



Yearly Status Report - 2016-2017

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	Dr.Alka Vijh
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01871502515
Mobile no.	9465476463
Registered Email	sd_fgc@yahoo.in
Alternate Email	alka_vijh@yahoo.com
Address	Pt. Mohan Lal S.D. College for Girls, Dera Baba Nanak Road
City/Town	Fatehgarh Churian
State/UT	Punjab
Pincode	143602

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Women																						
Location			Rural																						
Financial Status			Self financed																						
Name of the IQAC co-ordinator/Director			Ms.Jiwan																						
Phone no/Alternate Phone no.			01871502960																						
Mobile no.			9815737464																						
Registered Email			iqacsdfgc@gmail.com																						
Alternate Email			sd_fgc@yahoo.in																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			http://pmlsdc.ac.in/wp-content/uploads/2021/10/IOAC-2015-16.pdf																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			http://pmlsdc.ac.in/wp-content/uploads/2021/10/Calender-2016-17.pdf																						
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.44</td> <td>2016</td> <td>05-Nov-2016</td> <td>04-Nov-2021</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.19</td> <td>2023</td> <td>03-Mar-2023</td> <td>29-Mar-2028</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.44	2016	05-Nov-2016	04-Nov-2021	2	B	2.19	2023	03-Mar-2023	29-Mar-2028
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1	B	2.44	2016	05-Nov-2016	04-Nov-2021																				
2	B	2.19	2023	03-Mar-2023	29-Mar-2028																				
6. Date of Establishment of IQAC			24-Jul-2014																						
7. Internal Quality Assurance System																									
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Social Service (Projector donated to govt. school in the adopted village)	16-Sep-2016 1	4
Rally against drug Addiction	08-Oct-2016 1	20
Workshop on Research Methodology	10-Oct-2016 1	25
Extension Lecture on Personality Development	15-Oct-2016 1	66
Academic tour (Walmart)	05-Nov-2016 1	27
Extension Lecture on Interview skills	05-Apr-2017 1	48
Career guidance seminar	01-Mar-2017 1	60

L::asset('/', 'public').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status)}}}

[View Uploaded File](#)

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
N.A	N.A	N.A	2017 0	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. To aware the students about the future benefits of doing diploma in computers.
2. To enable the students to make and present power point presentations.
3. To encourage the students to participate in the social activities like rally against drug addiction and donation camps.
4. To arrange awareness lectures for the young minds.
5. To inculcate inquisitive skill among the students organize workshops on research methodology.

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

Plan of Action	Achivements/Outcomes
To organize lectures enhancing moral, social and cultural values.	To inculcate different values in the students, different programs are organized like Rally against drug addiction, Donation of projector to govt. school in the adopted village, Tree planation, lecture on health and hygiene, voting awareness etc..
Provision of quality education through workshops and extension lectures.	To provide quality education different lectures were arranged to sharp different skills of the students like a workshop on research methodology, extension lecture on a interview skills, educational tours, lecture on personality development etc.
To improve academic side and minimize number of compartments.	Easy notes are provided to the slow learners, extra guidance to the advance learners, conduction of weekly tests and discussion of ten year question paper helped a lot to improve the pass percentage.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
G.G.D.S.D, College Society, Chandigarh.	08-Jun-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

02-Jul-2016

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2017
Date of Submission	13-Apr-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management information system remains active throughout the year. For this purpose different persons have been appointed to check the functioning of the institution like: 1. Vice chairman used to visit twice a week to check the various records like: a) Students fee collection record b) Bus fare collection c) Future Expenditure d) Salary Records 2) Provision of internal audit through CA sent by management. 3) At institutional level bursar is appointed to check the bills of expenditure weekly. 4) Students record forms are separately kept for the view of management. 5) Different committees are formed which intimate the management regarding the functioning of their concerned field. 6) Meetings are called to discuss the shortcomings and for the suggestions to overcome them. Minutes of these meetings were emailed to the society and ask them for the needed help for the execution of their action plans. 7) Students/Alumni/Parents feedbacks are collected and afterwards the list of their genuine demands and suggestions is made to be discussed in the meeting of the management</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Institution has a proper mechanism for well-planned curriculum delivery. Before the beginning of every session college calendar is prepared and the meeting of the faculty is called to discuss the planning for the whole year. With the consent of every member present division of the syllabus is properly done keeping in view the term of the semester. Secondly, unit tests are taken to check the performance of the students and for their proper preparation for exams. After exams result is prepared and discussed with their parents. The copy of the result is emailed to the management. Remedial classes are arranged for the weak performers. Condition clear test are taken to make the students prepare for final exams. Ten years papers are also discussed in the classes.

Easy notes are provided to the below average students. College organizes special care and guidance classes for the compartment students. Keeping in mind the merit list of university advance learners are guided and trained likewise.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	ASP.NET , MS Access /MySQL	19
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nil
Employers	Nil
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Every year feedback forms are given to the students and their parents for their views and suggestions. Even the alumni are given feedback form in the alumni meet for their recommendations. After collecting all the forms, HODs of all the departments are called to categorize the forms according to their departments. They are also requested to go through the forms properly and prepare the report of demands and suggestions. Then a combined report is prepared to be discussed with the management in the meeting. Genuine demands are approved by the management. After their consent actions are taken accordingly

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	100	87	87
BCA	Computer Application	45	18	18
BCom	Commerce	45	18	18
BSc	Computer Science & Non Medical	90	17	17
MA	Punjabi	45	10	10
Nill	Diploma in Cosmetology	45	19	19
Nill	DCA	45	7	7
Nill	Diploma in Stitching & Tailoring	45	0	0

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	166	10	29	1	2

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
32	24	57	2	1	2

[View File of ICT Tools and resources](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

1. Mentors are assigned to monitor and guide students through the semester. 2. Healthy Interaction is made a regular routine between mentors and students for enhancement of knowledge. 3. Students are motivated for higher studies and entrepreneurship. 4. Advice and support for improvement in academic performance is given to students. 5. Mentors coordinate with the parents regarding the progress of the students. . 6. HODS of all the departments meet all mentors of his/her department at least once a month for the reviewing of proper implementation of the system. 7. Peer group study is promoted for the development of the students. 8. The Central Association of the Institute discusses the mentoring related issues at least twice in a semester and revises or upgrade the system if necessary. 9. Students are allowed to approach the mentor for both academic and personal problems.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
176	32	1:6

2.4 – Teacher Profile and Quality**2.4.1 – Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
10	10	0	22	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms**2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Nill	4	20/04/2017	20/07/2017
BSc	Nill	2	20/04/2017	10/07/2017
BCA	Nill	6	20/04/2017	27/06/2017
BCA	Nill	4	20/04/2017	23/06/2017
MA	Nill	4	20/04/2017	29/07/2017
MA	Nill	2	20/04/2017	27/07/2017
BCA	Nill	2	20/04/2017	22/06/2017
BA	Nill	2	20/04/2017	10/07/2017
BA	Nill	4	20/04/2017	20/07/2017
BA	Nill	6	20/04/2017	16/07/2017

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous evaluation system enables the faculty to take initiative for the reformation. The detail of the reforms initiative is as follows: 1) Categorized the students according to their mental level. 2) Formation of peer groups. 3) Provision of notes according to the grasping capacity of the students. 4) Fortnight assignments. 5) Class test thrice a week. 6) Discussion of 10 year after completion of every chapter. 7) Remedial Classes. 8) Interaction with the parents regarding their wards. 9) Provision of easy notes. 10) Class room revision.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Institution prepare calendar every year which provides the guidelines to organize activities. In every semester examination was conducted according to the month decided. Other various activities were also organized according to the month mentioned in the calendar. In the first month of July, IQAC interacted with the staff to discuss the policies made for the year and collected their suggestions for the review. Even the chairperson arranges the meeting with staff members to intimate them with the annual programmes for their execution. Different activities like educational tours, extension lectures, and value based activities like social, moral, culture etc. were organized according to the academic calendar. Even the house test was conducted according to the set plan and afterwards interaction with the parents of the students. Same process with the different activities mentioned in the calendar was repeated in the next semester. At the end of every year management arranged meeting with the staff members to discuss future plans.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.pmlsdc.ac.in/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Arts	86	74	86.04
Nill	BCA	Computer	19	13	68.42
Nill	MA	Punjabi	15	15	100
Nill	BSc	Computer Science & Non Medical	15	15	100
Nill	BSc	DCA	4	2	50
Nill	BSc	Cosmetology	15	13	86.66

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

N.A

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Computer	2
Administrative Department	2

Punjabi	7
Commerce	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	0	2	0	0
Attended/Seminars/Workshops	0	1	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Donation of Projector	NSS	4	0
Nasha Mukat Bharat Abhiyaan	NSS	2	20
Swachh Bharat Abhiyaan	NSS	1	32
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Health Care	College Management	General Checkup Camp	2	30
Social Service	NSS	Visit to Kushat Ashram	2	10
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
724950	1402179

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Others	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nill	Nill	Nill	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	242	39239	43	4889	285	44128
Reference Books	661	182465	53	14072	714	196537
Journals	14	1200	0	0	14	1200

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	48	2	3	2	1	2	1	0	0
Added	0	0	0	0	0	0	0	0	0
Total	48	2	3	2	1	2	1	0	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
365500	895618	724950	1402179

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Various policies are framed for the maintenance and utilization of physical, academic and support facilities. Different procedures opted for their implementation are as follows: 1. Checking of laboratories from time to time. 2. Installation of new software according to the need and requirement. 3. Addition of new equipment as per the demand and requirement. 4. Maintenance of grounds from time to time. 5. Classroom facilities like proper seating arrangement, electricity and others are taken care of. 6. In the library new books are added as per the addition of new courses, change in syllabus (if any) and subjects according to the university requirement. 7. Strict and safety measures are taken relating to the transportation facilities provided to the students. Owners of the buses are called from time to time. They are told to provide experienced drivers, well maintained buses etc. Any complaint from the side of students related to bus services is dealt with immediately. Members of grievance redressal cell remain activate. 8. Women's safety is considered prior to everything. No compromise is done concerned to this. 9. In the sports side special coaches for Karate training are arranged to train the women for self defense.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Concession/Scholarship	178	652350
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b) International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga Day	21/06/2017	30	Physical education Department
Remedial Classes	15/08/2016	67	Faculty concerned
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited	Number of benefited	Number of students who	Number of students placed
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		students for competitive examination	students by career counseling activities	have passed in the comp. exam	
2016	UGC Coaching	23	23	1	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
13	9	6

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	4	B.A	Arts	Batala College of Education, Bullowal	B.Ed
2016	4	B.A	Arts	S.G.R.D Pandher.	B.Ed.
2016	5	B.A	Arts	Pt. Mohan Lal S.D. College for Girls, Fatehgarh Churian.	M.A.
2016	4	B.Sc.	Science	Batala College of Education, Bullowal	B.Ed.
2016	2	B.C.A	Computer	B.V.N. College, Fatehgarh Churian.	M.Sc. IT
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Yoga Day	College	30
Lohri Celebration	College	147
Hindi Divas	College	17
Teachers Day	College	129
Independence Day	College	176
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

To inculcate leadership qualities among the students different councils were formed. Such councils help to empower the students in gaining qualities like responsibility, to follow rules and regulations and develop execution skills. Class representative are nominated to bring forward the views and the suggestions from the students side. The committees of the students were as follows: 1. Class representatives 2. Discipline/ Anti Ragging Committee 3. Sports Committee 4. Women Cell 5. Environment Awareness Committee 6. Literary Society (Punjabi Department) 7. Morning Assembly 8. NSS committee 9. Transport committee. 10. Central Association

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

For the smooth functioning of the college duties has been divided among the teachers. The main two practices of decentralization are: 1) Appointment of class incharges: Teachers have been assigned the duty of the class incharges in case the student face any problem in their academic field, transportation, health and any other, faculty is there to dealt with in time to their satisfaction. 2) Formation of Admission Committee: To provide financial benefits and a make the admission convenient for students a fours members admission committee has been formed. Its duty is to guide the students for filling the admission forms, proper scrutiny of the forms of those students who demand financial benefits and worthy to avail different scholarships.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	Addition of new text and reference books as per the demand and requirement of the library according to the new added courses and subjects. Installation of new updated software in computers according to the set syllabus. Whereas the Physical infrastructure and instrumentation in the laboratories are concerned, planning is done to add in future according to the requirement. Side by side instrument in the science and computer labs are added as per the need.
Admission of Students	To make the admission of the students convenient and impartial admission committee is formed. The students are enrolled on the basis of the field of their interest and caliber.
Human Resource Management	Faculty and the administrative staff is given benefit of training programs needed for upgrading the quality of their work. Faculty development programme/workshops/seminars are arranged for faculty to develop desired skills. Leave facility is provided to the faculty for presenting their papers, conferences, for higher studies etc.
Teaching and Learning	To improve the quality of the teaching and learning, teachers are provided with the Wi-Fi facility and given the training to make use of new technology to enhance the teaching

	learning process. One week workshop was arranged for the teachers to give them the knowledge of basics of computer.
Curriculum Development	Lectures who are chosen members of the B.O.S are sent to the university whenever the meeting of B.O.S is called for curriculum development. They remain vigilant throughout the year in the institution gather their experience to give suggestions in the B.O.S meetings at the university.
Examination and Evaluation	Examination Committee is established to check the improvement of the students and to perform various duties like conducting exams, in time preparation of results and categorize the students according to their performance. Students are evaluated through regular class test, assignments and their performance in the terminal exams.
Research and Development	Management provides the opportunities to the faculty members to publish and present their papers in their concern areas. Even they have been given the chance for their personal development through higher education. From time to time management inspires them to be engaged in research work.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	Workshop	Nil			32	Nil

on research m ethodology	10/10/2016	10/10/2016	
View File			

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	24	0	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provision of loan without interest, Leave sanction with pay for higher education, Maternity leave and Medical Leave.	Provision of loan without interest, Leave sanction with pay for higher education, Maternity leave and Medical Leave.	Fee concession for the financially weak students, Scholarships to the meritorious students, Transportation facility on subsidized rates. Guide the students to avail the opportunity of minority scholarships provided by government, Book bank facility to the needy students.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institutions go through the financial audit annually. Before going through this process chairperson, principal, bursar along with superintendent from the administration block minutely observed the whole expenditure of the institution. G.G.D.S.D society sends their C.A. for internal audit whatever objection is raised by him is viewed and discussed in order to make the error free fresh report. After the removal of the objection the updated report is resent to the society for their approval.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
GGDSD College society, Chandigarh.	3731142	For the whole functioning of the college
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6.4.3 – Total corpus fund generated

4765343

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nill	Nill	Yes	GGDSD, College Society, Chandigarh (Through hired CA)
Administrative	Nill	Nill	Yes	GGDSD, College Society, Chandigarh (Through hired CA)

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

PTA conducts PT meet after the declaration of a house test keeping in mind the major three points: 1) To intimate the parents about the results of their wards. 2) To discuss the problems faced by them and have an effective solution. 3) To get feedbacks from the parents and implement their suggestions for the further improvement of the students.

6.5.3 – Development programmes for support staff (at least three)

1. Implementation of EPF. 2. Provision of Maternity leave. 3. Provision of loan without interest.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Addition of job oriented course. 2. Establishment of environment awareness committee. 3. Issuing of library cards to the students. 4. Motivation to faculty to present papers. 5. Provision of Book Bank facility.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Tree Planatation	08/06/2017	08/06/2017	08/06/2017	27
2016	Extension lecture on new threats to Hindi language	08/11/2016	08/11/2016	08/11/2016	45

2017	Departmental Competition	30/03/2017	30/03/2017	30/03/2017	19
2017	Sports Day	08/04/2017	08/04/2017	08/04/2017	55
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	30/08/2017	1	Medical Checkup Camp	Bones and General checkup camp	160

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus	14/06/2016	Prospectus-The college booklet provides library rules, guidelines for the admission, fee structure, detail of the courses, code of conduct etc. Admission is done according to the guidelines mentioned in it. It enables the students to get current

information regarding their annual charges, new courses (for the entrance), knowledge of their subjects which are to be added semester wise. Even university and college calendar makes the picture of annual activities clear to person involved. Glimpses of meritorious students and various news clippings becomes the source of inspiration for the learners. College rules which are added in the prospectus leaves minimum scope of mistake from the side of the girls. This makes them fully aware of the code of conduct also.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Christmas Celebration	Nil	Nil	Nil
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Tree Plantation 2. Proper disposal of garbage 3. Spray (Germs Killer) 4. Educate the students through awareness lecture. 5. No crackers

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The following are the two best practices taken by the college: Financial Support: The main objective of the college is that no girl should be deprived of education due to financial restrains so the college provides concessions in the fees to the poor and needy girls who want to pursue higher education but cannot pay the fees. They are also made aware about the various scholarship schemes available for them by the government. They are informed and helped to apply for these schemes. Education Support: Institutions do good practices to add value to quality of education they offer. Our institution is also pledged to spread girl's education in the rural backward area. Our objective is to empower the female section of the society. Every year it's a challenge to train the entrant classes to enable them to move on the track. Such initiatives are taken after the deep thought during the meetings of the think tank and IQAC. In the starting of the session during the first meeting of IQAC some decisions are taken for the proper functioning such as a) Division of syllabus. b) Conducting class test. c) Division of the students according to their class performance. d) Making peer groups. Faculty is intimated the recommendations given in IQAC meeting and is told to move accordingly. Zero period is added to provide extra coaching for the tough subjects to the slow learners. Above average students are guided to acquire extra knowledge of their subjects. They are directed by the concerned faculty how to be the achiever of distinction and place their

names in the university merit. Ten years question papers are made available to them either through the library or the subject teacher. Easy notes are provided to the weak students so that they can get through exams. In case revision in the class and regular class tests according to the grasping power of the students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Mission of empowering women: The mission of the college has firmly stood the test of time and the college has worked towards empowering the women. The college strives to inculcate the spirit of service along with professional development and skills for women empowerment. The college is a pioneer in women's education offering a variety of streams for the girls of this rural area under one roof. The students receive the benefits of knowledge from advanced activities at all levels. The main motive of the college is that no girl should be deprived of education. So best possible efforts are made to get the girls at the door of college. Huge concessions are given to needy students. Book Bank facility is available for them. Transport facility is provided to them on subsidy basis. The college always strives to maintain and sustain standards of teaching learning, research and innovation which continue to guide curricular and co-curricular thrusts of the college. The college has continuously upgraded its facilities and infrastructure to respond to the changing scenario.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. To organize more seminars and extension lectures to enrich the knowledge of students. 2. To enrich the library with good quality books related to syllabus and others. 3. To set smart class room. 4. To motivate the students to use various digital platform to cope up with the digital world.