

The Annual Quality Assurance Report (AQAR) of the IQAC

ACADEMIC YEAR: 2009-10

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. Paramjit Kaur Pasricha

Tel. No. with STD Code:

01881-222263

Mobile:

09872669856

Name of the IQAC Co-ordinator: Mrs. Kirandeep Kaur

Mobile: 09855827170

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

1.3 NAAC Track ID (For ex. MHC0GN 18879) PBC0GN10988

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/annualqualityassuarncereport2009-10.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	1 st Cycle	B ⁺⁺	82	2004	5 ^{yrs}
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

1.8 AQAR for the year (for example 2010-11) 2009-10

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

- i. AQAR _____ 2007-08 _____ (DD/MM/YYYY)
- ii. AQAR _____ 2008-09 _____ (DD/MM/YYYY)
- iii. AQAR _____ 2011-12 _____ (DD/MM/YYYY)
- iv. AQAR _____ 2013-14 _____ (30/09/2014)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu.)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

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	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="11"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text"/>
2.4 No. of Management representatives	<input type="text" value="00"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	03

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="3"/>	Faculty	<input type="text" value="2"/>
	Non-Teaching Staff	<input type="text" value="2"/>	Students	
	Alumni	<input type="text" value="1"/>	Others	<input type="text" value="2"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

1. Workshop on Pollution control and global Warming
2. Workshop on cardio vascular health
3. Workshop on Punjabi language and its place in society
4. Workshop on women empowerment and eye donation
5. Workshop on Human Ethics
6. Workshop on Personality Development and vocational training
7. Seminar on National Science
8. Seminar on health care and Importance of Exercise
9. Seminar on Public Administration and new horizon
10. Workshop on Embroidery and Rangoli Techniques
11. Human development festival

2.14 Significant Activities and contributions made by IQAC

1. Planning and Implementation of various programmes leading to quality improvement.
2. Addressed all the dept. about the work plan of the year.
3. Ensured timely, efficient and progressive performance of academic administrative and financial tasks.

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.Organisation of workshop, seminars on Quality related themes and promotion of quality circles 2. To sensitise youth about the social evils prevalent in our society	1. Achieved 2. Different societies , clubs, NSS and NCC units are actively striving to sensitise the students and have achieved success.

* Attach the Academic Calendar of the year as Annexure.

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 ó 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	3	1(self financing)	1	Nil
PG Diploma	1(self financing)	Nil	1	Nil
Advanced Diploma	Nil	1	Nil	1
Diploma	3	Nil	Nil	3
Certificate	3	Nil	Nil	3
Others	Nil	Nil	Nil	Nil
Total	13	2	2	7
Interdisciplinary	3	1	nil	3
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	3(MA-Punjabi, English, Political Science)
Trimester	0
Annual	6(B.Sc,B.Com., BA, BCA,PGDCA &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
51	13	38		

2.2 No. of permanent faculty with Ph.D. 18

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 17 Nil Nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		5	5
Presented papers		1	
Resource Persons			

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

ICT, audio visual aid, live Edu-sat lectures,

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

180

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 restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

06

2.10 Average percentage of attendance of students

84

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme			Total no. of students appeared			Division														
						Distinction			I %			II %			III %			Pass %		
BA-I	BA-II	BA-III	572	286	360	1	-	1	27	09	35	95	41	116	97	188	149	71.6	97.5	97.8
BSc-I	BSc-II	BSc-III	80	44	45	-	1	1	6	4	19	14	20	14	22	4	3	73.7	84	97.7
B.Com-I	B.Com-II	B.Com-III	87	85	70	2	-	-	30	22	16	25	37	24	32	26	30	100	100	100
BCA-I	-	-	44	-	-	-	-	-	7	-	-	-	02	-	-	-	-	90.9	-	-
PGDCA			26			05			20			-			-			100		
MA(Punjabi)	MA1	MA2	28	26		-		03	-	03	4	14						75	100	
MA(Pol.Sci)	MA1	MA2	19	25		-		-	16	22	01							100	100	
MA(Eng.)	MA1	MA2	21	11		-		-	01	01	09	09		03				61.9		100
Certificate course in Instrumentation			23			01			10			04			-			56.52		
Diploma course in Instrumentation			02			-			02			-			-			100		
Certificate course in Industrial chemistry			31			-			05			11			08			77.42		
Diploma course in Industrial chemistry			24			01			04			14			01			83.33		
Certificate course in Data Care Management			16			03			09			04			-			100		
Diploma course in Data Care Management			15			02			05			03			-			71.43		
Advanced Diploma course in Data Care Management			03			01			02			-			-			100		

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

1. Planning of various activities to be undertaken throughout the session.
2. Different societies and clubs are constituted by departments.
3. Themes are identified under which seminars, workshops are to be conducted

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
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	2
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	-	-
Technical Staff	18	6	-	-

Criterion – III

3. Research, Consultancy and Extension

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

1. Motivating the faculty to develop research acumen by participating in conferences , writing for research journals and encouraging the faculty to pursue Ph.D.
2. Encourages various departments of the college to organise workshops and seminars .

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	-	1	-
Non-Peer Review Journals	-	-	1
e-Journals	-	-	-
Conference proceedings	-		-

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 <small>(other than compulsory by the University)</small>	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. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this

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

year

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 and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Educational tour of B.Sc. III to Punjab University, Chandigarh
- Van Mahotsav, Teej, Lohri festival, 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 lands of Ropar.
- History Students visited Archaeological museum of Ropar.
- 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	29	Nil	-	29
Laboratories	9	Nil	-	9
Seminar Halls	Nil	Nil	Nil	Nil
No. of important equipments purchased (\times 1-0 lakh) during the current year.	-	01	UGC+PTA+HEIS	01
Value of the equipment purchased during the year (Rs. in Lakhs)	-	710097/-	UGC+PTA+HEIS+AF+ Chem. Deptt. Fund	710097/-
Others(Installation of LPG gas in Chemistry Lab) (Furniture)		68910/- 1,13,891/-	UGC UGC+HEIS	68910/- 1,13,891/-

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	49900 (Total no. of text books and reference books)	-	174	46677	50074	46677 + (value of books purchased since 1945)
Reference Books	-	-	17	7957	17	7957 + (value of books purchased since 1945)
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	Departments	Others
Existing	8	2	2	1	-	1	-	8(Printers) 8 UPS
Added	2	-	-	-	-	-	-	3(Printers) 10 UPS
Total	10	2	-	1	-	1	1	11(Printers)) 18UPS

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 faculty members in computer dept, as teachers per need.
2. Network resource centre
3. Edusat system

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.02
ii) Campus Infrastructure and facilities	0.15210
iii) Equipments	0.20991
iv) Others	-
Total:	0.38201

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

UG	PG	Ph. D.	Others
1841	186	-	-

 students

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

No	%

Men

No	%

Women

Last Year					This Year						
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1715	317	-	106	02	2140	1463	376	-	186	02	2027

Demand ratio 90-96%

Dropout 8% - 12%

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

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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

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5.6 Details of student counselling and career guidance

At the time of admission to various programmes the students are counselled on the choice of subjects. Faculty members frequently counsel and guide the students on higher studies and options of career in diverse fields. Career Guidance lectures on Edu Sat also help the students to make up their mind about the nature of career.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	NIL

5.8 Details of gender sensitization programmes

During Human development festival, Dr. Rishi Kochar and Dr. Kiran sensitised students on female foeticide.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	42	52711

Financial support from government	42(SC+BC) 41(Minorities) (Applied for Post Matric scholarship)	Not available
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- 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/her natural inclinations, aptitudes and interests. In his/her chosen career he should be able to earn money, obtain satisfaction, utilize his/her natural acquired abilities and his/her time & energy to optimum level.

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

To expose the students to the world of higher education in our country so that he/she can decide whether to pursue higher education or not & if yes, how can he/she 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

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. Edu-sat programme and internet services have been strengthened.
3. Teachers are encouraged to actively participate in the board of studies meetings 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. 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. New computers, software and accessories have been bought as per requirement.
6. New equipment, furniture have been bought as per need felt

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

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, Loan from GPF 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. Festival and Wheat Advance, Loan for purchase of Vehicle and Computers
Students	Remedial classes, Government Scholarships, Student Aid, PTA concession, OSA and Teachers help the students who are unable to pay fees

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes 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	Yes	Principal
Administrative	Yes	CAG	Yes	Bursar

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

6.11 Activities and support from the Alumni Association

6.12 Activities and support from the Parent ó Teacher Association

- Various activities relating to the upliftment of students ranging from 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 of trees.

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

- Seminars, lectures, workshops were conducted
- Educational tours were undertaken
- Various Days (Hindi day, Environment day, Teachers day etc.) were celebrated
- Camps like Blood Donation Camp, NSS camps were organised

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

- Our faculty actively participates in Edusat programme being run by the Punjab govt.
- The students with hundred percent attendance are awarded by the subject teachers.
- Nasha Chetna Manch awares the students about drugs abuse.

**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

7.5 Whether environmental audit was conducted? Yes No

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

- Our college caters to the weaker sections of society as the college is located in financially weak and educationally backward KANDI area.

8. Plans of institution for next year

1. Conduction of Seminars , workshops and guest lectures
2. Mid semester test
3. Up-gradation of infrastructure
4. Aim to make the support staff computer literate
5. We are planning digitalise central library

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

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
