



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1. Name of the Institution

**Pt. Mohan Lal S.D college for
girls Fatehgarh Churian**

- Name of the Head of the institution **Mrs. Pardeep Kaur**
- Designation **Officiating Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **01871-502960**
- Mobile no **9501822600**
- Registered e-mail **sd_fgc@yahoo.in**
- Alternate e-mail **pardeep_31@hotmail.com**
- Address **Dera road fatehgarh churian**
- City/Town **FATEHGHARH CHURIAN**
- State/UT **PUNJAB**
- Pin Code **143602**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Women**
- Location **Rural**

- Financial Status **Self-financing**

- Name of the Affiliating University **Guru Nanak Dev University Amritsar**
- Name of the IQAC Coordinator **Jiwan**
- Phone No. **01871-502960**
- Alternate phone No. **01871-502515**
- Mobile **9815737464**
- IQAC e-mail address **sd_fgc@yahoo.in**
- Alternate Email address **sd_fgc@yahoo.in**

3. Website address (Web link of the AQAR (Previous Academic Year)

[http://pmlsdfgc.in/userfiles/file/AQAR%20@22-23%20\(2\).pdf](http://pmlsdfgc.in/userfiles/file/AQAR%20@22-23%20(2).pdf)

4. Whether Academic Calendar prepared during the year?

- if yes, whether it is uploaded in the Institutional website Web link:

<http://pmlsdfgc.in/userfiles/file/CC.pdf>

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|----------------|----------|-------------|-----------------------|-------------------|-------------------|
| Cycle 1 | B | 2.44 | 2016 | 05/11/2016 | 04/11/2021 |
| Cycle 2 | B | 2.19 | 2023 | 03/03/2023 | 29/03/2028 |

6. Date of Establishment of IQAC **24/07/2014**

**7. Provide the list of funds by Central / State Government
UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|----------|----------------|-----------------------------|----------|
| 0 | 0 | 0 | 0 | 0 |

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. To organize industrial tours/visits for the students doing professional courses to give them the practical knowledge. 2. To organize different departmental activities to provide the platform to the students to develop their personality. 3. To organize programs to inculcate values. 4. Celebration of important days and festivals in order to enrich the students.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

| Plan of Action | Achievements/Outcomes |
|---|--|
| Encourage faculty members to use ICT tools to compete with other institutions . | Exposure of faculty & students to latest tools of teaching and learning there by enhancing students interest and attention |
| Introduction of mentorship programs for slow learners | Academic support to slow learners and academically weak students |
| To organize educational trips and tours | Providing students the opportunity to get first hand knowledge |

13.Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

| Name | Date of meeting(s) |
|---|--------------------|
| Management of GGDSD College Chandigarh | 08/07/2023 |

14.Whether institutional data submitted to AISHE

Part A**Data of the Institution**

| | |
|--|--|
| 1.Name of the Institution | Pt. Mohan Lal S.D college for girls Fatehgarh Churian |
| • Name of the Head of the institution | Mrs. Pardeep Kaur |
| • Designation | Officiating Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 01871-502960 |
| • Mobile no | 9501822600 |
| • Registered e-mail | sd_fgc@yahoo.in |
| • Alternate e-mail | pardeep_31@hotmail.com |
| • Address | Dera road fatehgarh churian |
| • City/Town | FATEHGARH CHURIAN |
| • State/UT | PUNJAB |
| • Pin Code | 143602 |
| 2.Institutional status | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Women |
| • Location | Rural |
| • Financial Status | Self-financing |
| • Name of the Affiliating University | Guru Nanak Dev University Amritsar |
| • Name of the IQAC Coordinator | Jiwan |

| | |
|--|---|
| • Phone No. | 01871-502960 |
| • Alternate phone No. | 01871-502515 |
| • Mobile | 9815737464 |
| • IQAC e-mail address | sd_fgc@yahoo.in |
| • Alternate Email address | sd_fgc@yahoo.in |
| 3. Website address (Web link of the AQAR (Previous Academic Year) | http://pmlsdfgc.in/userfiles/file/AQAR%20@22-23%20(2).pdf |
| 4. Whether Academic Calendar prepared during the year? | Yes |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://pmlsdfgc.in/userfiles/file/CC.pdf |

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6. Date of Establishment of IQAC

24/07/2014

**7. Provide the list of funds by Central / State Government
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| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
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8. Whether composition of IQAC as per latest NAAC guidelines**Yes**

- Upload latest notification of formation of IQAC

[View File](#)**9. No. of IQAC meetings held during the year****4**

- Were the minutes of IQAC meeting(s)

Yes

| | |
|--|--|
| and compliance to the decisions have been uploaded on the institutional website? | |
| • If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded |
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| • If yes, mention the amount | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | |
| 1. To organize industrial tours/visits for the students doing professional courses to give them the practical knowledge. 2. To organize different departmental activities to provide the platform to the students to develop their personality. 3. To organize programs to inculcate values. 4. Celebration of important days and festivals in order to enrich the students. | |
| 12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | |
| Plan of Action | Achievements/Outcomes |
| Encourage faculty members to use ICT tools to compete with other institutions . | Exposure of faculty & students to latest tools of teaching and learning there by enhancing students interest and attention |
| Introduction of mentorship programs for slow learners | Academic support to slow learners and academically weak students |
| To organize educational trips and tours | Providing students the opportunity to get first hand knowledge |
| 13.Whether the AQAR was placed before statutory body? | Yes |
| • Name of the statutory body | |

| Name | Date of meeting(s) |
|---|--------------------|
| Management of GGDSD College Chandigarh | 08/07/2023 |

14.Whether institutional data submitted to AISHE

| Year | Date of Submission |
|------|--------------------|
| 2024 | 26/12/2024 |

15.Multidisciplinary / interdisciplinary

The College is a multidisciplinary institution offering different subjects in various streams such as Science, Commerce, Humanities & Computer. The College allows students to opt for various subjects in accordance with the regulations of the Affiliating University. The curricula for different programmes offer flexibility to the students to choose subjects and options in accordance with their aptitude. Being an affiliated college, the institution has to follow the programme structure and curriculum as determined by the university. But the college is fully prepared to adopt and implement credit based multidisciplinary curriculum with multiple entry and exits whenever the same is adopted and implemented by the affiliating university in line with the direction given by NEP-2020. but our college is running add-on courses through various departments like Cosmetology, fashion designing, computer and communication from english department. Students from different streams are trained with various skills.

16.Academic bank of credits (ABC):

Being an affiliated college, the institution has to follow the program structure and curriculum as determined by the university. But the college is fully prepared to adopt and implement credit based multidisciplinary curriculum with multiple entry and exits whenever the same is adopted and implemented by the affiliating university in line with the direction given by NEP-2020. However the faculty of the college is encouraged to prepare new teaching materials incorporating new pedagogical approaches. In addition, the teachers prepare and provide assignments and reading material to the students for assessing their learning and helping them to develop their skills. Credit system is implemented from 2023-2024. Students academic Bank account is opened. ABC account is opened and details required are filled. Their unique ID & Password is created from where students can log in at any given

point to check their earned credits.

17. Skill development:

As skill development is the need of the hour, college has started giving skill based add-on courses through different departments. This initiative proves a success in enhancing the skills of the students and making the students self sufficient.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Being an affiliated institution of the university, the college is authorised to run only offline courses as approved by the university. However on its own, the institution makes efforts to appropriately integrate various elements of Indian knowledge system. For instance, the institution promotes the study of Hindi language as an Elective subject at Under graduate level. Teaching is done in regional, national and international (english) language. Optional subjects like Hindi, English Elective and Elective Punjabi are provided to the students to enhance their knowledge of Indian Languages. Integration of culture is reflected during celebration of different festivals .

19. Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The institution continuously works for outcome based education. The institution has chalked out the outcome for each program. To achieve distinct outcome for various programs, the institution has a well planned strategy in place. Under this strategy, traditional classroom teaching is supplemented with lectures, seminars, conferences and workshops besides various types of competitions for students. The purpose of all these activities is to hone the skills of the students so that the outcome of program pursued by them is met. The focus on the outcomes creates a clear expectation of what needs to be accomplished by the end of the course. Keeping in mind the course outcome, faculty of different departments like Fashion Designing/B.Com/BCA/Cosmetology plans the activities like workshops/skill development activities/ Visits to industries/ competitions/ Exhibitions.

20. Distance education/online education:

The institution has got affiliation from the university to function as an offline educational institution. Therefore, the college cannot offer distance education. But the college has a strong IT literate faculty along with IT infrastructure with a number of computer labs. This puts the institution on a strong footed to take advantage of any future opportunities to offer

distance or online education

Extended Profile**1.Programme**

1.1

16

Number of courses offered by the institution across all programs during the year

File Description

Documents

Data Template

[View File](#)**2.Student**

2.1

308

Number of students during the year

File Description

Documents

Institutional Data in Prescribed Format

[View File](#)

2.2

80

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description

Documents

Data Template

No File Uploaded

2.3

108

Number of outgoing/ final year students during the year

File Description

Documents

Data Template

[View File](#)**3.Academic**

3.1

26

Number of full time teachers during the year

| | |
|---|---------------------------|
| File Description | Documents |
| Data Template | View File |
| 3.2 | 26 |
| Number of sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 12 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 4358109.55 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 60 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution strives for effective curriculum delivery through conventional as well as modern techniques. At the time of admission the aptitude of the students is assessed. The teaching work is allocated to the faculty members after discussion and deliberations in departmental meetings. The teachers take care to complete the syllabus in time and the students are encouraged to meet the teachers beyond classroom hours for additional assistance and guidance. The students who do not perform well in internal exams are asked to take extra help from the teachers to boost their performance. The progress of delivery of curriculum is regularly monitored and necessary steps are taken. Feedback from stakeholders is being taken and analyzed to improve overall performance during the IQAC meetings. Modern methods of teaching are employed to make the process of learning more engaging and

riveting. These include PPTs, audio-visual aids, film screenings, educational trips etc. The students are given projects and assignments which help them in channelizing their creativity and energy for learning new concepts

| File Description | Documents |
|-------------------------------------|-------------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Continuous Internal Evaluation (CIE) is done on the basis of Assignments and Mid-Term-Test (MTT) for every course in each semester. According to the exam schedule of the affiliating university, the college adjusts the academic calendar for the internal examination. The academic calendar is prepared well in advance for the ensuing academic session and uploaded on the college website for the all-time information of the students and stakeholders. It carries tentative schedule related to the admission process, teaching-learning schedule, evaluation blue print, curricular and co-curricular activities, extra-curricular activities, major departmental and institutional events to be organized and vacation calendar. The college follows its academic calendar for conducting internal examinations. In a true sense, continuous internal evaluation of the students is made through home assignments, surprise tests, unit test. The examination committee comprises two senior teachers who are designated as controller of examination. It works on the slots reserved in academic calendar for internal evaluation and prepares and displays the date-sheet well in advance for the Mid Term Test. The departments prepare their own plans keeping in mind the schedule of internal evaluation given in the academic calendar. Only the students who are absent from the tests on valid grounds are allowed to go for evaluation at a later date.

| File Description | Documents |
|-------------------------------------|-------------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | No File Uploaded |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

1

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| Institutional data in prescribed format (Data Template) | No File Uploaded |

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded |
| List of Add on /Certificate programs (Data Template) | No File Uploaded |

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | No File Uploaded |

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Institution incorporates the Sanatan Dharam philosophy in thought and spirit that strives to make learning conducive to think critically and solve problems, to be creative and multidisciplinary and innovate, adept and absorb new material dynamically but still holding upon the traditional ethics and values. Our curriculum makes education more well-rounded, useful, and fulfilling to the learner. Our institution considers it a pride to be a stakeholder in Swatch Bharat Abhyans. Gender sensitisation is inculcated amongst students by the Women Empowerment Cell of the college. It organises activities, seminars, discussions and workshops for the indoctrination of the sense of equality and develop respect for diversity on gender grounds. Days like International Girl Child Day and Women's Day are celebrated with much fervour. Environmental awareness including water and resource conservation, sanitation and hygiene and knowledge of critical issues of local communities, States, the country, and the world is generated through the subjects like Environment Studies. Eco -Club of the college actively organises Plantation drives, E- waste management drives and other awareness drives pertaining to issues like climate change, greenhouse gasses emissions etc. Celebration of International Yoga Day as a revelry and the inclusion of 'Drug

Abuse' in curriculum .

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | No File Uploaded |

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Institutional Data in Prescribed Format | No File Uploaded |

1.3.3 - Number of students undertaking project work/field work/ internships

115

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | No File Uploaded |

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the

C. Any 2 of the above

**syllabus and its transaction at the institution
from the following stakeholders Students
Teachers Employers Alumni**

| File Description | Documents |
|---|-------------------------|
| URL for stakeholder feedback report | Nil |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | No File Uploaded |
| Any additional information | No File Uploaded |

**1.4.2 - Feedback process of the Institution
may be classified as follows**

**B. Feedback collected, analyzed
and action has been taken**

| File Description | Documents |
|-----------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |
| URL for feedback report | Nil |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

127

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | No File Uploaded |

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

122

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | No File Uploaded |

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The College's faculty is performance-driven, keen on understanding students knowledge and skill needs. To enhance student development, various measures are implemented:

1. Pre-Academic Session: Personal interaction sessions and orientation programs for the students.

2. Hard and Soft Skills Inculcation: Experiential learning using the Conceptualize, Apply, Act, and Reflect (CAAR) technique. Weekly tests, seminars, oral presentations, guest lectures, assignments, and counselling sessions are conducted as part of skill development.

3. Academic Progress Supervision: HoDs, class co-ordinators, and subject teachers oversee students' academic progress

4. Skill Development Activities: Activities such as observation, participation, workshops and hobby classes contribute to skill development.

5. Student Profiling: Profiles are created from administrative data, including previous exams and house tests, using methods like oral and periodic written testing, general interaction, group study, individual assignments, class seminars, and open labs.

6. Assistance for Meritorious and Economically Disadvantaged Students: Financial aid, fee concessions, and scholarships are provided. Question banks, and previous university question papers are provided with solutions.

7. Peer Groups: Slow learners have the opportunity to take help from the incharge of their peer group as well as from their teachers, aiming to reintegrate them into mainstream classes.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 308 | 26 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The College ensures that students are the focus of the teaching-learning processes. The faculty employs experiential learning methods which teach the students to practically experience to Conceptualize, Apply, Act, and Reflect (CAAR technique). CAAR technique is useful in imparting learning through observation and participation; mind-body alignment. Collaborative/participative teaching-learning is imparted by making study groups; giving group project assignments; organizing group discussions/debates on prescribed/non-prescribed topics; involving students in planning and organizing department level seminars; workshops; educational festivals (IT FEST by the Department of Computer Science; COMFEST, by the Department of Commerce, science fest by science department. For furtherance of the holistic environment, care is taken to resolve problems related to academics through remedial classes; psychological problems through different clubs and committees which organize 1. awareness camps, 2. seminars, 3. quiz competitions, and 4. individualized one-on-one counselling sessions, extention lectures. The College is running various Crash courses such as ASP.NET, PHP, Android APP at a nominal fee to benefit the students. These courses help the students to excel not only in India but overseas also.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | No File Uploaded |
| Link for additional information | http://www.pmlsdfgc.in/ |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The teachers make use of the tools of Information and Communications Technology for encouraging creativity among students with the aid of classrooms and computer labs equipped with high-tech new generation computers and compatible accessories and web-based learning resources. For the purpose of learning and teaching, internet facility is provided in all the floors of main building. College Library helps the staff and the students to have access to e-journals e-books and e-articles. ICT tools are also used in interactive class-rooms computer-labs with interactive board language laboratory and well-equipped science laboratories. The faculty uses personal computers/desktops/laptops and recorded devices (CDs & pen drives) for running internet based or recorded CDs subject matter. Tools of ICT are also used during sessions of Communication Skills.

| File Description | Documents |
|---|-------------------------|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | No File Uploaded |

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | No File Uploaded |

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

26

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | No File Uploaded |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

4

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | No File Uploaded |

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

College internal assessment aligns with University norms. Student performance is internally evaluated through attendance, tests, assignments, and co-curricular involvement. House test as well as Final exam schedules are displayed on notice boards and circulated in classes. Marks allocation for tests is done by teachers, supervised by HoDs and the Principal. House test question papers adhere strictly to the university pattern. Tests are written in college-provided bluebooks, resembling university answer-books. Answer sheets are assessed, discussed in class, and shared with students for counselling. Individual counselling for weak or slow learners is provided by teachers. Parents are informed about student performance in parent-teacher meetings. Attendance and award lists are timely deposited in the college office for record preparation. Results are displayed on notice boards and students can report discrepancies to teachers, Registrar, or the Principal.

| File Description | Documents |
|---------------------------------|-------------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

It is ensured by the college that all the students grievances regarding interpretation of answers, totaling of marks and any error in the list of the prize winners of College Award Presentation Function, are redressed in a time bound, efficient and transparent manner. Mechanism of deal with the grievances:

- Students are provided with the time duration of 2-3 days to report any grievance regarding the above said issues.
- Issues regarding the tallying of marks during evaluation are dealt by the concerned teacher on the presentation of the answer sheets.
- Grievances related to the interpretation of answers is redressed as per the requirements of the situation.

Discrepancies in the notified lists of the winners of the Annual Awards are corrected with the permission of the Principal.

College also ensures to maintain a suggestion box, easily accessible to the students to submit their complaints.

The students are provided the opportunity to talk directly to the principal regarding their grievances if any.

| File Description | Documents |
|---------------------------------|-------------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The success of any institution in imparting quality education to the students lies in attainment of the desired programme outcomes, programme specific outcomes and course outcomes. The dissemination of POs/PSOs/COs in the College is done as follows:

Programme Outcomes are available on the College website.

Programme Specific Outcomes for each program are also discussed in the departmental meetings

Course Outcomes are compiled for each course after discussion with the concerned members of the faculty.

The same are displayed on the college website for the ready reference of the faculty and the stakeholders;

Awareness about POs/PSOs/COs is also created among the students by the faculty in the beginning of the semester.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | http://pmlsdfgc.in/userfiles/file/po.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | No File Uploaded |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of POs/PSOs/COs is evaluated in different manners like :- Performance of the students in the University examinations, College House Tests, class tests, assignments and their feedback which serves as one of the way for academic evaluation and progress. At the end of the semester, analytical review of the class wise results is discussed in departmental meetings and thereafter with the worthy Principal during department wise meetings. So that remedial steps can be taken for betterment of attainment of POs/PSOs/COs.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

108

| File Description | Documents |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://pmlsdfqc.in/userfiles/file/s.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | No File Uploaded |

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | No File Uploaded |

3.1.3 - Number of departments having Research projects funded by government and non-government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

| File Description | Documents |
|---|-------------------------|
| List of research projects and funding details (Data Template) | No File Uploaded |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute has taken initiatives for creation and transfer of knowledge by encouraging the faculty members to participate and present research papers in the seminars and conferences organized by other colleges/universities. The post graduate students are motivated to write papers on the topics prescribed in their syllabus. This creates the spirit of research in them. The papers written by the master class students are kept in the library for future use.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

Property Rights (IPR) and entrepreneurship during the year**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

00

| File Description | Documents |
|--|-------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | No File Uploaded |

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

00

| File Description | Documents |
|--|-------------------------|
| URL to the research page on HEI website | Nil |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | No File Uploaded |
| Any additional information | No File Uploaded |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

1

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

3

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Pt. Mohan Lal S.D. College For Girls, Fatehgarh Churian has shown a very strong presence in the extension activities that go beyond the curriculum. In line with the goal of " Social awareness , Health and Education ", the extention activities encompass Gender Concerns, Imparting Modren education in the remote areas, Solid waste management, Environmental conservation , Career and Enterpreneurial development. The NSS unit takes initiatives by organizing different activities like:- Tree Plantation , Swachh Bharat Abhiyan , Republic Day celebration , Voter Awareness Rally etc. Beside NSS, Central association remains active in the extention activities like charitable programmes such as Neki Ki Diwar, Visits to Orphanages and Kushat Asharam and also distribute stationery, clothes and many more things of daily needs. The college has different clubs and committees to sensitize students and community to social issues. These activities develop students - community relationships, leadership skills and self confidence among the students. The vision of the college is to nurture and develop students' potential and abilities , guiding them in their learning journey and preparing them for life's challenges. A regular feature of the college is to celebrate the days of historic importance in the community. The organized activities include international Women's Day , Women Health and Hygiene issues ,World Girl Child Day, Women Empowerment etc.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://www.pmlsdfgc.in/ |
| Upload any additional information | No File Uploaded |

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

| File Description | Documents |
|--|-------------------------|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year (Data Template) | No File Uploaded |
| e-copy of the award letters | No File Uploaded |

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDS awareness, Gender issue etc. year wise during year

100

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | No File Uploaded |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

| File Description | Documents |
|--|-------------------------|
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | No File Uploaded |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

00

| File Description | Documents |
|--|-------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | No File Uploaded |

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college was established in the year 2005 and during 18 years of its existence the college has improved the facilities for the enhancement of Teaching and Learning. The administration and the faculty members make continuous efforts for planning, creation and enhancement of the infrastructure to meet their commitment to provide value based effective teaching . For the smooth functioning of the institute, the college is divided into three blocks like main building , science block and student centre. The college has a spacious library. The computer labs and science labs are continuously upgraded with the latest technology to make the students aware about the new methods. In the physical education department new indoor games are added. To provide safe and secure environment , the college campus area is under CCTV surveillance. In order to cater to the needs , the college has constructed different rooms in the past years. To provide hygienic environment spacious cross ventilated washrooms are provided. Audio-visual aids like:- OHP, LCD and sufficient computers are available in almost all the departments.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has well ventilated and lighted student centre for cultural activities. Lush green lawn area is also used to organize cultural activities like Teez, Lohri, Basant, Independence Day, Republic Day celebration and alumni meet etc. The college is known for its sports achievements and facilities provided to the players. For providing these facilities the college has large open grounds for the utilization of the students. The maintenance of these sports facilities is taken care of by the physical education department and the ground man. Indoor games like chess, skipping ropes, ludo and carrom boards etc. are available in the recreational room. Yoga and meditation activities are conducted in the yoga room. Special Karate classes are provided to the students. A special coach for this has been appointed. The winners of the sports events are awarded for their excellent performance. Along with this they are granted fee-concession on the basis of their performance.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

20

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

341249

| File Description | Documents |
|---|-------------------------|
| Upload any additional information | No File Uploaded |
| Upload audited utilization statements | No File Uploaded |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | No File Uploaded |

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library is fully equipped with all the facilities required for both the teachers and students. Good seating capacity for the students as well as for the teachers is available in the library . Round the clock internet facility is also available for the convenience of the users. The librarian keeps herself updated with the modern equipments and designs to meet educational needs of the teachers and students. It is not confined to mere collection of books on various subjects, their issues and return , but it makes an effective contribution towards dissemination of knowledge. Installation of E-Lib software:- Year of installation:- 2022

| File Description | Documents |
|---------------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional Information | Nil |

4.2.2 - The institution has subscription for the C. Any 2 of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template) | No File Uploaded |

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

5900

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | No File Uploaded |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | No File Uploaded |

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

50

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Details of library usage by teachers and students | No File Uploaded |

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

All the departments have shared connection of Wi-Fi Connect Lease Line -50 MBPS. All the blocks including class rooms have been given Wi-Fi facility. Computer department has two fully air conditioned computer labs with 60PC's. Computer department has its laptop also. The administrative office and office of the Principal

have been equipped with computer and internet access. Any student of the college can access the internet in the computer laboratory during free lectures. The computer department of the college upgrades the computers frequently. Also new computers are purchased regularly and the old ones are discarded.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

4.3.2 - Number of Computers

60

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | No File Uploaded |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | No File Uploaded |

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

346369

| File Description | Documents |
|---|-------------------------|
| Upload any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | No File Uploaded |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

To monitor the quality of the policies and procedures of the institution, the college follows various systems and procedures for the effective functioning of the college. The detail is provided in the file uploaded

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

00

| File Description | Documents |
|--|-------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | No File Uploaded |

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

79

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Data Template) | View File |

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | http://www.pmlsdfgc.in/ |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | No File Uploaded |

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

| File Description | Documents |
|--|-------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

| File Description | Documents |
|--|-------------------------|
| Self-attested list of students placed | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student placement during the year (Data Template) | No File Uploaded |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

21

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | No File Uploaded |
| Details of student progression to higher education | View File |

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

| File Description | Documents |
|--|-------------------------|
| Upload supporting data for the same | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | No File Uploaded |

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

2

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | No File Uploaded |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College prioritizes students' empowerment for personality development through active representation, interaction, and engagement in various activities.

Key initiatives include:

1. Departmental events, like the Commerce Department's Com fest and Science Department's Science Fest, are organized by students under the teachers supervision

2. Sports Participation: Encouragement for students in sports for physical well-being. . Scholarships and coaching are provided for sports enthusiasts through the Department of Physical Education.

3. The Annual Toppers Meet:- In every session , the college meets the toppers to elicit their views about the various aspects pertaining to their needs and aspirations. Students are encouraged to provide their valuable suggestions regarding teaching-learning, campus facilities and students welfare activities.

4. The students are given representation in IQAC cell and central association. The college encourages the students to organise departmental activities under the guidance of teachers. The students actively participate in extra curricular activities. The ECAC committee conducts a talent search programme every year to identify talented students in various fields and provide them the training to hone their skills. To sum up the college is committed to provide support to the students to help them grow. Various bodies seek the participation of the students and allow them to have experience in decision making. Identification of talented students helps to give training and support in their respective fields.

| File Description | Documents |
|---------------------------------------|----------------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

14

| File Description | Documents |
|---|----------------------------------|
| Report of the event | View File |
| Upload any additional information | No File Uploaded |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)) | No File Uploaded |

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The alumni of the college is the valuable asset of the institute. Our Alumni Association got registered on 16 March, 2023. With the

passage of time the college has turned out many generations of successful alumni. Over the years the alumni have occupied reputed positions in various fields. The alumni association of the college organizes an annual meet of our ex-students and offers a platform for the reunion of alumni. At the same time, departments are encouraged to create and maintain data of their alumni. The objectives of maintaining an alumni association in the college are multifold. Primarily it serves as a platform for association. Students have expressed a strong desire to help the college in whatever way they can. The college is proud to acknowledge the contribution of its alumni to the nation and society and the past generations are a source of inspiration for the present academic generation.

| File Description | Documents |
|---------------------------------------|----------------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | <u>View File</u> |

**5.4.2 - Alumni contribution during the year E. <1Lakhs
(INR in Lakhs)**

| File Description | Documents |
|-----------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION :- To emerge as a premier institution to empower women through holistic education.

MISSION :- To disseminate knowledge that nurtures students to meet the highest standards of competence and professionalism along with grounding them firmly in a sound value system.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Development of strategic plan is the outcome of the commitment of the Management, leadership team, faculty and collective input from all the stakeholders. The Principal is the administrative and academic head followed by , Dean Admission, NAAC Coordinator, NAAC Co-Coordinator, Registrar, and Staff Secretary. They join hands together for enhancing admission and proper functioning of the college .The institution forms various academic and non academic committees to devise plans and strategies to promote the all-around development of the students. Various camps, campaigns and charity programs are organized by NSS and Central Association. Students are empowered to play an important role in different activities The heads of the departments are given full autonomy to arrange departmental activities. Non-teaching staff also has representation in the governing body and the Internal Quality Assurance Cell. Decentralization of work is reflected in the execution of exams. The Principal appoints two Controllers of Examinations . They work together to ensure smooth examination procedures with the Registrar. Question paper printing and datesheet preparation are handled by the Registrar, the Controllers of Examinations manage the distribution of question papers, the assignment of duties to the teachers. The students participate in various administrative and academic committees like, IQAC , central association etc.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For the smooth functioning, strategies must be formulated, communicated and implemented effectively. The plans are projected

after a discussion based on analysis, assessment and estimation. To meet the changing demands of students the management has adopted a 'student centered approach' and innovative teaching-learning methods. Laboratory infrastructure has been upgraded with respect to number of computers and software packages. Website has been updated. In order to make students employable various skill enhancement and career guidance activities are organized. ICT appears as a 'bridge' to break the distance and 'survive' the learning. Different apps such as Zoom, Google meet, Webex, Edmodo, Swayam etc. are used. The college having the three blocks for its use, so it has to bear a huge expenditure on electricity. To bring down the expenditure, following steps are being taken:--

1. The conventional lighting system in the entire college has been replaced with LED's
2. A committee of teachers has been formed which is responsible for ensuring the judicious use of electrical appliances in the entire campus.
3. The NSS department is encouraged to organize activities to control wastage of energy and at the same time promote use of renewable sources of energy

| File Description | Documents |
|--|-------------------------|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college, governed by the GGDSD college society, Chandigarh ensures that new policy decisions receive approval from top management before implementation. Efficiency in administration is achieved through messaging services, such as SMS and apps like Whatsapp, for disseminating information about staff council meetings, ceremonies, and more. The college's Account Office is fully computerized, handling data on staff salaries, student fees and other finance related activities like CPF deductions, and submissions. For student admission, help desk of faculty present there to assist the students. The General Office maintains a

comprehensive computerized record of students, including attendance and marks. In examination processes, the house test exam date sheet and seating plans are displayed one week and one day in advance respectively on the display boards. Practical marks for university final exams are directly uploaded through the e-Portal on the exam day, streamlining the entire examination system.

| File Description | Documents |
|---|-------------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | Nil |
| Upload any additional information | No File Uploaded |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

| File Description | Documents |
|--|-------------------------|
| ERP (Enterprise Resource Planning) Document | No File Uploaded |
| Screen shots of user interfaces | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | No File Uploaded |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution follows a proactive approach towards the welfare of the employees. The college has the following welfare schemes in place for teaching as well as non teaching:-

1. Study leaves for the staff members
2. Fee-concession to staff wards

3. Duty leave for attending workshops, seminars, orientation programs and refresher courses

4. Grant of various leaves- Medical leave/ casual leave/ Earned leave/Compensatory leave/Maternity leave

5. The institute organizes Neki Ki Diwar to help supporting staff twice a year.

6. Diwali bonus

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

| File Description | Documents |
|---|-------------------------|
| Upload any additional information | No File Uploaded |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | No File Uploaded |

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

| File Description | Documents |
|--|----------------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | No File Uploaded |
| Reports of Academic Staff College or similar centers | No File Uploaded |
| Upload any additional information | <u>View File</u> |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | No File Uploaded |

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

| File Description | Documents |
|---|----------------------------------|
| IQAC report summary | No File Uploaded |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | No File Uploaded |
| Upload any additional information | <u>View File</u> |
| Details of teachers attending professional development programmes during the year (Data Template) | No File Uploaded |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance Appraisal System of the college is based on getting a Self-Assessment Performa filled by all the teachers at the end of each academic session. The performa is designed in a way so as to assess the academic as well as professional growth of

the teachers. The various parameters covered in the performance include Courses being taught and teaching methods used, Examination and evaluation duties performed, Participation in research related activities, Participation in Seminars/Conferences/Workshops/Orientation Programmes, Participation in extra-curricular and extension activities, Participation in activities related to college administration. The purpose of the performance is to encourage the teachers to participate in other activities in addition to classroom teaching and work towards their own growth as well as of the institution. These forms are submitted to the Internal Quality Assurance Cell which after a thorough examination of the same, gives recommendations to the principal who gives her remarks and takes decisions accordingly. The teachers working on ad-hoc basis are also asked to fill in self appraisal forms. The ad-hoc teachers performing well are appointed again in the next session too. Annual Performance Assessment Report (APAR) of non-teaching staff is evaluated by the principal.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly. Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal and external audits are conducted by the institution. The two types of audits conducted are :-

- 1. Internal Audit.**
- 2. Audit by Management appointed CA.**

The annual budget report is received from society after getting signed by the CA.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

| File Description | Documents |
|---|-------------------------|
| Annual statements of accounts | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | No File Uploaded |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Principal appoints faculty members on the Amalgamated Fund Committee (AFC) on the basis of seniority . The Principal in consultation with office administrator and members of AFC monitor the financial flows by formation of different committees like purchase committee, hospitality committee etc for managing finances in the various functions/activities organized by the college. The annual budget of the college is discussed in the Local Managing Committee meetings by earmarking funds under the various heads. The regular expenditure in any head is monitored at various levels like staff member committees, Prof Incharges of Amalgamated Fund, the College Principal and Managing Committee Chandigarh.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The two practices institutionalized as a result of IQAC efforts and initiatives are:-

1. Decentralization of Administrative Set up.

2. Students Mentorship Programs and Toppers Meet.

1. Decentralized administrative set up and appointment of teachers to various administrative posts on the basis of seniority :-On the recommendation of IQAC, the college administration has been decentralized to large extent and members of the faculty have been assigned duty to assist the Principal in the smooth functioning of administrative and academic affairs

2. Students Mentorship Programs and Toppers Meet: With the initiative of IQAC, the feedback of the meritorious students is taken in the scholars (Toppers) meet. The regular monitoring of the teaching through feedback from Toppers has resulted in a large number of college students getting merit positions in the University examinations. The college feels that it is our primary responsibility to provide academic support to the weaker students in order to curb the dropout rate and to improve the academic performance. With the efforts of IQAC, the various teaching departments are monitoring the performance of academically weak students and assist them

| File Description | Documents |
|---------------------------------------|--|
| Paste link for additional information | www.pmlsdfgc.in |
| Upload any additional information | No File Uploaded |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The learning outcome is reflected in the results and achievements of our students during the terminal and external examinations. The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC. Class committee meetings are regularly

conducted with students to take feedback and appropriate steps are taken to enhance the teaching - learning process. Feedback from students is also taken individually by teachers for their respective courses. A result oriented and performance-based model is adopted at the college that emphasizes accountability based on student learning. IQAC continuously reviews and takes initiatives to improve quality of teaching- learning process. The college recognizes that a large number of students who are enrolled in the first year of the undergraduate courses especially of rural background face difficulties in English. keeping in mind the above sited issue, IQAC recognizes the need of English spoken classes by using various technological tools. Head of the English department along with their staff start orientation programs for first year undergraduate students that include the classes on overall English skills. As a result of this, the dropout rate has reduced to a significant level.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | http://pmlsdfgc.in/userfiles/file/IQAC%20Meeting%202023-24.pdf |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | No File Uploaded |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

It is the college's firm belief that women's empowerment can be achieved through the broadening of their horizons, the enhancement of their knowledge, and the sharpening of their skills that quality education provides. Therefore, the college leaves no stone unturned to ensure a safe and conducive atmosphere for girl students and provide them with an opportunity to get an education without any fear or hesitation.

To ensure safety and security of the students, college has taken concrete steps as follows:

1. The college has installed CCTVs at prominent and strategic points.
2. Security personnels have been posted all around the campus.
3. The staff members perform discipline duty during their free periods to keep the environment disruption-free.
4. The principal also takes frequent rounds of the campus to keep an eye on the activities of the students.

Counseling The Grievances Redressal & Complaint Cell for Women cum Women Empowerment Cell is actively working for empowering and strengthening the girl students. The committee counsels the students and addresses their personal problems and those related to studies so as to make them self-reliant and aware. Counseling

helps the students to discuss their uncomfortable experiences and problems, which they cannot share with their parents.

| File Description | Documents |
|---|------------|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy
Biogas plant Wheeling to the Grid
Sensor-based energy conservation Use of LED bulbs/
power efficient equipment

B. Any 3 of the above

| File Description | Documents |
|--------------------------------|-------------------------|
| Geo tagged Photographs | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management :-To keep the campus clean and eco-friendly,dustbins have been placed at different areas of the campus. Teachers advise the students to put the waste in dustbins. In addition to it, dustbins have been placed in the offices to manage the problem of the waste disposal. To convert organic waste into fertilizers ,garden waste, kitchen waste from college canteen is collected in the compost pit and organic fertilizer is prepared to use for the growth of the plants. The solid waste is properly disposed by calling municipal corporation members. The NSS unit takes initiative to make the campus clean . Waste material is sold to junk dealers.Wooden scraps are also reused . Paper waste is sold to scrap dealers for recycling.The students of Fashion designing reuse solid waste to make decorative pieces .

Liquid Waste Management:- No banned chemicals are used in the

college laboratories . The liquid waste generated in the lab is free from harmful chemicals. The internal sewage system, safely disposes off waste water to water the plants.

E-waste Management: The college takes measures for safe disposal of hazardous e-waste. By doing all this, the college contributes to the protection of environment.

| File Description | Documents |
|---|-------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | No File Uploaded |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting
Bore well /Open well recharge Construction
of tanks and bunds Waste water recycling
Maintenance of water bodies and distribution system in the campus

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | No File Uploaded |

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

| File Description | Documents |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | View File |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

| File Description | Documents |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | No File Uploaded |
| Details of the Software procured for providing the assistance | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college caters to the needs of the students with different religious, cultural and socio-economic backgrounds . The college provides equal opportunities to these students without any discrimination on the basis of caste, religion and region. The college believes in broadening the mental horizons of the students and setting their mind free from various disparities and distinctions. Hence college always takes initiative for organizing various activities in the campus to instill the spirit of brotherhood and oneness among students. Different festivals such as:-Hawans, Paths etc. are celebrated with full fervor. We celebrate Ambedkar Jayanti, National Youth Day, Mahashivratri, Good Friday, Kabir Jayanti, Maharishi Valmiki Jayanti, Id-Ul-Fitar, Idulzuha, Gurupurab of Sikh Gurus. Neki Ki Deewar', 'visits to orphanage and old age home with the motto of 'sharing happiness with others'. These programs are directed towards imparting moral values among students. Moreover, the students take part in the youth festivals. They select their songs and dance forms of their own culture and interest. These programs play a vital role in inculcating the sense of cooperation and developing their team building skills. Students of all religions, castes and languages perform in these activities and bring laurels to the college.

| File Description | Documents |
|--|-------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

As far as sensitization of the students and employees to the constitutional obligations is concerned, the thoughts and quotations, displayed in the campus make the students and staff aware of rights, duties and responsibilities of the citizens. Apart from this, the college organizes various activities to sensitize the students and teachers about their rights and duties. To make students responsible citizens, each department and various clubs and committees organize different curricular and co curricular activities. The students enthusiastically participate in various programs like seminars, webinars and guest lectures on different topics which enrich the awareness to show respect towards National Anthem, National Flag, obey the laws of our country, safeguard public property and maintain the unity and integrity of the country. Various activities like poster making, slogan writing, essay writing competitions etc. have been organized by different departments. The college has organized students activities like oath taking ceremonies, celebrating Patriotic Week and competitions on the Independence Day, the Republic Day, Human Rights Day, Voter Day and Constitutional Day wherein a large number of students participated. NSS Unit, Political Science department, Central Association, Social Sciences Club, Language Society celebrate birth and death anniversaries of great freedom fighters throughout the year.

| File Description | Documents |
|---|------------|
| Details of activities that inculcate values; necessary to render students into responsible citizens | Nil |
| Any other relevant information | Nil |

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website

There is a committee to monitor adherence to the Code of Conduct

Institution organizes professional ethics programmes for students, teachers, administrators and other staff

B. Any 3 of the above

4. Annual awareness

programmes on Code of Conduct are organized

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The College celebrates the Independence Day and the Republic Day to commemorate the teachings of the great freedom fighters who sacrificed their lives for the nation. The Principal of the college performs the ceremony of flag hoisting which is followed by the National Anthem and patriotic recitations. Keeping in view the teachings of Mahatma Gandhi, Swachh Bharat Abhiyan was organized by NSS to clean the area surrounding the college. Different departments of the college enthusiastically keep on organizing programs to remember the contribution of martyrs in nation building. The institution celebrates different national and international days, events and festivals with great zeal. To make the students aware of the national pride and rich cultural heritage, the national/International commemorative days and events are regularly celebrated in the campus such as Save Water Day, World Environment Day, World population Day, the Independence Day, National Youth Day, World Literacy Day, International Yoga Day, Birth anniversary of Mahatma Gandhi & Banda Singh Bahadur, AIDS Day, Martyrdom of Shri Guru Gobind Singh ji, National Voters day, the Republic day, International Women Day, Birth and death anniversary of Dr. B.R. Ambedkar etc. Such practices inculcate self-discipline, high spirit and confidence in students.

| File Description | Documents |
|---|-------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | No File Uploaded |
| Geo tagged photographs of some of the events | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Title of the Practice: Community Initiatives:- the College aims to instill a sense of social responsibility and sensitization among the students by motivating the students to contribute towards the noble cause of community welfare.

The Practice:- The college students are actively involved in social outreach programs like specially conducted in the adopted villages as well as on campus: Voluntary help to the needy Helping the underprivileged children Interaction with Senior Citizens at Old Age Homes Programs for the disadvantaged sections of the society such as orphans and disabled Sensitization rallies, drives on tree plantation, dowry, drug addiction and cleanliness etc. Imparting vocational training to the underprivileged sections of society

II. Title of the Practice: Inculcating moral values in Students:- The College is committed to impart the values among its students. Starting of the college with the prayer to almighty is the effort towards this. Sanatan Dharam Sabha arranges Path, Hawan on various occasions. This practice inculcates commitment, devotion, dedication, honesty and vision in the students. The college has various committees, clubs and societies which play an important role in developing values among the students. From time to time moralizing lessons like respect of the elders, obeying them and be a helping hand to them are given by the Principal as well as by the teachers in the assembly. The college conducts Netik Shiksha exams with the help of external agency.

| File Description | Documents |
|---|------------|
| Best practices in the Institutional website | Nil |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

College is committed towards quality education with special attention to the girls from weaker sections of Society. The primary goal of the college is to impart the value based education focused on soft skill development. The college also believes that the development of the country is only possible if educational institutions provide inclusive education to the girls by carrying along deprived sections of society. With this goal in mind, the college provides generous financial aid and fee concessions to deserving students. During 2023-24, financial aid of Rs.1,52,550 has been provided by the college and philanthropists to the financially weak & meritorious students, sportspersons and staff wards. College provides transportation facility to the girls of the different nearby villages. The college does efforts to regularly hold special sessions to arm the students with essential communication skills through add-on course to face the prospective employers.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution strives for effective curriculum delivery through conventional as well as modern techniques. At the time of admission the aptitude of the students is assessed. The teaching work is allocated to the faculty members after discussion and deliberations in departmental meetings. The teachers take care to complete the syllabus in time and the students are encouraged to meet the teachers beyond classroom hours for additional assistance and guidance. The students who do not perform well in internal exams are asked to take extra help from the teachers to boost their performance. The progress of delivery of curriculum is regularly monitored and necessary steps are taken. Feedback from stakeholders is being taken and analyzed to improve overall performance during the IQAC meetings. Modern methods of teaching are employed to make the process of learning more engaging and riveting. These include PPTs, audio-visual aids, film screenings, educational trips etc. The students are given projects and assignments which help them in channelizing their creativity and energy for learning new concepts

| File Description | Documents |
|-------------------------------------|-------------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Continuous Internal Evaluation (CIE) is done on the basis of Assignments and Mid-Term-Test (MTT) for every course in each semester. According to the exam schedule of the affiliating university, the college adjusts the academic calendar for the internal examination. The academic calendar is prepared well in advance for the ensuing academic session and uploaded on the college website for the all-time information of the students and stakeholders. It carries tentative schedule related to the

admission process, teaching-learning schedule, evaluation blue print, curricular and co-curricular activities, extra-curricular activities, major departmental and institutional events to be organized and vacation calendar. The college follows its academic calendar for conducting internal examinations. In a true sense, continuous internal evaluation of the students is made through home assignments, surprise tests, unit test. The examination committee comprises two senior teachers who are designated as controller of examination. It works on the slots reserved in academic calendar for internal evaluation and prepares and displays the date-sheet well in advance for the Mid Term Test. The departments prepare their own plans keeping in mind the schedule of internal evaluation given in the academic calendar. Only the students who are absent from the tests on valid grounds are allowed to go for evaluation at a later date.

| File Description | Documents |
|-------------------------------------|-------------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

| | |
|---|------------------------------|
| 1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University | C. Any 2 of the above |
|---|------------------------------|

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | No File Uploaded |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

1

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| Institutional data in prescribed format (Data Template) | No File Uploaded |

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded |
| List of Add on /Certificate programs (Data Template) | No File Uploaded |

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | No File Uploaded |

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Institution incorporates the Sanatan Dharam philosophy in thought and spirit that strives to make learning conducive to think critically and solve problems, to be creative and multidisciplinary and innovate, adept and absorb new material dynamically but still holding upon the traditional ethics and values. Our curriculum makes education more well-rounded, useful, and fulfilling to the learner. Our institution considers it a pride to be a stakeholder in Swatch Bharat Abhyans. Gender sensitisation is inculcated amongst students by the Women Empowerment Cell of the college. It organises activities, seminars, discussions and workshops for the indoctrination of the sense of equality and develop respect for diversity on gender grounds. Days like International Girl Child Day and Women's Day are celebrated with much fervour. Environmental awareness including water and resource conservation, sanitation and hygiene and knowledge of critical issues of local communities, States, the country, and the world is generated through the subjects like Environment Studies. Eco -Club of the college actively organises Plantation drives, E- waste management drives and other awareness drives pertaining to issues like climate change, greenhouse gasses emissions etc. Celebration of International Yoga Day as a revelry and the inclusion of 'Drug Abuse' in curriculum .

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | No File Uploaded |

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Institutional Data in Prescribed Format | No File Uploaded |

1.3.3 - Number of students undertaking project work/field work/ internships

115

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | No File Uploaded |

1.4 - Feedback System

| | |
|---|------------------------------|
| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | C. Any 2 of the above |
|---|------------------------------|

| File Description | Documents |
|---|-------------------------|
| URL for stakeholder feedback report | Nil |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | No File Uploaded |
| Any additional information | No File Uploaded |

| | | |
|---|-------------------------|--|
| 1.4.2 - Feedback process of the Institution may be classified as follows | | B. Feedback collected, analyzed and action has been taken |
| File Description | Documents | |
| Upload any additional information | No File Uploaded | |
| URL for feedback report | Nil | |

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year****127**

| | |
|---|---------------------------|
| File Description | Documents |
| Any additional information | View File |
| Institutional data in prescribed format | No File Uploaded |

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year****122**

| | |
|---|---------------------------|
| File Description | Documents |
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | No File Uploaded |

2.2 - Catering to Student Diversity**2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

The College's faculty is performance-driven, keen on understanding students knowledge and skill needs. To enhance student development, various measures are implemented:

1. Pre-Academic Session: Personal interaction sessions and orientation programs for the students.
2. Hard and Soft Skills Inculcation: Experiential learning using the Conceptualize, Apply, Act, and Reflect (CAAR) technique. Weekly tests, seminars, oral presentations, guest lectures, assignments, and counselling sessions are conducted as part of skill development.
3. Academic Progress Supervision: HoDs, class co-ordinators, and subject teachers oversee students' academic progress
4. Skill Development Activities: Activities such as observation, participation, workshops and hobby classes contribute to skill development.
5. Student Profiling: Profiles are created from administrative data, including previous exams and house tests, using methods like oral and periodic written testing, general interaction, group study, individual assignments, class seminars, and open labs.
6. Assistance for Meritorious and Economically Disadvantaged Students: Financial aid, fee concessions, and scholarships are provided. Question banks, and previous university question papers are provided with solutions.
7. Peer Groups: Slow learners have the opportunity to take help from the incharge of their peer group as well as from their teachers, aiming to reintegrate them into mainstream classes.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 308 | 26 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The College ensures that students are the focus of the teaching-learning processes. The faculty employs experiential learning methods which teach the students to practically experience to Conceptualize, Apply, Act, and Reflect (CAAR technique). CAAR technique is useful in imparting learning through observation and participation; mind-body alignment.

Collaborative/participative teaching-learning is imparted by making study groups; giving group project assignments; organizing group discussions/debates on prescribed/non-prescribed topics; involving students in planning and organizing department level seminars; workshops; educational festivals (IT FEST by the Department of Computer Science; COMFEST, by the Department of Commerce, science fest by science department. For furtherance of the holistic environment, care is taken to resolve problems related to academics through remedial classes; psychological problems through different clubs and committees which organize 1. awareness camps, 2. seminars, 3. quiz competitions, and 4. individualized one-on-one counselling sessions, extension lectures. The College is running various Crash courses such as ASP.NET, PHP, Android APP at a nominal fee to benefit the students. These courses help the students to excel not only in India but overseas also.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | No File Uploaded |
| Link for additional information | http://www.pmlsdfqc.in/ |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The teachers make use of the tools of Information and Communications Technology for encouraging creativity among students with the aid of classrooms and computer labs equipped with high-tech new generation computers and compatible accessories and web-based learning resources. For the purpose

of learning and teaching, internet facility is provided in all the floors of main building. College Library helps the staff and the students to have access to e-journals e-books and e-articles. ICT tools are also used in interactive class-rooms computer-labs with interactive board language laboratory and well-equipped science laboratories. The faculty uses personal computers/desktops/laptops and recorded devices (CDs & pen drives) for running internet based or recorded CDs subject matter. Tools of ICT are also used during sessions of Communication Skills.

| File Description | Documents |
|---|-------------------------|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | No File Uploaded |

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

20

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | No File Uploaded |

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

26

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | No File Uploaded |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

4

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

150

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | No File Uploaded |

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

College internal assessment aligns with University norms. Student performance is internally evaluated through attendance, tests, assignments, and co-curricular involvement. House test as well as Final exam schedules are displayed on notice boards and circulated in classes. Marks allocation for tests is done by teachers, supervised by HoDs and the Principal. House test question papers adhere strictly to the university pattern. Tests are written in college-provided bluebooks, resembling university answer-books. Answer sheets are assessed, discussed in class, and shared with students for counselling. Individual counselling for weak or slow learners is provided by teachers. Parents are informed about student performance in parent-teacher meetings. Attendance and award lists are timely deposited in the college office for record preparation. Results are displayed on notice boards and students can report discrepancies to teachers, Registrar, or the Principal.

| File Description | Documents |
|---------------------------------|-------------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

It is ensured by the college that all the students grievances regarding interpretation of answers, totaling of marks and any error in the list of the prize winners of College Award Presentation Function, are redressed in a time bound, efficient and transparent manner. Mechanism of deal with the grievances:

- Students are provided with the time duration of 2-3 days to report any grievance regarding the above said issues.
- Issues regarding the tallying of marks during evaluation are dealt by the concerned teacher on the presentation of the answer sheets.
- Grievances related to the interpretation of answers is redressed as per the requirements of the situation.

Discrepancies in the notified lists of the winners of the Annual Awards are corrected with the permission of the

Principal.

College also ensures to maintain a suggestion box, easily accessible to the students to submit their complaints.

The students are provided the opportunity to talk directly to the principal regarding their grievances if any.

| File Description | Documents |
|---------------------------------|-------------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The success of any institution in imparting quality education to the students lies in attainment of the desired programme outcomes, programme specific outcomes and course outcomes. The dissemination of POs/PSOs/COs in the College is done as follows:

Programme Outcomes are available on the College website.

Programme Specific Outcomes for each program are also discussed in the departmental meetings

Course Outcomes are compiled for each course after discussion with the concerned members of the faculty.

The same are displayed on the college website for the ready reference of the faculty and the stakeholders;

Awareness about POs/PSOs/COs is also created among the students by the faculty in the beginning of the semester.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | http://pmlsdfgc.in/userfiles/file/po.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | No File Uploaded |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of POs/PSOs/COs is evaluated in different manners like :- Performance of the students in the University examinations, College House Tests, class tests, assignments and their feedback which serves as one of the way for academic evaluation and progress. At the end of the semester, analytical review of the class wise results is discussed in departmental meetings and thereafter with the worthy Principal during department wise meetings. So that remedial steps can be taken for betterment of attainment of POs/PSOs/COs.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

108

| File Description | Documents |
|--|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://pmlsdfgc.in/userfiles/file/s.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | No File Uploaded |

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | No File Uploaded |

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

| File Description | Documents |
|---|-------------------------|
| List of research projects and funding details (Data Template) | No File Uploaded |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute has taken initiatives for creation and transfer of knowledge by encouraging the faculty members to participate and present research papers in the seminars and conferences organized by other colleges/universities. The post graduate students are motivated to write papers on the topics prescribed in their syllabus. This creates the spirit of research in them. The papers written by the master class students are kept in the library for future use.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

| File Description | Documents |
|--|-------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | No File Uploaded |

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

| File Description | Documents |
|--|-------------------------|
| URL to the research page on HEI website | Nil |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | No File Uploaded |
| Any additional information | No File Uploaded |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

1

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

3

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Pt. Mohan Lal S.D. College For Girls, Fatehgarh Churian has shown a very strong presence in the extension activities that go beyond the curriculum. In line with the goal of " Social awareness , Health and Education ", the extention activities encompass Gender Concerns, Imparting Modren education in the remote areas, Solid waste management, Environmental conservation , Career and Enterpreneurial development. The NSS unit takes initiatives by organizing different activities like:- Tree Plantation , Swachh Bharat Abhiyan , Republic Day celebration , Voter Awareness Rally etc. Beside NSS, Central association remains active in the extention activities like charitable programmes such as Neki Ki Diwar, Visits to Orphanages and Kushat Asharam and also distribute stationery, clothes and many more things of daily needs. The college has different clubs and committees to sensitize students and community to social issues. These activities develop students - community relationships, leadership skills and self confidence among the students. The vision of the college is to nurture and develop students' potential and abilities , guiding them in

their learning journey and preparing them for life's challenges. A regular feature of the college is to celebrate the days of historic importance in the community. The organized activities include international Women's Day , Women Health and Hygiene issues ,World Girl Child Day , Women Empowerment etc.

| | |
|---------------------------------------|---|
| File Description | Documents |
| Paste link for additional information | http://www.pmlsdfqc.in/ |
| Upload any additional information | No File Uploaded |

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

| | |
|--|-------------------------|
| File Description | Documents |
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year (Data Template) | No File Uploaded |
| e-copy of the award letters | No File Uploaded |

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDS awareness, Gender issue etc. year wise during year

100

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | No File Uploaded |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

| File Description | Documents |
|--|-------------------------|
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | No File Uploaded |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

00

| File Description | Documents |
|--|-------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | No File Uploaded |

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college was established in the year 2005 and during 18 years of its existence the college has improved the facilities for the enhancement of Teaching and Learning. The administration and the faculty members make continuous efforts for planning, creation and enhancement of the infrastructure to meet their commitment to provide value based effective teaching . For the smooth functioning of the institute, the college is divided into three blocks like main building , science block and student centre. The college has a spacious library. The computer labs and science labs are continuously upgraded with the latest technology to make the students aware about the new methods. In the physical education department new indoor games are added. To provide safe and secure environment , the college campus area is under CCTV surveillance. In order to cater to the needs , the college has constructed different rooms in the past years. To provide hygienic environment spacious cross ventilated washrooms are provided. Audio-visual aids like:- OHP, LCD and sufficient computers are available in almost all the departments.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has well ventilated and lighted student centre for cultural activities. Lush green lawn area is also used to organize cultural activities like Teez, Lohri, Basant, Independence Day, Republic Day celebration and alumni meet etc. The college is known for its sports achievements and facilities provided to the players. For providing these facilities the college has large open grounds for the utilization of the students. The maintenance of these sports facilities is taken care of by the physical education department and the ground man. Indoor games like chess, skipping ropes, ludo and carrom boards etc. are available in the recreational room. Yoga and meditation activities are conducted in the yoga room. Special Karate classes are provided to the students. A special coach for this has been appointed. The winners of the sports events are awarded for their excellent performance. Along with this they are granted fee-concession on the basis of their performance.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

20

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

341249

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Upload audited utilization statements | No File Uploaded |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | No File Uploaded |

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library is fully equipped with all the facilities required for both the teachers and students. Good seating capacity for the students as well as for the teachers is available in the library . Round the clock internet facility is also available for the convenience of the users. The librarian keeps herself updated with the modern equipments and designs to meet educational needs of the teachers and students. It is not confined to mere collection of books on various subjects, their issues and return , but it makes an effective contribution towards dissemination of knowledge. Installation of E-Lib software:- Year of installation:- 2022

| | |
|--|------------------------------|
| File Description | Documents |
| Upload any additional information | No File Uploaded |
| Paste link for Additional Information | Nil |
| 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | C. Any 2 of the above |
| File Description | Documents |
| Upload any additional information | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | No File Uploaded |
| 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs) | |
| 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs) | |
| 5900 | |
| File Description | Documents |
| Any additional information | View File |
| Audited statements of accounts | No File Uploaded |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | No File Uploaded |
| 4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year) | |
| 4.2.4.1 - Number of teachers and students using library per day over last one year | |
| 50 | |

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Details of library usage by teachers and students | No File Uploaded |

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

All the departments have shared connection of Wi-Fi Connect Lease Line -50 MBPS. All the blocks including class rooms have been given Wi-Fi facility. Computer department has two fully air conditioned computer labs with 60PC's. Computer department has its laptop also. The administrative office and office of the Principal have been equipped with computer and internet access. Any student of the college can access the internet in the computer laboratory during free lectures. The computer department of the college upgrades the computers frequently. Also new computers are purchased regularly and the old ones are discarded.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

4.3.2 - Number of Computers

60

| File Description | Documents |
|-----------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | No File Uploaded |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | No File Uploaded |

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

346369

| File Description | Documents |
|---|-------------------------|
| Upload any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | No File Uploaded |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

To monitor the quality of the policies and procedures of the institution, the college follows various systems and procedures for the effective functioning of the college. The detail is provided in the file uploaded

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

00

| File Description | Documents |
|--|-------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | No File Uploaded |

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

79

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | http://www.pmlsdfgc.in/ |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

| File Description | Documents |
|---|-------------------------|
| Any additional information | No File Uploaded |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | No File Uploaded |

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

| File Description | Documents |
|--|-------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

| File Description | Documents |
|--|-------------------------|
| Self-attested list of students placed | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student placement during the year (Data Template) | No File Uploaded |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

21

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | No File Uploaded |
| Details of student progression to higher education | View File |

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

| File Description | Documents |
|--|-------------------------|
| Upload supporting data for the same | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | No File Uploaded |

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

2

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | No File Uploaded |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College prioritizes students' empowerment for personality development through active representation, interaction, and engagement in various activities.

Key initiatives include:

1. Departmental events, like the Commerce Department's Com fest and Science Department's Science Fest, are organized by students under the teachers supervision

2. Sports Participation: Encouragement for students in sports for physical well-being. Scholarships and coaching are provided for sports enthusiasts through the Department of Physical Education.

3. The Annual Toppers Meet:- In every session , the college meets the toppers to elicit their views about the various aspects pertaining to their needs and aspirations. Students are encouraged to provide their valuable suggestions regarding teaching-learning, campus facilities and students welfare activities.

4. The students are given representation in IQAC cell and central association. The college encourages the students to organise departmental activities under the guidance of teachers. The students actively participate in extra curricular activities. The ECA committee conducts a talent search programme every year to identify talented students in various fields and provide them the training to hone their skills. To sum up the college is committed to provide support to the students to help them grow. Various bodies seek the participation of the students and allow them to have experience in decision making. Identification of talented students helps to give training and support in their respective fields.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year**14**

| File Description | Documents |
|---|---------------------------|
| Report of the event | View File |
| Upload any additional information | No File Uploaded |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)) | No File Uploaded |

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The alumni of the college is the valuable asset of the institute. Our Alumni Association got registered on 16 March, 2023. With the passage of time the college has turned out many generations of successful alumni. Over the years the alumni have occupied reputed positions in various fields. The alumni association of the college organizes an annual meet of our ex-students and offers a platform for the reunion of alunmi. At the same time, departments are encouraged to create and maintain data of their alumni. The objectives of maintaining an alumni association in the college are multifold. Primarily it serves as a platform for association. Students have expressed a strong desire to help the college in whatever way they can. The college is proud to acknowledge the contribution of its alumni to the nation and society and the past generations are a source of inspiration for the present academic generation.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

| File Description | Documents |
|-----------------------------------|-------------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION :- To emerge as a premier institution to empower women through holistic education.

MISSION :- To disseminate knowledge that nurtures students to meet the highest standards of competence and professionalism along with grounding them firmly in a sound value system.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Development of strategic plan is the outcome of the commitment of the Management, leadership team, faculty and collective input from all the stakeholders. The Principal is the administrative and academic head followed by , Dean Admission, NAAC Coordinator, NAAC Co-Coordinator, Registrar, and Staff Secretary. They join hands together for enhancing admission and proper functioning of the college .The institution forms various academic and non academic committees to devise plans and strategies to promote the all-around development of the students. Various camps, campaigns and charity programs are organized by NSS and Central Association. Students are empowered to play an important role in different activities The heads of the departments are given full autonomy to arrange departmental activities. Non-teaching staff also has representation in the governing body and the Internal Quality Assurance Cell. Decentralization of work is reflected in the execution of exams. The Principal appoints two Controllers of Examinations . They work together to ensure smooth examination

procedures with the Registrar. Question paper printing and datesheet preparation are handled by the Registrar, the Controllers of Examinations manage the distribution of question papers, the assignment of duties to the teachers. The students participate in various administrative and academic committees like, IQAC , central association etc.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For the smooth functioning, strategies must be formulated, communicated and implemented effectively. The plans are projected after a discussion based on analysis, assessment and estimation. To meet the changing demands of students the management has adopted a 'student centered approach' and innovative teaching-learning methods. Laboratory infrastructure has been upgraded with respect to number of computers and software packages. Website has been updated. In order to make students employable various skill enhancement and career guidance activities are organized. ICT appears as a 'bridge' to break the distance and 'survive' the learning. Different apps such as Zoom, Google meet, Webex, Edmodo, Swayam etc. are used . The college having the three blocks for its use,so it has to bear a huge expenditure on electricity. To bring down the expenditure, following steps are being taken:--

1. The conventional lighting system in the entire college has been replaced with LED's
2. A committee of teachers has been formed which is responsible for ensuring the judicious use of electrical appliances in the entire campus.
3. The NSS department is encouraged to organize activities to control wastage of energy and at the same time promote use of renewable sources of energy

| File Description | Documents |
|--|-------------------------|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college, governed by the GGDSD college society, Chandigarhi ensures that new policy decisions receive approval from top management before implementation. Efficiency in administration is achieved through messaging services, such as SMS and apps like Whatsapp, for disseminating information about staff council meetings, ceremonies, and more. The college's Account Office is fully computerized, handling data on staff salaries, student fees and other finance related activities like CPF deductions, and submissions. For student admission, help desk of faculty present there to assist the students. The General Office maintains a comprehensive computerized record of students, including attendance and marks. In examination processes, the house test exam date sheet and seating plans are displayed one week and one day in advance respectively on the display boards. Practical marks for university final exams are directly uploaded through the e-Portal on the exam day, streamlining the entire examination system.

| File Description | Documents |
|---|-------------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | Nil |
| Upload any additional information | No File Uploaded |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

| File Description | Documents |
|--|-------------------------|
| ERP (Enterprise Resource Planning) Document | No File Uploaded |
| Screen shots of user interfaces | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | No File Uploaded |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The institution follows a proactive approach towards the welfare of the employees. The college has the following welfare schemes in place for teaching as well as non teaching:-

1. Study leaves for the staff members
2. Fee-concession to staff wards
3. Duty leave for attending workshops, seminars, orientation programs and refresher courses
4. Grant of various leaves- Medical leave/ casual leave/ Earned leave/Compensatory leave/Maternity leave
5. The institute organizes Neki Ki Diwar to help supporting staff twice a year.
6. Diwali bonus

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the

| | |
|---|---------------------------|
| year | |
| 00 | |
| File Description | Documents |
| Upload any additional information | No File Uploaded |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | No File Uploaded |
| 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year | |
| 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year | |
| 1 | |
| File Description | Documents |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | No File Uploaded |
| Reports of Academic Staff College or similar centers | No File Uploaded |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | No File Uploaded |
| 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.) | |
| 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year | |
| 6 | |

| File Description | Documents |
|---|----------------------------------|
| IQAC report summary | No File Uploaded |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | No File Uploaded |
| Upload any additional information | <u>View File</u> |
| Details of teachers attending professional development programmes during the year (Data Template) | No File Uploaded |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance Appraisal System of the college is based on getting a Self-Assessment Performa filled by all the teachers at the end of each academic session. The performa is designed in a way so as to assess the academic as well as professional growth of the teachers. The various parameters covered in the performa include Courses being taught and teaching methods used Examination and evaluation duties performed Participation in research related activities Participation in Seminars/Conferences/Workshops/Orientation Programmes, Participation in extra-curricular and extension activities, Participation in activities related to college administration .The purpose of the performa is to encourage the teachers to participate in other activities in addition to classroom teaching and work towards their own growth as well as of the institution.These forms are submitted to the Internal Quality Assurance Cell which after a thorough examination of the same, gives recommendations to the principal who gives her remarks and takes decisions accordingly. The teachers working on ad-hoc basis are also asked to fill in self appraisal forms .The ad- hoc teachers performing well are appointed again in the next session too. Annual Performance Assessment Report (APAR) of non teaching staff is evaluated by the principal.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal and external audits are conducted by the institution. The two types of audits conducted are :-

1. Internal Audit.
2. Audit by Management appointed CA.

The annual budget report is received from society after getting signed by the CA.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

| File Description | Documents |
|---|-------------------------|
| Annual statements of accounts | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | No File Uploaded |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Principal appoints faculty members on the Amalgamated Fund Committee (AFC) on the basis of seniority . The Principal in consultation with office administrator and members of AFC

monitor the financial flows by formation of different committees like purchase committee, hospitality committee etc for managing finances in the various functions/activities organized by the college. The annual budget of the college is discussed in the Local Managing Committee meetings by earmarking funds under the various heads. The regular expenditure in any head is monitored at various levels like staff member committees, Prof Incharges of Amalgamated Fund, the College Principal and Managing Committee Chandigarh.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The two practices institutionalized as a result of IQAC efforts and initiatives are:-

1. Decentralization of Administrative Set up.

2. Students Mentorship Programs and Toppers Meet.

1. Decentralized administrative set up and appointment of teachers to various administrative posts on the basis of seniority :-On the recommendation of IQAC, the college administration has been decentralized to large extent and members of the faculty have been assigned duty to assist the Principal in the smooth functioning of administrative and academic affairs

2. Students Mentorship Programs and Toppers Meet: With the initiative of IQAC, the feedback of the meritorious students is taken in the scholars (Toppers) meet. The regular monitoring of the teaching through feedback from Toppers has resulted in a large number of college students getting merit positions in the University examinations. The college feels that it is our primary responsibility to provide academic support to the weaker students in order to curb the dropout rate and to improve the academic performance. With the efforts of IQAC, the various teaching departments are monitoring the performance of

academically weak students and assist them

| File Description | Documents |
|---------------------------------------|--|
| Paste link for additional information | www.pmlsdfgc.in |
| Upload any additional information | No File Uploaded |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The learning outcome is reflected in the results and achievements of our students during the terminal and external examinations. The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC. Class committee meetings are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching - learning process. Feedback from students is also taken individually by teachers for their respective courses. A result oriented and performance-based model is adopted at the college that emphasizes accountability based on student learning. IQAC continuously reviews and takes initiatives to improve quality of teaching- learning process. The college recognizes that a large number of students who are enrolled in the first year of the undergraduate courses especially of rural background face difficulties in English. keeping in mind the above sited issue, IQAC recognizes the need of English spoken classes by using various technological tools. Head of the English department along with their staff start orientation programs for first year undergraduate students that include the classes on overall English skills. As a result of this, the dropout rate has reduced to a significant level.

| File Description | Documents |
|---------------------------------------|-------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

C. Any 2 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | http://pmlsdfgc.in/userfiles/file/IQAC%20Meeting%202023-24.pdf |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | No File Uploaded |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

It is the college's firm belief that women's empowerment can be achieved through the broadening of their horizons, the enhancement of their knowledge, and the sharpening of their skills that quality education provides. Therefore, the college leaves no stone unturned to ensure a safe and conducive atmosphere for girl students and provide them with an opportunity to get an education without any fear or hesitation.

To ensure safety and security of the students, college has taken concrete steps as follows:

1. The college has installed CCTVs at prominent and strategic points.
2. Security personnels have been posted all around the campus.
3. The staff members perform discipline duty during their free periods to keep the environment disruption-free.

4. The principal also takes frequent rounds of the campus to keep an eye on the activities of the students.

Counseling The Grievances Redressal & Complaint Cell for Women cum Women Empowerment Cell is actively working for empowering and strengthening the girl students. The committee counsels the students and addresses their personal problems and those related to studies so as to make them self-reliant and aware. Counseling helps the students to discuss their uncomfortable experiences and problems, which they cannot share with their parents.

| File Description | Documents |
|---|------------|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

| File Description | Documents |
|--------------------------------|-------------------------|
| Geo tagged Photographs | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management :-To keep the campus clean and eco-friendly,dustbins have been placed at different areas of the campus. Teachers advise the students to put the waste in dustbins. In addition to it, dustbins have been placed in the offices to manage the problem of the waste disposal. To convert

organic waste into fertilizers ,garden waste, kitchen waste from college canteen is collected in the compost pit and organic fertilizer is prepared to usefor the growth of the plants.The solid waste is properly disposed by calling municipal corporation members. The NSS unit takes initiative to make the campus clean . Waste material is sold to junk dealers.Wooden scraps are also reused . Paper waste is sold to scrap dealers for recycling.The students of Fashion designing reuse solid waste to make decorative pieces .

Liquid Waste Management:- No banned chemicals are used in the college laboratories . The liquid waste generated in the lab is free from harmful chemicals. The internal sewage system,safely disposes off waste water to water the plants.

E-waste Management: The college takes measures for safe disposal of hazardous e-waste. By doing all this, the college contributes to the protection of environment.

| File Description | Documents |
|---|-------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | No File Uploaded |

| | |
|--|------------------------------|
| 7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | C. Any 2 of the above |
|--|------------------------------|

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | No File Uploaded |

7.1.5 - Green campus initiatives include

| | |
|--|-------------------------------------|
| 7.1.5.1 - The institutional initiatives for greening the campus are as follows: | A. Any 4 or All of the above |
|--|-------------------------------------|

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

| File Description | Documents |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | View File |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for

D. Any 1 of the above

persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

| File Description | Documents |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | No File Uploaded |
| Details of the Software procured for providing the assistance | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college caters to the needs of the students with different religious, cultural and socio-economic backgrounds . The college provides equal opportunities to these students without any discrimination on the basis of caste, religion and region. The college believes in broadening the mental horizons of the students and setting their mind free from various disparities and distinctions. Hence college always takes initiative for organizing various activities in the campus to instill the spirit of brotherhood and oneness among students. Different festivals such as:-Hawans, Paths etc. are celebrated with full fervor. We celebrate Ambedkar Jayanti, National Youth Day, Mahashivratri, Good Friday, Kabir Jayanti, Maharishi Valmiki Jayanti, Id-Ul-Fitar, Idulzuha, Gurupurab of Sikh Gurus. 'Neki Ki Deewar', 'visits to orphanage and old age home with the motto of 'sharing happiness with others'. These programs are directed towards imparting moral values among students. Moreover, the students take part in the youth festivals. They select their songs and dance forms of their own culture and interest. These programs play a vital role in inculcating the sense of cooperation and developing their team building skills. Students of all religions, castes and languages perform in these activities and bring laurels to the college.

| File Description | Documents |
|---|-------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | No File Uploaded |
| Any other relevant information | No File Uploaded |
| 7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens | |
| <p>As far as sensitization of the students and employees to the constitutional obligations is concerned, the thoughts and quotations, displayed in the campus make the students and staff aware of rights, duties and responsibilities of the citizens. Apart from this, the college organizes various activities to sensitize the students and teachers about their rights and duties. To make students responsible citizens, each department and various clubs and committees organize different curricular and co curricular activities. The students enthusiastically participate in various programs like seminars, webinars and guest lectures on different topics which enrich the awareness to show respect towards National Anthem, National Flag, obey the laws of our country, safeguard public property and maintain the unity and integrity of the country. Various activities like poster making, slogan writing, essay writing competitions etc. have been organized by different departments. The college has organized students activities like oath taking ceremonies, celebrating Patriotic Week and competitions on the Independence Day, the Republic Day, Human Rights Day, Voter Day and Constitutional Day wherein a large number of students participated. NSS Unit, Political Science department, Central Association, Social Sciences Club, Language Society celebrate birth and death anniversaries of great freedom fighters throughout the year.</p> | |
| File Description | Documents |
| Details of activities that inculcate values; necessary to render students in to responsible citizens | Nil |
| Any other relevant information | Nil |

| | |
|---|--|
| <p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff</p> <p>4. Annual awareness programmes on Code of Conduct are organized</p> | <p>B. Any 3 of the above</p> |
| <p>File Description</p> <p>Code of ethics policy document</p> <p>Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims</p> <p>Any other relevant information</p> | <p>Documents</p> <p>View File</p> <p>No File Uploaded</p> <p>No File Uploaded</p> |
| <p>7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals</p> | |
| <p>The College celebrates the Independence Day and the Republic Day to commemorate the teachings of the great freedom fighters who sacrificed their lives for the nation The Principal of the college performs the ceremony of flag hoisting which is followed by the National Anthem and patriotic recitations. Keeping in view the teachings of Mahatma Gandhi, Swachh Bharat Abhiyan was organized by NSS to clean the area surrounding the college. Different departments of the college enthusiastically keep on organizing programs to remember the contribution of martyrs in nation building. The institution celebrates different national and international days, events and festivals with great zeal. To make the students aware of the national pride and rich cultural heritage, the national/International commemorative days and events are regularly celebrated in the campus such as Save Water Day, World Environment Day, World population Day, the Independence Day, National Youth Day, World Literacy Day, International Yoga</p> | |

Day, Birth anniversary of Mahatma Gandhi & Banda Singh Bahadur, AIDS Day, Martyrdom of Shri Guru Gobind Singh ji, National Voters day, the Republic day, International Women Day, Birth and death anniversary of Dr. B.R. Ambedkar etc. Such practices inculcate self-discipline, high spirit and confidence in students.

| File Description | Documents |
|---|-------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | No File Uploaded |
| Geo tagged photographs of some of the events | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

I. Title of the Practice: Community Initiatives:- the College aims to instill a sense of social responsibility and sensitization among the students by motivating the students to contribute towards the noble cause of community welfare.

The Practice:- The college students are actively involved in social outreach programs like specially conducted in the adopted villages as well as on campus: Voluntary help to the needy Helping the underprivileged children Interaction with Senior Citizens at Old Age Homes Programs for the disadvantaged sections of the society such as orphans and disabled Sensitization rallies, drives on tree plantation, dowry, drug addiction and cleanliness etc. Imparting vocational training to the underprivileged sections of society

II. Title of the Practice: Inculcating moral values in Students:- The College is committed to impart the values among its students. Starting of the college with the prayer to almighty is the effort towards this. Sanatan Dharam Sabha arranges Path, Hawan on various occasions. This practice inculcates commitment, devotion, dedication, honesty and vision in the students. The college has various committees, clubs and societies which play an important role in developing values

among the students. From time to time moralizing lessons like respect of the elders, obeying them and be a helping hand to them are given by the Principal as well as by the teachers in the assembly. The college conducts Netik Shiksha exams with the help of external agency.

| File Description | Documents |
|---|------------|
| Best practices in the Institutional website | Nil |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

College is committed towards quality education with special attention to the girls from weaker sections of Society. The primary goal of the college is to impart the value based education focused on soft skill development. The college also believes that the development of the country is only possible if educational institutions provide inclusive education to the girls by carrying along deprived sections of society. With this goal in mind, the college provides generous financial aid and fee concessions to deserving students. During 2023-24, financial aid of Rs.1,52,550 has been provided by the college and philanthropists to the financially weak & meritorious students, sportspersons and staff wards. College provides transportation facility to the girls of the different nearby villages. The college does efforts to regularly hold special sessions to arm the students with essential communication skills through add-on course to face the prospective employers.

| File Description | Documents |
|--|-------------------------|
| Appropriate web in the Institutional website | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

Our vision for next academic year focuses on academic excellence as an instrument for enhancing efficiency in our students and makes them socially useful and employable as per the needs of the economy and the industry. In order to achieve

this objective, the College aims at:

1. Enhancing employment skills and providing skill development opportunities to the students by arranging different skill development add-on course which will be compulsory for all the entry classes
2. Motivating students for entrepreneurship by organizing tours to different industries.
3. Promoting a sense of co-operation and community service by encouraging students' participation in national programs like NSS.
4. Creating awareness and educating the students about the contemporary national issues like Ecological Conservation, Swachh Bharat, AIDS awareness, Gender Sensitization etc.
5. Building intellectual capital by training our faculty and encouraging their participation in skill enhancement programs like Seminars, Conferences and Workshops.