



The Annual Quality Assurance Report - IQAC

For the year 2017-18

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

2017-18

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution Saroop Rani Government College for Women,
Amritsar

- Name of the Head of the institution : Ms. Nutan Sharma
- Designation: Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 0183-2225818
- Mobile no.: 9872644543
- Registered e-mail: gcamritsar@gmail.com
- Alternate e-mail :
- Address : Rani Ka Bagh, Macleod Road
- City/Town : Amritsar
- State/UT : Punjab
- Pin Code : 143001

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education/Men/Women Women
- Location : Rural/Semi-urban/Urban: Urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
(please specify) UGC 2f and 12 (B) since inception
- Name of the Affiliating University: Guru Nanak Dev University
- Name of the IQAC Co-ordinator : Dr. Khushpal Sandhu
- Phone no. : 0183-2225818

Alternate phone no.

- Mobile: 7341184848
- IQAC e-mail address:
- Alternate Email address:

3. Website address: www.srgcwamritsar.org

Web-link of the AQAR: (Previous Academic Year):

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

4. Whether Academic Calendar prepared during the year? Yes

Yes/No....., if yes, whether it is uploaded in the Institutional website:

No, the academic calendar was not uploaded on the website (AnnexureI)

Weblink: -----

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	A	---	2004	from:2004 to: 2009
2 nd	A	3.20	2014	from:2014 to: 2019
3 rd	---	---	-----	from: to:
4 th	-----	-----	----	from: to:
5 th	----	----	-----	from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 14/01/2005

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Enhancement in guest lectures	Throughout the session	Students
Regular Tutorials	-do-	Students
Initiation of Drug Addiction awareness campaign	-do-	Students
Promoting research orientation in Faculty	-do-	Faculty

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
-	-	-	-	Nil
-	-	-	-	Nil

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

*upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 3 three

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

Yes/No No

(Please upload, minutes of meetings and action taken report) Minutes of meetings and action taken report is attached as Annexure II

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes × No √

If yes, mention the amount: -- Year: ---

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

*Increase in Guest Lectures by the external experts for the benefit of students.

* Regular Tutorials

* Awareness Campaigns for students regarding De- addiction

* Faculty of the college was encouraged for research, seminars and workshops etc.

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

Plan of Action	Achievements/Outcomes
Guest Lectures	Guest Lectures were organised by various Departments of the college
Awareness drives for social evil of Drug Addiction	Buddy Programme initiative of DPI(c) started
Regular Tutorials	Moral and ethical awareness was generated through Tutorial Meets
Faculty of the college to be encouraged for research, seminars and workshops etc	<ul style="list-style-type: none">• Three members of the faculty completed their Ph.D• Research Papers were published and presented by the members of faculty• Workshops and Refresher Course

	were attended
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14. Whether the AQAR was placed before statutory body? Yes /No: No

Name of the Statutory body: -- Date of meeting(s): ----

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

Yes/No: yes

Date: During NAAC visit in 16-18 October 2014

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2016-17

Date of Submission: February 2018

17. Does the Institution have Management Information System?

Yes √ **No** ×

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

College Management System of college for session 2017-18 includes following modules:

a) **STUDENT MANAGEMENT SYSTEM:**

This module deals with retaining basic data of students like heir fee details, fines if any, personal and academic details, admission and examination returns.

b) **ACCOUNTING MANAGEMENT MODULE:**

This deals with day to day dealing of accounts of office. It includes options for sanctioning, bill submission, salary bill generation, account balances of all major heads.

c) **LIBRARY MANAGEMENT SYSTEM:**

This modules deals with library functioning like accession register, computer based issue return, cataloguing and identity card printing of students.

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

The institution deploys the following well-chalked out action plan for effective implementation of the prescribed curriculum.

- **Time Table:** At the beginning of each academic session, The Academic calendar along with the time table for Arts, commerce and Science Streams is prepared according to the number of elective subjects and the options offered to the students, the number of periods devoted to each subject per week and the same is displayed on the Student Notice Board
- **Creation of sections:** Sections are made as per the subject combination and the student strength.
- **Unitization of Syllabus:** syllabus is divided at the departmental level according to the number of terms.
- Schedule of work is allotted to the respective teachers which include the number of classes to be met and the section strength.
- The teachers acquaint the students with the prescribed course content, texts and also recommend relevant books. They are also well informed about the pattern of the University question paper for better understanding.
- Problem solving and doubt clearing sessions
- Internal monitoring mechanism
- Regular periodic departmental meetings are held to review the progression of the syllabus.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
----	-----	----	----	----

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
---	----	-----	-----

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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
----	----	---	----	---	--
Already adopted (mention the year) NA					

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

No of Students	Certificate	Diploma Courses
37		PGDCA
32		Diploma in Front Office Operations

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
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1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
Functional English, Functional Hindi, Hindi Journalism, BCA and B.Sc. CND students undertake on-the- job training/ internship/ field project			The students enrolled in the vocational subjects of Functional English, Functional Hindi, Hindi Journalism, BCA and B.Sc. CND undertake the Field Projects/ internship/ on the job training		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes/ No	Yes/ No	Yes/ No	Yes/ No	Yes/ No	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
<ul style="list-style-type: none"> Though the institution does not have a formal mechanism to get feedback from students and stakeholders yet their views are valued and elicited. 					
CRITERION II -TEACHING-LEARNING AND EVALUATION					
2.1. 1 Demand Ratio during the year					
Name of the Programme	Number of seats available	Number of applications received		Students Enrolled	
BA Arts I	640	1950		569	
B.Sc Med+ CND	130	500		121	
B.Sc Non Med	100	300		92	
B.Sc. C.Sc.	60	300		52	
BBA	60	200		53	
B.Com	75	300		71	
BCA	60	300		55	
B.Sc H.Sc	40	100		40	
Dip. Front Office	40	60		32	
MA English	60	100		29	
MA Geography	60	40		13	
MA Music (I)	10	20		07	
MA Music (V)	15	20		08	
PGDCA	40	100		37	
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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2017-	2741	167	106	-----	17
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 (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
	----	----	---	14	--
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
<ul style="list-style-type: none"> Students are mentored through Tutorial Meets. There they openly discuss their view points and area of grievance, if any with their tutor. The tutor then discusses the same with the concerned authority. Guest lectures and special lectures on Values and Morals are also organized for the benefit of students. Teachers also informally talk on social evils and values during their lectures. 					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
2908 (UG+PG)		106 (regular+part time+guest faculty)		1:28	

2.4 Teacher Profile and Quality (Details in Annexure III)				
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
102	47+11(part- time)	50	----	29
<ul style="list-style-type: none"> Permanent recruitment of Government Colleges is under the preview of PPSC, guest faculty are recruited by giving advertisement in the newspaper for both HEIS and PTA posts. 				
2.4.2 Honours and recognitions received by teachers				
<i>(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)</i>				
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	
2017	Ms. Vandana Bajaj Ms. Romy Arora	Asstt. Prof. Assoc. Prof.	Ph.D completion	

	Mr. Jaideep Singh	Assoc.Prof	
	Dr. Daljit Kaur	Professor	Award of Honour
	Dr. Kusum Devgan	Associate prof.	Certificate of recognition
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			
Program me Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination
All Program es of the college	-----	July-Dec Jan-June	-----
Date of declaration of results of semester-end/ year- end examination			
After approx. 2-3 months			
2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)			
Guru Nanak Dev University has introduced semester system at UG as well as PG level. The following reforms have been initiated by the college in the internal evaluation system:			
<ul style="list-style-type: none"> • Assignments at UG and PG level are assigned, evaluated and discussed thoroughly to assess the performance of the students. • Being an affiliated institution, evaluation reforms initiated by GNDU are implemented too. • House test answer sheets are thoroughly evaluated and discussed in the class to clear the students' doubts and queries. • Special demo session is held for the freshers as to how to fill the relevant columns (such as Subject Code, examination code) • OMR sheets similar to that of University pattern are introduced in house tests. 			
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)			
<ul style="list-style-type: none"> • Academic Calendar is planned in the beginning of session considering academic, extra- curricular and sports activities. 			
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)			
<ul style="list-style-type: none"> • <i>All the programmes offered by the institution are displayed in the website of the institution</i> • Skill based vocational programmes to equip the students with improved potential for regional and global employment market 			
Name of the Course		Objectives	Career prospects
Functional English		To enhance the communication Skills of students by improving their proficiency level in English language use	Front desk officers Sales and Customer Care Executive Counsellors
Functional Hindi		To improve the communication skills in both written and	Print Media Reporting Front desk officers

		spoken Hindi in order to prepare the students for suitable employment	Language translators Interpreters
	Hindi Journalism	To prepare the students for Media	Jobs related to Media
	Clinical Nutrition and Dietetics	To impart practical training in the requisite skill set to get meaningful employment.	Dieticians in Hospitals/ Hotels/ Beauty Clinics/gyms Self employment as Caterers, and Dieticians
	Diploma in Front Office Operations	Enhancing communication skills, developing confidence level and personality grooming	Front Desk jobs
	PGDCA	Expertise in Computing Skills	Teachers Data operators System Operators

2.6.2 Pass percentage of students

Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	BA I Arts	517	476	92
	BAII Arts	466	463	99.3
	BAIII Arts	378	378	100
	B.Sc I	233	211	90.5
	B.ScII	175	175	100
	B.ScIII	178	178	100
	B.Sc H.ScI	30	27	90
	B.Sc HSc.II	15	15	100
	B.Sc. HScIII	23	23	100
	B.ComI	64	63	98.4
	B.ComII	65	65	100
	B.ComIII	66	66	100
	BBAI	49	49	100
	BBAII	48	48	100
	BBAIII	44	44	100
	BCAI	53	51	96.2
	BCAII	47	47	100
	BCAIII	44	44	100
	MA EngI	27	27	100
	MAEngII	32	32	100
	MAGeoI	13	13	100
	MAGeoII	17	17	100
	MA Music(I)I	5	5	100
	MA Music(I)II	4	4	100
	MA	8	8	100

	Music(V)I			
	MAMusic (V)II	14	14	100
	PGDCA	36	36	100
	Dip. Front Office	32	32	100

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)

- Though as stated before there is no formal mechanism of feedback yet the students give suggestions through Tutorial Meets and Suggestion Box installed in the campus.

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 Academic year
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects (other than compulsory by the College)	-	-	-	-
International Projects	-	-	--	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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(s)
----	----	-----

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
----	----	-----	----	-----

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
-------------------	------	--------------

-----	-----	----				
Name of the Start-up	Nature of Start-up	Date of commencement				
-----	-----	-----				
3.3 Research Publications and Awards						
3.3.1 Incentive to the teachers who receive recognition/awards						
State	National	International				
--	-----	-----				
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)						
Name of the Department	No. of Ph. Ds Awarded					
NA	NA					
3.3.3 Research Publications in the Journals notified on UGC website during the year						
Department	No. of Publication		Average Impact Factor, if any			
	National	International				
Physics		07	2.93-6.765			
Sanskrit		01	ISSN 0505-7523			
Psychology		01	Cite factor 18			
Hindi		03	---			
Chemistry		01	----			
Geography		02	5.8-5.9			
English		02	3.4-7.8			
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department		No. of publication				
Dr. Kusum Devgan, Dept. Of Physics		Authored a Textbook of Electronics with ISBN No 9789385998-39-3				
Ms. Shaminder Kaur, Dept of Music(I)		Authored a book "Sitar Vadan Ki Parampara" with ISBN No 978-81-302-0393-5				
Dr. Babita, Librarian		Paper published in Conference Proceedings with ISBN No 978-81-933687-4-9				
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
---	----	----	---	---	---	---
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
---	----	---	---	---	--	--
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	-----	-----	-----	----
Presented papers	01	12	---	---
Resource Persons	--	--	--	02

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 co-ordinated such activities	Number of students participated in such activities
Seminar on Protection of women from Domestic Violence	Legal Literacy Club and Youth Club in collaboration with District Legal Services Authority, Amritsar	4	200

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	No. of Students benefited
----	----	----	----

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 coordinated such activities	Number of students participated in such activities
NSS		Swachta Pakhwara	2	200 volunteers
NSS		Visit to Blind School	2	100 volunteers
NSS		Poster Making and Essay Writing “What can I do for Clean India”	2	50 volunteers
NSS		Rally for Rivers	2	200
NSS		Shramdan Diwas	2	200
Red Ribbon Club		AIDS Awareness March and interactive session with Class III and IV employees	4	approx.50 Class III and IV employees 10
Van Mahotsav	Environment Club along With NSS and NCC units	VanMahotsav	8	250
Buddy	Govt. Of Punjab	Drug Prevention	2	whole college

Programme		Programmes		
Birth Anniversary of Sardar Vallabhbhai Patel	NSS and NCC	Run for Unity	5	400
Women Empowerment Cell		Legal Rights of Women	4	250
Exhibition	Fortis Escort Multi-Speciality Hospital	Protein and Fibre		

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
----	-----	----	----

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-To)	Participant
---	----	----	----	----

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

- MoU's are signed with industries, business setups, hotels, hospitals etc. for on-the-job training of students enrolled in vocational subjects of Functional English, Functional Hindi, Hindi Journalism and Clinical Nutrition and Dietetics and BCA.

During the session 2017-18 new MOU's were not signed but students underwent training at the places with which MOU's are already signed.

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
	----	----	----

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
----	----

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	14.62 acres	-----
Class rooms	21	---
Laboratories	06	----
Seminar Halls	Multimedia	-----

Classrooms with LCD facilities	Hall LCD is installed in Audio Visual section of Library	----
Classrooms with Wi-Fi/ LAN	---	----
Seminar halls with ICT facilities	14 Smart Classrooms	----
Video Centre	----	----
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	----	---
Value of the equipment purchased during the year (Rs. in Lakhs)	----	----
Others	---	---

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
Ezlib	Partially		2007

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books and Reference Books	52607	----	74	---	52685	-----
e-Books	--	----	---	----	---	----
Journals	40	-----	----	----	40	---
e-Journals	Access to N-list Programme of INFLIBN-ET	---	----	----	----	----
Digital Database	---	----	----	---	-----	-----
CD & Video	---	----	----	---	----	-----
Library automation	Yes partial	----	----	----	----	---
Weeding (Hard & Soft)		----	----	----	----	---
Others (specify)						

Audio –Visual services are provided to students in the IT section of the Library.

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	153	6	4 labs equipped	---	----	14	28	3.0 MBPS	---

			with internet facility						
Added									
Total									

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

.....3.0...MBPS..... MBPS /GBPS

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
-----	-----

4.3.4 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
-----	-----	-----	-----

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 academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
----	Expenditure incurred only on Salary component	None	AMC of IT approx. 2,00,000

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)

- The College has an efficient team for maintenance and repair of Infrastructure facilities and equipments. There is a full fledged team of LA's, JLA's, SLA's, Gardeners, Watchmen, permanent and temporary squad of peons and sweepers. Regular maintenance of the facilities is undertaken under the supervision of committees. To attend to minor faults, repairs of electricity and sanitation the college hires expert workers on daily basis as per norms.

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	Alumni Association Fund	05	2000 each
	Each One Educate One	05	5000 each
	Principal's Association Fund	05	2000 each

	Student Aid Fund	01	2000 each		
	Red Cross Fund	02	2000 each		
Financial support from other sources					
a) National	Minority Scholarship Scheme And Central Meritorious Scholarship Scheme	231	Money is transferred through DBT		
b) International	-----	-----	-----		
c) State	Ashirwaad scheme	499	Money is transferred through DBT		
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.,					
Functional English students yield the facility of Language Lab. where they undergo practice sessions in spoken and written English					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled	Agencies involved	
-----		-----	-----	-----	
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 students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	Guidance and Counselling Cell		Aprox. 500 -700 students were present in following seminars <ul style="list-style-type: none">Seminar by NIIT, Asr.Seminar by Career Launcher, AsrSeminar by TIME, AsrGuest lecture by Career Launcher	-----	06 students were placed
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		No. of grievances redressed		Average number of days for grievance redressal	
-----		-----		-----	
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
			Amritsar College of Engg.& Technology	174 approx	06

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
2016-17	200	BA/B.Sc./B.Com	From College	Various institutions	Post graduation

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	No. of Students selected/qualifying	Registration number/roll number for the exam
NET	----	----
SET	----	-----
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Participants
International Yoga Day 21 st June '17	Institution	Teachers and students
Talent Hunt 5 th Oct-10 th Oct 2017	Institution	390 new students participated in different items
Say No to Crackers: Go for Green Diwali 18 th Oct.'17	Institution	100 students
Voter's day Awareness and	Institution	Students of the departments of History, Maths, Sociology and Political Science

Slogan and Essay Writing		
Harmful Effects of Drugs: Lecture by Neuro-Psychiatrist Dr. Bhatia	Institution	200 students
Festival of Teej	Institution	Students of the college
Workshop on Punjab Right to Service Act	Institution	100 students
Rally on the occasion of 125 th Birth Anniversary of B.R. Ambedkar	Institution	Students of Departments of Punjabi and Philosophy
Guest Lecture by Dr. Gurupdesh 6th Nov '17	Institution	PG Students of Department of English
Guest Lecture by Dr. Pawan Malik 23 rd Aug' 17	Institution	Students of Departments of Physics and Chemistry
National Graduate Physics Examination	Indian Association of Physics Teachers	20 students
Demonstration cum Lecture by Sh. Davinder Singh 7 th March 2018	Institution	Students of Dept. Of Music(I)
Hindi Diwas 13-14 Sep.'17	Institution	Students of the Department of Hindi
Lecture by Dr. Dharma Singh	Institution	Students of the Department of Punjabi
Lecture by Dr. Raghubir Singh	Institution	Students of the Department of Commerce
Essay writing Competition and showcase of Documentary of Sant Seechewal	Institution	Students of Department Of Economics
Workshop on Tableware and Silverware	Institution	Students of the Department Of Clinical Nutrition and Dietetics
Exhibitions	Institution	Departments of Functional English, Fine Arts and Home Science
	Nutrition Education Programme in Govt.	Department of Clinical Nutrition and

	Elementary School, Bath	Dietetics
Field Visits	Office of Dainik Bhasker and The Tribune	Departments of Functional English and Functional Hindi
	Preet Nagar and Ram Tirath	Department of Punjabi
	Hermitage Rehabilitation Centre	Department of Psychology
	Elementary and Senior Secondary, Bath	Department of Home Science
Educational Trips		Departments of English, Geography, Maths, History , Political Science, Botany, Zoology and Economics.

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/ International/State/ Local	Sports	Cultural	Student ID number	Name of the student
2017-18	Bronze Medal	North Zone Boxing Championship	Boxing	---		Palwinder Kaur
	Bronze Medal	North Zone Boxing Championship	Boxing	----		Sunita
	Silver medal	National Championship	Taekwondo	---		Mandeep
	Bronze Medal	National Championship	Taekwondo	----		Palwinder Kaur
	Bronze Medal	National Championship	Taekwondo	----		Anchal

Achievements in Extra –Curricular Activities

- College bagged Overall Third position in the Zonal Youth Festival of GNDU for Government/ Constituent/Associated colleges. First positions were bagged in Folk Song, Poster Making, Classical Dance and Gidha. Second positions in Classical Vocal, Classical Percussion, Kwishri, Collage, Landscape, Western (Solo), and Quiz. Third Positions were secured in Rangoli and Cartooning.
- Jashandeep Kaur of Functional English won second position and a cash reward of Rs. 2500 in Inter College debate Competition organized by The Tribune at DAV College Amritsar.
- Kanwaljeet Kaur of Fine Arts Dept. won third prize and a cash reward of Rs. 3000 in Landscape making in State level competition at Urban Haat, Amritsar. Arshdeep Kaur of Home Science Dept. bagged second position and a cash reward of Rs. 5000 in Rangoli in same event.
- Students of Geography Dept. won third prize in Inter College Zonal Geography Quiz held at BBK DAV College for Women, Amritsar
- Students of Commerce Department Bagged top 10 ositions in Bhavishya Jyoti Scholarship test held by NIIT, Amritsar.

NCC

- 03 cadets were nominated by the Ist Punjab Girls Battalion to attend National Integration Camp held at DAV International School from June 19-30 2017. Savleen Gill and Baljeet Kaur won gold medals for NIAP

<ul style="list-style-type: none"> • 35 cadets attended ATC at Mai Bhago College and the college unit was adjudged the Best College. Cadets Savleen, Ravneet and Sulakhani won 04 silver medals and 01 gold medal in Essay writing, Poster Making, Solo Song and Group Song category. • 07 cadets represented Ist Punjab Girls Battalion in Republic Day Camp- Base I at Gurdaspur among them 05 were shortlisted for RDC- Base II and then 03 were finalised for RDC- Base III and IV. Two cadets Savleen and Sulakhani were chosen for RDC- Base I at NCC Academy, Ropar. • 10 Cadets of Air wing attended ATC camp and Senior Under Officer Pooja Sharma was adjudged the Best Cadet. • Under Officer Geetwani and Cadet Sarpreet were selected for PVSC training at Ropar. Senior under officer Geetwani was selected to represent Amritsar Division at PVSCII and III at Ropar and AVISC camp at Jodhpur • 30 cadets of army wing and 06 cadets of air wing appeared for 'B' certificate. • 20 cadets of army wing and 06 cadets of air wing appeared for 'C' certificate.
<p>5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)</p> <ul style="list-style-type: none"> • Student Body is an important link between the students, the principal and the staff. • Maintaining proper discipline during college hours and during functions. • The body is an instrument in resolving and addressing problems and difficulties faced by the students.
<p>5.3 Alumni Engagement</p>
<p>5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):</p>
<p>No</p>
<p>5.3.2 No. of registered enrolled Alumni:</p>
<p>During the session 2017-18 876 were enrolled. Total enrolled: approx. 9000</p>
<p>5.3.3 Alumni contribution during the year (in Rupees) :</p>
<p>Rs. 87600</p>
<p>5.3.4 Meetings/activities organized by Alumni Association :</p>
<p>Three meetings were held during the session 2017-18</p>
<p>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</p>
<p>6.1 Institutional Vision and Leadership</p>
<p>6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)</p>
<ul style="list-style-type: none"> • The institution has established various Clubs, Committees and Societies- the sole authority of which is delegated to the Convener. The different units are provided autonomy to accomplish the tasks assigned to them in the best possible way. The college facilitates their job by providing them finance, infrastructure, manpower and any kind of assistance as per their demands. • College Council comprising five senior most teachers, turns out to be the highest decision making body of the college. • Cumulative and comprehensive management approach empowers the participants, heightens their sense of duty and responsibility, thus catalyzing the success of institution's working. The college has a well structured set up with various functional committees.
<p>6.1.2 Does the institution have a Management Information System (MIS)?</p>

Yes/No/Partial: Partial

College Management System of college for session 2017-18 includes following modules:

a) STUDENT MANAGEMENT SYSTEM:

This module deals with retaining basic data of students like their fee details, fines if any, personal and academic details, admission and examination returns.

b) ACCOUNTING MANAGEMENT MODULE:

This deals with day to day dealing of accounts of office. It includes options for sanctioning, bill submission, salary bill generation, account balances of all major heads.

c) LIBRARY MANAGEMENT SYSTEM:

This module deals with library functioning like accession register, computer based issue return, cataloguing and identity card printing of students.

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):

❖ Curriculum Development

Heads of the Departments chalk out individual Time Table of teachers, unitization of Syllabus, Guest Lectures and other activities to ensure quality teaching- learning.

❖ Teaching and Learning

The learning experiences of the students are enriched by adopting innovative and interactive teaching methods. Faculty is encouraged to stay aware of the recent educational trends through seminars, workshops and training.

❖ Examination and Evaluations

Class tests, Assignments and House Tests monitor the performance of the students.

❖ Research and Development

- ❖ Faculty of the college is encouraged to undertake research and to participate in the seminars, workshops and training.

❖ Library, ICT and Physical Infrastructure / Instrumentation

The College has Smartboards, well equipped labs, Audio Visual and IT sections in the Library.

❖ Human Resource Management

The college is sensitive to the significant role of human resource management for its smooth and effective functioning. Rationalization plan is chalked out at the end of each academic year to calculate future manpower keeping in view the need and growth of the institution.

❖ Industry Interaction / Collaboration

MOU's are signed with various establishments for the benefit of vocational students.

❖ Admission of Students

The college adheres to transparent admission process. The merit is displayed in the college website.

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

❖ Planning and Development

❖ Administration

Most of the communication with DPI(c) and Affiliating University is done through email. The College administration block is equipped with internet facility and adequate Computer Systems.

❖ Finance and Accounts Salary Bills of permanent staff are submitted online and bills are also entered on Computer System.					
❖ Student Admission and Support Admissions for the sessions 2017-18 were done online. STUDENT MANAGEMENT SYSTEM: This module deals with retaining basic data of students like heir fee details, fines if any, personal and academic details, admission and examination returns.					
❖ Examination As per the directions of Affiliating university practical marks sheets are uploaded online and all the Examination related communication is also conveyed online.					
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					
Ye ar	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	
	-----	-----	-----	----	
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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non- teaching staff)
2017-18	Special Demo Session on Usage of Smart Boards	-----	--	All the Departments of the college participated	----
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		Date and Duration (from – to)	
Refresher Course in English at UGC-HRD centre GNDU Amritsar		01		26 May2017- 15 June2017	
Workshop on Nuclear Science and Application of Radio Isotopes, SL Bawa DAV College, Batala		04		28-29 March 2018	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching		Non-teaching			
Permanent	Fulltime	Permanent	Fulltime/temporary		
No new recruitment was done during the session.					
6.3.5 Welfare schemes for					

Teaching	Facilities are provided as per the service rules laid by govt. Of Punjab			
Non teaching	---do----			
Students	Schemes for the students are already mentioned.			
6.4 Financial Management and Resource Mobilization				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each) <ul style="list-style-type: none">The Internal Audit of the college is administered in the form of internal check of the Bursar. The administrative staff under the supervision of the Superintendent is entrusted with the responsibility and accountability of maintaining the records as per the duties assigned to them.Govt. Grants and funds are subjected to external audit conducted by the Audit department of the state govt. And same is audited by the Accountant General, Punjab.				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III) Nil				
Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.		Purpose	
-----	----		--	
6.4.2 Total corpus fund generated PTA Rs.86,64000 HEIS Rs.35,71,216				
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	No	NA	*	----
Administrative	No	----	Yes	Bursar
<ul style="list-style-type: none">The College audits its academic performance through class tests, house tests and university exams.				
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
Recruitment of Guest faculty, suggestions for the progress of the college and smooth functioning.				
6.5.3 Development programmes for support staff (at least three)				
There is no formal mechanism for the development of the support staff. Those who are recruited by the government norms and regulations benefit from government schemes.				
6.5.4 Post Accreditation initiative(s) (mention at least three) <ul style="list-style-type: none">Improvement and Strengthening of Infrastructure.Audio- Visual Aids to enhance learning facility.Student support facilities.				
6.5.5				
a. Submission of Data for AISHE portal : (Yes√/No)				
b. Participation in NIRF : (Yes /No√)				
c. ISO Certification : (Yes /No) NA				
d. NBA or any other quality audit : (Yes /No)NA				
6.5.6 Number of Quality Initiatives undertaken during the year				

Already mentioned in Part-A of report				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-- ----)	Number of participants

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-to)	Participants	
----	----	Female	Male
-----	----	----	----

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

The Institution has an internal green audit mechanism which ensure that the carbon footprint on the campus does not exceed beyond permissible limit, thus contributing towards maintaining the ecological balance. Measures undertaken are:

- Maintaining a green cover consisting of 300+ trees, well kept lawns, including one aesthetically designed botanical garden.
- Segregation of bio-degradable from the non—biodegradable waste.
- Use of Chemical fertilizers and pesticides is forbidden.
- Dumping of the garden waste in pits for natural decomposition which yields green manure.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift		
Ramp/ Rails	The college has a Ramp	
Braille Software/facilities		
Rest Rooms		
Scribes for examination	yes	01
Special skill development for differently abled students		
Any other similar facility		

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff

7.1.5 Human Values and Professional Ethics		
Code of conduct (handbooks) for various stakeholders		NA
Title	Date of Publication	Follow up (maximum 100 words each)
-----	-----	-----
7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-----to-----)	Number of participants
Lectures on Values and Ethics organized by NSS Unit	26/01/18 to 03/02/18	200
Lecture on Ill Effects Of Blue Whale Game organized by Dept. Of Psychology and Botany	15/10/17 (one day)	100
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)		
<ul style="list-style-type: none"> • The students are continuously sensitized towards healthy green environment through the activities of Environment Club. • CFL's and tubes are installed in the campus. • Rain Harvesting Unit is installed in the campus. 12 big chambers(8'x5') and 6 small chambers have been constructed. • Use of Chemical fertilizers and pesticides is forbidden. • Van Mahotsav is celebrated every year and new saplings are planted. 		
7.2 Best Practices		
<p>Describe at least two institutional best practices</p> <p>Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link</p> <p>1. Title of the practice: Each One Educate One</p> <p>2. Goal:</p> <p>S.R. Government College for Women, Amritsar- the model Government College of the region, not only admits girls from economically backward sections of society but also facilitates their higher education and broadens their career prospects by a way of job oriented teaching approach. Fully realizing our institutional responsibility and objective of empowering our girl students, Each One Educate One was introduced on February 13,2006 thus taking up the cause of 'education for all' on a war footing. The main objective of initiating this unique, noble endeavour was to reach out to the students belonging to deprived, disadvantaged sections of society.</p> <p>3. The Context:</p> <p>Being the deprived gender, a vast majority of our students were unable to continue with their studies due to extreme paucity of resources. To overcome this financial hurdle, our staff members extended help in the form of tuition fee, books and uniforms etc. to needy but meritorious students, though on an informal basis. To channelize their magnanimity and thoughtfulness in a systematic way, the Principal and the council members decided to launch this innovative social welfare Program Each One Educate One. Word spread in a short while and the right thinking, responsible, philanthropic Samaritans of the city made contributions towards this noble</p>		

cause.

3. The Practice

By constituting, Each One Educate One, the help towards meritorious needy students became systematic organized and effective.

- The college by implementing this practice became the first government college of Punjab to extend financial aid to deserving needy students. It also engages the community to extend help to the students.
- To ensure proper functioning and streamlining of this healthy practice we have the following office bearers- Principal is the President of the EOEO. It also has vice- president, secretary, treasurer and members.
- The applicants are interviewed by the members of EOEO and decision regarding financial assistance is made on the basis of merit, economic conditions and family circumstances of the students concerned.
- The information of the beneficiaries is intimated to the donors for their perusal. Meetings of those students are also arranged with their donors in the Principal's office.
- Bank account of Each One Educate One funds is maintained in the Indian overseas Bank, Rani KaBagh Branch, Amritsar.

4. Evidence of Success:

- This scheme is being implemented successfully since 2006 and there has never been paucity of funds.
- Records are well maintained and a substantial number of needy students have benefitted, who otherwise would have discontinued their studies due to extreme financial constraints.

5. Problems encountered and resources required

The practice started at college level by the contributions of the staff members. To involve the community we had to approach the responsible citizens and sensitize them to extend financial help to the poor girls.

Format for Presentation of Practice

1. Title of the Practice: Women Empowerment

2. Goal:

- Strengthening the mindsets of the girl child by ensuring their physical, mental and spiritual wellbeing.
- Encourage them towards achieving economic independence.
- Reminding them of their constructive role in building national character.
- To make them aware of their social and legal rights.

3. The Context

Sensing the treats and challenges faced by women in the contemporary set up, a strong need to empower the girl child emerges as one of the major agenda of a ' women institution, especially if that institution like our own is catering to young girls from socio- economically deprived section of society and also girls from a rural background.

In 2007 under the motivation and guidance of the then Principal the vision of empowering the girl

child took a shape and our college became a pioneer institution in Punjab to reach out to the girls through the women empowerment Week. The primary focus of our institution in this regard was to build confidence in the young girls by building their self-esteem.

4. The Practice

- Every year, the programme is planned in which issues related to gender discrimination, sexual harassment, mental and physical abuse are addressed through posters, lectures, discussions.
- The girls are apprised of the legal consequences of any kind of atrocity inflicted upon them.
- Training in self-defence is an important part of week long programme.
- Self-dependent students are honoured to motivate others to develop entrepreneurial skills for economic independence.

5. Evidence of Success

The feedback collected from the students in tutorial meets clearly reflect that they gained confidence of facing problems in society. Many girls got opportunities of self employment and thereby continued with their studies on their own.

6. Problems encountered and resources required

- Great difficulty in liberating the students from the shackles of a discriminatory upbringing, irrational thinking and the closed mindset of the parents.
- Academicians, Bureaucrats, Professionals from various fields and even politicians have extended their whole hearted support to the cause.

7. Notes(Optional)

The college is proud to have produced) renowned personalities excelling in different areas of life like Dr.KiranBedi First Woman IPS officer, Ritu Kumar, Fashion designer, Deepti Naval, Actress, NeelamMansingh, Theatre Personality and many more.

7.3 Institutional Distinctiveness

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

With an objective towards developing sensitive, responsible and progressive citizens, the institution contributes meaningfully towards nation building as follows:

- We strive to impart quality education to our students so as to equip them to compete globally in academics, sports and co-curricular activities.
- We ensure equity in higher education by providing adequate opportunities to underprivileged section of society by strict adherence to the reservation policies of the State Government.
- We nurture a feeling of social responsibility through various awareness programmes organized by different clubs set up by the institution.
- We preserve socio- cultural heritage and tradition through various cultural/ co-curricular activities.
- We strive to create a conducive learning environment where teachers are facilitators and students the prime beneficiaries.
- We help to inculcate critical acumen among our students through guest lectures, seminars and field visits.
- We promote a vibrant sports culture by offering various facilities as 200m track, basketball court, gym etc. thus enabling the students to participate and excel in various national and international tournaments.

8. Future Plans of action for next academic year (500 words)

- Optimum utilization of grants for infrastructure
- Extension services
- Teaching and Non- teaching faculty to undertake research and trainings respectively
- Student Support activities.

Name Dr.Khushpal Sandhu

Name Ms.Nutan Sharma

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*____

ANNEXURE-I

Annual Calendar

JUNE- Online Admission Process

JULY- Assembly for New Students

- Regular classes start
- PG online admissions

AUGUST- Regular Classes of all the courses

- Unitization of Syllabus
- Sports participation
- Independence Day Celebrations
- Departmental activities

SEPTEMBER- Talent Search

- Youth Festival as per University calendar
- Class tests and assignments

OCTOBER- House Test in the first week

- Result and Regular Classes
- Departmental activities
- Sports Participation
- NCC, NSS, Red Cross Activities
- Youth festival inter- zonal as per university calendar

NOVEMBER- Regular Classes in the 1st week and revision for Semester Exams

- University Semester exams from 3rd week

DECEMBER- Semester Examinations (Theory and Practicals)

- Winter Break 4th week of Dec, to 1st week of Jan

JANUARY- Regular Classes for 2nd, 4th, 6th Semester of UG and PG classes

- Departmental activities
- Sports Participation
- 26th January celebrations
- Unitization of Syllabus

FEBRUARY- Annual Sports Meet

- Regular Classes
- Class Test and assignments
- Women empowerment Activities

MARCH- Annual Prize Distribution Function

- Convocation
- Regular classes
- Sports participation

APRIL Regular Classes and Revision

- Farewell Functions in the third week

May- University Semester exams

- Online admission process started

ANNEXURE II

IQAC meetings

The Principal Ms. Nutan Sharma took over the reigns of the college. She chaired the first IQAC meeting in the month of July 2017. The agenda of the meeting was the key areas earmarked at the end of session 2016-17 for quality sustenance. Dr. Khushpal Sandhu, IQAC coordinator welcomed the Principal and hoped that under her able stewardship the college will continue its march of success. The effective management displayed by various committees during the admission process was applauded by the members. The Principal appreciated the hard work and sincerity shown by the team of teaching and non-teaching staff. A strategic plan was chalked out for the quality sustenance areas which were as follows:

- *Increment in Guest Lectures for the benefit of students.
- * Regular Tutorials
- * Awareness Campaigns for students regarding De- addiction
- * Faculty to be encouraged for research, seminars and workshops etc.

Members

- | | |
|---------------------------|-------------------------------|
| • Chairperson | Principal Ms. Nutan Sharma |
| • Council Members | Dr.Suman Sharma |
| | Mr.Satnam Singh |
| | Mr.Kulwant Singh |
| | Dr.SavitaSachdeva (Registrar) |
| | Dr. Geeta Sharma |
| • IQAC Coordinator | Dr.Khushpal Sandhu |
| • PTA incharge | Mr. Sachin Kalra |
| • Bursar | Mr. D.S. Sohal |
| • External Members | Dr. S.P. Singh |
| | ○ Dr. R.K. Bedi |
| • Superintendent (Office) | Ms.JagbirKaur |
| • Head Girl | (yet to be elected) |

On 15th November 2017 IQAC meeting was held in the Principal's office. The meeting was chaired by Principal Ms. Nutan Sharma. Dr. Khushpal Sandhu, IQAC co-ordinator informed the members that various departments of the college have organized wide array of activities and guest lectures for the students. She also informed the members that Lectures on awareness regarding De-Addiction will be organized in the college in the next semester i.e. from Jan. 2018. The Principal and the members expressed their satisfaction over the progress of action plan.

Members

- | | |
|---------------------------|--|
| • Chairperson | Principal Ms. Nutan Sharma |
| • Council Members | Dr. Suman Sharma
Mr. Satnam Singh
Mr. Kulwant Singh
Dr. Savita Sachdeva (Registrar)
Dr. Geeta Sharma |
| • IQAC Coordinator | Dr. Khushpal Sandhu |
| • PTA Incharge | Mr. Sachin Kalra |
| • Bursar | Mr. D.S. Sohal |
| • External Members | Dr. S.P. Singh

Dr. R.K. Bedi |
| • Superintendent (Office) | Ms. Jagbir Kaur |
| • Head Girl | Miss Jashandeep Kaur |

On 10th March 2018 IQAC meeting was held in the RUSA office. The agenda of meeting was the review of the action plan chalked out at the beginning of the session and the proposals for the new session. Principal Ms. Nutan Sharma expressed her satisfaction at the completion of the targets and asked the members to give proposals for the quality initiatives for 2018-19. An hour long meeting involved hectic discussion about the future proposals. The meeting culminated with the unanimous decision on the following action plan for the next session:

- Optimum utilization of grants for infrastructure
- Extension services

- Teaching and Non- teaching faculty to undertake research and trainings respectively
- Student Support activities.

Members

- | | |
|---------------------------|-------------------------------|
| • Chairperson | Principal Ms.Nutan Sharma |
| • Council Members | Dr.Suman Sharma |
| | Mr.Satnam Singh |
| | Mr.Kulwant Singh |
| | Dr.SavitaSachdeva (Registrar) |
| | Dr. Geeta Sharma |
| • IQAC Coordinator | Dr. Khushpal Sandhu |
| • PTA Incharge | Mr. Sachin Kalra |
| • Bursar | Mr. D.S. Sohal |
| • External Members | Dr. S.P. Singh |
| | Dr. R.K. Bedi |
| • Superintendent (Office) | Ms.JagbirKaur |
| • Head Girl | Miss Jashandeep Kaur |

ANNEXURE-III

Achievements of Faculty

Principal Ms. Nutan Sharma is a gold medalist and recipient of Jawahar Lal Nehru Award. She is honoured with Outstanding Principal Award by CKD Institute of Management and Technology, Tarn Taran. She is member of various academic and administrative bodies of GNDU, Amritsar namely Academic Council of board of Studies, Faculty of Languages, Member of Moderation Committee, Member of Senate and Syndicate.

Dr. (Prof.) Suman Sharma Vice principal and Head Department of Physical Education is Arjuna Awardee and has been appointed Vice President of Basketball Federation of India and Member of Selection Committee of Basketball Federation of India.

Department of English

- Dr.(Prof.) Lakhwinder Singh is member of Board of Studies of Guru Nanak Dev University, Amritsar and also of Khalsa College, Amritsar. He presented a paper “Human Relationships in Doldrums” in international conference on diasporic literature at Ludhiana.
- Dr. Vandana Bajaj completed her doctorate in English from Gurukul Kangri University, Haridwar
- Ms. Mansi Singh attended a refresher course in English at UGC-HRD centre GNDU, Amritsar. She presented a research paper “Empowered face of Disney animation” at R.R.Bawa DAV College Batala and her two research papers “Revolt of the Marginalised in Alice Walker’s The Colour Purple and “Voice of the Marginalized in Mohan Bhandari’s The Grudge” were published in international journals ROOTS and KAAV respectively. She also delivered a guest lecture on Writing Skills at Khalsa College for Women, Amritsar
- Dr. Vandana Bajaj and Ms. Mansi Singh were appointed members of GNDU senate

Department of Punjabi

- Mr. Satnam Singh and Dr. Arvinderpal Kaur are appointed as members of Board of Studies, GNDU, Amritsar

Department of Hindi

- Dr. Sunila Sharma had her three research articles published namely ‘Bekar Utpadan ko kam karne mein Ek vyakti ka yogdan’, ‘Sri Guru Gobind Singh ji ki Bhakti Bhavana’ and ‘21vi sadi ki hindi kahani ki bhasha’ in Sahitya- Avlokan and Vishva-Jyoti. She is also member Board of Studies, GNDU, Amritsar.

Department of Sanskrit

- Dr.(Prof) Savita Sachdeva presented a research paper “ Etreyarnyekshu inderprajapati svaroop” in UGC sponsored seminar in Sadhu Ashram Hoshiarpur. Her paper “Guru Gobind Singh- Ek Vyaktitva” got published in journal Vishva Jyoti.
- Dr. (Prof.) Maya Singh presented two research papers titled “ Pryavaran Asantulan ka vaidik samadhan” and “Aaranyak Sahitya ka paishishtaya” in seminars held at Indira Gandhi Rashtriya Kala Kendra, New Delhi and Sadhu Ashram, Hoshiarpur.

Department of Psychology

- Dr. Prarthana Swani presented a paper entitled “ Noise Pollution: A Psychological Perspective” in the International Conference on Contemporary Issues in Social Sciences at HMV, Jalandhar. She presented her second paper entitled “Spirituality and Family Well Being” in International Conference on Family Well Being: A Global Perspective at Bharti College, New Delhi. The same paper got published in Indian Journal of positive Psychology in April 2018. She presented her research article “Relevance of moral Intelligence in Higher Education” at UGC sponsored interdisciplinary seminar on Innovation and Best Practices in Higher Education.

Department of Philosophy

- Dr. Veena Anand is member Board of Studies of GNDU, Amritsar. She is also member of the faculty of Humanities and Religious Studies and member of Indian Red Cross Society, Amritsar District Branch.

Department of Geography

- Dr. Jaideep Singh completed his doctorate
- Ms. Satinder Kaur had her two research papers entitled “ A Comparative Study of demographic and socio- economic profile of slum and non- slum dwellers in Amritsar city” and “ Socio- Demographic conditions of slum dwellers in Amritsar City: A Case study of Hindustani basti” were published in International interdisciplinary Research Journal and International Journal of creative Research Thoughts respectively. She also delivered a lecture on “Scope of Geography” at Govt. College, Bholath.

Department of Music (I)

- Ms. Shaminder Kaur authored a book “Sitar Vaadan ki parampara” published by Punjabi University, Patiala

Department of Commerce

- Dr. Daljit Kaur Presented a research paper “ Are Ethics in Business a Challenge” in 14th PCMA International Conference held at GNA University. She received Award for Honour in the same Conference. She is member Board of Studies, GNDU, Amritsar
- Dr. Romy Arora completed her doctorate from Guru Nanak Dev University, Amritsar

Department of Physics

- Dr. Kusum Devgan authored a textbook of Electronics. She published seven research articles in International journals entitled:
 - ✓ Effect of swift Heavy Ion Irradiation on Optical properties of poly Vinylidene Chloride (PVDC) films in International journal of Trend in scientific Research and Development.
 - ✓ Swift heavy Ion Induced Opto-Effects in Ethylene- Chlorotrifluoroethylene Copolymer in International urnal for research in Applied Sciences and Engineering Technology.
 - ✓ Nickel ion induced Ethylene- Chlorotrifluoroethylene Copolymer in IRJMST
 - ✓ Opto- Modifications in Carbon Irradiated PEN in International Research Journal of Commerce, Arts and Science.
 - ✓ Opto- properties of Silver Ion induced E- CTFE copolymer in International Journal of Engineering, Science and Mathematics.
 - ✓ Study of optical properties of Carbon ion Irradiated Ethylene- Chlorotrifluoroethylene in International Journal for Modern Trends in Science and Technology.
 - ✓ Optical Study of Carbon ion irradiated Poly(methylmethacrylate) films in International Journal of Recent Trends in Engineering and Research.
- Dr. Kusum Devgan was awarded Certificate of recognition for participating as a reviewer in the peer review committee for Global Research and Development journal. She is also member Board of Studies of GNDU, Amritsar.
- Dr. Surinder Kaur is member Board of Studies of Khalsa College, Amritsar.

Department of Chemistry

- Dr. Raman Mahajan had her research article “Premature greying of hair and Role of oiling in India” published in Journal of Dermatology and Therapies. She also presented a research paper “Environmental Degradation and its consequences” in a UGC seminar held at BBK College for women, Amritsar.
- Ms. Surinder Kaur presented two research papers on “Solid waste Management” and “Problems related to Agriculture Development” in UGC sponsored seminars held at BBK DAV College for women, Amritsar and GNDU College, Pathankot respectively.
- Dr. Raman Mahajan, Ms. Surinder kaur, Ms. Manisha and Ms. Monica attended a workshop on “Nuclear Science and application of Radio Isotopes” held at SL Bawa DAV College Batala.

Library

- Dr. Babita Sharma presented a research paper “Soft Skills and Seven Chakras” at CLIS Conference, Chandigarh and the same was published in conference proceedings

For Communication with NAAC

The Director

National Assessment and Accreditation Council (NAAC)

(An Autonomous Institution of the University Grants Commission)

P. O. Box. No. 1075, Nagarbhavi

Bengaluru - 560 072

Phone: +91-80-2321 0261/62/63/64/65

Fax: +91-80-2321 0268, 2321 0270

E-mail: director.naac@gmail.com

Website: www.naac.gov.in