivals are being held by college to interact with other colleges. In past, the college has hosted Zonal Youth Festival in year 2007 and again in 2011.
- College has also participated in various cultural programs held at various places. Seminars, workshops, conferences on various subjects are conducted in the college premises.

**6.2.5 How does the head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top Management and the stakeholders, to review the activities of the institution?**

- The Managing Committee is regularly in touch with the faculty and students in order to get views from teachers, students and the public with regard to the teaching quality, co-curricular, extra-curricular activities and infrastructure demands.
- The principal collects information from other sources such as members of managing committee, alumni, departments, parents and students..
- Feedback is collected from alumni to obtain information on the number of students that go for higher studies, find profitable employment and their opinions about the academic programs they underwent while in college overall.
- Feedback is obtained during farewell programs organized by departments and hostel.

**6.2.6 How does the Management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

The faculty members are given charge for various committees by rotation to ensure transparency, effective functioning and effective use of intellectual resources. Despite participative management, it helps in two-way enrichment i.e. of the faculty and the institution and catalyses the growth process.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

Resolutions made by the management last year:

- In its meeting, the management resolved that library building will be extended soon.
- NAAC team will be invited for assessment.
- College will apply for inclusion under section 2(f) of UGC.
- Departmental research will be encouraged.
- Interaction with alumni will be strengthened.
- ICT enabled classrooms shall be prepared.

**6.2.8 Does the affiliating university make provision for according the status autonomy to an affiliated institution? If 'yes' what are the efforts made by the institution in obtaining autonomy?**

College has not applied for autonomous status.

**6.2.9 How does the institution ensure that grievances /complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?**

❖ **Grievances Redressal Cell**

Overall well-being of students and personnel at the campus is an important concern and therefore mechanisms to address and redress grievances are maintained through a proper procedure.

- The principal is accessible to share the concern of any member of teaching / non-teaching staff.
- Parents share their grievances with the teachers with the intervention of the Principal.
- A separate hostel committee is formed to redress the grievances of hostellers / staff / mess contractors or parents.
- After analyzing the problem, corrective actions are initiated.
- There is a separate cell for redressal of grievances of women employees and students. This cell continuously advises girls in various matters, resolves issues and takes up their problems to the leadership and institutional head that is accessible to share their concerns all through the year.

❖ **Gender sensitivity**

Since college is a women college, even a minute issue regarding students and female faculty is taken into consideration and timely corrective measures are taken.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issue and decisions of the courts on these?**

The college has very transparent and fair system of functioning, even if some disputes arise it is settled through court. To date, there has only been one case against the college, in regards to Sewerage Treatment Plant (STP), the details of same are given as follows:

Session	Case Number	Content	Decision
2013-14	Letter No. 3786, dated 12/11/2013	Notice to issue directions U/S 33A of Water (Prevention and Control of Pollution) Act 1974, as amended in 1988	Case still pending in court.

There are no other cases pending against the institution.

**6.2.11 Does the Institution have any mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?**

- The college does not have a concrete form feedback system, but at the end of every session teachers take feedback from students.
- Such feedback is analyzed and principal provides personal counseling to teachers who are freshers or face emotional problems for better functioning.
- Teachers also collect information from time to time through personal interaction and pass it on to the authority for changes and betterment in handling of curriculum, infrastructural facilities and student support services.
- Teachers personally interact with the students and outgoing students are encouraged to give feedback regarding the shortcomings in the previous session and they are asked to share their experience in college during their stay both regarding hostel as well as in respective departments.

## **6.3 Faculty Empowerment Strategies**

**6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?**

- The institution allows the faculty members to go for training in terms of various courses organized by UGC-ASCs at different universities.
- The teachers are free to attend/ organize various seminars or workshops.
- The non-teaching staff members are also encouraged to attend workshops.
- The teachers also attend short term, add-on courses on methodology, professional courses, etc.

**6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retaining and motivating the employees for the roles and responsibility they perform?**

- The teachers attend orientation/ refresher courses, summer/ winter schools, workshops, seminars at local, national and international levels, participate as resource persons, invite eminent scholars for extension lectures, publish, send research proposals, books and articles and the institution supports, motivates and guides them for all these activities.
- The employees are motivated for their roles and responsibilities by appreciating them through circulars and staff meetings and ensuring their co-operation in various committees.
- Strict action is taken for negligence in duties and teachers are warned through office memos.
- Personal files are regularly maintained and updated.
- Teachers are given roles as per their interests.

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

There are mechanisms for performance appraisal system of the staff to evaluate them. They are evaluated on the basis of their performance while teaching, learning evaluation. They are assessed on basis of following points:

- Innovation in teaching learning methodologies.
- Updating of subject content.
- Use of Multimedia like power point etc.
- Examination duties performed.
- Co-curricular activities.
- Contribution to various committees of the college.
- Participation in conferences, seminars etc.
- Books/Articles/Research Papers published (if any).

- Research guidance (if any).

Other means to evaluate the performance of the teachers is through the results of their students in the university examinations, feedback from the passing out students, parents and heads of the departments and conveners of committees.

**6.3.4 What is outcome of the review of the performance appraisal reports by the Management and major decisions taken? How are they communicated to the appropriate stakeholders?**

While granting increments, placements in higher grades etc., due consideration is given to the Appraisal report. The staff members are encouraged to improve upon the points where they are lagging and excellent achievements of the staff are given due recognition.

- The principal and the management play an important role in the performance appraisal of the staff.
- Upgradation of pay scales is done on the basis of the performance appraisal reports.
- Continuation of service of temporary /contractual staff is also based on the review of performance appraisal.
- Performance appraisal meetings are held by the management committee with members of the faculty where academic results of the institution are discussed.
- The management committee gives guidelines for improvements which help in the growth of the institution.
- Special achievements of the staff members are lauded by the principal and the staff in the staff meetings.
- Achievements of the students and the staff are recorded in the prospectus and college magazine “Chintan.”

**6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

❖ **Welfare schemes for staff**

The college aims to ensure better work efficiency and job satisfaction by providing appropriate facilities to its employees.

- The college provides timely salaries and benefits as per UGC norms and management rules. Even the temporary staff is provided higher salaries.
- The female staff members can avail the facility of hostel if required.

- The welfare schemes are operational in providing safe and clean work environment.
- There is provision of proper ventilation and lightning, air conditioners in offices and staff rooms, notice boards at important places, medical facility, rest rooms, separate reading rooms for staff, clean urinals and ROs.
- Apart from this the college provides ESI facility to temporary employees.
- Guaranteed annual wages.
- Duty leave is given, if applicable.
- Maternity leave.
- Medical leave.
- Tuition aid benefits.
- Reservation of seats for teacher's ward.
- Letters of appreciation to efficient and dedicated employees.
- Friendly greetings on occasions.
- Refurnishing of cabins and departmental rooms.
- The college provides transport to some teachers who commute from Fazilka, Malout and nearby villages.
- There are residential quarters for non-teaching employees also. The college provides water services as well.
- Uniforms are distributed to drivers.

### **6.3.6 What are the measures taken by the institution for attracting and retaining eminent faculty?**

- The institution accords fair treatment to faculty in terms of sharing of administrative responsibilities.
- Service rules are employee friendly.
- Periodic revision of pay is done for temporary teachers.
- The institution advertises posts in the reputed national dailies as per the needs of various departments after seeking approval from the Management.
- A selection committee is formed before the interviews and it has representatives of management Committee and staff besides subject experts and the principal.
- The college even offers good salary to adhoc qualified faculty.



## 6.4 Financial Management and Resource Mobilization

### 6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

- The college has evolved a mechanism to monitor effective and efficient use of available resources.
- The fee structure is as per university norms.
- Salaries are deposited directly in accounts.
- A teacher from commerce department of the college has been appointed as a Bursar who authenticates all the financial transactions of the institution.
- Proper procedure for purchases is adopted. Quotations are called for and prices are compared.
- The financial resources of the college are managed in a very effective and foolproof manner.
- The principal in consultation with Bursar monitor the financial flows by formation of different committees like purchase committee, for managing functions/activities organized by the college.
- The regular expenditure in any head is monitored at various levels like staff member committees, college bursar, the college principal and the managing committee of the college.
- Concerned departments at first make a proper demand in writing for the requirements of apparatus, equipment, repair etc. to the principal. The bursar and the principal scrutinize the application and direct the office concerned to invite quotation of reputed concerns/ companies/ suppliers. On getting quotations, these are analyzed by quality and finance experts and finally purchased upon sanction from the principal. After that other formalities are completed like stock entry and the records are maintained.

### 6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The accounts of the college are regularly audited. The bursar scrutinizes and authenticates all the bills/vouchers and cash books. He ensures that the proper purchase procedures are followed before every payment. The college has appointed a chartered accountant, who regularly audits the college accounts.

**6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with the institutions, if any.**

- The institution generates income through fee structure. Since, the college is a self-financed institution it receives no assistance from government or government bodies.
- **Deficit Management** – Deficit, if any, is borne by the college itself.
- **Audit reports and balance sheets** – The audited reports and balance sheets indicating income, expenditure and surplus of the previous four years are attached with this report. There is no reserve fund available.

**6.4.4 Give details on the efforts made by the institution in securing additional funding and utilization of the same (if any).**

- College administration along with faculty members continuously pursues political leaders for raising funds.
- Various steps are being taken by the college to generate additional funds.
- The institution organizes seminars and conferences; the expenditure for the same is met in a self-finance mode.

## **6.5 Internal Quality Assurance System (IQAS)**

**6.5.1 Internal Quality Assurance Cell (IQAC)**

- a. **Has the institution established an Internal Quality Assurance Cell (IQAC)? If yes, what is the institutional policy with regard to Quality Assurance and how has it contributed in institutionalizing the Quality Assurance processes?**
- b. **How many decisions of the IQAC have been approved by the Management/authorities for implementation and how many of them were actually implemented?**
- c. **Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**
- d. **How do students and alumni contribute to the effective functioning of the IQAC?**
- e. **How does the IQAC communicate and engage staff from different constituents of the institution?**

- The IQAC was constituted on 5<sup>th</sup> Sep 2015.
- It includes Principal, Committee member, Faculty members, External members, Student representative and alumni.
- It has contributed towards the improvement in quality of faculty development, teaching learning process etc.
- The decisions of IQAC like CCTV cameras in the campus, AC library, Wi-Fi campus, GPS in buses along with cameras etc. have been implemented. The decisions are taken only after considering various aspects and discussion with its members regarding any new change introduced to enhance the quality of the persisting system.
- Dr. Navjit Kaur and Mrs. Sonika Narang are two external members included in the IQAC.
- Students contribute to its effective functioning by proper feedback and suggestions.
- Alumni members meet head of institution and the college utilizes such intellectual resources.

**6.5.2 Does the institution have an integrated framework for quality assurance of the academic and administrative activities? If yes, give details on its operationalization.**

Yes, the institution has an integrated framework for quality assurance of the academic and administrative activities. Various committees like library advisory committee, EMA committee work according to the quality policy of the college leading to achievement of the vision of college to produce true and noble talent. The academic quality is ensured by organizing seminars, sending teachers for training, supporting students for excellence in university merit, providing internet and library facility and recruitment of quality teachers.

**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If yes, give details enumerating its impact.**

The college work towards effective implementation of quality assurance procedures because the quality improvement of both teaching and non-teaching staff would ensure the enhancement of quality in every field. Upgradation of use of IT infrastructure by the staff has been implemented which is helping teachers and students to perform their duties in a better way.

**6.5.4 Does the institution undertake academic audit other external review of the academic provisions? If yes, how are the outcomes used to improve the institutional activities?**

Whenever, the college introduces a new course, Panjab University sends a team of experts for conducting the academic audit. They minutely observe the infrastructural facilities, teaching facilities and the number of hours set for study for that particular course. They also suggest further changes or improvements that can be made for its betterment. All the major recommendations of the inspection committee are taken into consideration. Library is enriched, qualified and eligible candidates are selected, equipment is purchased and other recommendations are also implemented.

**6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

Since, UGC has prescribed the minimum number of working hours. Our time table committee makes sure that all teachers get their workloads accordingly. The stay of teachers, promotions are after fulfilling UGC criteria. All the internal quality assurance mechanisms are aligned with Panjab University, Chandigarh.

**6.5.6 What institutional mechanism are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

The institution has the following mechanism to review the teaching learning process.

- Attendance is compulsorily taken in each lecture and lecture shortage is calculated (if any) for students and discussed with their parents for its maintenance from time to time.
- Syllabus are completed well before the exams to ensure class preparation and practice
- Assignments are given to students in subjects where required.
- Students are given training in practical labs.
- Needy students are given special attention.
- Feedback from students.

- Some teachers of the college have done B.Ed. and M.Ed. in which the teaching learning process was basically in their curriculum.
- Principal's interaction with staff and students.
- Plan for online evaluation.
- Reviewing of performance of committees.

**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

The faculty and the principal discuss the problems with the various committees and IQAC which render their help through their valuable time and suggestions which could take the institution to newer heights. The policies are communicated to management, alumni, parents and staff during different meetings and interactions.

## CRITERION VII: INNOVATIONS AND BEST PRACTICES

The college has adopted many innovative ideas and new practices to add on to the academic excellence. The college always lays greater emphasis on the environmental awareness and to make the students and society knowledgeable about various issues. The college always strives to equip the students and the campus with the latest technology for the better understanding.

### 7.1 Environment Consciousness

#### 7.1.1 Does the institute conduct a Green Audit of its campus and facilities?

The eco club of the college periodically conducts green audit to keep the campus green and eco friendly. Tree plantation is a regular practice of the college.

#### 7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- ❖ Energy conservation
- ❖ Use of renewable energy
- ❖ Water Harvesting
- ❖ Check dam construction
- ❖ Effort for Carbon neutrality
- ❖ Plantation
- ❖ Hazardous waste Management
- ❖ E-waste Management

The college is undertaking many steps for making the campus and its surroundings eco-friendly. So far following measures have been taken in this regard:

#### ❖ Energy conservation

The building of the college is such that there is no use of artificial lights during day time. The class rooms have windows with glass panes that allow natural lights in the rooms. Students are instructed to switch off fans and lights before leaving the class rooms. All the equipments in the labs, administrative office are such that they consume less power. The CFL and LED lights are used in the college as well as in the hostel. In the hostel LED is used instead of conventional TV and monitors. The unit settings for all the ACs are 22-24°C.

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All the computers, UPS and printers are closed when not in use. All the PCs are used in power saving mode.

### ❖ **Use of renewable energy**

The college has installed solar lights in the campus which keeps the campus and hostel lightened during night time.

### ❖ **Water harvesting**

The college is situated in the area which receives little rainfall. So, the water harvesting cannot be adopted.

### ❖ **Check dam construction**

There is a water tributary flowing nearby but it is situated in the residential area so dam cannot be constructed.

### ❖ **Efforts for carbon neutrality**

As carbon generation is the main threat to the environment today, the college realizing the importance to neutralize the carbon generation undertakes the following steps:-

- Plantation of trees is done regularly by Eco Club, NCC and NSS units to neutralize the generation of carbon.
- The electric notice board is used to minimize the use of paper.
- The printers and other gadgets in the administration office are such that these emit less green house gases.
- The students are encouraged to make their notes themselves so that the usage of photostat machines can be minimized.
- The college is declared as no smoking zone.
- Generators are properly tuned and service is done regularly.
- Sufficient number of dustbins are placed in the campus and there is ban on the burning of waste material.
- Students are encouraged to use both sides of the sheets so that the use of paper can be minimized.

### ❖ **Plantation:**

- The college through its NCC and NSS unit plants a large number of trees in the campus as well as in the surrounding areas in which the camps are held.

- To create consciousness and awareness among the students and people living in the neighborhood villages, the NSS, NCC unit, youth welfare Society are playing a vital role. This has been done by organizing lecturers, seminars, Slogan writing competitions, poster making competitions etc.
- Tree census is done periodically. All the young and mature trees are counted and numbered. If any tree gets damaged due to storm or any other reason, the replacement is done immediately.
- Sufficient number of display boards have been put in the campus to educate the students about the benefits of clean environment and making them aware.

### ❖ **Hazardous Waste Management**

With the change in technology and life style, there is an increase in the use of hazardous waste materials and other non-biodegradable materials. The following steps have been taken to overcome the problem of hazardous waste management

#### ➤ **Ban on polythene and other non bio-degradable materials:**

Students are encouraged to use paper bags or fabric bags. Students are advised and motivated not to use such non bio-degradable materials.

- Sufficient numbers of dustbins are kept at each floor for the safe disposal of all the waste material.
- Use of polythene is banned in the college campus.
- Drive against fast food has been initiated in the campus and the dead food like noodles, burgers etc. are creating health hazards and endangering our present generation.

### ❖ **E-Waste Management**

E- Waste is not a problem in our college. It only exists in the form of old and used CDs, DVDs, printer cartridges and that too in a very small quantity. Use of CDs and DVDs is discouraged and instead use of e-mail and pen drives is encouraged. The printing cartridges are resisted till they become non-functional.



## 7.2 Innovations

### 7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

During the last few years the college has taken many innovative steps for the smooth functioning of the college. Some of these are as follows:

#### **Innovation in Teaching Learning Process**

- Use of multimedia projectors in class rooms teaching.
- A number of audio-visuals, physical demonstration, simulation and animations are used in classes.
- N-LIST database subscribe for access of e-resources.
- Barcode embedded identity-cum-library card.
- E-LIBSYS, library management software is used for routine functioning of library.

#### **Innovation in Infrastructure**

- Bio-metric attendance machine is installed for the faculty members.
- Electronic notice board is installed for general information.
- Noiseless electric generator is installed.
- Buses are equipped with GPS and Cameras.
- The administrative office is fully computerized and air conditioned.
- The library is made fully computerized and air conditioned.
- CCTV cameras are installed at various places in the campus.

#### **Innovation in Admission Process**

- Admission process is computerized with the dedicated software BALL by MACWILL.
- Counseling of parents and students is done by admission committees at the time of admission.
- Students belonging to weaker sections of the society are allowed to pay fee in easy installments.

#### **Innovation in Environment**

- A dedicated Eco club for environment consciousness is formed which conducts green audit and tree census regularly.

- An innovative practice of plant saplings on birthday of students has been introduced in the college.
- R.O. water is utilized for watering purpose.
- Use of renewable energy sources is encouraged which is evident from the installation of solar lights.

### **Innovation in Student Welfare**

- A book bank facility for needy and deserving students.
- A book donation box has been kept to serve the purpose.
- The same practice is operational at departmental level also.
- Fee concession for various categories like fatherless child, differently abled, Sister, Weaker section, academically meritorious, Zonal and Inter Zonal Youth and Heritage Festival winners and Sports achievers.
- A donation box is installed in the library by YWS in which staff and students contribute money to financially help the needy students.
- Dalmir Singh Aulakh scholarship scheme is introduced to give annual concession of Rs. 1, 00,000 to needy and deserving students. Under this scheme 10 students are given an annual scholarship of Rs. 10,000 each.

## **7.3 Best Practices**

### **7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and / or contributed to the Quality improvement of the core activities of the college.**

The college has adopted various practices for the improvement in its quality in the terms of education, facilities to students and to equip the students with the ability to face the challenges of modern life. Some of these practices are mentioned below:

#### **Best Practice - I**

**Title of the Practice:** Avail transport facility- Let distance be no hindrance.

#### **❖ Goal:**

The college is located in the rural area. The college is basically set up to provide quality education to girls from the rural background. Most of the students come from the nearby villages and suburb area. The main hindrance

in the way of their education is the distance and safety. In order to provide maximum access to students of these areas, the college has started enough transport facility. The scheme is extended to staff members also. This facility saves time of the students, provides better atmosphere and safety to girls. The parents also feel relaxed as their wards are secure. The buses are sent on festival/ functions and students are taken care if they are late.

❖ **The Context:**

Most of the students come from the villages situated far away on Sitto Road, Fazilka Road, Sri Ganganagar Road and Malout Road. The buses cover 160 villages daily. A very small section of the students opt for hostel. The girl students cannot come themselves from the far away villages on private transport and even parents are reluctant to send their wards alone in the insecure atmosphere.

❖ **The Practice:**

The college has 30 buses in its fleet. This venture is extremely popular among the parents, staff and students as it provides a safe and secure travel, avoiding wastage of time. The buses are kept in well maintained condition and are equipped with GPS and Cameras. The drivers are employees of the college and are wholly accountable to the principal. Their behavior and demand is constantly observed. There is an incharge who constantly keep an eye on all the matters related to the transportation. Any problem faced by students regarding the halt of buses, time of halt and change of timings due to change in time-table or some event or activity in the college are attended to, solved and alternate arrangements are made. The numbers of students are as per the seating capacity of the bus. Fare turns out to be nominal and benefits maximum.

❖ **Evidence of Success:**

This scheme is much successful and the parents and students feel satisfied. In each session, routes of the buses are decided according to the strength and need of the students. Transportation being USP of the college which is a major factor in bringing girls to door steps of the college.

### ❖ **Problems encountered and resources required:**

There have been no major problems encountered so far. However, a few minor problems that may arise are resolved at the earliest. This practice requires infrastructure, human resources and lot of investment. The college is spending a heavy amount on the purchase of buses, salary of drivers, maintenance and fuel cost.

### **Best Practice – II**

**Title of the practice:** Increasing Environment sensitivity, environment protection, cleanliness and plantation.

### ❖ **Goal:**

The world is facing many problems with regard to environment such as global warming, emission of green house gases, depletion of ozone layer etc. which poses a major threat not only to the present generation but also to the future generations. The college considers environmental issues on priority basis and takes the responsibility not only to educate the students about the syllabus but also to make them aware about the issues related to environment pollution, so as to protect themselves as well as do a bit for the coming generations.

### ❖ **The Context:**

In order to achieve the goal, the college is making every effort to make the campus green and the use of non bio-degradable materials is discouraged. The college makes every effort to make students realize the gravity of the situation and also aims to provide a better atmosphere for studying. The college also makes the students aware that they can contribute a great deal to control the pollution, save the environment and society directly and indirectly. The college, through seminars, campaigns, lectures, workshops and display of boards relating to environmental sensitivity invokes the feeling of self responsibility among the students and staff so that they can contribute in the big cause.

### ❖ **The Practice and evidence of success**

The college with the help of Eco Club, NSS and NCC carries out the tree plantation regularly in the college. These units organize lectures to make the students aware about green and clean environment. The practice of tree plantation has achieved a huge success and the “ਅਜੀਤ ਹਰਿਆਵਲ ਲਹਿਰ”(Ajit Haryaval Lehar) contributed to it by planting trees in the campus. The college

administration also contributes by restricting the sale of plastic bottles and other stuff. The eco club conducts green audit and tree census regularly. Also, the prevalent practice of plating saplings on birthday of students has generated a curiosity among students towards environment conservation. Water conservation is ensured by utilizing R.O. waste water for watering purpose. Also, the use of solar lights in the campus is an initiative towards use of renewable energy. This practice generated a sense of belongingness among the younger generation and their concern for clean environment. Tree plantation has contributed to the beauty and greenery of the campus besides affecting carbon neutrality in the campus. The CFL and LED lights are used in the college as well as in the hostel. In the hostel LED is used instead of conventional TV and monitors. The unit settings for all the ACs are 22-24°C. All the computers, UPS and printers are closed when not in use. All the PCs are used in power saving mode.

❖ **Problems encountered and resources required:**

Although, this practice being a huge success, still a few problems are encountered as no grant is received for the campaign. There is difficulty in creating the interest of the students in the campaign, as the college is located in the rural area. There are many resources required for this campaign such as active participation of the students, funds etc. In spite of the above mentioned challenges the practice has proved to be a success.

# **DEPARTMENT WISE REPORTS**

## DEPARTMENT OF PUNJABI

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1. **Name of the department**  
Punjabi
2. **Year of Establishment**  
UG (2001), PG (2007)
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**  
B.A. (Elec. Punjabi, Gen. Punjabi), M.A. Punjabi
4. **Names of Interdisciplinary courses and the departments/units involved**  
NIL
5. **Annual/ semester/choice based credit system (programme wise)**  
B.A. 3<sup>rd</sup> year (Annual), B.A. 1<sup>st</sup> and 2<sup>nd</sup> year (Semester), M.A. Punjabi (Semester)
6. **Participation of the department in the courses offered by other departments**  
B.Com. 1<sup>st</sup> year, B.Sc. 1<sup>st</sup> year, B.C.A. 1<sup>st</sup> year
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
NIL
9. **Number of Teaching posts**

	Permanent		Temporary
	Sanctioned	Filled	
Professors	-----	-----	-----
Associate Professors	-----	-----	-----
Asst. Professors	03	03	03

## NAAC SSR REPORT CYCLE I

### 10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Permanent	Dr. Karamjit Kaur	M.A., Ph.D.	Assistant Prof.	Modern Poetry	16	-----
	Mrs. Baljit Kaur	M.A., NET	Assistant Prof.	Natak and Rangmanch	13	-----
	Dr. Sukhraj Singh	M.A., Ph.D.	Assistant Prof.	Novel and Linguistic	15	-----
Temporary	Mrs. Baljit Kaur	M.A. , M. Phil., NET	Assistant Prof.	Adhunik Punjabi Kahani	11	-----
	Mrs. Beant Kaur	M.A., M.Phil.	Assistant Prof.	Punjabi Natak	6	-----
	Mrs. Amanjit Kaur	M.A., M.Phil.	Assistant Prof.	Sabhyachar ate Sahit	9	-----

### 11. List of senior visiting faculty

NIL

### 12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty

Theory Classes UG 59%

Theory Classes PG 25%

### 13. Student -Teacher Ratio (programme wise)

252:1 (UG + PG) Due to fluctuation in admission faculties are utilized in both level UG as well as PG.



## NAAC SSR REPORT CYCLE I

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled**

NIL

**15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Kindly refer to point no. 10

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**

NIL

**17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**

NIL

**18. Research Centre /facility recognized by the University**

NIL

**19. Publications:**

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/ Journals Edited	Books Authored / Co-Authored	Monographs (Stories, Poems, etc.)	Total
Dr. Karamjit Kaur	03	06	03	05	01	---	18
Mrs. Baljit Kaur	---	03	----	-----	----	-----	03
Dr. Sukhraj Singh	01	01	03	01	01	04	11
Mrs. Baljit Sidhu	---	01	---	01	--	---	02

**20. Area of Consultancy and income generated**

NA

**21. Faculty as members in**

a) **National committees** NIL

b) **International Committees** NIL

c) **Editorial Board** Dr. Karamjit Kaur Chief Editor in Annual journal GYAN CHETNA

## NAAC SSR REPORT CYCLE I

### 22. Student projects

a) **Percentage of students who have done in-house projects including inter departmental/programme**

NIL

b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**

NIL

### 23. Awards / Recognitions received by faculty and students

Dr. Sukhraj Singh is invited by Sahitya Academy on a program “Yuva Munch” held on 04 Nov 2015 as story reader.

Satveer Kaur D/o Jagmail Singh was awarded Mrs. Ravel Kaur Memorial Gold Medal by Panjab University Chandigarh.

### 24. List of eminent academicians and scientists / visitors to the department

Sr. No.	Name of visitor	Designation	Title of Event	Date of visit
1	Dr. Paramjit Singh Dhingra	Director, P.U. Regional Centre, Mukatsar	ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	05-03-2011
2	Dr. Iqbal Singh Sandhu	Associate Prof., D.A.V. College, Abohar	ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	05-03-2011
3	Dr. S.S. Sangha	Principal, Dasmesh Girls College, Badal	ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	05-03-2011
4	Dr. Mukesh Arora	Associate Prof., SCD, Govt. College, Ldh.	ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	05-03-2011
5	Dr. Jeet Singh Joshi	Director, Pbi.U., Regional Centre, Talwandi Sabo	An extension lecture on ਲੋਕ ਗੀਤਾਂ ਦੀ ਸਾਰਥਕਤਾ	09-03-2013
6	Dr. Baldev Singh Dhaliwal	Associate Prof., Pbi.Univ., Patiala	An invited lecture on ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਪੰਜਾਬੀ ਕਹਾਣੀ	28-09-2013
7	Prem Parkash	Famous Story Writer	ਰੂ-ਬ-ਰੂ An interactive lecture	14-03-2014

## NAAC SSR REPORT CYCLE I

8	Dr. Bhiminder Singh	Assistant Prof., Pbi. Univ., Patiala	A one day seminar on ਪੱਛਮੀ ਆਲੋਚਨਾ ਪ੍ਰਣਾਲੀਆਂ	02-09-2015
9	Dr. Sushil Kumar	Assistant Prof., Pbi. Univ., Regional Centre, Talwandi Sabo	A one day seminar on ਪੱਛਮੀ ਆਲੋਚਨਾ ਪ੍ਰਣਾਲੀਆਂ	02-09-2015
10	Dr. Sukhdev Singh Sirsa	Professor, Department of Punjabi, P.U., Chandigarh	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਦਾ ਪੰਜਾਬੀ ਸਮਾਜ, ਸਭਿਆਚਾਰ, ਭਾਸ਼ਾ ਅਤੇ ਸਾਹਿਤ ਉੱਤੇ ਪ੍ਰਭਾਵ	27-01-2016
11	Dr. Rajnish Bahadur Singh	Associate Professor, D.A.V. College Jalandhar	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਦਾ ਪੰਜਾਬੀ ਸਮਾਜ, ਸਭਿਆਚਾਰ, ਭਾਸ਼ਾ ਅਤੇ ਸਾਹਿਤ ਉੱਤੇ ਪ੍ਰਭਾਵ	27-01-2016
12	Dr. Iqbal Singh Sandhu	Associate Professor, D.A.V. College Abohar	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਦਾ ਪੰਜਾਬੀ ਸਮਾਜ, ਸਭਿਆਚਾਰ, ਭਾਸ਼ਾ ਅਤੇ ਸਾਹਿਤ ਉੱਤੇ ਪ੍ਰਭਾਵ	27-01-2016

### 25. Seminars/ Conferences/Workshops organized and the source of funding

Sr. No	Title of the Event	Dates of the Event	State/ National Level	Funding Agency
1	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਸਾਹਿਤ	05-03-2011	State	Self
2	An extension lecture on ਲੋਕ ਗੀਤਾਂ ਦੀ ਸਾਰਥਕਤਾ	09-03-2013	State	Self
3	An invited lecture on ਵਿਸ਼ਵੀਕਰਨ ਅਤੇ ਪੰਜਾਬੀ ਕਹਾਣੀ	28-09-2013	State	Self
4	ਰੂ-ਬ-ਰੂ An interactive lecture	14-03-2014	State	Self
5	A one day seminar on ਪੱਛਮੀ ਆਲੋਚਨਾ ਪ੍ਰਣਾਲੀਆਂ	02-09-2015	State	Self

## NAAC SSR REPORT CYCLE I

<b>6</b>	A one day seminar on ਵਿਸ਼ਵੀਕਰਨ ਦਾ ਪੰਜਾਬੀ ਸਮਾਜ, ਸਭਿਆਚਾਰ, ਭਾਸ਼ਾ ਅਤੇ ਸਾਹਿਤ ਉੱਤੇ ਪ੍ਰਭਾਵ	27-01-2016	National	CDC, Panjab University, Chandigarh
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### 26. Student profile programme/course wise:

Class	Session	Applications received	Student enrolled	Pass	College Pass %
M. A. 1st Sem. (Punjabi)	2011-12	43	43	20	46.51
	2012-13	51	51	39	76.47
	2013-14	49	49	33	67.34
	2014-15	39	39	11	28.20
M. A. 2nd Sem. (Punjabi)	2011-12	41	41	32	78.04
	2012-13	46	46	30	65.21
	2013-14	46	46	29	63.04
	2014-15	35	35	22	62.85
M. A. 3rd Sem. (Punjabi)	2011-12	-----	-----	-----	-----
	2012-13	46	46	30	65.21
	2013-14	46	46	38	82.60
	2014-15	43	43	39	90.69
M. A. 4th Sem. (Punjabi)	2011-12	26	26	24	92.30
	2012-13	40	40	22	55.00
	2013-14	45	45	32	71.11
	2014-15	40	40	29	72.50

### 27. Diversity of Students

Name of the Course (2015-16)	% of students from the same state	% of students from other States	% of students from abroad
M.A. I	100%	-----	-----
M.A. II	100%	-----	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

NET- 13 JRF-01

29. Student progression

Student progression (2015-16)	Against % enrolled
UG to PG	54%
PG to M.Phil.	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	-----
<b>Employed</b>	
Campus selection	Ms. Satveer Kaur has been appointed as lecturer Bhag Singh Khalsa Collegiate Sen. Sec. School situated in same campus.
Other than campus recruitment	The college does not have any mechanism to track the students after the completion of degrees. Its only through personal interactions that we come to know of their placements. Most of our students are serving in schools, colleges, post offices etc.
Entrepreneurship/Self-employment	-----

## NAAC SSR REPORT CYCLE I

### 30. Details of Infrastructural facilities

- a) Library : Yes (Central Library)  
 b) Internet facilities for staff and students : Yes (Central Library)  
 c) Classrooms with ICT facilities : Yes  
 d) Laboratories : NA

### 31. Number of students receiving financial assistance from college, university, government or other agencies

Class	Number of students receiving financial assistance from college, university, government or other agencies		2011-12	2012-13	2013-14	2014-15
M.A. I Punjabi	College	SC	----	04	01	02
		SAF	----	17	27	22
		EMA/Sports	----	----	02	----
		Sister Concession	01	01	----	----
		Fatherless	01	01	----	----
	State Government	SC	----	----	01	----
		Minority	----	----	03	05
		OBC	----	----	01	02
M.A. II Punjabi	College	SC	----	01	02	06
		SAF	01	12	19	18
		EMA/Sports	----	01	----	01
		Sister Concession	----	01	01	----
		Fatherless	----	01	01	----
	State Government	SC	----	----	----	02
		Minority	----	----	01	02
		OBC	----	----	----	02

### 32. Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts

Kindly refer to point no. 24 and 25.

**33. Teaching methods adopted to improve student learning**

Discussion method, Objective type tests, Quiz competition Assignment method, Participation in Declamation and poetry contests (Youth festival and other festivals), visits on book fairs.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

Our students participate actively in different social activities of NSS and NCC.

**35. SWOC analysis of the department and Future plans**

<b>Strength</b>	<ul style="list-style-type: none"> <li>❖ Placement of students in academic field.</li> <li>❖ UGC-NET/JRF qualified.</li> <li>❖ Research oriented faculty members.</li> </ul>
<b>Weakness</b>	<ul style="list-style-type: none"> <li>❖ Lack of departmental library.</li> <li>❖ Non availability of language lab.</li> <li>❖ Lack of research projects.</li> <li>❖ Punjabi typing.</li> </ul>
<b>Opportunity</b>	<ul style="list-style-type: none"> <li>❖ TV and Radio News Readers</li> <li>❖ Public Relationship Officer's</li> <li>❖ Translator and Interpretation of foreign languages</li> <li>❖ Teaching profession</li> </ul>
<b>Challenges</b>	<ul style="list-style-type: none"> <li>❖ Remote area students from rural background</li> <li>❖ Relevance of language and literature in present scenario.</li> <li>❖ Students of PG having Hindi background.</li> </ul>
<b>Future plans</b>	<ul style="list-style-type: none"> <li>❖ Departmental library.</li> <li>❖ Invite some eminent writers/ Poets/ Critics.</li> <li>❖ Organize workshops.</li> </ul>

## DEPARTMENT OF HINDI

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1. **Name of the department**  
Hindi
2. **Year of Establishment**  
UG (2001), PG (2009)
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**  
B.A. (Elective Hindi), M.A. Hindi
4. **Names of Interdisciplinary courses and the departments/units involved**  
NIL
5. **Annual/ semester/choice based credit system (programme wise)**  
B.A. 3<sup>rd</sup> year (Annual), B.A. 1<sup>st</sup> and 2<sup>nd</sup> year (Semester), M.A.Hindi (Semester)
6. **Participation of the department in the courses offered by other departments**  
NIL
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
NIL
9. **Number of Teaching posts**

	Permanent		Temporary
	Sanctioned	Filled	
Professors	-----	-----	-----
Associate Professors	-----	-----	-----
Asst. Professors	02	02	01



## NAAC SSR REPORT CYCLE I

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)**

	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Permanent	Mr. Vinod Kumar	M.A., NET	Assistant Prof.	Katha Sahitya	05	-----
	Mrs. Usha Devi	M.A., NET, M.Phil	Assistant Prof.	Adhunik Kavya	1 year 6 month	-----
Temporary	Mrs. Ritika Monga	M.A., M.Phil	Assistant Prof.	Madhya Kalin Kavya	07	-----

**11. List of senior visiting faculty**

NIL

**12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty**

Theory Classes UG 33%

Theory Classes PG 25%

**13. Student -Teacher Ratio (programme wise)**

240:1 (UG + PG) Due to fluctuation in admission faculties are utilized in both level UG as well as PG.

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled**

NIL

**15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Kindly refer to point no. 10

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**

NIL

## NAAC SSR REPORT CYCLE I

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**

NIL

18. **Research Centre /facility recognized by the University**

NIL

19. **Publications:**

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/ Journals Edited	Books Authored / Co-Authored	Monographs (Stories, Poems, etc.)	Total
Mr. Vinod Kumar	04	16	02	01	---	---	23
Ms. Usha Devi	---	05	02	---	---	---	07
Mrs. Ritika Monga	---	01	01	---	---	---	02

20. **Area of Consultancy and income generated**

NA

21. **Faculty as members in**

- a) **National committees** NIL
- b) **International Committees** NIL
- c) **Editorial Boards** Mr. Vinod Kumar, Editor in Annual Journal GYAN CHETNA

22. **Student projects**

- a) **Percentage of students who have done in-house projects including inter departmental/programme**  
NIL
- b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
NIL

23. **Awards / Recognitions received by faculty and students**

Parminderjeet Kaur (M.A.-2013) was awarded Gold Medal by Panjab University and also awarded by S.D.M.(Abohar) on independence

## NAAC SSR REPORT CYCLE I

Day.

### 24. List of eminent academicians and scientists / visitors to the department

Sr. No.	Name of visitor	Designation	Title of Event	Date of visit
1	Dr. Brahamved Sharma	Associate Prof., D.A.V, Malout	An invited lecture on हिन्दी भाषा और उसकी बोलियाँ	14-09-2011
2	Dr. Kashmiri Lal	Assistant Prof., D.A.V. College Abohar	An invited lecture on हिन्दी काव्य में नारी	14-09-2012
3.	Dr. Rajinder Singh Sahil	Head, Dept. of Hindi, GHGKC, Gurusar Sudhar, Ludhiana	A one day seminar on भूमंडलीकरण का हिन्दी साहित्य पर प्रभाव	14-09-2013
4.	Dr. Kiran Grover	Head, Dept. of Hindi, D.A.V. College, Abohar	An extension lecture on हिन्दी साहित्य	13-09-2014
5.	Dr. Bharat Bhushan	Head, Dept. of Hindi, GNC, Killianwali	An extension lecture on हिन्दी साहित्य	13-09-2014
6.	Sh. Dharam Pal	Head, Dept. of Hindi, Guru Nanak Khalsa College, Abohar	An extension lecture on हिन्दी साहित्य	13-09-2014
7.	Dr. Ashok Kumar	Head, Dept. of Hindi, P.U., Chandigarh	A one day seminar on हिन्दी साहित्य: चिन्तन के विविध आयाम	21-11-2015
8.	Dr. Kashmiri Lal	Assistant Prof., D.A.V. College, Sector 10, Chd.	A one day seminar on हिन्दी साहित्य : चिन्तन के विविध आयाम	21-11-2015
9.	Dr. Surinder Kumar	Assistant Prof., DN College, Hisar	A one day seminar on हिन्दी साहित्य : चिन्तन के विविध आयाम	21-11-2015

## NAAC SSR REPORT CYCLE I

### 25. Seminars/ Conferences/Workshops organized and the source of funding

Sr. No	Title of the Event	Dates of the Event	State/ National Level	Funding Agency
1	An invited lecture on हिन्दी भाषा और उसकी बोलियाँ	14-09-2011	State	Self
2	An invited lecture on हिन्दी काव्य में नारी	14-09-2012	State	Self
3	A one day seminar on भूमंडलीकरण का हिन्दी साहित्य पर प्रभाव	14-09-2013	State	Self
4	An extension lecture on हिन्दी साहित्य	13-09-2014	State	Self
5	A one day seminar on हिन्दी साहित्य : चिन्तन के विविध आयाम	21-11-2015	State	Self

### 26. Student profile programme/course wise:

Class	Session	Applications received	Student enrolled	Pass	College Pass %
M. A.-1st Sem. (Hindi)	2011-12	46	46	33	71.74
	2012-13	60	60	49	81.67
	2013-14	46	46	27	58.69
	2014-15	43	43	30	69.76
M. A.-2nd Sem. (Hindi)	2011-12	41	41	33	80.48
	2012-13	57	57	56	98.24
	2013-14	44	44	25	56.81
	2014-15	38	38	26	68.42
M. A.-3rd Sem. (Hindi)	2011-12	-----	-----	-----	-----
	2012-13	41	41	40	97.56
	2013-14	55	55	33	60.00
	2014-15	46	46	41	89.13
M. A.-4th Sem. (Hindi)	2011-12	24	24	23	95.83
	2012-13	39	39	34	87.17
	2013-14	54	54	48	88.88
	2014-15	46	46	34	73.91

## 27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
M.A. I	100%	-----	-----
M.A. II	100%	-----	-----

## 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

04 (UGC-NET), 01 (S.I. Punjab Police), 04(Govt. Teacher)

## 29. Student progression

Student progression (2015-16)	Against % enrolled
UG to PG	75%
PG to M.Phil.	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	-----
<b>Employed</b>	
Campus selection	Ms. Vijaylaxmi has been appointed as Assistant Prof. in the campus from Feb 2015 to Apr 2015. Ms. Anju Bala has been appointed as Assistant Prof. in the campus from Dec 2014 to Dec 2015.
Other than campus recruitment	The college does not have any mechanism to track the students after the completion of degrees. Its only through personal interactions that we come to know of their placements. Most of our students are serving in

## NAAC SSR REPORT CYCLE I

	schools, colleges, post offices, Police services etc.
Entrepreneurs hip/Self- employment	-----

### 30. Details of Infrastructural facilities

- a) Library : Yes (Central Library)  
b) Internet facilities for staff and students : Yes (Central Library)  
c) Classrooms with ICT facilities : Yes  
d) Laboratories : NA

### 31. Number of students receiving financial assistance from college, university, government or other agencies

Class	Number of students receiving financial assistance from college, university, government or other agencies		2011-12	2012-13	2013-14	2014-15
M.A. I Hindi	College	SC	11	18	01	02
		SAF	01	21	25	23
		EMA/Sports	----	----	----	01
		Sister Concession	01	01	02	----
		Fatherless	----	----	-----	01
	State Government	SC	----	----	----	02
		Minority	----	----	01	02
		OBC	----	----	01	01
M.A. II Hindi	College	SC	----	11	03	01
		SAF	----	08	17	17
		EMA/Sports	----	----	01	----
		Sister Concession	02	01	----	01
		Fatherless	----	01	----	----
	State Government	SC	----	----	----	----
		Minority	----	----	----	02
		OBC	----	----	06	----

**32. Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts**

Kindly refer to point no. 24 and 25

**33. Teaching methods adopted to improve student learning**

Interactive, Discussion, Analytical and Evaluative, Assignment Method.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

Students of Hindi department took active part in different social activities like NSS and Swachh Abhiyan.

**35. SWOC analysis of the department and Future plans**

<b>Strength</b>	<ul style="list-style-type: none"> <li>❖ Well educated faculty</li> <li>❖ Hindi region</li> <li>❖ Student strength</li> <li>❖ University merit holders</li> </ul>
<b>Weakness</b>	<ul style="list-style-type: none"> <li>❖ Departmental library</li> <li>❖ Language lab</li> <li>❖ Language typing</li> </ul>
<b>Opportunity</b>	<ul style="list-style-type: none"> <li>❖ Vast scope of improvement</li> <li>❖ Vast scope in translation field</li> <li>❖ Vast scope in journalism</li> </ul>
<b>Challenges</b>	<ul style="list-style-type: none"> <li>❖ Remote area students from rural background</li> <li>❖ Relevance of language and literature in present scenario.</li> </ul>
<b>Future plans</b>	<ul style="list-style-type: none"> <li>❖ To organize National and International Seminars.</li> <li>❖ To invite famous Hindi Writers.</li> <li>❖ To initiate a Hindi Research Journal.</li> </ul>

## DEPARTMENT OF HISTORY

1. **Name of the department**  
History
2. **Year of Establishment**  
UG (2001), PG (2013)
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**  
B.A., M.A. History
4. **Names of Interdisciplinary courses and the departments/units involved**  
NIL
5. **Annual/ semester/choice based credit system (programme wise)**  
B.A. 3<sup>rd</sup> year (Annual), B.A. 1<sup>st</sup> and 2<sup>nd</sup> year (Semester), M.A. (Semester)
6. **Participation of the department in the courses offered by other departments**  
NIL
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
NIL
9. **Number of Teaching posts**

	Permanent		Temporary
	Sanctioned	Filled	
Professors	-----	-----	-----
Associate Professors	-----	-----	-----
Asst. Professors	03	03	02



## NAAC SSR REPORT CYCLE I

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)**

	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Permanent	Mrs. Rippandeep Kaur	M.A., M.Phil.	Assistant Prof.	History of Punjab	10	-----
	Dr. Sanju Chalana	M.A., M.Phil., Ph.D.	Assistant Prof.	Modern India	11	01
	Mr. Harish Kumar	M.A., NET, HTET	Assistant Prof.	Modern India	08	-----
Temporary	Mrs. Manpreet Kaur	M.A., M.Phil	Assistant Prof.	Medival India	13	-----
	Ms. Kulwinder Kaur	M.A., B.Ed.	Assistant Prof.	History of Punjab	01	-----

**11. List of senior visiting faculty**

NIL

**12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty**

Theory Classes UG 30%

Theory Classes PG 25%

**13. Student -Teacher Ratio (programme wise)**

30:1(PG)

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled**

NIL

**15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Kindly refer to point no. 10

## NAAC SSR REPORT CYCLE I

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

NIL

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

NIL

18. Research Centre /facility recognized by the University

NIL

19. Publications:

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/ Journals Edited	Books Authored / Co-Authored	Monographs (Stories, Poems, etc.)	Total
Dr. Sanju Chalana	02	12	01	---	01	---	16
Mrs. Rippandeep Kaur	-----	03	-----	-----	01	-----	04
Mr. Harish Kumar	04	05	---	---	---	---	09
Mrs. Manpreet Kaur	---	02	---	---	---	---	02

20. Area of Consultancy and income generated

NA

21. Faculty as members in

- a) National committees NIL  
b) International Committees NIL  
c) Editorial Boards NIL

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme

NIL

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

NIL

## NAAC SSR REPORT CYCLE I

### 23. Awards / Recognitions received by faculty and students

Mr. Harish Kumar is recognized by Dr. Sukhveer Singh Bal, DEO, Fazilka, for his services under a government project "Career and Guidance Counseling Cell" on Jan. 12, 2016.

### 24. List of eminent academicians and scientists / visitors to the department

Sr. No.	Name of visitor	Designation	Title of Event	Date of visit
1	Dr. Pritam Singh Sidhu	Founder Principal and Administrator of Bhag Singh Khalsa College for Women	One day seminar on Samajik Inqlab da Bani Shri Guru Nanak Dev Ji	18-11-2013
2	Dr. Jagpal Singh	Director, Guru Nanak Khalsa College, Abohar	A one day seminar on Teachings of Guru Gobind Singh Ji	30-01-2014
3	Dr. Mandeep Singh	Veterinary Officer, Mahni Khera	A one day seminar on Teachings of Guru Gobind Singh Ji	30-01-2014

### 25. Seminars/ Conferences/Workshops organized and the source of funding

Sr. No	Title of the Event	Dates of the Event	State/ National Level	Funding Agency
1	One day seminar on Samajik Inqlab da Bani Shri Guru Nanak Dev Ji	18-11-2013	State	Self
2	A one day seminar on Teachings of Guru Gobind Singh Ji	30-01-2014	State	Self

## NAAC SSR REPORT CYCLE I

### 26. Student profile programme/course wise:

Class	Session	Applications received	Student enrolled	Pass	College Pass %
M. A. 1st Sem. (History)	2013-14	62	62	54	87.09
	2014-15	68	68	36	52.94
M. A. 2nd Sem. (History)	2013-14	58	58	44	75.86
	2014-15	62	62	47	75.80
M. A. 3rd Sem. (History)	2014-15	57	57	41	71.92
M. A. 4th Sem. (History)	2014-15	56	56	31	55.35

### 27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
M.A. I	100%	-----	-----
M.A. II	97%	3%	-----

### 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

NIL

### 29. Student progression

Student progression (2015-16)	Against % enrolled
UG to PG	32%
PG to M.Phil.	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	-----
<b>Employed</b>	
Campus selection	-----

## NAAC SSR REPORT CYCLE I

Other than campus recruitment	-----
Entrepreneurship/Self-employment	-----

### 30. Details of Infrastructural facilities

- a) Library : Yes (Central Library)  
 b) Internet facilities for staff and students : Yes (Central Library)  
 c) Classrooms with ICT facilities : Yes  
 d) Laboratories : NIL

### 31. Number of students receiving financial assistance from college, university, government or other agencies

Class	Number of students receiving financial assistance from college, university, government or other agencies		2013-14	2014-15
M.A. I History	College	SC	03	03
		SAF	----	28
		EMA/Sports	----	01
		Sister Concession	----	06
		Fatherless	----	01
	State Government	SC	----	----
		Minority	03	03
		OBC	----	03
M.A. II History	College	SC	----	05
		SAF	----	26
		EMA/Sports	----	----
		Sister Concession	----	----
		Fatherless	----	----
	State Government	SC	----	02
		Minority	----	02
		OBC	----	03

**32. Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts**

We at department of history committed for student enrichment and for this, special lectures/workshops/seminars are conducted, where in the delegates enlightens the stake holders about rare and updated knowledge about their domain. This creates their interest and they become inquisitive towards their field.

**33. Teaching methods adopted to improve student learning**

Apart from common methods i.e. lectures, students are taught viz-a-viz multimedia projectors, which leave a long lasting imprint. Moreover, students are taken for visits to historical sites, to remote interior areas which have substance and are important for the domain of history and are motivated to conduct a survey. These methods help a lot in improving and learning of the students.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

The faculty of history department inculcates sense of social responsibility among their students and extends support for institutional social responsibility viz-a-viz conduct of NSS activities, awareness programmes for combating social evils such as dowry, drugs, female foeticide, holding plays for cultural preservice and national spirit. These activities develop a sense of national character in them, which thereby generates societal good.

**35. SWOC analysis of the department and Future plans**

<b>Strength</b>	<ul style="list-style-type: none"> <li>❖ Well educated, experienced and co-operative faculty.</li> <li>❖ Staff and students are facilitated by the college with quality resource material in library. Faculty and students maintain healthy teacher taught relationship by being flexible sensitive towards students needs.</li> </ul>
<b>Weakness</b>	<ul style="list-style-type: none"> <li>❖ Lack of departmental library</li> </ul>

## NAAC SSR REPORT CYCLE I

	<ul style="list-style-type: none"> <li>❖ The students are from lower income and socially backward families, due to which their parents do not permit them for out stationed seminars and events which again lemmatize their exposure.</li> <li>❖ Lack of research projects.</li> </ul>
<b>Opportunity</b>	<ul style="list-style-type: none"> <li>❖ Our department is motivated to take up research activities/seminars/workshop.</li> <li>❖ To support women empowerment.</li> </ul>
<b>Challenges</b>	<ul style="list-style-type: none"> <li>❖ Students are too weak for the global competition and demands extraneous efforts to bring them at par with students of metro cities.</li> <li>❖ To improve the weakness of our rural students in communicating in linguistic skill.</li> </ul>
<b>Future plans</b>	<ul style="list-style-type: none"> <li>❖ To enhance research activities by getting sponsored research projects from apex bodies- such as UGC, ICHR etc.</li> <li>❖ To motivate the faculty to go for their higher research degrees (M.Phil, Ph.D.)</li> <li>❖ To establish a centre for sociological research with a motto to study and minimize the prevailing social degradation.</li> </ul>

## DEPARTMENT OF COMMERCE

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1. **Name of the department**  
Commerce
2. **Year of Establishment**  
2011-12
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**  
UG (B.Com)
4. **Names of Interdisciplinary courses and the departments/units involved**  
Punjabi, English, Economics
5. **Annual/ semester/choice based credit system (programme wise)**  
B.Com. 3<sup>rd</sup> year (Annual), B.Com. 1<sup>st</sup> and 2<sup>nd</sup> year (Semester)
6. **Participation of the department in the courses offered by other departments**  
Computer
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
NIL
9. **Number of Teaching posts**

	Permanent		Temporary
	Sanctioned	Filled	
Professors	-----	-----	-----
Associate Professors	-----	-----	-----
Asst. Professors	02	02	02



## NAAC SSR REPORT CYCLE I

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)**

	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Permanent	Dr. Amaninder Kaur	M.Com., Ph.D., M. Phil., B.Ed	Assistant Prof.	ABST	06	-----
	Mr. Amrinder Singh Sandhu	M.Com., NET	Assistant Prof.	Accounting and Finance	06	-----
Temporary	Ms. Nancy Bala	M.Com. , M. Phil.	Assistant Prof.	ABST	03	-----
	Ms. Sheenam	M.Com.	Assistant Prof.	HRM	01	-----

**11. List of senior visiting faculty**

NIL

**12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty**

Theory Classes UG 58%

**13. Student -Teacher Ratio (programme wise)**

24:1 (UG)

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled**

NIL

**15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Kindly refer to point no. 10

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**

NIL

## NAAC SSR REPORT CYCLE I

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**

NIL

18. **Research Centre /facility recognized by the University**

NIL

19. **Publications:**

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/ Journals Edited	Books Authored / Co-Authored	Monographs (Stories, Poems, etc.)	Total
Dr. Amaninder Kaur	-----	05	01	---	---	---	06
Mr. Amrinder Sandhu	---	03	---	---	01	---	04

20. **Area of Consultancy and income generated**

NA

21. **Faculty as members in**

- a) **National committees** NIL
- b) **International Committees** NIL
- c) **Editorial Boards...** NIL

22. **Student projects**

- a) **Percentage of students who have done in-house projects including inter departmental/programme**

NIL

- b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**

NIL

23. **Awards / Recognitions received by faculty and students**

Mr. Amrinder singh sandhu got Appreciation by Education Deptt. of Punjab

## NAAC SSR REPORT CYCLE I

### 24. List of eminent academicians and scientists / visitors to the department

Sr. No.	Name of visitor	Designation	Title of Event	Date of visit
1	Dr. B.B. Goyal	Assistant Prof., School of Business Studies	An interactive Management Discussion	29-01-2014

### 25. Seminars/ Conferences/Workshops organized and the source of funding

Sr. No	Title of the Event	Dates of the Event	State/ National Level	Funding Agency
1	An interactive Management discussion	29-01-2014	College	Self

### 26. Student profile programme/course wise:

Class	Session	Applications received	Student enrolled	Pass	College Pass %
B. Com.-I	2011-12	19	19	08	42.10
	2012-13	54	54	30	55.55
	2013-14	41	41	12	29.26
	2014-15 1 <sup>st</sup> Sem	52	52	35	67.30
	2014-15 2 <sup>nd</sup> Sem	48	48	35	72.91
B. Com.-II	2011-12	-----	-----	-----	-----
	2012-13	13	13	11	84.61
	2013-14	35	35	23	65.71
	2014-15	23	23	18	78.26
B. Com.-III	2011-12	----	----	-----	-----
	2012-13	-----	-----	-----	-----
	2013-14	12	12	11	91.66
	2014-15	28	28	26	92.85

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com. I	95%	5%	-----
B.Com. II	92%	8%	-----
B.Com. III	91%	9%	-----

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

College only offers undergraduate classes of commerce.

**29. Student progression**

Student progression	Against % enrolled
UG to PG	-----
PG to M.Phil.	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	-----
<b>Employed</b>	
Campus selection	-----
Other than campus recruitment	-----
Entrepreneurship/Self-employment	-----

**30. Details of Infrastructural facilities**

- a) Library : Yes (Central Library)
- b) Internet facilities for staff and students : Yes (Central Library)
- c) Classrooms with ICT facilities : Yes
- d) Laboratories : NIL

## NAAC SSR REPORT CYCLE I

### 31. Number of students receiving financial assistance from college, university, government or other agencies

Class	Number of students receiving financial assistance from college, university, government or other agencies		2011-12	2012-13	2013-14	2014-15
B.Com I	College	SC	----	03	01	01
		SAF	----	01	05	06
		EMA/Sports	----	----	----	----
		Sister Concession	----	01	02	----
		Fatherless	----	02	01	03
	State Government	SC	----	----	01	03
		Minority	----	----	01	02
		OBC	----	----	02	03
B.Com II	College	SC	----	----		01
		SAF	----	01	02	01
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	01	01
		Fatherless	----	----	----	
	State Government	SC	----	----	----	01
		OBC	----	----	----	01
B.Com III	College	SC	----	----	----	
		SAF	----	----	02	01
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	----	----
		Fatherless	----	----	----	-----
	State Government	SC	----	----	----	----
		OBC	----	----	----	----

### 32. Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts

Kindly refer to point no. 24 and 25.

**33. Teaching methods adopted to improve student learning**

Frequent visit to computer labs to facilitate innovative subjects like e-commerce and online trading in subjects like securities analysis and portfolio management

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

Our students took active part in different social activities like NSS, NCC.

**35. SWOC analysis of the department and Future plans**

<b>Strength</b>	<ul style="list-style-type: none"> <li>❖ Well qualified teaching staff</li> <li>❖ Healthy student teacher ratio</li> <li>❖ Good communication between students and staffs</li> </ul>
<b>Weakness</b>	<ul style="list-style-type: none"> <li>❖ Students with rural background and Punjabi medium</li> <li>❖ Medium students turn out</li> <li>❖ Not running Post graduate courses</li> </ul>
<b>Opportunity</b>	<ul style="list-style-type: none"> <li>❖ Tapping urban area students</li> <li>❖ Integrating with other agencies and institutions.</li> <li>❖ Collaboration with Stock Exchanges for more courses.</li> <li>❖ Teaching as an upcoming profession</li> </ul>
<b>Challenges</b>	<ul style="list-style-type: none"> <li>❖ Located outside the city</li> <li>❖ Previous medium of interactions is problem</li> <li>❖ Maintenance of student strength</li> </ul>
<b>Future plans</b>	<ul style="list-style-type: none"> <li>❖ Introduction of M.Com.</li> <li>❖ More placement orientation.</li> <li>❖ Introduction of commerce related professional courses.</li> </ul>

## DEPARTMENT OF COMPUTER SCIENCE AND APPLICATION

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1. **Name of the department**  
Computer Science and Application
2. **Year of Establishment**  
B.A. Elective computer (2002), BCA (2005), PGDCA (2007)
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**  
UG (B.C.A., B.A. Elec. Comp.), Diploma (PGDCA)
4. **Names of Interdisciplinary courses and the departments/units involved**  
Mathematics, Commerce, G.English, G.Punjabi
5. **Annual/ semester/choice based credit system (programme wise)**  
B.A./B.C.A. 3<sup>rd</sup> year (Annual), B.A./B.C.A. 1<sup>st</sup> and 2<sup>nd</sup> year (Semester), PGDCA (Semester)
6. **Participation of the department in the courses offered by other departments**  
B.L.I.S.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
NIL
9. **Number of Teaching posts**

	Permanent		Temporary
	Sanctioned	Filled	
Professors	-----	-----	-----
Associate Professors	-----	-----	-----
Asst. Professors	01	01 (On Leave)	05

## NAAC SSR REPORT CYCLE I

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Permanent	Mr. Navneet Golcha	M.C.A., NET	Assistant Prof.	Unix	07	-----
Temporary	Mrs. Ruchika Sharma	M.Sc., M.Phil	Assistant Prof.	Oracle	09	-----
	Mr. Anand Kumar	M.C.A.	Assistant Prof.	Networking	05	-----
	Ms. Mandeep Kaur	M.C.A.	Assistant Prof.	PPM	04	-----
	Mrs. Rekha	M.C.A.	Assistant Prof.	C Language	05	-----
	Ms. Neha	M.C.A.	Assistant Prof.	Java	-----	-----

**11. List of senior visiting faculty**

NIL

**12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty**

Theory Classes UG+PG Diploma 85%

Practical Classes UG+PG Diploma 51%

**13. Student -Teacher Ratio (programme wise)**

20:1 (UG+PG)



## NAAC SSR REPORT CYCLE I

- 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled**

NIL

- 15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Kindly refer to point no. 10

- 16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**

NIL

- 17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**

NIL

- 18. Research Centre /facility recognized by the University**

NIL

- 19. Publications:**

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/ Journals Edited	Books Authored / Co-Authored	Monographs (Stories, Poems, etc.)	Total
Mr. Navneet Golcha	01	---	---	---	---	---	01

- 20. Area of Consultancy and income generated**

NA

- 21. Faculty as members in**

- |                             |     |
|-----------------------------|-----|
| a) National committees      | NIL |
| b) International Committees | NIL |
| c) Editorial Boards...      | NIL |

- 22. Student projects**

- a) Percentage of students who have done in-house projects including inter departmental/programme

All the students of BCA final year and PGDCA have done in-house projects as part of their curriculum.

## NAAC SSR REPORT CYCLE I

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

NIL

23. Awards / Recognitions received by faculty and students

NIL

24. List of eminent academicians and scientists / visitors to the department

Sr. No.	Name of visitor	Institute/Company	Title of Event	Date of visit
1	Mr. Deepak	ITSC Gurdaspur	A two day workshop on Joomla	19-11-2011 To 21-11-2011
2	Mrs. Arpana	Info Maths Pvt. Ltd. Chandigarh	A one day workshop on Info Math	14-02-2012
3	Mr. Ashish	Aspiring Minds Chandigarh	Aspiring Minds	24-11-2012
4	Mr. Ashish	Aspiring Minds Chandigarh	Aspiring Minds	08-11-2013
5	Mr. Vinod Kumar	Nature Ways	A one day seminar on Personality Development	02-12-2014
6	Muhammad Faizal	Free Lancer	Two day workshop on Memory and Mind	04-03-2016 To 05-03-2016

25. Seminars/ Conferences/Workshops organized and the source of funding

Sr. No	Title of the Event	Dates of the Event	State/ National Level	Funding Agency
1	A two day workshop on Joomla	19-11-2011 to 20-11-2011	College	Self
2	A one day workshop on Info Maths	14-02-2012	College	Self

## NAAC SSR REPORT CYCLE I

3	A one day seminar by Aspiring Minds	24-11-2012	College	Self
4	A one day seminar by Aspiring Minds	08-11-2013	College	Self
5	A one day seminar on Personality Development	02-12-2014	College	Self
6	Memory and Mind	04-03-2016 To 05-03-2016	College	Self

### 26. Student profile programme/course wise:

Class	Session	Applications received	Student enrolled	Pass	College Pass %
BCA-I	2011-12	30	30	16	53.33
	2012-13	23	23	03	13.04
	2013-14	31	31	06	19.35
	2014-15 1 <sup>st</sup> Sem	21	21	06	28.57
	2014-15 2 <sup>nd</sup> Sem	20	20	07	35.00
BCA-II	2011-12	22	22	17	77.27
	2012-13	25	25	22	88.00
	2013-14	10	10	07	70.00
	2014-15	11	11	09	81.81
BCA-III	2011-12	19	19	18	94.73
	2012-13	18	18	16	88.88
	2013-14	25	25	17	68.00
	2014-15	09	09	09	100
PGDCA	2011-12	16	16	14	87.50
	2012-13	07	07	07	100
	2013-14	13	13	08	61.53
	2014-15	11	11	10	90.90

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.C.A.I	97%	3%	-----
B.C.A.II	94%	6%	-----
B.C.A.III	100%	-----	-----
P.G.D.C.A.	100%	-----	-----

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

NIL

**29. Student progression**

Student progression	Against % enrolled		
UG to PGDCA	54.54%		
PG to M.Phil.	-----		
PG to Ph.D.	-----		
Ph.D. to Post- Doctoral	-----		
Employed			
Campus selection	NIL		
Other than campus recruitment	1	2011-12	Kavita Rani
	2	2012-13	Pawan Rani
	3	2013-14	Simran Kaur
	4	2014-15	Komal, Navsheen
	5	2015-16	Navneet Kaur, Rupinder Kaur, Sunil Choudhary

## NAAC SSR REPORT CYCLE I

Entrepreneurship/Self-employment	NIL
----------------------------------	-----

### 30. Details of Infrastructural facilities

- a) Library : YES (Central Library)
- b) Internet facilities for staff and students :Yes (Network5)  
a Broadband with speed(1Mbps)
- c) Classrooms with ICT facilities : Yes
- d) Laboratories : 02

### 31. Number of students receiving financial assistance from college, university, government or other agencies

lass	Number of students receiving financial assistance from college, university, government or other agencies		2011-12	2012-13	2013-14	2014-15
B.C.A. I	College	SC	01	04	03	----
		SAF	----	03	16	02
		EMA/Sports	----	----	----	----
		Sister Concession	----	01	----	01
		Fatherless	----	01	----	----
	State Government	SC	----	----	01	01
		Minority	----	----	02	03
		OBC	----	----	01	03
B.C.A. II	College	SC	----	07	----	----
		SAF	----	----	01	----
		EMA/Sports	----	----	----	----
		Sister Concession	01	----	----	----
		Fatherless	----	01	02	01
	State Government	SC	----	----	----	----
		Minority	----	----	----	01
		OBC	----	----	01	----
B.C.A. III	College	SC	----	01	----	----
		SAF	----	----	----	----
		EMA/Sports	----	01	----	----
		Sister	----	01	----	----

## NAAC SSR REPORT CYCLE I

		Concession				
		Fatherless	----	----	----	----
	State Government	SC	----	----	01	----
		Minority	----	----	03	----
		OBC	----	----	06	02
P.G.D.C.A.	College	SC	----	----	----	----
		SAF	----	----	02	----
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	02	----
		Fatherless	----	02	----	02
		Physically Disabled	----	----	01	----
	State Government	SC	----	----	----	----
		Minority	----	----	----	03
		OBC	----	-----	----	-----

### 32. Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts

#### Session 2010-11

- IT Fest on 17<sup>th</sup> and 18<sup>th</sup> Dec. 2010
- Seminar by Goldfish on 18 Dec 2010.
- Workshop on hardware by Jetking Mr. Rajesh on 17<sup>th</sup> Dec 2010
- Placement Test by Wipro at DAV on 16/02/2011

#### Session 2011-12

- Workshop on Joomla by Mr. Deepak on 19<sup>th</sup> and 20<sup>th</sup> Nov. 2011
- Seminar on Career Guidance by Mrs. Arpana Grover from Info Math Pvt. Ltd. Chandigarh. On 14<sup>th</sup> Feb. 2012
- IT Fest on 14<sup>th</sup> Feb. 2012
- Placement test by Wipro at DAV on 29<sup>th</sup> Feb. 2012

#### Session 2012-13

- Seminar by Aspiring Minds on
- Placement test conducted by Mr. Ashish on 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup> Jan 2013
- Placement by Wipro on 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Mar. 2013
- Educational trip to Science City, Jalandhar on 25<sup>th</sup> Feb. 2013

**Session 2013-14**

- Seminar By Aspiring Minds on 8<sup>th</sup> Nov 2013
- IT Fest on 3<sup>rd</sup> Feb, 2014
- Workshop on Common Errors in English on 2<sup>nd</sup> Dec 2014
- Aspiring Minds Placement test on 29<sup>th</sup> and 30<sup>th</sup> Jan 2014.

**Session 2014-15**

- Placement Test by Wipro at D.A.V College on 28<sup>th</sup> Feb 2015 and 29<sup>th</sup> Feb 2015
- Educational Tour to Jaipur on 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> Nov 2014
- Inter College IT Fest on 19<sup>th</sup> Nov 2014
- IT Fest on 3<sup>rd</sup> Feb 2014
- Personality Development Seminar by Natureway in December 2014

**Session 2015-16**

- IT Fest on 18<sup>th</sup> and 19<sup>th</sup> November, 2015
- A workshop by Muhammad Faizal on Memory and Mind on 4<sup>th</sup> and 5<sup>th</sup> Mar 2016

**33. Teaching methods adopted to improve student learning**

- ❖ Use of projectors
- ❖ Practical demonstration
- ❖ Various assignments to students
- ❖ Various videos from internet are used for better understanding of concepts.
- ❖ Educational trips are organized.
- ❖ Various competitions are organized for students like:
  - IT Models
  - IT Charts Making Competitions
  - Tech Walks
  - IT Vocabulary Games

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

Our students take active part in different social activities like NSS, NCC etc.

35. SWOC analysis of the department and Future plans

<b>Strength</b>	<ul style="list-style-type: none"> <li>❖ Supportive administration resulting in innovative events and competitions for students</li> <li>❖ Qualified and dedicated staff, adequate infrastructure and disciplined environment are taking the department to heights.</li> <li>❖ Placement cell providing an opportunity to the deserving students.</li> <li>❖ Workshops conducted by eminent personalities helping students in improving their skills.</li> </ul>
<b>Weakness</b>	<ul style="list-style-type: none"> <li>❖ College is located in rural area. So it does not allow much job opportunities locally or at nearby places</li> <li>❖ Rural background of students resulting in poor communication skills is also a major hurdle</li> <li>❖ Lack of research and development activities.</li> <li>❖ Industry-institution interaction is not coming forth to the expected levels due to rural background.</li> </ul>
<b>Opportunity</b>	<ul style="list-style-type: none"> <li>❖ To support women empowerment</li> <li>❖ IT related job opportunities.</li> </ul>
<b>Challenges</b>	<ul style="list-style-type: none"> <li>❖ Rapidly advancing technology may require more human resources and equipments.</li> <li>❖ To provide more opportunities to students to showcase their talent and skills.</li> </ul>
<b>Future plans</b>	<ul style="list-style-type: none"> <li>❖ To organize national conferences/ seminars.</li> <li>❖ To achieve more academic excellence.</li> <li>❖ To organize more personality development programmes.</li> </ul>



## DEPARTMENT OF ENGLISH

1. **Name of the department**  
English
2. **Year of Establishment**  
UG (2001)
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**  
B.A. (Elective English, General English)
4. **Names of Interdisciplinary courses and the departments/units involved**  
NIL
5. **Annual/ semester/choice based credit system (programme wise)**  
B.A. 3<sup>rd</sup> year (Annual), B.A. 1<sup>st</sup> and 2<sup>nd</sup> year (Semester)
6. **Participation of the department in the courses offered by other departments**  
B.C.A. 1<sup>st</sup> year (Semester) B.Sc. 2<sup>nd</sup> year (Semester), B.Com 1<sup>st</sup> (Semester)
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
NIL
9. **Number of Teaching posts**

	Permanent		Temporary
	Sanctioned	Filled	
Professors	-----	-----	-----
Associate Professors	-----	-----	-----
Asst. Professors	01	01	03

## NAAC SSR REPORT CYCLE I

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)**

	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Permanent	Mr. Kiran Kumar	M.A., NET, M.Phil	Assistant Prof.	Criticism and Literary Theories	04	-----
Temporary	Mrs. Navdeep Kaur	M.A., B.Ed.	Assistant Prof.	-----	04	-----
	Mrs. Sapna Rani	M.A., B.Ed.	Assistant Prof.	-----	04	-----
	Ms. Jasdeep Kaur	M.A., B.Ed.	Assistant Prof.	-----	01	-----

**11. List of senior visiting faculty**

NIL

**12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty**

Theory Classes UG 75%

**13. Student -Teacher Ratio (programme wise)**

365:1 (UG)

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled**

NIL

**15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Kindly refer to point no. 10

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**

NIL

## NAAC SSR REPORT CYCLE I

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

NIL

18. Research Centre /facility recognized by the University

NIL

19. Publications:

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/ Journals Edited	Books Authored / Co-Authored	Monographs (Stories, Poems, etc.)	Total
Mr. Kiran Kumar	03	03	01	---	---	---	07

20. Area of Consultancy and income generated

NA

21. Faculty as members in

a) National committees NIL

b) International Committees NIL

c) Editorial Boards... NIL

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme

NIL

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

NIL

23. Awards / Recognitions received by faculty and students

NIL

24. List of eminent academicians and scientists / visitors to the department

NIL

25. Seminars/ Conferences/Workshops organized and the source of funding

NIL

## NAAC SSR REPORT CYCLE I

### 26. Student profile programme/course wise:

Class	Session	Applications received	Student enrolled	Pass	College Pass %
B. A.- I	2011-12	414	414	313	75.60
	2012-13	457	457	330	72.21
	2013-14	581	581	334	57.48
	2014-15 1 <sup>st</sup> sem	461	461	304	65.94
	2014-15 2 <sup>nd</sup> sem	439	439	307	69.93
B. A.- II	2011-12	351	351	240	68.37
	2012-13	386	386	288	74.61
	2013-14	428	428	269	62.85
	2014-15	406	406	260	64.03
B. A.- III	2011-12	279	279	199	71.32
	2012-13	347	347	220	63.40
	2013-14	398	398	224	56.28
	2014-15	401	401	360	89.77

### 27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I	99.83%	0.17%	-----
B.A. II	99.75%	0.25%	-----
B.A. III	100%	-----	-----

### 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

College is running only under graduate courses in english.

## 29. Student progression

Student progression	Against % enrolled
UG to PG	-----
PG to M.Phil.	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	-----
<b>Employed</b>	
Campus selection	Mrs. Navdeep Kaur is working as a lecturer from last 4 years, Mrs. Jasdeep Kaur is working as a lecturer in school from last 1 year.
Other than campus recruitment	-----
Entrepreneurship/Self-employment	-----

## 30. Details of Infrastructural facilities

- a) Library : Yes (Central Library)
- b) Internet facilities for staff and students : Yes (Central Library)
- c) Classrooms with ICT facilities : Yes
- d) Laboratories : NIL

## 31. Number of students receiving financial assistance from college, university, government or other agencies

Class	Number of students receiving financial assistance from college, university, government or other agencies		2011-12	2012-13	2013-14	2014-15
B. A.-I	College	SC	14	76	52	06
		SAF	21	49	172	66
		EMA/Sports	01	06	07	05
		Sister Concession	08	07	20	10

## NAAC SSR REPORT CYCLE I

		Fatherless	----	15	10	16
		Physically Disabled	----	----	02	----
	State Government	SC	----	----	34	32
		Minority	-----	-----	38	24
		OBC	----	----	91	40
B. A.-II	College	SC	48	52	27	04
		SAF	35	30	61	08
		EMA/Sports	02	08	07	09
		Sister Concession	11	13	13	14
		Fatherless	05	06	10	08
		Physically Disabled	01	01	---	01
	State Government	SC	----	----	20	21
		Minority	----	----	37	23
		OBC	----	----	05	31
B. A.-III	College	SC	36	51	20	08
		SAF	34	41	73	45
		EMA/Sports	----	03	08	04
		Sister Concession	08	09	16	09
		Fatherless	----	06	13	11
		Physically Disabled	01	03	01	-----
	State Government	SC	----	----	09	32
		Minority	----	----	19	18
		OBC	----	----	33	28

### 32. Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts

English Literary Society conducted following activities

- A quiz competition was organized on 25-26 Nov 2014 and 07-08 Feb 2014.
- Poster making, collage making and slogan writing competition were organized on 7<sup>th</sup> Sep 2015.
- A quiz competition was organized on 20<sup>th</sup> Nov 2015.

## NAAC SSR REPORT CYCLE I

- Calligraphy and creative writing competition were organized on 25<sup>th</sup> Mar 2016.

### 33. Teaching methods adopted to improve student learning

- Daily 5 to 7 minutes are spent in class revising what was discussed the previous day and questions from students are encouraged in class.
- Weekly tests are conducted.
- Screening of curriculum based movies or plays.
- Students are given text based grammatical exercises.

### 34. Participation in Institutional Social Responsibility (ISR) and Extension activities

NIL

### 35. SWOC analysis of the department and Future plans

<b>Strength</b>	<ul style="list-style-type: none"><li>❖ Efficient faculty members</li><li>❖ Various types of activities (Quiz competition, Creative writing, poster making, slogan writing) are organized to enhance the knowledge and creativity of the students.</li></ul>
<b>Weakness</b>	<ul style="list-style-type: none"><li>❖ Lack of language lab and department library and internet facility.</li></ul>
<b>Opportunity</b>	<ul style="list-style-type: none"><li>❖ To organize lectures, workshops and seminars.</li></ul>
<b>Challenges</b>	<ul style="list-style-type: none"><li>❖ Students are not linguistically empowered.</li></ul>
<b>Future plans</b>	<ul style="list-style-type: none"><li>❖ To introduce a language lab</li><li>❖ To start PG courses.</li></ul>

## DEPARTMENT OF SCIENCE

1. **Name of the department**  
Science
2. **Year of Establishment**  
UG (2010)
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**  
B. Sc. (Non Medical and Medical)
4. **Names of Interdisciplinary courses and the departments/units involved**  
Punjabi, English
5. **Annual/ semester/choice based credit system (programme wise)**  
B.Sc. 3<sup>rd</sup> year (Annual), B.Sc. 1<sup>st</sup> and 2<sup>nd</sup> year (Semester)
6. **Participation of the department in the courses offered by other departments**  
Department of Computer Science
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
W.e.f. session 2013-14, B.Sc. medical discontinued due to declining trend in admissions.
9. **Number of Teaching posts**

	Permanent		Temporary	Part Time
	Sanctioned	Filled		
Professors	-----	-----	-----	-----
Associate Professors	-----	-----	-----	-----
Asst. Professors	07	06 ( 02 on leave)	03	01



## NAAC SSR REPORT CYCLE I

### 10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Permanent	Dr. Parminder K. Sharma	M.Sc. (Zoology), Ph.D.	Principal	Taxonomy of Perasites of Fishes	31	-----
	Mrs. Megha Aggarwal	M.Sc.(Chemistry) NET	Assistant Prof.	Organic Chemistry	11	-----
	Mrs. Shefali Gupta	M.Sc. (Physics), NET	Assistant Prof.	Optics	05	-----
	Dr. Dinesh Mttal	M.Sc.(Math) NET, Ph.D.	Assistant Prof.	Special Function	08	-----
	Mrs. Jyoti Taneja	M.Sc.(Math) NET	Assistant Prof.	Real Analysis	05	-----
	Mr. Neeraj Kumar	M.Sc. (Physics), M.Tech., NET	Assistant Prof.	Solid State Electronics Materials	07	-----
Temporary	Mrs. Nirupma Kaushik	M.Sc. (Zoology), B.Ed.	Assistant Prof.	Cyto Genetics	05	-----
	Mr. Sandeep Garg	M.Sc. (Math)	Assistant Prof.	Abstract Algebra	03	-----
	Ms. Reetu Gagneja	M.Sc. (Chemistry)	Assistant Prof.	Organic Chemistry	01	-----
	Ms. Navneet Kaur	M.Sc. (Physics)	Assistant Prof.	Electricity and Magnetism	01	-----
Part Time	Mrs. Priyambda	M.Sc. (Bio-Tech), B.Ed.	Assistant Prof.	Plant Tissue Culture	01	-----

## NAAC SSR REPORT CYCLE I

11. **List of senior visiting faculty**  
NIL
12. **Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty**  
Theory Classes UG                      33%  
Practical Classes UG                      66%
13. **Student -Teacher Ratio (programme wise)**  
10:1 (UG)
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled**  
NIL
15. **Qualifications of teaching faculty with D.Sc./ D.Litt./ Ph.D./ M.Phil. / PG.**  
Kindly refer to point no. 10
16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**  
NIL
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**  
NIL
18. **Research Centre /facility recognized by the University**  
NIL
19. **Publications:**

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/ Journals Edited	Books Authored / Co-Authored	Monographs (Stories, Poems, etc.)	Total
Mrs. Megha Aggarwal	03	---	---	---	---	---	03
Mrs. Shefali Gupta	-----	---	---	---	02	---	02
Dr. Dinesh Mittal	07	----	----	01	04	----	12
Mr. Neeraj Kumar	02	---	---	---	---	---	02

## NAAC SSR REPORT CYCLE I

**20. Area of Consultancy and income generated**

NA

**21. Faculty as members in**

- a) **National committees** NIL
- b) **International Committees** NIL
- c) **Editorial Boards...** Dr. Dinesh Mittal Editor, in  
Annual journal GYAN CHETNA

**22. Student projects**

- a) **Percentage of students who have done in-house projects including inter departmental/programme**  
NIL
- b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
NIL

**23. Awards / Recognitions received by faculty and students**

Dr. Dinesh Mittal was awarded as best presentation by Government College, Shri Muktsar Sahib at National Conference Recent Trends in Mathematics held on 21 Nov 2015.

**24. List of eminent academicians and scientists / visitors to the department**

Sr. No.	Name of visitor	Designation	Title of Event	Date of visit
1	Dr. Meenakshi Munjal	Assistant Prof. D.A.V.College Abohar	Spectroscopy and Structural analysis of organic molecule	23-02-2011
2	Mr. Saurabh Narang	Assistant Prof., D.A.V. College Abohar	Polarization	31-01-2013
3.	Mr. Saurabh Narang	Assistant Prof., D.A.V. College Abohar	Special theory of relativity	18-03-2016

## NAAC SSR REPORT CYCLE I

4	Muhammad Faizal	Free Lancer	Memory and Mind	04-03-2016 to 05-03-2016
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### 25. Seminars/ Conferences/Workshops organized and the source of funding

Sr. No	Title of the Event	Dates of the Event	State/ National Level	Funding Agency
1	Memory and Mind	04-03-2016 To 05-03-2016	college	Self

### 26. Student profile programme/course wise:

Class	Session	Applicatons Received	Enrolled	Pass	College Pass %
B. Sc.-I	2011-12	14	14	07	50.00
	2012-13	19	19	14	73.68
	2013-14	25	25	07	28.00
	2014-15 1 <sup>st</sup> Sem	46	46	26	56.52
	2014-15 2 <sup>nd</sup> Sem	45	45	21	46.66
B. Sc.-II	2011-12	06	06	04	66.66
	2012-13	11	11	04	36.36
	2013-14	17	17	15	88.23
	2014-15	20	20	16	80.00
B. Sc.-III	2011-12	-----	-----	----	-----
	2012-13	06	06	05	83.33
	2013-14	08	08	07	87.50
	2014-15	16	16	12	75.00

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I	89 %	11%	-----
B.Sc. II	100 %	-----	-----
B.Sc. III	100 %	-----	-----

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

College only runs undergraduate courses of science

**29. Student progression**

Student progression	Against % enrolled
UG to PG	-----
PG to M.Phil.	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	-----
<b>Employed</b>	
Campus selection	-----
Other than campus recruitment	-----
Entrepreneurship/Self-employment	-----

**30. Details of Infrastructural facilities**

- a) Library : Yes (Central Library)
- b) Internet facilities for staff and students : Yes (Central Library)
- c) Classrooms with ICT facilities : Yes
- d) Laboratories : 04

## NAAC SSR REPORT CYCLE I

### 31. Number of students receiving financial assistance from college, university, government or other agencies

Class	Number of students receiving financial assistance from college, university, government or other agencies		2011-12	2012-13	2013-14	2014-15
B.Sc I	College	SC	02	01	02	----
		SAF	01	02	02	03
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	----	02
		Fatherless	----	01	----	----
	State Government	SC	----	----	02	01
		Minority	----	----	04	----
		OBC	----	----	01	02
B.Sc II	College	SC	01	----	----	02
		SAF	----	----	01	----
		EMA/Sports	----	----	----	----
		Sister Concession	----	----	----	01
		Fatherless	----	----	----	
	State Government	SC	----	----	----	01
		Minority	----	----	03	04
		OBC	----	----	01	02
B.Sc III	College	SC	----	01	----	----
		SAF	----	----	-----	----
		EMA/Sports	----	----	----	-----
		Sister Concession	----	----	----	----
		Fatherless	----	----	----	----
	State Government	SC	----	----	----	----
		Minority	----	----	----	03
		OBC	----	----	----	----

### 32. Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts

Kindly refer to point no. 24 and 25.

**33. Teaching methods adopted to improve student learning**

Audio-visuals methods, Physical Demonstration, Animations and Simulations.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

Our students took active part in different social activities like NSS, NCC, Eco Club, RRC etc.

**35. SWOC analysis of the department and Future plans**

<b>Strength</b>	<ul style="list-style-type: none"> <li>❖ Well qualified and Research oriented faculty members.</li> <li>❖ Co-ordination among faculty members lead to a healthy environment to work.</li> <li>❖ Good connect among students and teachers lead to personal attention towards the students.</li> <li>❖ Counseling of students regarding their career and future plans.</li> <li>❖ Educational tours.</li> <li>❖ Discipline and co-operation among students.</li> <li>❖ Well equipped laboratories.</li> </ul>
<b>Weakness</b>	<ul style="list-style-type: none"> <li>❖ Weak communication skills of student</li> <li>❖ Rural background of students requires bilingual teaching</li> <li>❖ Lack of interest among students to attend remedial classes</li> <li>❖ Lack of PG courses</li> </ul>
<b>Opportunity</b>	<ul style="list-style-type: none"> <li>❖ Faculty members are motivated to present papers in conferences and national/international journals and also to participate in seminars and workshops.</li> <li>❖ Collaboration with other institutions/ industry for the betterment of students and their exposure to outside world.</li> </ul>

## NAAC SSR REPORT CYCLE I

<b>Challenges</b>	<ul style="list-style-type: none"><li>❖ Distance from the city hinders the urban students to join the college in rural area.</li><li>❖ As most of the students are from rural backgrounds, the proficiency level is below average.</li><li>❖ Students lack of social support and motivation to take up career.</li></ul>
<b>Future plans</b>	<ul style="list-style-type: none"><li>❖ To start PG courses</li><li>❖ To modernize the laboratories.</li><li>❖ To bring out a departmental News Bulletin.</li></ul>



## DEPARTMENT OF SOCIOLOGY

1. **Name of the department**  
Sociology
2. **Year of Establishment**  
UG (2001), PG (2015)
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**  
B.A.( Sociology) , M.A. Sociology
4. **Names of Interdisciplinary courses and the departments/units involved**  
NIL
5. **Annual/ semester/choice based credit system (programme wise)**  
B.A. 3<sup>rd</sup> year (Annual), B.A. 1<sup>st</sup> and 2<sup>nd</sup> year (Semester), M.A. (Semester)
6. **Participation of the department in the courses offered by other departments**  
NIL
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
NIL
9. **Number of Teaching posts**

	Permanent		Temporary
	Sanctioned	Filled	
Professors	-----	-----	-----
Associate Professors	-----	-----	-----
Asst. Professors	02	02	01

## NAAC SSR REPORT CYCLE I

### 10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Permanent	Mrs. Charanjeet Kaur	M.A.(Socio) M.Phil, M.A. (Pub. Ad.) M.A. (Pbi), B.Ed.	Assistant Prof.	Social Stratification	14	-----
	Ms. Gunjan Setia	M.A., NET,	Assistant Prof.	Rural Sociology population Studies	01	-----
Temporary	Mrs. Amandeep Kaur	M.A., M.Ed.	Assistant Prof.	Development	02	

### 11. List of senior visiting faculty

NIL

### 12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty

Theory Classes UG 33%

Theory Classes PG NIL

### 13. Student -Teacher Ratio (programme wise)

24:1 (PG)

### 14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

NIL

### 15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Kindly refer to point no. 10

## NAAC SSR REPORT CYCLE I

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

NIL

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

NIL

18. Research Centre /facility recognized by the University

NIL

19. Publications:

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/ Journals Edited	Books Authored / Co- Authored	Monographs (Stories, Poems, etc.)	Total
Ms. Gunjan Setia	02	08	---	---	---	---	10

20. Area of Consultancy and income generated

NIL

21. Faculty as members in

a) National committees NIL

b) International Committees NIL

c) Editorial Boards NIL

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme

NIL

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

NIL

23. Awards / Recognitions received by faculty and students

NIL

## NAAC SSR REPORT CYCLE I

### 24. List of eminent academicians and scientists / visitors to the department

Sr. No.	Name of visitor	Designation	Title of Event	Date of visit
1.	Dr. Mandeep Singh	Vetenary Doctor	Happy Family life	11-11-2015

### 25. Seminars/ Conferences/Workshops organized and the source of funding

Sr. No	Title of the Event	Dates of the Event	State/ National Level	Funding Agency
1	Happy Family Life	11-11-2015	State	Self

### 26. Student profile programme/course wise:

Department is started in 2015. There is no batch pass out from the college

### 27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
M.A. I	100%	-----	-----

### 28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

NIL

### 29. Student progression

Student progression	Against % enrolled
UG to PG	59%

## NAAC SSR REPORT CYCLE I

PG to M.Phil.	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	-----
<b>Employed</b>	
Campus selection	-----
Other than campus recruitment	-----
Entrepreneurship/Self-employment	-----

**30. Details of Infrastructural facilities**

- a) Library : Yes (Central Library)
- b) Internet facilities for staff and students : Yes (Central Library)
- c) Classrooms with ICT facilities : Yes
- d) Laboratories : NIL

**31. Number of students receiving financial assistance from college, university, government or other agencies**

NIL

**32. Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts**

Kindly refer to point no. 24 and 25.

**33. Teaching methods adopted to improve student learning**

Special weekly interactive session.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities**

Our students took active part in different social activities like NSS, NCC.

### 35. SWOC analysis of the department and Future plans

<b>Strength</b>	<ul style="list-style-type: none"> <li>❖ Well educated, experienced and cooperative faculty with all the stake-holder and academia.</li> <li>❖ Faculty outreach to bring the students in a comfort zone by mixing their deliverance in their mother tongue, national language and international language.</li> <li>❖ Healthy teacher student relationship.</li> </ul>
<b>Weakness</b>	<ul style="list-style-type: none"> <li>❖ Rural area student.</li> <li>❖ Lack of proper elementary education and guidance in family.</li> </ul>
<b>Opportunity</b>	<ul style="list-style-type: none"> <li>❖ Imparting quality education to rural girls.</li> <li>❖ Take the hardship as an opportunity to work for rural upliftment</li> </ul>
<b>Challenges</b>	<ul style="list-style-type: none"> <li>❖ Educational background of students is too weak for global competition.</li> <li>❖ To improve the weakness of our rural students in communicating english.</li> <li>❖ To create awareness in our students for hygiene, due to social taboos.</li> </ul>
<b>Future plans</b>	<ul style="list-style-type: none"> <li>❖ To motivate faculty for their higher research degrees.</li> <li>❖ To conduct of seminars with thrust on global happenings and local area problems.</li> </ul>

## DEPARTMENT OF LIBRARY AND INFORMATION SCIENCE

1. **Name of the department**  
Library and Information Science
2. **Year of Establishment**  
UG (2015)
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**  
B.L.I.S. (Bachelor of Library and Information Science)
4. **Names of Interdisciplinary courses and the departments/units involved**  
Department of Computer Science
5. **Annual/ semester/choice based credit system (programme wise)**  
Semester
6. **Participation of the department in the courses offered by other departments**  
NIL
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
NIL
8. **Details of courses/programmes discontinued (if any) with reasons**  
NIL
9. **Number of Teaching posts**

	Permanent		Temporary
	Sanctioned	Filled	
Professors	-----	-----	-----
Associate Professors	-----	-----	-----
Asst. Professors	01	01	-----

## NAAC SSR REPORT CYCLE I

**10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)**

	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Permanent	Dr. Sukhdev Singh	M.Lib., UGC/NET, Ph.D.	Assistant Prof.	Preservations and conservation of manuscripts	06	-----

**11. List of senior visiting faculty**

NIL

**12. Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty**

NIL

**13. Student -Teacher Ratio (programme wise)**

17:1 (PG)

**14. Number of academic support staff (technical) and administrative staff; sanctioned and filled**

NIL

**15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

Kindly refer to point no. 10

**16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**

NIL

**17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**

NIL

**18. Research Centre /facility recognized by the University**

NIL



## NAAC SSR REPORT CYCLE I

### 19. Publications:

Name of Faculty	Publications in Peer-Reviewed Journals	In Conference Proceedings	Chapters in Edited Books	Books/Journals Edited	Books Authored / Co-Authored	Monographs (Stories, Poems, etc.)	Total
Dr. Sukhdev Singh	05	03	---	---	01	11	20

### 20. Area of Consultancy and income generated

NIL

### 21. Faculty as members in

- a) National committees NIL
- b) International Committees NIL
- c) Editorial Boards NIL

### 22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme

NIL

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

NIL

### 23. Awards / Recognitions received by faculty and students

Dr. Sukhdev Singh got Appreciation by Education Deptt. of Punjab

### 24. List of eminent academicians and scientists / visitors to the department

Sr. No.	Name of visitor	Designation	Title of Event	Organizing Department	Date of visit
1	Mr. Deepak Aggarwal	Librarian, D.A.V.College, Malout	1 <sup>st</sup> Dr. S.R. Ranganathan Memorial Lecture	Library and Info. Science	12-08-2015
2	Mr. Sunil Upneja	Librarian, Gopi Chand Arya Mahila College, Abohar	1 <sup>st</sup> Dr. S.R. Ranganathan Memorial Lecture	Library and Info. Science	12-08-2015

## NAAC SSR REPORT CYCLE I

3	Dr. Rajeev Manhas	Chief Librarian, Baba Farid University of Health Sciences, Faridkot	Face-A-Book Challenge	Library and Info. Science	30-01-2016
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**25. Seminars/ Conferences/Workshops organized and the source of funding**

NIL

**26. Student profile programme/course wise:**

NIL

**27. Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.L.I.S.	100%	-----	-----

**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

NIL

**29. Student progression**



Student progression	Against % enrolled
UG to PG	-----
PG to M.Phil.	-----
PG to Ph.D.	-----
Ph.D. to Post-Doctoral	-----
<b>Employed</b>	
Campus selection	-----
Other than campus recruitment	-----
Entrepreneurship/Self-employment	-----

30. **Details of Infrastructural facilities**  
 a) Library : Yes (Central Library)  
 b) Internet facilities for staff and students : Yes (Central Library)  
 c) Classrooms with ICT facilities : Yes  
 d) Laboratories : NIL
31. **Number of students receiving financial assistance from college, university, government or other agencies**  
 NIL
32. **Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts**  
 Kindly refer to point no. 24.
33. **Teaching methods adopted to improve student learning**  
 Multimedia projector is being used in the class room to improve student learning.
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**  
 Students of the department are the member of the Youth Welfare Society that is doing commendable job for welfare of society in many ways.
35. **SWOC analysis of the department and Future plans**

<b>Strength</b>	<ul style="list-style-type: none"> <li>❖ Extension lectures and workshops.</li> <li>❖ An immense scope of employment.</li> <li>❖ Strong teacher-students relationship.</li> <li>❖ Emphasis on practical work.</li> <li>❖ Students are interacted through multimedia projector so that their learning can be improved.</li> <li>❖ Free Wi-Fi facility for students.</li> <li>❖ A good book collection for students.</li> <li>❖ Highly qualified and dedicated faculty.</li> <li>❖ Latest techniques are used for teaching.</li> </ul>
<b>Weakness</b>	<ul style="list-style-type: none"> <li>❖ There is fall in strength as unawareness among people about the course due to remote/border area.</li> <li>❖ Lack of opportunity for campus placements.</li> </ul>

## NAAC SSR REPORT CYCLE I

<b>Opportunity</b>	<ul style="list-style-type: none"><li>❖ To make people conscious about their information needs.</li><li>❖ To make students digital literate.</li><li>❖ To assist in national development as the progress of any nation depend upon the quality of information available.</li></ul>
<b>Challenges</b>	<ul style="list-style-type: none"><li>❖ Lack of basic knowledge of English, Computer and Communication skills among the students.</li><li>❖ Conservation thinking of the parents as they are not ready to send their child for further study.</li></ul>
<b>Future plans</b>	<ul style="list-style-type: none"><li>❖ To introduce PG course M.L.I.S.</li></ul>

<div style="background-color: #003366; color: white; padding: 10px; border-radius: 10px 10px 0 0;"> <p><b>BHAG SINGH KHALSA COLLEGE FOR WOMEN</b></p> <p>(Affiliated To Panjab University, Chandigarh) VILL.: KALA TIBBA, SITTO ROAD, ABOHAR- 152116 (Pb.)</p> </div>	
Ref. No. ....	Dated: 14-5-2016
<p><b>Declaration by the Head of the Institution</b></p> <p>I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.</p> <p>This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.</p> <p>I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.</p>	
Place: Abohar Date: 14-5-2016	<div style="text-align: right;">                       Signature of the Head of the institution with seal:                 </div> <div style="text-align: center; margin-top: 5px;"> <p><b>PRINCIPAL</b>  <b>BHAG SINGH KH. COLLEGE (W)</b>  <b>KALA TIBBA, ABOHAR.</b></p> </div>
<p>Ph. : 01634-210000, 01634-230099, FAX : 01634-230099                      E-mail: bshkclg_kalatibba@yahoo.com      Website : www.bhagsinghcollege.com</p>	