The Annual Quality Assurance Report (AQAR) of the IQAC

Academic Year: 2012-13
Part ó A

1. Details of the Institution

1.1 Name of the Institution

> GOVERNMENT COLLEGE, ROPAR

1.2 Address Line 1

> PRINCIPAL

Address Line 2

> GOVERNMENT COLLEGE

City/Town

> ROPAR

State

> PUNJAB

Pin Code

> 140001

Institution e-mail address

> Principal.gc.ropar@gmail.com

Contact Nos.

> 01881-222263

Name of the Head of the Institution:

> Dr. Sneh Lata Badhwar

Tel. No. with STD Code:

> 01881-222263

Mobile:

> 09814302375

Name of the IQAC Co-ordinator:

> Prof. Savita Sharma

Mobile: 09417352822

IQAC e-mail address: Iqac.gc.ropar@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* PBCOGN10988

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

The certificate which we have does not contain the NAAC executive committee no. dated \feb. 16, 2004

1.5 Website address: www.govtcollegeropar.org

Web-link of the AQAR: http://www.govtcollegeropar.org/annualqualityassuarncereport2012-13.pdf

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B^{++}	82	2004	5^{yrs}
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 01-04-2007

1.8 **AQAR for the year** *(for example 2010-11)* **2012-13**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR _____2007-08_____ (DD/MM/YYYY)
  ii. AQAR _____2008-09_____ (DD/MM/YYYY)
 iii. AQAR _____2009-10_____ (DD/MM/YYYY)
 iv. AQAR _____2010-11_____ (DD/MM/YYYY)
  v. AQAR _____2011-12_____ (DD/MM/YYYY)
 vi. AQAR _____2013-14_____ (30/09/2014)

1.10 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes [Yes] No ☐

Constituent College   Yes ☐ No ☐

Autonomous college of UGC   Yes ☐ No ☐

Regulatory Agency approved Institution   Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [Yes] Men ☐ Women ☐

                  Urban [Yes] Rural ☐ Tribal ☐

Financial Status   Grant-in-aid ☐ UGC 2(f) [Yes] UGC 12B [Yes]

               Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts [Yes] Science [Yes] Commerce [Yes] Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify) | BCA, PGDCA

1.12 Name of the Affiliating University *(for the Colleges)*   PUNJABI UNIVERSITY, PATIALA

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University ☐

University with Potential for Excellence ☐   UGC-CPE ☐

DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (*Specify*)	

UGC-COP Programmes | Industrial Chemistry, Instrumentation, Data Care Management and Spoken English |

2. IQAC Composition and Activities

2.1 No. of Teachers   07

2.2 No. of Administrative/Technical staff   04

2.3 No. of students   03

2.4 No. of Management representatives   00

2.5 No. of Alumni   02

2. 6 No. of any other stakeholder and

   community representatives   01

2.7 No. of Employers/ Industrialists   01

2.8 No. of other External Experts   01

2.9 Total No. of members   19

2.10 No. of IQAC meetings held   03

2.11 No. of meetings with various stakeholders: No. 4   Faculty 2

   Non-Teaching Staff Students 2   Alumni 1   Others 2

2.12 Has IQAC received any funding from UGC during the year?   Yes ☐   No No

   If yes, mention the amount   No

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 07 | International | | National | | State | | Institution Level | 07 |

(ii) Themes

| 1. BEST OUT OF WASTE |
| 2. TIE & DIE TECHNIQUES |
| 3. LOW CALORIE NUTRITIVE RECEPIES |
| 4. ALOCHNA DE SIDHANT |
| 5. ORIENTALISM |
| 6. EQUALITY-RIGHT AND OPPORTUNITY |
| 7. WOMEN EMPOWERMENT |

2.14 Significant Activities and contributions made by IQAC

1. Class seminars started with participation of students.
2. Cleanliness of college by NSS volunteers.
3. Consumer welfare club was formed in the college to create awareness among students about the wastage of food grains and ostentatious behaviour witnessed specially during social gatherings.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1.To impart effective and meaningful education to all, especially to rural, backward and needy students. 2. To sensitise youth about women safety, environmental degradation and the bad consequences of drug addiction	1. Achieved 2. Different committees are working in the college to sensitise the youth about it and have achieved some success

 * *Attach the Academic Calender of the year as Annexure.* (Attached here with Annexure-1)

2.16 Whether the AQAR was placed in statutory body   Yes [ ]   No [ ]

Management [ ]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

[   ]

Part – B

Criterion – I
1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	3	Nil	Nil	Nil
UG	4	Nil	1	Nil
PG Diploma	1	Nil	1	Nil
Advanced Diploma	3	Nil	3	3
Diploma	3	Nil	3	3
Certificate	4	Nil	3	4
Others	Nil	Nil	Nil	Nil
Total	**16**	Nil	11	10

Interdisciplinary	5	Nil	Nil	4
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options- Elective option

(As per University norms)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	7 (B.Sc.-I & II, B.Com.- I & II, BCA, PGDCA, MA- Punjabi, English, Pol. Sci.)
Trimester	0
Annual	7 (B.Sc.-III,B.Com.-III, BA, All COP)

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

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

*Please provide an analysis of the feedback in the Annexure

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

> The update of syllabus in various programme is done by the university to which the college is affiliated

1.5 Any new Department/Centre introduced during the year. If yes, give details.   NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
33	5	28		

2.2 No. of permanent faculty with Ph.D. | 14 |

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty | 18 | | Nil | | Nil |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	10	1
Presented papers	1	7	
Resource Persons			

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

> ICT, audio visual aid, live Edu-sat lectures, showing documentaries, showing movie adaptations of prescribed literary texts to the students.

2.7 Total No. of actual teaching days during this academic year | 183 |

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

> Table marking, Assessment is made on the basis of class test, presentations by students.

2.9 No. of faculty members involved in curriculum | 04 | | |

restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

| 79% |

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme			Total no. of students appeared			Division												
						Distinction			I %			II %			III %			Pass %		
BA1	BA2	BA-3	433	273	360	-	-	-	10	08	29	59	68	127	51	126	109	66.3	95.9	92.2
BSc1	BSc2	BSc-3	144	96	95	5	2	0	33	20	23	23	17	13	1	0	0	100	100	98.9
BCom-1	BCom-2	BCom-3	119	112	114	03	03	-	62	53	31	16	09	65	41	47	18	100	100	100
BCA-1	BCA-2	BCA-3	27	28	36	-	-	-	12	03	03	09	12	14	06	13	19	100	100	100
PGDCA			25			-			22			03			-			100		
MA(Punjabi)	MA1	MA2	40		32	-		-	02		09	17		20	-		-	100		100
MA(Pol.Sci)	MA1	MA2	34		22	-		-	30		22	04		-	-		-	100		100
MA(Eng.)	MA1	MA2	37		28	-		-	04		07	19		13	02		-	100		100
Certificate course in Instrumentation			20			-			03			06			04			65		
Diploma course in Instrumentation			12			03			08			01			-			100		
Advanced Diploma course in Instrumentation			01			-			01			-			-			100		
Certificate course in Industrial chemistry			35			01			10			15			03			82.86		
Diploma course in Industrial chemistry			17			01			02			08			-			78.57		
Advanced Diploma course in Industrial chemistry			13			-			09			03			-			92.31		
Certificate course in Data Care Management			24			17			05			-			-			91.66		
Diploma course in Data Care Management			19			09			08			-			-			89.47		
Advanced Diploma course in Data Care Management			13			04			08			-			-			92.31		
Certificate course in Spoken English			10			02			06			01			-			90		

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

1. Before the beginning of the session an academic calendar is prepared in order to undertake various activities throughout the session.
2. Departments constitute different societies and clubs.
3. Themes are identified under which seminars, workshops are to be conducted.

2.13 Initiatives undertaken towards faculty development   YES

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	1
UGC ó Faculty Improvement Programme	
HRD programmes	
Orientation programmes	0
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	11

Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	6	1	0	1
Technical Staff	12	9	0	1

Criterion – III

3. Research, Consultancy and Extension

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

1. Principal Dr. Sneh Lata Badhwar is supervising doctoral candidates.
2. Various departments have applied for minor research projects.
3. Motivating and encouraging the faculty to develop research acumen by participating in conferences and writing for research journals.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				NIL
Outlay in Rs. Lakhs				NIL

3.4   Details on research publications

	International	National	Others
Peer Review Journals	-	-	3
Non-Peer Review Journals	-	-	2
e-Journals	-	-	-
Conference proceedings	-	1	2

3.5 Details on Impact factor of publications:

Range [ ]   Average [Yes]   h-index [ ]   Nos. in SCOPUS [ ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects *(other than compulsory by the University)*	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

3.7 No. of books published   i) With ISBN No. [0]   Chapters in Edited Books [0]

ii) Without ISBN No. [0]

3.8 No. of University Departments receiving funds from

UGC-SAP [NA]   CAS [NA]   DST-FIST [NA]

DPE [NA]   DBT Scheme/funds [NA]

3.9 For colleges   Autonomy [NA]   CPE [NA]   DBT Star Scheme [NA]

INSPIRE [NA]   CE [NA]   Any Other (specify) [NA]

3.10 Revenue generated through consultancy [NIL]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

3.12 No. of faculty served as experts, chairpersons or resource persons [16]

3.13 No. of collaborations   International [NIL] National [NIL]   Any other [NIL]

3.14 No. of linkages created during this year [NIL]

3.15 Total budget for research for current year in lakhs :

From Funding agency [NIL]   From Management of University/College [NIL]

Total [NIL]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions   received by faculty and research fellows
       Of the institute in the year

Total	International	National	State	University	Dist	College
NIL						

3.18 No. of faculty from the Institution
       who are Ph. D. Guides   1

       and students registered under them   2

3.19 No. of Ph.D. awarded by faculty from the Institution   NA

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF   NIL   SRF   NIL   Project Fellows   NIL   Any other   NIL

3.21 No. of students Participated in NSS events:

University level   335   State level   107

National level   12   International level   NIL

3.22 No. of students participated in NCC events:

University level   NIL   State level   70

National level   12   International level   NIL

3.23 No. of Awards won in NSS:

University level   2   State level   NIL

National level   NIL   International level   NIL

3.24 No. of Awards won in NCC:

University level   Nil   State level   NIL

National level   1   International level   NIL

3.25 No. of Extension activities organized

University forum   NIL   College forum   16

NCC [14]   NSS [6]   Any other [1]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Education tour of B.Sc. III to Punjab University, MA (Punjabi) to Poanta Sahib (Himachal Pradesh).
- Van mahotsav, Teej, Sadbhavana divas for religious harmony and blood donation camp were organised at college.
- NCC week and NSS camps are a regular feature of the college.
- Visit of B.Sc.(medical) students to wet land Ropar.
- History Students visited Archaeological museum Ropar.
- Coaching classes were conducted for SC/ST, OBC and Minorities for entry to service under UGC scheme.
- Equality Right and Opportunity UGC workshop was organised by Equal Opportunity cell.
- Women cell conducted a lecture on women empowerment.
- Cooking competition on low cost nutritive recipies was conducted by home science dept.
- Annual Akhand Path and lecture on moral education was organised by Guru Gobind Singh Study circle.
- NAAC test by Punjab Govt. In collaboration with NASSCOM was conducted online for students to provide them with jobs at national level.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	25 acre	Nil	-	25acre
Class rooms	30	Nil	-	30
Laboratories	13	Nil	-	13
Seminar Halls	1	Nil	Nil	1
No. of important equipments purchased ($\times$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	0.49537/-	UGC+H.Sc. Fund	-
Others (Balance Payment Of Tube Well)	1	1.50/-	UGC	-

4.2 Computerization of administration and library

1. Admission process.
2. Administrative communication through emails.
3. Planned for computerization of the Library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	50618	-	217	22729	50835	22729 & (value of 50618 books purchased since 1945)
Reference Books	240	163364	69	23342	309	186706
e-Books	nil	Nil	nil	Nil	nil	Nil
Journals	nil	Nil	nil	Nil	nil	Nil
e-Journals	nil	Nil	nil	Nil	nil	Nil
Digital Database	nil	Nil	nil	Nil	nil	Nil
CD & Video	nil	Nil	nil	Nil	nil	Nil
Others (specify)	nil	Nil	nil	Nil	nil	Nil

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	20	2	3	1	1	1	1	10(Printers)
Added	5	-	-	-	-	-	-	5(Printers)
Total	25	2	3	1	1	1	1	15

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

1. Computer knowledge is provided to the teacher in computer dept, as teachers per need.
2. Network resource centre
3. Edusat system

4.6 Amount spent on maintenance in lakhs :

i) ICT   0.22300

ii) Campus Infrastructure and facilities   0.03

iii) Equipments   0.045

iv) Others

Total: 0.29800

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> 1. Bus pass
> 2. PTA exemption for siblings
> 3. Student aid fund
> 4. Nominal charges for hostel

5.2 Efforts made by the institution for tracking the progression

> A Placement cell is working for tracking the progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2113	222	Nil	-

(b) No. of students outside the state

> NIL

(c) No. of international students

> NIL

Men

No	%

Women

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1624	537	-	213	01	2375	1454	581	-	297	03	2335

Demand ratio 90-95%   Dropout 8% - 10%

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

> 1. Add on course in Spoken English
> 2. Add on course in Industrial chemistry and instrumentation physics .
> 3. Coaching to SC/ST, OBC and Minority students for entry into banking services.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET | NIL | SET/SLET | NIL | GATE | NIL | CAT | NIL |

IAS/IPS etc | NIL | State PSC | NIL | UPSC | NIL | Others | 03 |

5.6 Details of student counselling and career guidance

| The Students were sent for defence services recruitment |

No. of students benefitted | 03 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	03

5.8 Details of gender sensitization programmes

| A seminar on women empowerment and safety was held. |

5.9 Students Activities

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

State/ University level | 75 | National level | 08 | International level | 1 |

No. of students participated in cultural events

State/ University level | 50 | National level | - | International level | - |

   5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | 21 | National level | 08 | International level | 01 |

Cultural: State/ University level   National level   International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	83	389900
Financial support from other sources	1	5000
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level | 1 | National level | Nil | International level | Nil |

Exhibition: State/ University level | Nil | National level | Nil | International level | Nil |

5.12   No. of social initiatives undertaken by the students | 05 |

5.13 Major grievances of students (if any) redressed:
- Regarding local transport facility was redressed.
- Local police is deployed for the safety of students
- Tutorials are conducted regularly to solve the problems of students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To teach and train students a practical approach so that a student is capable of choosing a career in consonance with his natural inclinations, aptitudes and interests. In his chosen career he should be able to earn money, obtain satisfaction, utilize his natural & acquired abilities and his time & energy to his optimum level.

Main emphasis is on developing in the student a capability to process different kind of career related information and make its judicial use in choosing one specific area of study amongst several other available in his career choice.

To expose the students to the world of higher education in our country so that he can decide whether to pursue higher education or not & if yes, how can he do so. To provide them with comprehensive updated information on the procedures & processes of obtaining admissions in universities.

To improve the decision-making processes of students by improving & correcting their logic & providing them with information required to take the right career decision

To develop a deep insight and cultivate a rational thought process in the students so that they can be more focused in life.

6.2 Does the Institution has a management Information System | yes |

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

6.3.1 Curriculum Development

1. Add-on courses are promoted and students are motivated to take up COP.
2. Computer related courses e.g. Edusat programme and internet services have been strengthened.
3. Teachers are encouraged to join board of studies of their respective subjects to acquaint themselves with the latest development in the curricula.

6.3.2 Teaching and Learning

1. Group discussion, demonstration, project work, excursions, seminars, extension lectures. are organised.
2. The syllabi is divided into two terms. The heads of the departments monitor the teaching plan and Principal remains in touch with the heads and faculty.
3. Timetable, college- map, hostel and playgrounds maps are printed in the college prospectus.
4. The number of teaching/working days are displayed in advance at the beginning of the academic session.
5. Teachers are encouraged to attend national/international conferences/workshops as participants as well as resource persons.

6.3.3 Examination and Evaluation

- House exams are conducted as per university norms in the month of December and in September
- Regular monthly tests are taken to assess the overall performance of the students
- University establishes an annual evaluation centre at the college

6.3.4 Research and Development

- Research papers are published by the faculty.
- Seminars are organised for students and assignments given to students for research development.

6.3.5   Library, ICT and physical infrastructure / instrumentation

1. New books are added to the existing stock of books.
2. Library subscribes to journals and magazines.
3. Digitisation of library is in the pipeline.
4. Different departments provide books to needy students for a session.
5. 1.50000 lacs were spent from special UGC grant for the balance payment of Installation of new Tubewell.
6. New computers and accessories are bought as per requirement.

6.3.6   Human Resource Management

College takes its students to the industries situated in the neighbouring districts for familiarising them and their placement.

6.3.7   Faculty and Staff recruitment

- Faculty and Staff recruitment is carried out by Punjab Public Service Commission.
- Only Guest Faculty are selected and appointed by the committee constituted by the Principal.

6.3.8   Industry Interaction / Collaboration

Trip to INFOSYS Chandigarh was organised.

6.3.9   Admission of Students

- Advertisement and pamphlets were distributed to encourage enrolment in the college .
- Guiding students for right choice of subjects.
- Admission of students on merit basis.

6.4 Welfare schemes for

Teaching	Training programmes, Loans from GPF Loan for Education, Marriage of Child, Functions and renovation of House. Loan for purchase of Vehicle and Computers
Non teaching	Training programmes, Loan from GPF for Education, Marriage of Child, Functions and renovation of House. Loan for purchase of Vehicle and Computers, Wheat and Festival Loans
Students	Govt.Scholarships, Student aid, Coaching classes under UGC scheme PTA concession,OSA and Teachers help the students who are unable to pay fees, Remedial classes

6.5 Total corpus fund generated   3390

6.6 Whether annual financial audit has been done   Yes [ ]   No [No]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	no	no	Y	Principal
Administrative	yes	CAG	Y	Bursar

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [ ]   No [No]

For PG Programmes   Yes [ ]   No [No]

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

Started semester system at under graduate and efforts are being made to introduce credit gradation performance assessment system.

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

Few self financing courses are being run by the Higher Education Institute society.

6.11 Activities and support from the Alumni Association

Programmes are organised by the Old Student Association and generate financial aid for poor students

6.12 Activities and support from the Parent ó Teacher Association

- Various activities relating to the upliftment of students ranging from teaching, cultural and sports activities.
- Contributing aid for the payment of Guest faculty lecturer.

6.13 Development programmes for support staff

Need based learning programmes are organised from time to time.

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

Plantation and installation of eco-friendly dustbins .

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. PPT lecture presentation.
2. Interactive seminars arranged for the PG students.

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

> - Conducted seminars, lectures by external resource person
> - Educational tours were arranged
> - Steps were taken to ensure environmental awareness.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> - An annual calendar is prepared and fully implemented.
> - Our faculty actively participate in edusat programme being run by the Punjab govt.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> - Creating awareness amongst students and faculty by conducting workshop s and seminars.
> - Environment studies is taught as a compulsory subject to all under graduate students.
> - Efforts are made to increase the green cover on the college campus by planting more trees.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [No]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> - Our college is a Nodal college for disbursing scholarships to students belonging to scheduled, backward, minority classes.
> - Our college caters to the weaker sections of society as the college is located in educationally backward KANDI area

8. **Plans of institution for next year**

> 1. Seminars , workshops and guest lectures
> 2. Mid semester test
> 3. Upgradation of infrastructure
> 4. Aim to make the support staff computer literate
> 5. Record of Absent students will be maintained online
> 6. We are planning digitalise central library
> 7. We plan to make campus wi-fi enabled
> 8. We plan to computerise admission process and fee will be deposited on line.

Name _____   *Name* _____

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____ *** _____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****