

GOVERNMENT SHIVALIK COLLEGE

NAYA NANGAL

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SELF STUDY REPORT

(2014)

BASED UPON THE GUIDELINES LAID DOWN BY NAAC
PRESENTED TO
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL,
BANGALORE

PRESENTED BY:
GOVERNMENT SHIVALIK COLLEGE
NAYA NANGAL

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SSR-Govt. Shivalik College, Naya Nangal-2014

A. Preface or Cover letter from Head of the Institute

Situated in the picturesque foothills of Shivalik range of the Himalayas in the peripheral town of Naya Nangal on the border of Punjab and Himachal Pradesh, Government Shivalik College came into existence in 1979 as Shivalik College after a long term demand of the people of the area. Over the years the college has carved a niche for itself in the areas of academics, sports and other co-curricular activities. The college was taken over by the Punjab Government on May 12, 1997. Affiliated to Punjabi University, Patiala, the college imparts education in the following courses namely, BA, BSc, BCom, BCA, MA in Political Science and Economics, besides Post Graduate Diploma in Computer Applications (PGDCA) and an Add on Course in Spoken English.

A sprawling campus of about 16.5 acres in scenic surroundings on the bank of river Satluj about 2.5 kms from Nangal Dam, the college complex comprises three Teaching Blocks (Three-storeyed each), a Library-cum-Administrative Block, a Student Centre, a Sports Complex and a Cycle Stand. It has spacious lawns and playgrounds, fully equipped modern laboratories; a well-stocked Library with wide collection of books, periodicals, journals and magazine and a gymnasium. The Computer labs consist of latest version of computers with broadband internet facility, LAN and required software. The college has highly qualified, experienced and devoted faculty. Eight out of thirteen regular faculty member are Ph.Ds. The College is efficiently run with the help of thirty eight members of administrative and technical staff. The college also promotes research work among its faculty and students. Students' full participation and involvement is encouraged in curricular and extra-curricular activities like Youth Welfare, NSS, NCC and Red Cross, cultural and socially responsible activities. Efforts are also made to inculcate various healthy practices and values among the students.

The college underwent the process of assessment and accreditation in the year 2004 and was awarded B++ by the peer team of NAAC. We are now applying for the second cycle of accreditation. With a view to start the preparation of Self-study report in respect of the college, a Steering Committee was constituted by the Principal as Patron with the following members:

- Dr. Veena Verma, Coordinator (Head Department of Physics)
- Dr. Nilima Dogra (Head PG Dept of Pol Science)
- Prof. H. K. Sharma (Head Dept of English)
- Dr. M.M. Bhalla (Head Dept. of Hindi)
- Dr. S. C. Kalsh (Head Dept of Chemistry)
- Prof. N.K. Bhardwaj (Head Dept. of Commerce and HEIS)
- Dr. G. S. Chatha (Head Dept. of Botany)

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Discussions were held from time to time by the members of the above committee during the course of preparation of Self- study Report of the college. Each and every member of the staff was involved in the task of preparing data for the report in respect of the assigned criteria. Inputs from all the teaching departments and Feedback proformas were collected and analyzed.. Thereafter, the complete Self-study data was analyzed and compiled and finalized by the steering Committee who prepared an integrated and comprehensive report. After much discussions and brainstorming sessions with the staff, the final draft of the self appraisal report emerged with the consensus that for future more efforts should be made to substantially supplement classroom teaching, research and other academic development endeavours.



Principal

Government Shivalik College

Naya Nangal



B. Executive Summary-The SWOC analysis of the Institute

Keeping in tune with the changing needs of the society, The college has been trying its best to widen the scope of education both vertically and horizontally by introducing professional courses along with the traditional degrees in Arts, Science and Commerce. The college makes a continuous endeavour within the resource constraint to incorporate latest learning techniques. There is a well conceived edge in favour of girl students and their access to and retention in the institution is perceived as an act of faith and social engineering. The college supplements the existing system of teaching with non-formal participative and inter- active learning. The SWOC analysis of the institute is as college.

Strengths :-

- Highly qualified regular teaching faculty.
- Well stocked library with special post graduate wing.
- Well equipped labs.
- Modern computer labs.
- UGC, NRC with broadband internet facility.
- Spacious lecture theatres and class rooms.
- Multimedia facility.
- Language lab with latest English language software and audio-visual aids.
- Ragging free well disciplined campus.
- HEIS with professional computer courses.
- Spacious playgrounds and courts.
- Uninterrupted power supply with Gen-Set of 35 KVA.
- Regular supply of cool and safe drinking water for staff and students.
- Separate common room for girls with attached toilet.

Opportunities :-

- Free internet facilities with provisions for scanning & printing.
- UGC, NRC for staff and students.
- Multimedia system room with overhead projector .
- Modern Seminar room with latest audio-visual aids such as LCD projector, visualizer etc.

- Add-On-Course for spoken English.
- Encouragement for most co-academic, co-curricular and sports activities.
- Gymnasium.
- Provision for programs of social outreach e.g. Gender-sensitization Literacy Cell, Red-Cross, Consumer Club and Environment Society.
- Summer training program for staff, students and general public.
- Students from the bordering state of Himachal Pradesh are also allowed admission as per rules and norms.
- Introduction of Readers Club from the current session.

Weaknesses :-

- Shortage of regular teaching faculty as per requirements.
- Paucity and delay in disbursement of various requirement funds from the Govt.
- Number of posts sanctioned by the Govt. is far lesser than the number required as per UGC norms.
- Lesser number of posts sanctioned by the Govt. vis-a-vis UGC norms.
- Shortage of non-teaching as well as lab and support staff.

Challenges:-

- Poor English communication skills of majority of students from rural background.
- Minimal accountability of majority of teaching staff due to shortage of regular faculty.
- Due to non-availability of candidates with prescribed qualifications for Guest faculty (teaching), compromise has to be made at times in the interest of students.
- Strength of boy students is comparatively very low.
- Negligible Funds for participation in Sports, Youth festivals.
- Student demonstrators in Science subjects.
- Feedback from stakeholders.

A. Profile of the Institution

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	Govt. Shivalik College, Naya Nangal	
Address :	Naya Nangal, Distt. Ropar	
City :	Pin : 140126	State : Punjab
Website :	www.gscnangal.com	

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal DDO	Dr.Sneh Lata Badhwar	O:01887-220643 R:	9814302375	01887-220643	snehlatabadhwar@gmail.com
Vice Principal	Dr. Nilima Dogra	O: 01887-220643 R: 01887-227166	9417766464	01887-220643	Nilimadogra@yahoo.com
Steering Committee Coordinator	Dr. Veena Verma	O: 01887-220643 R: 01887-223221	9872658833	01887-220643	Veenangl@yahoo.co.in

3. Status of the Institution: -- Affiliated College

4. Type of Institution:

- a. **By Gender** ----- Co-education
- b. **By Shift** ----- Regular

5. It is a recognized minority institution?

No ✓

6. Sources of funding:

- Government ✓
- Self-financing ✓

7. a. Date of establishment of the college: 01/07/1979

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	April 1984	
ii. 12 (B)	April 1984	

(See Annexure-I for Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes

If yes, has the College applied for availing the autonomous status?

Yes No

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes

No

b. for its performance by any other governmental agency?

Yes

No

10. Location of the campus and area in sq.mts:

Location *	Semi-Urban
Campus area in sq. mts.	66773.13
Built up area in sq. mts.	4738.1

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

• Auditorium/seminar complex with infrastructural facilities

• Sports facilities

* play ground

* gymnasium

• Cafeteria — Yes

• Health centre –

(For Emergency) B.B.M.B. Canal Hospital, Nangal Town, NFL Hospital
Naya Nangal. First aid, Inpatient, Outpatient, Emergency care facility, Ambulance.

• Facilities like banking, post office, book shops

Punjab National Bank

• Transport facilities to cater to the needs of students and staff

Private/Public Transport facility available.

• Animal house

Yes – but closed on Govt. orders.

• Biological waste disposal

No

• Generator or other facility for management/regulation of electricity and voltage

Generator is available

• Solid waste management facility

Yes

• **Waste water management**

Yes

• **Water harvesting**

No

12. Details of programmes offered by the college (Give data for current academic year)

SI. No.	Programme Level	Name of the Programme /	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
1.	Under-Graduate	B.A.	3	+2 Pass	Eng./Pbi.	184	69
		B.com	3	+2 com. 40%	Eng./Pbi.	69	69
				+2 Eco./Math		69	69
		B.Sc. (N.M)	3	other – 55%	Eng.	69	69
		B.Sc. (M)	3	+2 Pass	Eng.	69	19
	B.C.A.		+2 Pass 45%	Eng.	50	44	
2.	Post-Graduate	M.A.-Pol. Sci.	2	+2 Pass 50%	Eng./Pbi.	69	32
		M.A. – Eco.		+2 Pass 50%	Eng./Pbi.	69	27
3.	Certificate courses	Add-On-Course	1	+2	Eng.	30	No
4.	PG Diploma	PGDCA	1	B.A./B.Sc/B. Com.	Eng.	38	22

13. Does the college offer self-financed Programmes?

Yes

If yes, how many ?

14. New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	1
-----	-------------------------------------	----	--------------------------	--------	---

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (eg. Physics, Botany, History)	UG	PG	Research
Science	Physics, Chemistry, Botany, Zoology, Maths, Comp. App.	B.Sc. (M.) & (N.M.)
Arts	Political Science, Sociology, History, Economics, Pub. Add., Physical Edu., Geography, Maths, Hindi, Punjabi (L)	B.A.	M.A. (Eco.) M.A. (Pol. Sc.)
Commerce	Punjabi/Punjabi Mudla Gyan, English, Financial Accounting Business Law , Business Economics, Computer Application Information Technology, Principals of Business Management, Corporate Accounting, Company Law, Income Tax Laws, Business Mathematics/Programming in C++, Management Accounting, Cost Accounting Financial Management, Indirect Taxes, Money and Financial Institutions Introduction to Computer Network and Internet Programming/Fundamental of entrepreneurship	B.Com.	

Any Other (Specify)	Fundamentals of Information Technology, Basic Mathematics, Programming Fundamentals Using "C", Software Lab – I , Punjabi Compulsory Computer System Org. & Arch., Discrete Mathematics, System Software, Java Programming, System Analysis and Design, Object Oriented Prog. using C++, Fundamentals of Database Mang. System, Software Lab - V, Software Lab - VI, Environment Studies, Web Designing using HTML, DHTML, Software Lab - IX, Software Lab - X	BCA	
Any Other	Software Lab.-II, Fundamentals of Information Tech., Operating System, Prog. Fundamentals through "C", Computer Org. & Agri., Software Lab.-I , Office Automation & Productivity Tools		PGDCA

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

- a. **annual system** 1 (B.A.)
- b. **semester system** 4 (B.Sc., B.Com., BCA, M.A.)

17. Number of Programmes with

- a. **Choice Based Credit System** 1 (B.Sc. (Med./N.Med.))

18. Does the college offer UG and/or PG programmes in Teacher Education?
No

19. Does the college offer UG or PG programme in Physical Education? If yes,
No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
Sanctioned by the UGC / University / State Government	---	---	37							
			10	3	2^	3^				
Yet to recruit					19	---				
Sanctioned by the Management/ society or other authorized bodies Recruited					8	---	3	---	1	---
					1	6	1	2	1	---
Yet to recruit					1	---				

*M-Male *F-Female

^ Part Time Lectures (Adhoc)

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt. Ph.D. M.Phil. PG			05 04 01	03			13
Part-time teachers							
Ph.D. M.Phil. PG					01 01	02 01	05
Ph.D. M.Phil. PG					02 12	01 04 04	23

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

NIL

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1		Year 2		Year 3		Year 4	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	21	22	57	104	36	116	55	147
ST	--	--	--	--	--	--	--	--
OBC	11	18	72	136	46	148	64	171
General	286	520	211	415	155	294	183	477
Others	7	14	77	121	59	143	--	--

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1080	72	--	--	--
Students from other states of India	33	11	--	--	--
NRI students	--	--	--	--	--
Foreign students	--	--	--	--	--
Total	--	83	--	--	--

25. Dropout rate in UG and PG (average of the last two batches)

UG 26.3%

PG 7.9%

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component

Rs. 38370/-

(b) excluding the salary component

Rs. 5812/-

27. Does the college offer any programme/s in distance education mode (DEP)?

No

28. Provide Teacher-student ratio for each of the programme/course offered

Table I : Teacher-student ratio

Programme	Teacher/Student Ratio
M.A.	1:15
B.Sc.	1:14
B.Com	1:41
B.A.	1:30
BCA/PGDCA	1:14

29. Is the college applying for Accreditation :

Cycle 2 ✓

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: 04/11/2004 **Accreditation Outcome/Result B++.**

(See Annexure – II for copy of accreditation certificate(s) and peer team report(s))

31. Number of working days during the last academic year.

271

32. Number of teaching days during the last academic year (Teaching days means days on which lectures were engaged excluding the examination days)

156

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC was established on 09/09/2005.

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) Session 2010-11 (30/04/2011) {Hard copy}

AQAR (ii) Session 2011-12 (11/05/2013) {Online Submission}

AQAR (iii) Session 2012-13 (30/11/2013) {Online submission }

AQAR (iv) Session 2013-14 (21/07/2014) {by e-mail}

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

B. Criteria-wise analytical Report

CRITERION 1: CURRICULAR ASPECTS



Government Shivalik College, which came into being in 1979 as Shivalik College and was taken over by the Government in 1997, has been making rapid strides in all areas of education. Keeping in tune with the changing needs of the society, it has been trying its best to widen the scope of education both vertically and horizontally by introducing professional courses along with the traditional degrees in Arts, Science and Commerce. As per the directions of the University, the education schedule is frequently revised and updated in order to provide need-based and qualitative education to the students of the region. The members of the faculty, who are on University bodies in different subjects, play vital and leading role in designing the curriculum through their active participation in the meetings of these bodies. They make it a point to suggest new ideas, techniques and styles for making the curriculum up to date. The Principal of the college also remains in touch with the University authorities and makes valuable suggestions for making education more relevant to the contemporary social needs.

The college makes a continuous endeavour within the resource constraint to incorporate latest learning techniques. The use of computers and internet- learning is encouraged. The institution always encourages the members of the teaching faculty to attend Orientation/Refresher programmes, seminars and conferences to update and enrich their knowledge which they pass on to students in their turn. There is a well conceived edge in favour of girl students and their access to and retention in the institution is perceived as an act of faith and social engineering. The fact that a number of students of the college especially girl students, have been pursuing higher studies to take up teaching and other professional careers reflects the success of the college towards the attainment of its aims

of women empowerment and building up of personality and career of the students . The college supplements the existing system of teaching with non-formal participative and inter- active learning. Orientation programmes of freshers are organized at the beginning of the session to acquaint them with the different bodies/services of the college and Tutorials are organized every month.

1.1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision

The college aims to internalize among the students a strong commitment to human values and social justice and sensitize them to evolve a scientific temper and spirit, as reflected in the Motto of the college - Deh Shiva Var Mohe –Shubh Karman te Kabhu na taro-Nishche kar apni Jeet karo (Grant me this Boon, Oh God, from thy Greatness .May I never refrain, from righteous acts, may I fight without fear, all foes in life’s battle with confident courage, claiming the Victory”)

Mission

The mission of the college is to create a progressive and creative model of youth, able minded, with dynamism and ethical values; being in tune with the evolving demands of society and sensitize to regional, national and international aspirations.

Goals and objectives

- Providing Job-oriented and Professional courses besides easy access to quality education in the traditional courses in Science, Humanities and Commerce to meet the long standing demand and expectations of the predominantly rural and backward population of the area. The college has proposed the followings courses under RUSA
 - 1) B.Com (professional)-Course in Commerce
 - 2) D.P.Ed - Course in physical education
 - 3) PG Diploma in Web Technology(Office Automation & Web Designing)
 - 4) PG Diploma in Counseling Psychology
 - 5) Diploma in hotel house keeping
 - 6) Certificate course in cosmetology
- Widening the scope of education at both vertical and horizontal levels.
- Providing educational empowerment to female population, especially from rural areas and from economically and socially weaker sections.
- To mould students into rational thinkers, competent workers and socially aware citizens.
- To sensitise the students towards inclusive social concerns, human rights and environmental issues.

These aims and objectives are mentioned in the college Prospectus, displayed on the college web site and communicated to the students through office notices and formal-informal interactions from time to time.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

In the beginning of each session,

- Departmental meetings are held wherein allocation of classes is made by respective heads
- Teachers-in-charge of each class are asked to submit term wise syllabus and Teaching Plans to ensure that the curriculum is implemented well within time.
- Departments prepare their academic calendars and notify the students.
- Academic calendar of the college is prepared well in advance and communicated to the students.
- Departmental societies prepare and submit action plan regarding the activities to be carried out during the session
- Some of the teachers provide question banks to the students.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

For effectively translating the curriculum and improving teaching practices, teachers:

- Suggest books and journals to be purchased /subscribed for the college library so as to keep the students abreast of the latest developments in the respective subjects.
- Attend Refresher/Orientation courses,
- Write/Present Research Papers for journals/conferences and participate in Seminars/Conferences.
- Are encouraged to arrange extension lectures of peers in their respective fields.
- Arrange educational tours/excursions for the students

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

- Before the beginning of each session the type, duration, papers and options for various classes as well as rules for admission and examination are outlined in the prospectus so that the students may get an idea regarding the same.
- The staff members on various University bodies convey feedback from students/teachers of their respective departments, in the meetings of these bodies.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

- Teachers send Research papers to Research Bodies/Journals.
- Teachers on University Bodies participate in formulation/modification of syllabus.
- Talks from the representatives from the industry
- Students of Commerce department go for training in Industry / Institutions. The institution collaborates with the following organizations to provide training to the students:
 - National Fertilizers Ltd. Naya Nangal Unit
 - Ropar Central Cooperative bank
 - Hoshiarpur Central Cooperative bank
 - Punjab Crop Chemical protection Ltd
 - Viva Group of Companies
 - HDFC Bank Ltd
 - Cozy Touch Polyfoam India Ltd
 - C& C Construction Ltd.
 - LIC of India
 - BPO Office
 - Charandas and company
 - NK Narayanan & Company
 - GK Jain & Company
 - State Bank of India

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

- Several teachers of the college are members of University Bodies and they convey to the University feedback regarding curriculum and the changes solicited, if any, by the students.

(See Annexure III)

- Feedback from the students is taken Vis a Vis curriculum and the course of study.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it?

The College is affiliated to Punjabi University, Patiala and as such it follows the syllabi framed by the parent University.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The institution analyses/ensures that the stated objectives of curriculum are achieved in the course of implementation by:

- Devising Academic Calendar at the beginning of each Academic year
- Preparing Teaching Plans for each Academic Term
- Timely completion of syllabi
- Organizing the required internal assessment examination twice in each semester for Science, Computer and Commerce classes and thrice in P.G. classes.
- Organizing house tests on University pattern for B.A. classes which follow annual system.

1.1.3 Academic Flexibility

1.1.4 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

Besides providing traditional basic education in the fields of Science, Arts and Commerce for Bachelors degree as well as Post Graduate degree in Political Science and Economics, the college also aims to provide education for higher employability in the form of professional courses like P.G.D.C.A. and B.C.A. The skill development course of P- Step under Punjab Tata Infotec also was run successfully in the college from 2007 till 2012 when it was discontinued by Punjab Tata Infotec. It is likely to start again in the coming session of 2014-15. At present the college is awaiting approval from the DPI (Colleges) Punjab for starting B.Com (Professional) and D.P.Ed. Courses under RUSA. An Add on Certificate course in Spoken English was introduced in 2008.

The following Table shows the details of programmes offered by the college:

Table-II: Details of Courses Offered by the College

Serial No.	Programme Level	Name of Programme/Course	Duration
1.	Under Graduate	B.A. / B.Com. / B.Sc. / BCA	3 years
2.	Post Graduate	M.A. (Pol. Sci. / Economics)	2 years
3.	PG Diploma	PGDCA	1 year
4.	Add-on-course	Spoken English	1 year

Whereas the Semester system of examination has already been introduced for P.G. classes since long, the university switched over to semester system at the B.Sc., B.Com level as also computer courses year wise w.e.f. April 2011. The university has shifted to the semester system for B.A. classes as well from the session 2014-15.

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree?

This type of format is not permitted by the University.

1.1.5 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability.

- To enhance skill development and academic mobility, students of various disciplines are allowed the option to choose Computer Science as an Additional Subject.
- Options are available to students for post graduate studies. The graduates from any stream are allowed to apply for post graduation.
- To enhance employment potential, efforts are being made to introduce new courses at regular intervals

Range of Core /Elective options offered by the University and those opted by the college
 Out of the list of elective options offered by the university, the college offers the following subject options as shown below

Table-III. Subject Options

Programme	Subjects Offered
B.Sc.	Physics, Maths/ Zoology, Botany, Environmental Education
B.A.	Economics/Sociology, Public Add/Phy. Education, History/Maths, Pol. Science/Geography, Computer Application and Punjabi/Hindi Lit.
BCA	Fundamentals of Information Technology, Basic Mathematics, Programming Fundamentals Using "C", Software Lab – I , Punjabi Compulsory Computer System Org. & Arch., Discrete Mathematics, System Software, Java Programming, System Analysis and Design, Object Oriented Prog. using C++, Fundamentals of Database Mang. System, Software Lab - V, Software Lab - VI, Environment Studies, Web Designing using HTML, DHTML, Software Lab - IX, Software Lab - X
M.A.	Economics, Political Science
P.G.D.C.A.	Software Lab.-II, Fundamentals of Information Tech., Operating System, Prog. Fundamentals through "C", Computer Org. & Agri., Software Lab.-I , Office Automation & Productivity Tools
B.com	Punjabi/Punjabi Mudla Gyan, English, Financial Accounting Business Law , Business Economics, Computer Application Information Technology, Principals of Business Management, Corporate Accounting, Company Law, Income Tax Laws, Business Mathematics/Programming in C++, Management Accounting, Cost Accounting Financial Management, Indirect Taxes, Money and Financial Institutions Introduction to Computer Network and Internet Programming/Fundamental of Entrepreneurship

*A special provision for the students from other states seeking admission to the U.G. classes provided by the university is the option of Elementary Education (MUDDLGA GYAN) in Punjabi in place of compulsory subject of Punjabi (Communication Skills).

Choice Based Credit System and range of subject options subject.

There is choice based credit system in BSc. Due to the combinations largely opted by the students, the college offers the subject options as mentioned in Table-II.

Courses offered in modular form

The following courses are offered in modular form:

Table – IV Courses Offered in Modular Form

Module	Course
Degree Module	B.A., B.Sc., B.C.A.,B.Com., M.A. (Economics & Political Science),
Diploma Module	P.G.D.C.A.,Add On course in Spoken English

Lateral and vertical mobility within and across programmes and courses. In the beginning of each session, students are allowed to switch over from one subject to another and even from one stream to another (e.g. from B.Sc. to B.A.). Post graduation in Pol. Science and Economics and PGDCA are available for the undergraduate students of the college.

Enrichment courses

With a view to substantiate traditional degree programmes, and to increase employability, the college offers Computer Science as an additional optional subject and an Add On course in Spoken English.

1.2.4 Does the institution offer self-financed programmes? If ‘yes’, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes. The college has a Higher Education Institute Society (HEIS), a registered body to run self- financed courses like BCA and PGDCA. These courses differ from other programmes in respect of admission, fee structure and teachers’ salary. Admission to self-

financed courses is on merit basis. The fee structure for self-financed courses is higher than that of other courses.

The details of self-financed courses are provided as per the table below.

Table V – A, (A- B) Self-financed Courses Available in College

Class : BCA-I, II, III & PGDCA

Serial No.	Teacher Qualification	Staff Salary
1.	M.C.A., M.Tech.	Rs. 15600/-
2.	M.C.A., M.Tech.	Rs. 14000 /-
3.	M.C.A., M.Tech.	Rs. 13000 /-
4.	M.C.A., M.Tech.	Rs. 13000 /-
5.	M.C.A.	Rs. 13000 /-
6.	M.A., B.Ed., M.Phil.	Rs. 9000 /-
7.	M.Sc., B.Ed., M.Phil.	Rs. 9000 /-

For the details of Fee structure and admission to self financed courses,
See **Annexure -IV**.

Table V-B, Fee Structure

Class	FIRST INSTALLMENT Without Late Fees Last Date : 14/07/2014	SECOND INSTALLMENT Without Late Fees 1st to 15 Nov. 2014	Total
BCA-I	19000/- Approx.	12000/- Approx.	31000/- Approx.
BCA-II	17000/- Approx.	12000/- Approx.	29000/- Approx.
BCA-III	17000/- Approx.	12000/- Approx.	29000/- Approx.
PGDCA	13000/- Approx.	8000/- Approx.	21000/- Approx.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.

Introduction of self-financed courses is an effort towards providing additional skill-oriented programmes, relevant to regional and global employment markets. The details of the same have been provided as per table above. In addition, Add On Course in spoken English for communication skills is also offered to students. P-Step programme from the government ran successfully up to 2012.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

There is no provision for combining conventional and distance mode of education. A request by Indira Gandhi National Open University (IGNOU) to open their regional centre in the college Campus is under process at the Directorate level.

1.2 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated ?

- The teachers assign project-work to supplement University curriculum especially at the post graduate level. Such projects contribute to societal needs. The students are given assignments concerning various relevant issues like voting etc.
- Extension lectures by scholars in their respective fields are delivered to students so as to create awareness on issues of contemporary relevance.

(Annexure No. IV)

- Seminars, work-shops and Power Point Presentations are organized at different levels like by Gender Sensitization Committee, Legal Cell, Consumers’ Club, Environment Society and different Subject Societies to sensitize the students about environment and other contemporary issues which supplement their curricula. Exhibitions are also organized from time to time.
- Students are informed regarding material available in newspapers, magazines and journals and also on internet.

- Question Banks and Mock Test papers are provided to the students. Quizzes and viva-voce also supplement the curricula.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market ?

In addition to the details mentioned above in 1.3.1, the Career Counseling and Placement Cell of the college displays relevant information regarding new employment vacancies in different sectors, organizes extension lectures by career counselors from different fields and provides different placement opportunities to students. The students from outgoing classes are also required to attend EduSat lectures telecast by career counselors almost every month.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum ?

- A Gender Sensitization and Prevention of Sexual Harassment and Working Women Grievances Committee are functioning in the college whose coordinator is the Vice Principal. Besides sensitizing the students on gender issues by organizing lectures, PowerPoint presentations, chart making contests, quizzes etc from time to time, the committee actively looks into the problems/issues raised by the girl students from time to time, encouraging them to share their grievances if any and effectively work for their redressal.
- A Students Legal Literacy Cell also actively functions in the college. The Cell has been organizing workshops, extension lectures and PPTs from time to time on issues like Human Rights, Gender, social evils and health and nutrition etc.
- As per the guidelines of Punjabi University, Environment education is an integral part of the curriculum at the under-graduate level. Therefore regular classes are held every year to create awareness among the students regarding issues pertaining to environment and climate change. Botanical and Environment Society and Zoological Society of the college regularly organizes exhibitions, quizzes and extension lectures to make the students environment conscious.
- Computer Applications has been introduced as a subject for B.A/B.Sc/B.Com. The college has a department of Computer Science and Applications which runs BCA and PGDCA for advancement of ICT. There are three well equipped computer labs. The department also organizes computer orientation classes for teaching and non teaching

staff regularly during summer vacation. Computer and internet facilities are freely available to all teachers and students on all working days at the UGC Network Resource Center in the Library.

- Anti-Ragging Committee consisting of Principal, teachers, office superintendent, parents and students is constituted at the beginning of each session. Anti Ragging Squad also actively works to make the campus ragging free. Posters/banners are also displayed. The college has a history of a totally ragging free campus.
- The students are encouraged to get their Learner's Driving Licenses at the College level by the Principal who is authorized by the state Government. To ensure safe driving, Traffic Awareness Campaigns are organized from time to time in collaboration with District Traffic Police.
- The college also cooperates with the district authorities in the making of Adhar Cards and Voter ID-cards (EPICs) for the students.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students ?

- **moral and ethical values**
- **employable and life skills**
- **better career options**
- **community orientation**
- The college provides many options of study for the students to ensure holistic development. A list of such courses run by the college has already been provided earlier in 1.2.4. to supplement the same. In order to keep abreast of changing scenario of new employment skills the college has been making efforts to introduce new courses from time to time.
- The college regularly organizes Moral Education (Naitik- Sikhia) examination in collaboration with the local Guru Gobind Singh Study Circle. A number of students participate and win prizes. These students are also honoured in the Annual Prize Distribution function. Academic lectures are further substantiated by lectures on moral and ethical issues by different subject societies.
- An innovative practice of forming a Readers Club has been started from this session to inculcate and encourage the habit of reading among students. The teachers in charge suggest them different books to read. The members meet every month, bring and discuss their write ups on the books they have read. Best contributors are felicitated and their contributions are given place in the college Magazine.

- A Career Counseling and Placement Cell has been functioning in the college as a support system for information, guidance and counseling of the students regarding career opportunities and prepare them for the future challenges complete with a computer system with internet based global connectivity and free accessibility to the students and teachers. A laser Printer with photo copier and Fax facility has also been set up to gather and distribute information on job avenues and placements. The cell keeps the students abreast of the vacancies in different sectors by displaying the relevant information regarding the eligibility conditions, last date of applying etc. It regularly organizes Career Awareness Drives and Extension lectures for best career options and personality development of the students. The Cell also works for providing placement opportunities to the students.
- A Consumers Club also functions in the college. It works for providing social awareness to the students regarding contemporary issues like voting responsibly, health and the like.
- Under the aegis of NSS and Red Cross, students are sensitized to the needs of the community and their social responsibility. Blood Donation Camps are organized. NSS volunteers remain active throughout the year e.g. providing “helpdesk” to the freshers, planting and tending to plants etc. in the campus.

1.3.5. Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum ?

- A considerable number of staff-members are on University bodies directly involved in the process of syllabi- framing. A list to this effect has already been attached earlier in 1.1.6.
- Feedback obtained from students regarding the prescribed syllabi along with the suggestions obtained from the teachers during the departmental meetings are conveyed by the members of various University bodies to the University in their meetings.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The institution monitors the quality of its enrichment programs through the feedback received from the students. The suggestions solicited in the meetings of IQAC, P.T.A., College Council etc. are acted upon for the benefit of subsequent batches of students.

1.3 Feedback System

1.3.1 What are the contributions of the institution in the design and development of curriculum prepared by the University ?

The institution contributes to the development of curriculum through the teachers on University bodies like Undergraduate and Postgraduate Board of Studies, Faculty of Languages/ Arts/Science/Commerce and Academic Council etc.

1.3.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes ?

The teachers obtain feedback from the students regarding the curriculum during their interaction with them in the classrooms. They exchange notes in the departmental meetings and make observations based on the performance of the students in the classrooms as well as in the house-tests/internal assessment examinations. Suggestions are also sought from parents in the PTA meetings. Also keeping the changing employability conditions in mind, formal suggestions are then communicated to the University by members of various University bodies.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes ?

With a view to increase the professional skills and employability of students, the programme of BCA has been introduced by the institution. Besides, the permission for introducing B.Com (Professional) and Diploma in Physical Education under RUSA is under process at the Directorate level.

CRITERION II: TEACHING-LEARNING AND EVALUATION



The college can easily boast of a highly qualified and competent teaching faculty dedicated to the pursuit of excellence. We enjoy a high level of credibility in society. The college always ensures congenial and healthy academic atmosphere in the campus which provides guaranteed and unhampered pursuit of knowledge. The number of working and teaching days in the institution is strictly according to UGC and University norms. The teaching faculty always tries its best to compensate the study hours through several remedial measures in case of loss of studies because of unforeseen contingencies. Fortunately the college has been free from student indiscipline, agitations and the menace of ragging. The rich legacy of well- established high traditions has always helped the institution to maintain a good and conducive environment in the college in which there is a complete coordination and harmony between the teachers and the taught. As a result of this the goals and objectives are being achieved successfully to a very large extent.

Students are involved effectively in the learning process right from the beginning of the session. The meritorious students are encouraged to show good results by being provided with all necessary facilities, incentives and scholarships. The Academic Calendar is displayed in the beginning of the session and information is given to the students regarding House tests and MSTs. They are also provided with Question banks and clearly informed regarding the pattern of University examination and evaluation. The progress of each and every student is closely monitored. The parents of students are called whenever required by the respective teachers and the deficiency of the students is explained to them. This practice is adopted to encourage Parent- teacher interaction which is essential for the pursuit of knowledge. The students who get top positions in House tests and University are rewarded suitably with prizes and merit certificate during the Annual Prize Distribution Function.

The college employs a unique practice of taking Student Feedback from the students of outgoing classes, parents of some students and other agencies at the end of each session which is aimed at improving the teaching-learning process. For this purpose a Proforma has been designed by the IQAC. It is distributed to the students at random wherein they are asked about the performance of teachers, seeking suggestions for improvement. Teachers are encouraged to adopt student- centric methods of teaching. Classroom discussions with effective counseling, subject related Quiz contests, Paper presentation and lectures on Personality development are a regular feature of education in the institution. Excursion and educational trips substantiate classroom teaching. Students are encouraged to make use of Library facility and get the required books issued. The teachers also lend personal books to the deserving, needy and meritorious students for the whole session. The teachers make constant efforts to update their existing knowledge and impart the same to the students by participation in Conferences/ Faculty Improvement Programmes. However, there are many milestones to achieve.

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

- The college Prospectus which is published and updated every year clearly indicates courses offered, choice of subjects, fee structure, and eligibility criteria for the admission process, besides the rules and regulations for each discipline.
- The college website explicitly provides all information regarding the admission process.
- Notices indicating information about various courses being offered and the new courses being introduced are displayed near the college entrance and on the notice board.
- Admission to all the courses is made through centralised counseling on the basis of merit and strictly as per University norms and Govt. instructions.
- Faculty from all departments is involved in the admission process to ensure fair admissions.
- The dates of submission of application forms are fixed and the merit lists of the candidates are displayed on the notice board, as notified in the college prospectus, after the scrutiny of forms.
- Fee structure is mentioned clearly in the college prospectus and fee receipts are issued immediately after the fee is deposited.
- Merit list for admission to the undergraduate courses is displayed on college notice board to maintain complete transparency.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

- Admissions are made strictly on the basis of guidelines received from the Punjabi University, Patiala. The modified guidelines are provided to the conveners of admission committees for different courses.
- Reservation policy of the Government is strictly followed.
- For self-financed and all other courses, students are selected on merit basis.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

No maximum percentage is prescribed for admission. Nevertheless we have admitted students with exceptionally high percentage to various courses. However, there is a minimum percentage for each course which is detailed below:

Table-VI : Minimum Percentage at Entry Level for Each Course

Serial No.	Name of the Course	Minimum % required
1.	BA	33%
2.	B.Sc.	33%
3.	B.Com	40% (Com.) /45% (with Eco. , Maths) /50% (for others)
4.	M.A.	50% / 45% (for SC)
5.	B.C.A.	40%
6.	PGDCA	35%
7.	Add-on-Course	33%

The other colleges of the district are governed by the same University and as such follow the same norms.

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?

Once the admission process is complete, all admission forms are rechecked and a discrepancy (if any) is sought to be removed. Besides, a comprehensive student profile is

prepared and sent to the University. This procedure has resulted in smooth functioning of admission and examination process.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

The college strictly adheres to Govt. and University rules for providing admission to the underprivileged sections of society. These are published in the college prospectus. The percentage of reservation of seats is as follows:

SC/ST-	25%
BC-	05 %
Children of personnel of B.S.F./Armed Forces	02%
Sports persons –	02%
Families who were victims of terrorists’ attacks	02%
Handicapped students –	03%
Freedom Fighter –	02%
Widows and divorcee women –	02%
Boarder areas / backward areas –	02%

- More than 70% of our students are women
- Free ships are given to students from economically weaker reserved category (below 2 lacs) after proper verification.
- Students are allowed to pay college fees in two installments.
- PTA funds are exempted in case of deserving students on the basis of merit and their parents’ income
- Fee concession (PTA funds) is admissible to brother-sister duos.
- Teachers also provide monetary help as well as books to needy students.
- Deserving students are provided aid from Student Aid Fund.
- There is no tuition fee for girl students as per Pb. Govt. rules.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Table-VII: Admission Details

Year Program me	2010-11			2011-12			2012-13			2013-14		
	No. of applications	No. of students admitted	Dem and Ratio	No. of applications	No. of students admitted	De ma nd Ra tio	No. of applications	No. of students admitted	De ma nd Ra tio	No. of applications	No. of students admitted	Dem and Rati o
UG												
B.A.I	213	213	1 : 1	185	185	1 : 1	215	186	1 : 1.16	320	185	1 : 1.73
B.Sc.I (Non-Med)	45	45	1 : 1	44	44	1 : 1	71	71	1 : 1	80	69	1 : 1.16
B.Sc.I (Med)	12	12	1 : 1	13	13	1 : 1	9	9	1 : 1	19	19	1 : 1
B.Com.I	61	61	1 : 1	69	69	1 : 1	85	69	1 : 1.23	180	69	1 : 2.61
PG												
M.A.I (Pol.Sci.)	16	16	1 : 1	27	27	1 : 1	25	23	1 : 1.09	32	32	1 : 1
M.A.I (Eco.)	28	28	1 : 1	30	30	1 : 1	28	25	1 : 1.12	27	27	1 : 1
Value added												
B.C.A. I	38	37	1 : 03	35	35	1 : 1	48	48	1 : 1	44	44	1 : 1
PGDCA	36	36	1 : 1	38	35	1 : 1.09	26	26	1 : 1	21	21	1 : 1
Add-on Course	08	08	1 : 1	15	15	1 : 1	12	12	1 : 1	Not Any	N/A	N/A

A somewhat downward trend in traditional courses like BA and B.Sc offered by the college was witnessed during the past couple of years due to inclination of students towards professional especially engineering courses and due to the mushrooming of institutions offering such courses. However, due to the recent global meltdown, this trend has been reversed and during the recent past admission to various classes has observed an upward trend.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

At present, there is no such student in the college. However, if any such student seeks admission to the college, he will be well taken care of. It may be mentioned that there is drinking water, and washroom facility in every block and at every floor.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

- The subject combination at entry level indicates students' inclination. However, proper counseling is provided to the students according to their competence and interests.
- After intensive interaction with students, the teacher is able to assess the academic competence of the students and they are allowed change of subjects within a specified period as per rules after a scrutiny of their applications by the subject change committee.
- At the outset, special assembly was held for the proper orientation of the freshers in which they were informed in detail about the faculty programmes as well as co-academic, sports and co-curricular activities. Student were also made aware of the facilities being provided by the college.
- A few lectures are used for orienting the students towards the basics of a subject so that they develop interest in the same.
- Interactive sessions also facilitate the process of selection of courses/subjects between students and teachers.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

- In the beginning of each session, every teacher interacts with the students to assess their caliber through classroom participation and class tests. Thereafter, they are classified into slow learners, average students and meritorious learners. The teacher then modifies his/her teaching style according to the learning abilities of the students.
- Personal attention and guidance is provided to the slow learners both inside and outside the class. Besides, the teacher attempts to engage the slow learners in extra work such as remedial classes to make learning interesting.
- The meritorious learners are encouraged for independent study. They are further recommended additional books and asked to solve more difficult problems, participate in seminars, classroom discussions etc. They are provided guidance for appearing in inter-college quiz and other competitions. They are free to seek any type of guidance from teachers inside and outside the class.

- In order to cater to the needs of students from the rural backgrounds and Punjabi medium schools (especially in English, Science and P.G. Classes), teachers take extra pains to explain the subject to the students both in English and Punjabi languages so that they can fully understand the lectures.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

- Gender Sensitization and Prevention of Sexual Harassment Cell helps to solve problems faced by female students by organizing seminars, interactive sessions, workshops, PPTs, quizzes, poster making competitions etc. Teachers and students are encouraged by strengthening them to fight against any kind of injustice caused due to gender bias. It also sensitizes the male students regarding the need for providing due respect to female teachers and students.
- For the purpose of inclusion, the following steps are taken:
- Due consideration is given to underprivileged sections of society.
- Free ships are given to students from economically & socially weaker sections.
- Students are allowed to pay college fee in two installments.
- Teachers also provide monetary help as well as books to needy students.
- Deserving students are provided aid from Student Aid Fund.
- Environmental Education forms an integral part of the curriculum at the under-graduate level. Students are required to clear a written examination of the subject. Therefore regular classes are held every year to create awareness among the students regarding issues pertaining to environment and climate change.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

- The advanced learners are identified on the basis of initial interaction between the teachers and the respective students. Keeping in mind their special learning needs, they are encouraged for independent study. Additional books are recommended to them and they are asked to participate in seminars, classroom discussions etc. They are provided guidance for appearing in inter-college quiz and other competitions. The UGC has provided a Network Centre to enable teachers and students to enhance and update their learning.
- The teachers guide the student for making adequate uses of the IT in this. A few students are also encouraged to prepare presentation concerning their subjects.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided) ?

- The task of collection and analysis of the data on academic performance is done by the teachers, examination committee and the administrative office of the college. The teachers maintain a record of MSTs and House exams and class tests also. Students' assessment are based on these tests/exams, wherever required. The record of the same is maintained by the examination committee as well.
- Teachers provide extra care to the students according to their performance in these tests.
- The dropout rate is noticeable in the First year of each course as compared to the Second and the Third years as students sometimes opt for other streams or join other institutions. However, in the later years this rate is negligible.
- To prevent the students from disadvantaged sections of the society from discontinuing their studies, teachers extend all possible help in the form of personal guidance, books or even financial help at their personal level.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

- Academic Calendar is prepared in the beginning of each academic session. It includes all important dates such as the inauguration of the academic session, commencement of house tests, duration of academic terms, vacations, functions and extra- curricular activities. The same is also published in College Prospectus.
- In the beginning of the Academic year, Heads of Departments, through departmental meetings, distribute the workload and allocate time-table to teachers of their respective departments and prepare teaching plans for different terms.
- Pattern of the question paper and evaluation blueprint, according to the schedule provided by the university, is discussed in the classes. Besides the date sheet is displayed on the notice board for the students well in advance. For evaluation of answer sheets of house tests, teachers are given a deadline so that assessment based on the same can be prepared and the results may be declared in time.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

Internal Quality Assurance Cell (IQAC) has been constituted to analyze and monitor the growth of the institution and inspire the faculty members for the maintenance of quality and enhancement and measures to be adopted by the college at all levels.

- Academic Calendar for the session is prepared and followed through the entire session.
- The library is updated with new books and journals every session. A Library Advisory Committee has been constituted for this purpose.
- Teachers are encouraged to engage in research and present and publish research papers in seminars and journals.
- IQAC encourages the departments to arrange extension lectures for progression such as higher education and job opportunities in different sectors, for example, IT sector, defence, civil services etc. Extension lectures for personality development, environmental education and consumer and legal awareness are also arranged.
- Proper records of all academic and co-curricular activities is maintained and updated.
- AQARs are prepared according to the prescribed guidelines and submitted to NAAC in time.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Student centric methods are adopted as per the learning abilities of the students:

- In all the classes lectures are delivered with the aim of reaching out to the different levels of students.
- There are revision lectures and tests for the learners after the completion of the syllabi.
- Question banks are provided to the students.
- Remedial coaching is provided to the slow learners.
- Additional books are recommended to the advanced learners and they are asked to solve tough problems and face mock viva examination.
- Advance learners are asked to participate in guiding the slow learners.
- Pronunciation work shops are organized at the class levels for helping the students from rural backgrounds and Punjabi medium schools.
- Informative lectures by science teachers for proper orientation of the students are arranged.

- Educational trips-cum-short excursions are arranged.
- Library is open from 9am to 3:30 pm every day.
- Students learn to cope with social issues through Red Cross, NSS, and Youth activities such as legal literacy, consumer awareness, gender sensitization, environmental awareness and career opportunities.
- Students are encouraged to join NCC to inculcate national pride and unity.
- Tutorial groups are periodically held where in all academic, co-academic and co-curricular issues are discussed. Students are free to seek advice regarding their personal problems. Besides, there are class tutors also to help the students for their problems.
- College magazine SATLUJ is published annually.
- College gymnasium is open from 9 am to 3 pm.
- Seventy five percent attendance is compulsory and five percent internal assessment is based on attendance.
- Teachers guide students in all academic and co-curricular activities in planning, execution and control so as to teach discipline and management.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

- The advanced learners are encouraged to participate in inter college debates, quiz competitions, power point presentations etc.
- Readers' Club has been formed during the current session which encourages the students to develop the habit of reading.
- Students are encouraged to inculcate the habit of reading newspapers also and discuss significant issues with the concerned teachers. Queries are encouraged and students are guided to analyze all aspects of an issue in an impartial way.
- There are subject and department societies which organize activities and functions according to their needs and interests.
- Students are encouraged to contribute articles for the college magazine.
- Students of Post graduate classes are required to give presentations and project work and participate in seminars. They are encouraged to visit the library and use reference books, journals and internet facility for preparation.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The college has set up a UGC Network Resource Centre in the library hall which has five computers with Wifi facility, a scanner and a printer for the use of staff and students. Besides, students are free to use the internet facility in the computer lab for learning in various fields . The college has acquired five modems for the HEIS under a specific scheme of the NME-ICT.

Table-VIII: The Equipment Available In the College:

Serial No.	Equipment available	Nos.
1.	Computers (with UPS)	83
2.	Multi media Projectors	01
3.	LCD Projectors	01
4.	Scanners	03
5.	Printers	12
6.	Internet Connections (Modems)	04
7.	Fax Machines	03
8.	Photo Copiers	03
9.	T. V.	01
10.	Music System	01
11.	Mini Voice Recorder	01
12.	Handy cam Video Capture	01
13.	Antenna	01
14.	Wire less Microphone	01
15.	LMS S/W Client	01
16.	OSPREYS Card	01
17.	Handy Cams	01

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

- Free internet facility is provided to both students and teachers.
- Teachers attend subject related Programs/Seminars/Conferences/Workshops.
- The library is regularly updated with books and journals.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

Academic and psycho social support provided to the students has already been discussed at length earlier. The college provides Career guidance services to the students through the Career Counseling Cell. It provides information regarding placements and employment opportunities to the students by arranging extension lectures and interviews by various reputed organizations of the region. There is regular telecast of lectures regarding career progression under the EudSat. The students were provided opportunities to regularly interact with the organization by arranging visits to various companies as per the details below:

In 2010-11, the Cell organized the participation of about a hundred outgoing students to a Job Fest at SGTB Khalsa College at Anandpur Sahib in which twenty seven students from Computer department and three from Commerce were given letters of placements by different companies.

In 2011-12 as many as 15 students of B.Com, 30 students from B.A. and 2 students from PGDCA were given placements by various companies like Competent, Onus, Spanco etc. 14 students of BCA/PGDCA were placed in the HCL Technologies.

In 2012-13 16 students of B.Com were short listed by the Birla Sunlife Insurance Ltd.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

- Teachers occasionally make use of audio-visual aids such as power point presentation on internet for the benefit of students.
- Language Lab of English has been set up to provide audio visual facilities to the students.
- Extension lectures by external experts in the relevant fields are also organized to generate interest and awareness among the students.

- Quiz contests, viva voce and group discussions are sometimes arranged by the teachers in the classrooms.
- Demonstrative practicals by advance learners for slow learners are in practice.
- The institution arranges computer orientation classes for the faculty.
- The institution provides incentives to the faculty in the form of duty leave, TA/DA, etc. to enable them to participate in seminars and conferences.

2.3.9 How are library resources used to augment the teaching-learning process?

- The college has a well stocked separate library for all classes and teachers as well.
- New additions are constantly made to the existing stock of books.
- Journals are subscribed to regularly to meet the requirements of the faculty.
- Some departments provide their students with books for the whole session.
- Book exhibitions are occasionally arranged in the college campus by Punjabi University, Patiala.

During 2010-11, 1605 text books, 1209 reference books and 13 journals were acquired.

During 2011-12, 29 books for computer classes were purchased.

During 2013-14, 910 text books and 118 reference books were purchased for the library

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

No, the college plans its academic and extracurricular activities as per the Academic Calendar.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

The institution monitors and evaluates the quality of teaching learning at three levels:

1. The Student Feedback Proforma has been designed by the IQAC and is given to the outgoing students and parents at random. Feedback thus received is conveyed to the teachers concerned so that they may modify their manner of teaching accordingly.
2. All teachers are required to fill self assessment Performance-based part of the ACR proforma at the end of each session. The ACRs determine the promotion of teachers from the post of Assistant Professor to the post of Associate Professor. Teachers are also evaluated for promotion from the post of Associate Professor to the post of Professors.

3. Teachers evaluate the students on the basis of their performance in classes, class tests, house tests and MSTs.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

Table-VIII : Teachers' recruitment details :

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt. Ph.D. M.Phil. PG			05 04 01	03			13
Part-time teachers							
Ph.D. M.Phil. PG					01 01	02 01	05
Guest Faculty/ Contract Basis							
Ph.D. M.Phil. PG					02 12	01 04 04	23

At the end of every session, the Head of each department is asked to provide tentative workload for the next session. Keeping this in mind, the vacancies (if any) in each department are advertised and interviews conducted well before the beginning of the next session so that teaching work is not affected due to scarcity of teachers. All appointments are made purely on the basis of merit and by an interview board consisting of representatives of management, Principal heads of departments and PTA treasurer. Executive committee of the HEIS.

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being

introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

- Extension of two years of service by the Govt. of Punjab to the retiring faculty her enabled the institution to cope with the growing demand/scarcity of teachers.
- Faculty for the teaching of BCA and PGDCA classes is engaged on contract basis.
- Add-on-course in spoken English is taught by the existing faculty.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes

Table-X: Nomination to staff development programmes

Academic Staff development Programmes	Number of faculty nominated
Refresher courses	
HRD programmes	
Orientation programmes	01
Staff training conducted by the university	03
Staff training conducted by other institutions	02
Summer / winter schools, workshops, etc.	05

For details, see Annexure V.

b) **Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning**

- Teaching learning methods/approaches**
- Handling new curriculum**
- Content/knowledge management**
- Selection, development and use of enrichment materials**
- Assessment**
- Cross cutting issues**
- Audio Visual Aids/multimedia**
- OER's**

□ **Teaching learning material development, selection and use**

- Facility of the UGC-NRC has been provided to the staff and the students.
- Computer training is imparted to the teaching and non-teaching staff during the summer break of each session to empower them to make use of the latest technology available for teaching, research and office work.
- Students are not only shown the PPT presentations, they are also trained, whenever required to prepare the same. Our students have won awards in the presentations.
- They are free to use library facility in order to update their existing knowledge.
- The teachers are regularly asked to suggest a list of new books and journals to be purchased and subscribed for the college library.
- They are free to seek help and guidance from the department of Computer Science for making presentations during conferences and seminars.
- A senior member of our faculty is a member of the ResearchGate- an online database group that offers informative material to be shared freely and openly by the members of the group. The concerned faculty member, Dr. Veena Verma has to her credit 14 research papers uploaded on this site.

c) **Percentage of faculty**

- invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies – N.A.
- participated in external Workshops / Seminars / Conferences recognized by national/international professional bodies – 33.3% of the regular and part time faculty.
- presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies – 33.3% of the regular and part time faculty.

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

- The college always encourages faculty to arrange and attend Conferences and Seminars and they are sanctioned leaves travel grant etc. for the same as per rules.
- Duty leave is granted for attending refresher courses, orientation courses, syllabus related Seminars or Workshops and Faculty Development Programmes.

- Teachers are granted duty leave for attending meetings of board of studies and various faculties of the university.

2.4.5 Give the number of faculty who recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

- The college forwards the proposals for the grants from the UGC for research projects/work.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

- A Proforma for the evaluation of teachers by students has been devised by the IQAC. At the end of each session, outgoing students and parents, at random, are asked to fill the said Proforma. The teachers use the inputs by the students for improving their teaching methodology.
- Further at the end of each academic session, every regular teacher is required to submit a self- assessment Performance Based form of the ACR proforma which provides a scope for introspection and self- improvement.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- The Scheme of examination and evaluation methods is communicated to the students and parents through the prospectus at the time of admissions and in the classes as well.
- Tentative dates and month of term end examination are notified in college calendar at the beginning of academic year.
- The pattern of examination, syllabi and papers are explained by subject teachers in the classrooms well in advance.
- University sends date sheet of these examinations well in advance. It is displayed on college notice-board.
- The groups for the annual/semester practical exams are formed as per university guidelines and the same are conveyed to the students in advance.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

- We have marginal role in examination reforms as our college is governed by the rules of Punjabi University, Patiala. However, we adopt the reforms framed by the university immediately so that there is no loss of studies.
- All departments conduct class tests, in addition to house tests and MSTs, for all classes in order to improve the results.
- Semester system has been introduced in Science, Commerce and Computer classes by the university. We are switching over to the semester system in Arts classes also from the coming session as per university guidelines.
- Internal assessment on the basis of performance in the house tests, Projects/Assignments and attendance is included in the calculation of the final result.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

- The examination reforms initiated by the university are strictly implemented as per their guidelines, e.g., no sooner did the university announce the introduction of the semester system than the students and faculty were informed of the same so that preparations could be made well in advance.
- House tests are conducted once in an year and MSTs are conducted thrice in each semester for PG classes and twice for UG classes in order to ensure serious participation by the students.
- There is a fixed criterion for internal assessment, based on house tests/MSTs, projects and class attendance.
- This process has helped achieve improved performance during examination.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

- House tests are conducted once a year for annual system and MSTs are conducted thrice in each semester for PG classes and twice for UG classes.
- Internal assessment is awarded on the basis of students' performance in the above mentioned tests.
- In the beginning of each session, the fact is conveyed to the students that their marks in house tests will be counted towards their assessment so that they should seriously prepare

for these tests. Thus the students become serious about these exams and it is a highly positive step towards their preparation for their final exams.

- Similarly students are made aware right in the beginning of the sessions that their attendance and project works are counted for their assessment marks, which ensures better attendance in classes and their better project works.

2.5.5. Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

There is a fixed scale (Based on house tests/MSTs, projects and attendance) of internal assessment for P.G. classes. 20% marks of the total in each paper is for internal assessment, the breakup of which is as follows:

- Assessment for 10% marks is based on MSTs
- Assessment for 5% marks is based on attendance
- Assessment for 5% marks is based on assignments/project work

Similarly assessment is awarded to the students of Science and Commerce under graduate classes according to their overall performance in exams as well as classes.

Students are distributed/shown the marked answer sheets so as to ensure complete transparency.

2.5.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The attributes specified by the institution as a distinguished seat of learning include the inculcation of

- Relevant academic skills.
- Progression such as higher education and employable skills.
- Reading habits.
- Problem solving ability in them
- Ability to communicate better with others
- Positive and healthy work culture to make them constructive members of society
- Awareness regarding their Social Responsibility

The attainment of these attributes is fulfilled with the efforts of well qualified and dedicated faculty.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

- If a student is not satisfied due to error in calculation of marks in any subject, he/she can apply for verification of marks for the declaration of result.
- For any grievance against evaluation, the students or the parents are free to contact the teacher concerned for their satisfaction.
- Any case of unfair means is reported to the examination committee through the Principal. This committee conducts an interview of the candidate against whom the report is made. On the basis of the report and the facts, the committee recommends punitive measures to the Principal. The Principal takes a suitable action accordingly.
- Record of all evaluation results is duly maintained by the registrar of exams/college office.
- In case of university examination, students can apply for re-evaluation within specified period after declaration of results. In a few instances, not only scores have been increased, but student have been promoted the higher classes.
- In case of result later cases due to various reasons, the college office takes required action immediately

2.6 Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

Yes the college has clearly stated learning outcomes.

- These are mentioned clearly in College Prospectus.
- These are reported by the Principal in the beginning of the session and the Annual Report through good results, University positions and Placements.
- The students with good results are felicitated during college Annual Function with prizes, college colours and Rolls of Honour.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered

The institution monitors the progress and performance of students at three levels:

- Class Tests,
- House Tests,
- Annual Examinations.

The results of house tests are conveyed to the students.

Table-XI: Students' Results during Last Four Years:

Year Class	2009-10		2010-11		2011-12		2012-13	
	Univ. Pass % age	College pass % age	Univ. Pass % age	College pass % age	Univ. Pass % age	College pass % age	Univ. Pass % age	College pass % age
B.A.I		95.40		95.16		83.78		65.34
B.A.II		93.15		97.84		92.53		
B.A.III		76.98		97.56		96.87		97.61
B.Sc.I (Non-Med.)/1 st sem.		71.42		75.55		100		100
2 nd sem.						100		100
B.Sc.II (Non-Med.)/3 rd sem.		50		90		87.88		100
4 th sem.								100
B.Sc.III (Non-Med.)/5 th sem.		80		85.71		95		100
6 th sem.								
B.Sc.I (Med.)/1 st sem.		62.5		80		100		100
2 nd sem.						100		100
B.Sc.II (Med.)/3 rd sem.		20		100		75		100
4 th sem.								100
B.Sc.III		100		100		100		100

(Med.)/5 th sem.							
6 th sem.							
B.Com.I 1 st sem.		77.14		100		75.36	100
2 nd sem.						96.87	
B.Com. II /3 rd sem.		82.75		96.87		63.79	100
4 th sem.							
B.Com.III (5 th sem.		100		100		100	100
6 th sem.							
M.A. I (Pol.Sc.) 1 st sem.		80		100		100	100
2 nd sem.		100		100		100	100

M.A. II (Pol.Sc.) 1 st sem.		93.75		100		100	100
2 nd sem.		100		100		100	100
M.A. I (Eco.) 1 st sem.		100		100		100	100
2 nd sem.				100		100	100
M.A. II (Eco.) 3 rd sem.		90.90		100		100	100
4 th sem.		100		100		100	100
Add-on (Cert.) course		69.23		100		100	100
B.C.A.I (1 st sem.		97.3 Annual		100		100	100
2 nd sem.				100		100	100
B.C.A.II /3 rd sem.		98 Annual		100		100	100
4 th sem.						100	100
B.C.A.III 5 th sem.				100		100	100
6 th sem.							100
PGDCA 1 st sem.		83.78 Annual		100 Annual		100	96
PGDCA 2 nd sem						100	96.15

• Miss Gurleen Kaur was awarded the Roll of Honour for standing 3rd in Punjabi University, Patiala in M.

2.6.3. How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- Students are repeatedly informed that their assessments are based on their attendance and performance in classes as well as exams.
- Students are encouraged to make adequate use of library and
- Endeavor is always made to maintain and improve the interaction between the students and the faculty.
- Students' attendance record is constantly monitored.
- Attempts are made to develop a craving for quality and cooperation among the students.
- Active learning techniques are used to inculcate interest among the students.
- Emphasis is laid on completing syllabi within stipulated time. For this term wise syllabus is distributed in the teaching plans.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

- Students of B.Com, Science and PG classes are assigned projects which are research oriented so as to build an aptitude for the same.
- Workshops are conducted and the students are taken on educational trips to give them an idea of practical/field work.
- Experts from external agencies are invited to deliver informative lectures regarding job avenues and entrepreneurship.

(For details see Annexure – IV)

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

- All teachers are required to submit their house examination results and annual results to college office. These are then analyzed by the Principal in meetings with the Heads of departments and remedial steps to be taken are discussed.
- Remedial classes for weak students are arranged so as to bring about an improvement in the results.
- Teachers are requested to train students from the examination point of view providing them with question banks and tips to answer these.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes ?

- The learning outcomes are monitored for improving college results by the Principal through feedback from students and their parents.
- ACRs of the teaching staff are based also on their results.

2.6.7 Does the institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

- As already mentioned above in 2.5.5, house tests and attendance form the basis for internal assessment
- Each student is informed on joining college that performance in house tests/MSTs, attendance and project work are the major criteria for internal assessment. The same is published in the college prospectus as well.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

- Before the beginning of each academic session Heads of departments are asked to submit workload and requirements in terms of guest faculty in their departments.
- Recruitment of guest faculty is done purely on the basis of merit / Pb. Govt. and university guidelines.
- Time table is made well in advance according to University rules and displayed on the notice board in time.
- All teachers are encouraged to use Audio Visual techniques and to encourage the use of Library as well as internet facilities.
- Complete transparency is maintained in the process of examination and evaluation.
- Students are given the opportunity to interact with experts and scholars of repute through trips and organization of extension lectures.
- A special language lab. has been set up to augment the facilities for the Add-on-course as well as communicative English.
- A seminar room has been established for seminars, extension lectures, PPTs and group discussions.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION



3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

No particular research center is established but some of the teachers work on their own research projects.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Research committee is constituted to promote research. The members are Dr. G.S. Chatha, Department of Botany, Dr. Veena Verma, Department of Physics and Dr. Harmeet Kaur, Department of Political Science. We propose to set up a research center in the college. There is NRC in the library which is used by students and staff for updating their knowledge and research purposes.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- **autonomy to the principal investigator-**
yes
- **timely availability or release of resources-**
yes
- **adequate infrastructure and human resources-**
yes

- **time-off, reduced teaching load, special leave etc. to teachers**
NO
- **support in terms of technology and information needs**
Yes teachers are free to use computers and library
- **facilitate timely auditing and submission of utilization certificate to the funding authorities-**
yes

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

Most of the departments put in extra efforts to inculcate the spirit of scientific temper among students. The students are encouraged by the teachers to consult the journals available in the library. The Post Graduate students are advised to take up minor research projects and complete their assignments in proper manner.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

The following members of the teaching faculty are actively involved in research activity:

1. Dr. Nilima Dogra has guided 6 M.Phil students in the subject of Political Science
2. Dr. Veena Verma is guiding one Ph.D and has guided one M.Phil students in the subject of Physics
3. Dr.NK Menra has guided six M.Phil students in the subject of Economics
4. Mr.NK Bhardwaj has guided one M.Phil students in the subject of Commerce.
5. Dr. Harmeet Kaur has guided seven M.Phil students in the subject of Political science

(For Details see Annexure VI)

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Every year Workshops are organized in the department of Botany in order to increase the interest of students on the Environmental issues. The College Legal Cell and Gender Sensitization Cell organize Sensitization and Awareness programs with regard to

Human Rights and Gender issues from time to time.

3.1.7 Provide details of prioritised research areas and the expertise available with the institution.

- Dr Nilima Dogra has worked on research area related with women studies and guided M. Phil students on state Politics.
- Dr. Veena Verma is working in the field of Nano structures (Condensed matter physics)
- Mr. N. K. Bhardwaj is working on Retail Marketing
- Dr. G. S. Chatha has been working on the research areas related to Bio-diversity, Conservation and Environment.
- Dr. Harmeet Kaur has been guiding M.Phil students on Election studies and State Politics.

(For details see section 3.4.3)

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

P.G.department of Political Science organized an extension lecture on Globalization by Dr Harish. K. Puri an eminent Political Scientist formerly Head of Pol. Science department,GNDU/Chairman Baba Ambedkar Chair of GNDU, Amritsar. The institution hopes to organize more such events subject to grants from UGC and RUSA.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

NONE. But two lecturers, Dr Veena Verma and Dr G.S. Pasricha completed their respective doctorate degrees recently while working in the college. Three Part time lecturers, Mrs Shaminder Kaur, Mr Nishant Kumar and Mrs Gurmeet Kaur completed their M.Phil degrees while at work.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

Since 2006, Dr G.S.Chatha of the department of Botany has been annually organizing awareness and Action Programs for students to supplement the research projects relating to various issues of environment and Bio-diversity from the grants received

from MOEF, New Delhi. Progress reports of the projects have been sent to the Punjab State Council for Science and Technology (PSCST) Chandigarh.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The College has no provision of financial allocation for research on its own barring research grants received from UGC.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The College does not get any seed money for promoting research in the budget allocations made by the department of Higher Education, Government of Punjab.

3.2.3 What are the financial provisions made available to support student research projects by students?

There is no financial provision made available to support student research projects by the Directorate, Colleges, Punjab.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Apparatus installed in laboratories of Chemistry, Physics, Zoology and Botany can be used to conduct research by students and teachers. Computers with internet facility are available in Computer Science Lab and NRC in college library.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

Table-XII Projects/ Grants

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total grant (Rs.)		Total grant received till date(Rs.)
				Sanctioned	Received	
Minor projects	Dec 2010	Biodiversity Conservation status of Shivalik Hills	UGC	70000	50000	50000
Major projects						
Interdisciplinary projects						
Industry sponsored						
Students' research projects						
Any other (specify)	NEAC-2010	Theme proposed by MOEF , new Delhi	MOEF,New Delhi through PSCST Chandigarh	18000	18000	18000
	NEAC-2011			18000	18000	18000
	NEAC_2012			15000	15000	15000
	2013			18000	18000	18000

U.G.C. also sanctioned 100% travel grant to Dr. Veena Verma to present a paper in MPA-4 Univ. of Minho, Portugal (July 2010) vide letter No.F.6-183/2010-(TG).

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

Laboratories in the department of Botany, Zoology, Physics and Chemistry are well equipped by instruments for undergraduate students.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Research Journals, wi-fi, internet facilities and computers are available for new and emerging areas of research.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments/ facilities created during the last four years.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

Some of the Journals are available in main library to seek the information about the research. UGC resource network and Post Graduate library is available for research.

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

3.4 Research Publications and Awards

Dr. Veena Verma received a *Poster Award* for her research paper 'Phonon Dispersions in Graphene and h-BN Sheet' in 54th DAE Solid State Physics Symposium held at The MS University of Baroda, December 14-18,2009.

3.4.1 Highlight the major research achievements of the staff and students in terms of

- * **Patents obtained and filed (process and product)**
- * **Original research contributing to product improvement**
- * **Research studies or surveys benefiting the community or improving the services**

Minor Research Project / Pre Election Survey by M.A. II (Pol.Sci) made in Feb.-March, 2014 prior to the General Parliamentary elections 2014 under the supervision of Mrs Darshan Kaur.

- * **Research inputs contributing to new initiatives and social development-**

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether

such publication is listed in any international database?

3.4.3 Give details of publications by the faculty and students:

* Publication per faculty -----

Dr. Veena Verma (Physics)- 16

1. 'Elastic moduli of a boron nitride nanotube', Veena Verma, V. K. Jindal and Keya Dharamvir, *Nanotechnology*, 18, 435711-16 (2007). Impact Factor: 3.979, doi:10.1088/0957-4484/18/43/435711, Online at stacks.iop.org/Nano/18/4357112
2. 'Structure and Elastic Moduli of Silicon Nanotubes', Veena Verma, K. Dharamvir, and V. K. Jindal, *Journal of Nano Research*, 2, 85-90 (2008). ISSN: 1662-5250 Online at <http://www.scientific.net>
3. 'BNNT in Contact with h-BN Sheet and other BNNT and DW-BNNT as GHz Oscillator' Veena Verma and K. Dharamvir, *International Journal of Nanosystems*, 1, 27-34, (2008).
4. 'Second Generation REBO Potential Parameters for Carbon Nanotubes', Dinesh Kumar and Veena Verma, *International Journal of Nanosystems*, 1, 49-53, (2008).
5. 'Thin Gold Nano Wires', Veena Verma and Keya Dharamvir, *Journal of Nano Research*, 4, 65-77 (2008), Online at <http://www.scientific.net> ISSN: 1662-5250
6. "Elastic Moduli of Carbon Nanohorns," Dinesh Kumar, Veena Verma, H. S. Bhatti, and Keya Dharamvir, *Journal of Nanomaterials*, vol. 2011, Article ID 127952, 6 pages, 2011. ISSN: 1687-4110 - doi:10.1155/2011/127952
7. 'Elastic Moduli of Carbon Nanotubes Using Second Generation Improved Brenner Potential' Dinesh Kumar, Veena Verma and Keya Dharamvir, *Journal of Nano Research*, 15, 1-10 (2011) Online at www.scientific.net ISSN: 1662-5250 Trans Tech Publications, Switzerland doi:10.4028/www.scientific.net/JNanoR.15.1
8. Young's Modulus of Carbon Nanotubes using Extended Brenner Potential' Dinesh Kumar and Veena Verma, National Conference on Advances in Materials and Manufacturing Technology, Panjab Engineering College, Chandigarh, Sep. 21-22, 2007.
9. Phonon Dispersions in Graphene and h-BN Sheet' (*Poster Award*), Veena Verma and Keya Dharamvir Proceedings of 54th DAE Solid State Physics Symposium, 54, 1125-26, (2009), The MS University of Baroda, December 14-18, 2009

10. Structure and Strength of Carbon Nanohorns, Dinesh Kumar, Veena Verma, Keya Dharamvir, and H. S. Bhatti Citation: AIP Conf. Proc. 1393, 207 (2011); doi: 10.1063/1.3653682, View online: <http://dx.doi.org/10.1063/1.3653682>, Published by the American Institute of Physics.
11. 'Structure and Young's Modulus of Carbon Nanocones using Extended Brenner Potential' Dinesh Kumar, Veena Verma, H.S. Bhatti' Recent Trends in Physics, Proceedings of National Symposium on Radiation Physics (nsRPn-11), February 04-05, 2011 organized by Dept. of Physics, Punjabi University, Patiala and Indian Society for Radiation Physics
12. Stretching of short monatomic gold chains-some model calculations, Sumali, Priyanka, Veena Verma, and Keya Dharamvir, Citation: AIP Conf. Proc. 1447, 335 (2012); doi: 10.1063/1.4710016 View online: <http://dx.doi.org/10.1063/1.4710016>, Published by the American Institute of Physics.
13. 'Phonon dispersions in graphene sheet and single-walled carbonnanotubes', *Impact factor 0.56*, Dinesh Kumar, Veena Verma, H.S. Bhatti and Keya Dharamvir *Pramana-journal of Physics* 81(6), 2013 *ISSN 0304-4289*
14. Theoretical Study of Silver nanostructures using Gupta Potential, *Impact factor 1.4*, Dinesh Kumar, Veena Verma, Keya Dharamvir and H.S. Bhatti, *International Journal of Physics and Research* 3 (2), (2013) 33-44
15. Phonon Dispersions in h-Boron Nitride Sheet and Radial Breathing Modes in Boron Nitride Nanotubes *Nanoscience and Nanotechnology Letters* 07/2014 6(7):606-611
16. Some Mechanical Properties of Carbon Nanotube Heterojunction *Journal of Nanomaterials and Molecular Nanotechnology* 07/2014 3(3):1-5.

Conference Papers of Dr. Veena Verma

1. Some Mechanical Properties of Boron Nitride Nanotubes, National Meeting on Nano and Novel Materials NANM-2006 held at Centre of Advanced Studies in Physics, P.U, Chandigarh, March 8-9, 2006.
2. Structure and Mechanical Properties of SiNTs, National Conference on Recent Advances in Material Science, Kurukshetra University, Kurukshetra, Sep. 27-28, 2006.
3. Modelling of Gold, Boron Nitride and Silicon Nanostructures', Ist Chandigarh Science Congress, P.U, Chandigarh, March 10-11, 2007.

4. Second Generation REBO Potential Parameters for Carbon Nanotubes', International and INCCOM-6 Conference on Future Trends in Composite Materials and Processing, IIT Kanpur, Dec.12-14, 2007.
5. Elastic Moduli of a Boron Nitride Nanotube', 2nd Chandigarh Science Congress CHASCON 08, Panjab University, Chandigarh, March 14-15, 2008.
6. Elastic Moduli of Carbon Nanotubes using Brenner Potential, 14TH Punjab Science Congress, February 7-9, 2011, SLIET, Longowal.
7. Structure and Strength of Carbon Nanohorns, International Conference on Advances in Condensed and Nano Material, February 22, 23-26, 2011, Dept. of Physics, Panjab University, Chandigarh.
8. Structural Properties of Carbon Nanotube Heterojunctions, 15TH Punjab Science Congress, February 7-9, 2012 held at GNDU, Amritsar.
9. Theoretical Study of Silver Nanostructures using Gupta Potential, International Conference on Emerging Trends in Physics for Environmental Monitoring & Management (ETPEMM-12) December 17-19, 2012, Punjabi University, Patiala, India.
10. Structure Stabilization of Monatomic Silver Nanochains, 16th Punjab Science Congress February 7-9, 2013, Baba Farid University of Health Sciences, Faridkot.
11. Phonon Dispersions in Graphene and Nanotube, National Conference on Nanoscience and instrumentation Technology March 28-29, 2013, NIT, Kurukshetra.
12. Graphene Nanoplatelets(GNPs): preparation and structural characterization AM(P)-1, 3rd National Conference on Advanced Materials and Radiation Physics, (AMRP- 2013) Nov. 22-23, 2013, Sant Longowal Institute of Engnering and Technology.
13. Nanoscience Tech, PU Chd, Feb 13-15, 2014.
14. ICONSAT , March 3-5, 2014.
15. Structure and Stability of Gold Nanostrucures' Abstract accepted in 3rd International Conference on Surfaces, Coatings and Nanostructured Materials (NanoSMat2008), Hotel Meliã Barcelona (Av. Sarriã, 50 – 08029 – Barcelona, Spain), 21-24 October 2008.
16. Dynamics of Nanotube- Sheet Assembly' Abstract accepted for presentation at 4th International Meeting on Developments in Materials, Processes and Applications of Emerging Technologies (MPA-4), 28-30 July 2010, University of Minho, Braga (Portugal) (Full travel grant was sanctioned by the U.G.C)

Dr. G. S. Chatha (Botany) - 6

1. Meiotic studies of *Loranthus longiflorus*, Chatha GS 2009-10. Punjab Academy of Sciences .Vol.5&6.(1&2).144-146
2. Biodiversity status conservation status of Nangal Wetland. Chatha GS 2009-10. Biospectrum 10-11:24-31. (ISSN 0972-8023)
3. Erosion of soil and Vegetation in low Shivalik Hills .Chatha GS 2011.Biospectrum 10-11.35-41. (ISSN 0972-8023)
4. Trees and Rain: Antibiotics of the earth, Chatha G.S.2011 Science India .Vol. 14, No. 6, 33-38.(ISSN 0972 8287)
5. Germination of fallen Seeds and Natural Regeneration of *Pongamia pinnata*. Pongam . Chatha GS 2012. Biospectrum.12.:25-29 (ISSN 0972-8023)
6. Growth of Plants on Earth act as Biological indicator, Chatha GS 2013. Science India.Vol.16-12.41.48. .(ISSN 0972 8287)

Dr. G. S. Chatha presented 10 papers in Conferences

1. Loss of Biodiversity and effect of climate change in Shivalik Hills, 13th Pb.Sci.Congress at Panjab Uni. Chandigarh.7-9th feb 2010
2. Effect of industrial pollution on *Rumex dentatus*, National Symposium on Botanical research present Scenario at Pbi.Uni.Patiala on Feb.18-19th 2010.
3. Types of Solid Waste Generated by Urbanisation and its effect on environmwent. Environmnet issues : Prospective and Challenges. Symposium at Mata Gujri College Fatehagarh on 8.2.10
4. Loss of Biodiversity and need of Herbal Gardens. 14th Pb.Sci.Congress.feb7-9,SLIET,Longowal. PP 26
5. Abnormal behaviour of Chromosome in Loranthaceae. National Seminar on Plant Cytogenetics: New Approaches .February 23-24,.2012 at Punjabi University Patiala.pp67
6. Deterioration of flora by local people- A major threat to biodiversity. Botany dett. of Panjab University Chandigarh at Seminar on biodiversity –Major threat to biodiversity Feb 26.27 -2012.
7. Wetland biodiversity losses- a threat to ecological balance of Nangal Wetland. 16th Punjab Science Congress “ Science for Health”at Baba Farid University Of Health Sciernces Faridkot on feb 7-9,2013- BOP-3,9-pp122.

8. Changed floral pattern of Low Shivalik Hills due to Human interference and Climate change. 6th conference on Recent advances in Chemical and Environmental studies (including biological sciences).Nov.13-14.2013.
9. Effect of water pollution on Polygonum glabrum Willd. From different locations of Nangal Along Sutlej river, National Symposium on Emerging Trends in Botanical Sciences at Botany department Punjabi University Patiala on 17.18 feb-2014.pp98
10. Ecology of seed germination for conservation and restoration of dry deciduous forest of shivalik hills, National Symposium on Emerging Trends in Botanical Sciences at Botany department Punjabi University Patiala on Feb.-17.18.2014.pp60

NK Bhardwaj (Commerce)

1. Attended UGC sponsored National Seminar on Food Security in India : Issue and Perspectives on 8.11.12 At PG Govt College for girls Sector -11 Chandigarh
2. Presented paper on Internal marketing ; The new era of innovation in e-Commerce in UGC sponsored National Seminar on Emerging Scenario of Indian Market on 21-22 January 2013 at DAV College Phillaur .

Dr.Nilima Dogr (Political Science) ---1

The Impact of Globalisation on Women” in International Conference on Women and Development Issues & Initiatives, organized by WSC, Punjabi University, Patiala on March 26-27,2010. Nilima Dogra, (Published by Publication Bureau, Punjabi University, Patiala., 2011,

- * **Number of papers published by faculty and students in peer reviewed journals (national / international) -----**

Dr. Veena Verma published 16 research papers in peer reviewed national and international journals

- * **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database -International Social Sciences Directory, EBSCO host, etc.) -----**

The publications of Dr. Veena Verma are listed in International Database ‘RerearchGate’ with R.G. Score:8.86

585 Views

197 Downloads

21 Citations

7.52 Impact Points

* **Monographs**

* **Chapter in Books-----**

* **Books Edited -----**

* **Books with ISBN/ISSN numbers with details of publishers**

Citation Index

21 Citations (Dr. Veena Verma)

* **SNIP**

* **SJR**

Impact factor

7.52 Impact Points (Dr. Veena Verma)

* **h-index**

3.4.4 Provide details (if any) of research awards received by the faculty –

Dr. Veena Verma received a Poster Award for her research paper: Phonon Dispersions in Graphene and h-BN Sheet, published in Proceedings of 54th DAE Solid State Physics Symposium, 54, 1125-26, (2009) held at The MS University of Baroda, December 14-18, 2009.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

Teachers are free to give advice in relation to research activities in their own field of specialization.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES



CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

The college has two teaching blocks with three storeys each having departments of Arts, Commerce, Science and Examination Hall. Besides this college has Administrative Block, well equipped Library, Principal's Office, Common Room, Staff Room, EduSat Room, Science Laboratories, Bank, Students Center comprising canteen and NCC wing and Sports ground. The list of details of the physical infrastructure is attached with the Report.

(See Annexure VII)

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning ?

Being a State Govt. Institution with limited finances at its disposal, the college has adopted such a policy for creation and enhancement of infrastructure to facilitate effective teaching and learning as far as possible. With the funds made available at our disposal by the Govt., AF and PTA and also through self financing courses generated by the HEIS, we have been able to enhance these facilities such as setting up computer laboratories and seminar room with latest gadgets and audio visual aids.

Rest of the infrastructures is being improved in phases depending upon the availability of the funds from the UGC and under RUSA as well. AF, HEIS, PTA, Government development Fund with the intuition.

4.1.2 Detail the facilities available for

- a) **Curricular and co-curricular activities** – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.
- b) **Extra –curricular activities** – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

Most of the above mentioned facilities, except auditorium are available in the college.

ii. Lecture theatres	:	16
iii. Class Rooms	:	15
iv. Science Labs	:	09
v. Computer Labs	:	04
vi. Language Lab	:	01
vii. EduSat Room	:	01
viii. Seminar Room	:	01
ix. Botanical Garden	:	01
x. Zoology Museum	:	01

xi. Geography Labs	:	02
xii. Gymnasium	:	01
xiii. Indoor Games Room	:	01
xiv. UGC-NRC	:	01
xv. Sports Field	:	01
xvi. Basketball Court	:	01
xvii. Volleyball Court	:	01
xviii. Football Court	:	01
xix. Badminton Court	:	01
xx. Outdoor/ Open Stage:		01
xxi. NSS Room	:	01
xxii. NCC Wing	:	01

- a. Tutorial groups are met in the lecture theatres.
- b. Cultural Activities are arranged in rooms or open stage as required
- c. Public speakers are trained in any available room
- d. Communication skills development is done usually in the language lab
- e. Yoga is taught as a part of physical education
- f. Clean toilets for staff and students
- g. Clean (RO) and cool water for all

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

The available infrastructure is fully utilized by the college as per the strengths of the students. The various types of renovations have been done in the last four years. For example renovation of flooring, window panes, doors, toilets, Examination hall, stone quota in science laboratories, electrical works in class rooms and labs., water supply, water tanks, sewerage of the college and all these renovations college has spent about Rs. 2 crore. The detail of this expenditure is attached with this report. After the closure of regular college timings, remedial classes are run by the institution. However, college is

planning to make Auditorium, Cinder-work in the future if the requisite grant is given to college by the State Govt.

Table-XII: Detail of the amount spent on the campus

	Year	Facilities Developed/ Augmented AF	HEIS	Comp Fund	PTA Fund	Govt. Develop- ment Fund	UGC Fund
Building	2010-11	34300	203607	Nil	498	Nil	664986
	2011-12	236961	392646	Nil	Nil	Nil	Nil
	2012-13	324072	Nil	Nil	500	41449.1 2	Nil
	2013-14	636573.36	210237	Nil	Nil	3654075	93593
Furniture	2010-11	Nil	351500	Nil	83450	Nil	5593
	2011-12	290	Nil	Nil	Nil	Nil	Nil
	2012-13	Nil	6700	Nil	Nil	Nil	Nil
	2013-14	30712	422199	Nil	Nil	Nil	6650
Equipment	2010-11	20849	162527	Nil	Nil	Nil	153995
	2011-12	10342.90	133524	Nil	Nil	Nil	Nil
	2012-13	24998	4267	Nil	Nil	Nil	Nil
	2013-14	48342	267455	Nil	Nil	Nil	Nil
Computers/IT infrastructure	2010-11	Nil	722716	Nil	Nil	Nil	772275
	2011-12	Nil	110060	Nil	Nil	Nil	Nil
	2012-13	252	13500	252	Nil	Nil	Nil
	2013-14	925	5300	925	Nil	Nil	189521
Any Other	2010-11	Nil	208440	Nil	Nil	Nil	Nil
	2011-12	Nil	Nil	Nil	Nil	Nil	Nil
	2012-13	252	Nil	Nil	Nil	Nil	Nil
	2013-14	925	3493	Nil	Nil	Nil	Nil

The state Govt. has allocated the great Rs. 1 Crore, 67 Lacs, 44 thousand in the year of 2013-14. Out of this grant only Rs. 4488000 has been received in 2013-14. This amount has been spent on the following heads for improvement of infrastructure.

Building

1. PWD & B & R : Rs. 2059000
2. PWD (Electrical) : Rs, 644407
3. PWD (Public health) : Rs. 950668

(See Annexure VIII for Master Plan)

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities ?

Presently the college has no such students on the rolls as has physical debilities that require any immediate attention. Nevertheless we have English seats for students in toilets in each wing. If any student is unable to climb stairs due to any physical handicap, it is understood that the classes which include such a student are met on the ground floor. Further, we plan to buy portable ramps for such students as cannot walk.

4.1.5 Give details on the residential facility and various provisions available within them:

• **Hostel Facility**

No Hostel facility is available

• **Recreational facilities, gymnasium, yoga center, etc.**

Only Recreational facility is available for students. Such as Table Tennis, Volley Ball, Badminton, Basket Ball, Athletics.

• **Computer facility including access to internet in hostel**

N/A

• **Facilities for medical emergencies**

B.B.M.B. Hospital and NFL Hospital

- **Library facility in the hostels**

N/A

- **Internet and Wi-Fi facility**

Available in HEIS department and library.

- **Recreational facility-common room with audio-visual equipments**

N/A

- **Available residential facility for the staff and occupancy**

No

- **Constant supply of safe drinking water**

Constant supply of safe drinking water is available through ROs, Water Coolers.

- **Security**

College has watchmen for security.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus ?

First Aid facility is available in the campus. However, in emergency college has provision to make an arrangement of Ambulance for transporting the sick to hospitals of NFL and B.B.M.B.

4.1.7 Give details of the Common Facilities available on the campus—spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

Units like IQAC, Grievance Redressal Unit, Women's Cell Counseling and Career Guidance, Placement Unit, Canteen, Safe Drinking Water Facilities exist in the college and the teacher in charge of these units operate from their rooms/offices.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The library has an advisory committee which is instrumental in framing the policy for the session. The Library Committee constitutes of the following staff members: Dr. Nilima Dogra, Dr S.C Kalsh, Prof. N.K.Bhardwaj, Mrs. KamalJeet Kaur and Mrs. Rajbinder Joshi. It is proposed to include a few students from the next session.

Some of the initiatives taken by the Advisory Committee are as follows:

- Adding constantly to the stock of existing books to meet the changing needs.
- Initiating Readers Club of the students for creating an atmosphere conducive to the inculcation of reading habits amongst them at the outset of each session and encouraging members to present their creative write ups about the books read.
- Procuring new books for the library from all sources.
- Display of new titles on the notice board outside the library.
- Working towards complete computerization of the library.

4.2.2 Provide details of the following: Total area of the library (in Sq. Mts.)

The total area of college library is 587.45 sq. mtrs. for the undergraduate library and another 29.26 square mtrs. for the Post graduate library .

- **Total seating capacity**

The library has a total seating capacity of 140 (with 100 students in the undergraduate library and another 40 in the Postgraduate library).

- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**

The library remains open from 9.00am to 3.30pm on all working days and from 9.am to 3.00 pm during vacation.

- **Layout of the library(individual reading carrels , lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

1. Lounge area for browsing and reading in the UG area
2. UGC Network Resource Centre as IT zone for accessing e-resources
3. In the PG library there is a separate lounge area for reading.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

- The publishers regularly send brochures containing information regarding the latest publications. These are handed over to the heads of teaching departments and their suggestions are invited for the purchase of new books and subscription of new journals.
- Mobile Book Exhibitions are organized by the University sometimes to display their latest books for teachers and students whose suggestions are solicited for inclusion of the titles in the college library.

Table-XIII: Library Holdings from 2010 to 2014

Library holdings	Year -1 2010-11		Year – 2 2011-12		Year – 3 2012-13		Year – 4 2013-14	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	1605	4,241 12			❖		910	53464
Reference Books	1209	3,434 17	29	4326			118	
Journals/ Periodicals	13	12,33 5						
e-resources								

- Regular Principal was appointed after a long gap. Therefore no purchase was made.

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

OPAC

Library automation

Total number of computers for public access	---	05
Scanner	---	01
Total numbers of printers for public access	---	01
Internet band width/ speed	---	512 MBPS

4.2.5 Provide details on the following items:

Average number of walk-ins	---	100
Average number of books issued/returned	---	40-60 per day
Ratio of library books to students enrolled	---	24:1
Average number of books added during last three years	---	352
Average number of login to e-resources	---	10
Average number of e-resources downloaded/print	---	4-5
Number of information literacy trainings organized	---	No
Details of “weeding out” of books and other materials	---	10

4.2.6 Give details of the specialized services provided by the library

- **Manuscripts**
- **Reference** Yes There is a reference section
- **Reprography** Yes (Printer, Photostat. Scan)
- **ILL (Inter Library Loan Service)** No
- **Information deployment and notification**

The latest covers are displayed on the notice board outside the library for the information of the staff and students.

- **Download** Yes
- **Printing** Yes
- **User Orientation and awareness** Yes
- **Assistance in searching Databases** Yes

- **INFLIBNET/IUC facilities**

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- The Staff and students can get a stipulated number of books issued. The library staff helps the users to locate books and required study material and suggest alternatives if required books are not available.
- Students participating in competitions can freely avail themselves of the books and the magazines available in college library. They also consult library for paper presentations.
- Book Bank facility is available at the department levels also for students belonging to economically weaker sections. They can borrow books for the entire session from the book bank. The stock of books is updated constantly as per the revision of syllabi of respective subjects by the University.
- The list of new books purchased on various subjects is circulated to the heads of teaching departments for their information and subsequent use.
- Journals are subscribed regularly as per the requirement and suggestions received.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

At the moment there are no visually impaired students in the college. Till date there have been some students with minor physical handicaps. Library staff helps such students to find books required by them.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

A Suggestion Register is placed inside the library. The students and the staff can write their suggestions therein and once a month the library committee takes note of these suggestions and they are dealt with accordingly.

4.3. I. T. Infrastructure

4.3.1. : Give details on the computing facility available (hardware and software) at the institution.

1. Number of computers with Configuration (provide actual number with exact configuration of each available system)

Table XIV Computing Facility

SI. No.	HEIS		UGC Resource Network Centre		College			EduSat		
	Name	Office	Department	Eng. Lang Lab.	Computer					
1.	Computer	39+12+14 65	Computer	5	Computer	5	2	5	UPS	1
2.	Printer	4 (1 Printer Cum Scanner)	UPS	5	UPS	5	2	5	Multimedia Projector	1
3.	FAX	1	Printer	1	FAX	1 New + 1 Old = 2	----	----	Wirless Microphon e	1
4.	UPS	21 old + 2 New, 10 KVA	Handica m	1	Photostat	1 New + 1 Old = 2	----	----	Handicam	1
5.	Projector	1			Printer	5 Old + 1 New = 6	----	1	LMS S/w Client	1
					Modem	2	----	----	OSPREYS	1
					Assess Point	2	----	----	Video Capture	1
					Scanner	2	----	----	1.2 Antenna	1
					Projector	1	----	----		
					T. V.	----	----	1		
					Music System	----	----	1		
					M. V. Recorder	----	----	1		

Table- XV Computer Configuration

Computer used in Lab. I, II,				College, UGC Resource Centre, EduSat
III & HEIS				
No. of Computers	39 (old)	12 old	14 (New)	39 (old)
O.S.	Window Ultimate 7	Window xp	Window 8 Pro	Window Ultimate 7
Hardisk	120 G.B.	120 G.B.	500 G.B.	120 G.B.
RAM	1:00 G.B.	1:00 G.B.	4:00 G.B.	1:00 G.B.
System Type	32-bit Operating System	32-bit Operating System	64-bit Operating System	32-bit Operating System
Processor	Intel ® core ® Dual CPI E2160	Intel ® core TM Dual CPI E2160	Intel ® core TM I5 - 3470	Intel ® core ® Dual CPI E2160

2. Computer Student ratio : 1 : 1 (For Practical class)

3. LAN Facility : Yes (BSNL)

4. Wifi Facility : Yes

5. Licensed Software : SQL, VISUAL, ORACLE, MS-OFFICE, TURBOC, TALLY, Quick Heal Antivirus, 5 User Pack, Study Skills Success and Tense Buster Compilation

6. No. of nodes/ Computers with Internet facility : 4 Nodes/ All Computers

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus ?

Internet facility (Wi-fi) is available for students and Staff. All the peripheral devices concerned with internet facility are latest & upgraded to avoid any discrepancy and for functionality of the internet.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The infrastructure of campus is already provided with upgraded technology including Wi-fi facility, latest software, appropriate number of computers having ratio with students 1:1. To make teaching more effective & interactive planning is done to provide projectors in lab as well as in classrooms. So that visual aspects of learning could be introduced as a part of learning.

4.3.4. Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four year).

Table-XVI Budget provision for Computers

Year	Procurement and Up gradation	Annual Maintenance
2010-11	Rs. 3 Lacs. Approx.	-----
2011-12	Rs. 6 Lacs. Approx.	Rs. 1,17,683 /-
2012-13	Rs. 20 Lacs. Approx.	Rs. 1,25,497 /-
2013-14	Rs. 10 Lacs. Approx.	Rs. 1,51,958 /-

4.3.5. How does the institution facilitate extensive use of ICT resources including development and use of computer aided teaching/learning material by its staff and students ?

For the overall growth of the students along with the academic growth, from time to time seminars are conducted. Students and teachers participate in these seminars to have interactive session on current topics.

4.3.6. Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place student at the centre to teaching-learning process and render the role of a facilitator for the teacher.

In interactive classroom teaching different learning activities and technologies are deployed which help to groom the overall personalities of the students. Students are prepared for Group Discussions and personal interviews. Students were placed in HCL.

In session 2013-14, students attended the test conducted by Rayat & Bhera Group of institutes, some students were awarded special prizes.

4.3.7. Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of ?

No

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)

The maintenance and up keeping of campus is regular feature of the college. For this, various staff, such as Safai Sewak, Malies, Ground men are deputed by the college. Besides this, campus is being renovated from time to time. The detail of the expenditure for maintenance and upkeep of campus for the last four years is given in Table XII.

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the College ?

The college is constantly making efforts for maintaining of the infrastructure by deputing watch men, imposing fines on students for damaging the college property and Laboratory Equipments. Discipline committee is trying its best to see that no damage should happen to the infrastructure of college. Proctorial duties campus beautification is the regular feature of the college.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments ?

Principal has made various committees concerning infrastructures and maintenance of the college campus. For example, Science laboratories are given regular funds either through UGC or College funds for maintenance and purchasing of new equipments.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.) ?

Gen. Set for voltage has been installed and water-pump and tube well are also available in the college campus. So no voltage and water supply problem in campus.

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

N/A

CRITERION V: STUDENT SUPPORT AND PROGRESSION



CRITERION V: STUDENT SUPPORT AND PROGRESSION

A student spends the most impressionable three to five years in the college. The college makes a significant effort to use this period for exploring and bringing out their latent talents in all the three aspects of college life- Academic, Sports and Co curricular. A sincere attempt is made not only to provide education and training but also to encourage and inculcate in them a sense of healthy competition and responsibility. Each year several students of the college go for higher studies or successfully enter into their vocation of life. The sportspersons and young competitors of the college perform well in sports and co curricular competitions. A large number of alumni have been occupying key positions in the area as educationists, political leaders, doctors, police and Forces personnel and the like.

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The college publishes two updated prospectuses every year, one for the regular courses and the other for self financing courses. The following information is provided to the students.

- Schedule and Criteria for admissions to B.A. / B.Sc./ B.Com./ M.A. and B.C.A. /PGDCA
- University eligibility conditions for students to appear in the annual/semester exams.
- Guidelines for Post matric scholarship to SC/ST/OBC categories.
- Information regarding anti-ragging laws
- Fee structure as per Punjab. Govt. / Punjabi. Uni. Patiala rules.
- Rules regarding fee concession / book concession to students.
- Academic Calendar provided by the Punjabi. University, Patiala.
- Various cells and clubs like legal literacy, prevention of sexual harassment, Readers' Club, Consumer Club etc.
- Procedure for getting bus pass and driving license.
- College library and Network Resource Center.
- List of teaching Faculty with qualifications and mail IDs.
- List of Administrative and other support staff
- Whom to contact column.
- Admissions committees.
- Photograph of Meritorious students.
- Reservation policy of Punjab Government.

5.1.2 Specify the type, number and amount of institutional scholarships / freships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Table below shows the financial aid received from Govt. and the same was disbursed on time by the college

Table-XVII Financial aid received from the Govt.

Session	Category	No. of Students	Amount (Rs.)
2011-12	Minority	39	2,40,600
2011-12	Merit Scholarship	01	10,000
2011-12	OBC	05	25,222
2012-13	Minority	06	30,511
2012-13	Merit Scholarship	01	10,000
2012-13	SC	16	1,20,337
2013-14	SC	45	Amount to be transferred directly to the Bank Accounts of students by the Govt.
2013-14	OBC	19	Amount to be transferred directly to the Bank Accounts of students by the Govt.
2013-14	Merit Scholarship	01	10,000
2013-14	Merit Scholarship	06	Applied

In addition to the above

- Eleven meritorious students, with low income group were recommended for fee concession for the session 2013-14 by the committee and were given Fee concession as per rules by the Principal.
- 180 (one hundred eighty only) SC students were given Full Fee Concession as per rules in the current academic session (2013-14). They are charged only PTA fund and Library security at the time of admissions.

- The requisite form of one minority student was sent to Welfare department, Punjab for awarding the scholarship, 2013-14.
- Some teachers provide private scholarships to needy and meritorious students.

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies ?

In the current session (2013-14), 23.6 percent of students received / shall receive financial assistance from State Govt.

5.1.4 What are the specific support services/facilities available for Students from SC/ST, OBC and economically weaker sections :

Receive full fee concession and scholarship as per Govt. rules.

Students with physical disabilities :

- Although the number of such students is very low and that too with minor disabilities, yet the institution tries to cater to their special needs.
- They are given special assistance by the library staff.
- They receive scholarship as per Govt. rules.
- Fee Concession is given at college level.

Overseas students

No such student has sought admission in the institution.

Students to participate in various competitions/National and International :

- Such students are given incentives in the form of refreshments during rehearsals etc.
- They are provided necessary coaching, requisite gear and equipment.
- They are encouraged to participate in outdoor competitions to which they are accompanied by the staff.

Medical assistance to students: health centre, health insurance etc. :

- First aid is provided to the students.

- In case of emergency, students are taken to the hospital.

Organizing coaching classes for competitive exams :

we counsel and help our outgoing students (faculty wise) to prepare for competitive examinations. Career Counseling Cell organizes extension lectures and Awareness Drives from time to time for career guidance, personality Development, viva voce etc.

Skill development (spoken English, computer literacy, etc.,)

- Add-on-course in spoken English has been running successfully in the college.
- The skill development course of P- Toss (Punjab Training on Soft Skills), later known as P- Step under Punjab Tata Infotec was run successfully in the college from 2007 till 2012, when it was discontinued by Punjab Tata Infotec. It is likely to start again in the coming session of 2014-15
- Summer Training course in Basic Computer for students and staff is run during summer vacation.

Support for “slow learners” :

The college has been running remedial classes for weak students from weaker sections of society with financial assistance from U.G.C.

Exposures of students to other institution of higher learning/ corporate / business house etc.

- The students are taken by the college to visit institutions like IT Park in Chandigarh etc.
- Students of Commerce department go for training in Industry / Institutions. The Institution collaborates with the following organizations to provide training to the students:
 - National Fertilizers Ltd. Naya Nangal Unit
 - Ropar Central Cooperative bank
 - Hoshiarpur Central Cooperative bank
 - Punjab Crop Chemical protection Ltd
 - Viva Group of Companies
 - HDFC Bank Ltd
 - Cozy Touch Polyfoam India Ltd
 - C& C Construction Ltd.
 - LIC of India
 - BPO Office
 - Charandas and company
 - NK Narayanan & Company
 - GK Jain & Company

- State Bank of India

Publication of student magazines :

The college magazine The Satluj is published annually. It is jointly edited by the teachers and students. The students and teachers make their contributions on diverse issues in different sections and languages.

5.1.4 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

- The Commerce department organizes extension lectures from representatives of different industries to increase entrepreneurial skills, conceptual understanding, creativity and analytical and communicative skills of the students. Decision making by students is encouraged for entrepreneurial skills.
- The students are sent to various industries for training as mentioned earlier.
- Such exercise has a great impact in providing industrial exposure, skill development, knowledge of procedural details and over all personality development of the students. Such students have an edge in getting shortlisted for placements.

5.1.4.1 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- The college encourages and promotes participation of students in various co-curricular and extra-curricular activities through its various clubs, societies, youth activities and services like NSS, Red Cross, Legal Literacy Cell, Consumer Club, Gender Sensitization Committee, subject Societies etc. which organize debates, declamations, quizzes, poster competitions etc. at intra college level.
- At the beginning of the session, Talent Hunt function is organized to explore and encourage talent for participation in Youth Festival and other youth competitions.
- The report of their achievements is published in Newspapers, prospectus and College magazine and displayed on the college notice board to encourage and inspire other students for participation in such activities.

Additional academic support, flexibility in examination

The students who participate in sports, youth competitions or NCC are provided additional academic support by the teachers such as:

- They are given special attention in class to compensate for the loss of studies during their participation and preparations.
- They are given relaxation of lectures delivered during their period of absence from

classes.

- Special tests are organized for such students to fulfill the eligibility conditions.

Special dietary requirements, sports uniform and materials etc.

- Dietary requirements of the students during rehearsals, participations, Parades and camps etc. are fulfilled.
- Uniforms are provided to the NCC cadets by the NCC.
- Sports events are sometimes partially sponsored by Business Houses, Banks etc. which provide sports kits, special refreshments and cash prizes to the deserving sportspersons.

Any other

- PTA fee concession is granted to deserving sports persons.
- Professional coaching is made available to students for sports/games/ extracurricular activities with the motive of showing excellence in performance.
- Winners of these competitions are felicitated at college level.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

The Career Counseling and Guidance Cell keeps holding extension lectures and inter active counseling sessions for Competitive exams and interviews for the students of outgoing classes, though a proper record of students having cleared other competitive exams is not available with the college,

- Jarnail Singh, our MA (Pol. Science) student has cleared NET in 2013.

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)

The institution provides following type of counseling services to the students.

- The Career Guidance and Counseling Cell provides guidance in terms of providing information about the choice of career options available to the students and the proper manner in which their goals may be pursued. This is done by the mechanism of displaying relevant information on the notice board, inviting career experts for extension lectures, guiding students in application procedure and viva voce etc.

- Under the Tutorial system, the students are divided under Tutors and meetings are held periodically where relevant and current issues are discussed.
- Mentor System is followed in the college at the departmental levels through which about 25-30 students are bunched together under the guidance of a teacher-mentor. They are free to seek guidance from the teachers on personal or academic issues.
- Through a large number of departmental Clubs and Societies, students get the opportunity of interacting with experts on their respective subjects. They are also made aware of the career options available to them after pursuing a particular stream. Extension lectures are organized to make the students aware of the latest developments in a particular subject.
- In the beginning of the session the orientation assemblies of different streams of students are held and the students are introduced to the importance of sports, reading books, extracurricular activities and NCC/NSS etc. and they are encouraged to participate in these.
- Counseling and awareness on Social, Health and Environment issues as Drug Abuse, Female Foeticide, Dowry System, and Awareness of Human Rights and prevention of diseases is done through the college Societies like Legal Literacy Cell, Consumers Club, Environment Society, Gender Sensitization and prevention of Sexual Harassment Cell etc.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

From this session, the college Career Counseling and Guidance Cell has been divided into two separate Cells namely Career Guidance and Counseling Cell and Placement Cell for providing guidance and placement to the students. Efforts are made by the Cell to facilitate the employment of its outgoing students in various fields.

- Group discussions are encouraged among students to brush up their communication and soft skills. Mock Tests are organized and motivational lectures are held to inspire the students.
- The students are encouraged to take up jobs in Banking, Information Technology, Insurance and Education sectors
- Every year, the final year students get placed in various leading Multi National companies like HCL, Infosys etc. Some of our students are working as lecturers / teachers in reputed colleges and Schools. One student is an Assistant Professor in CC Department (Pol.Science) in Punjabi University after completing PhD. As many as 03 old students are working as Guest faculty lecturers in the college and 01 as a part time lecturer Some students are working in the Police department and in the Armed Forces.

Placements

- In 2010-2011, the Cell organized the participation of about a hundred outgoing students to a Job Fest held at SGTB Khalsa College at Anandpur Sahib in which 27 students from Computer department and 03 from Commerce were given letters of placement by different companies.
- In 2011-12, As many as 15 students of B.Com, 30 students from B.A. and 2 students from PGDCA were given placements by various companies like Competent, Onus, Spanco etc. 14 Students from BCA and PGDCA were placed in HCL Technologies.
- In 2012-13, 102 students attended a workshop on Career Counseling in IET Bhadal on JAN 28, 2013. 16 students of B.Com III were shortlisted for placement by Birla Sunlife Insurance Company Ltd.
- In 2013-14, the cell organized a scholarship test by Rayat and Bahra college Ropar for the outgoing students for higher studies. More than 72 students participated. 49 students were selected for mega final.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Earlier a Student Welfare Committee functioned in the college and senior teachers were appointed Dean, student welfare and Dean, Girls Welfare. That Committee is now called Grievances Redressal Cell. This Committee has been working efficiently to redress student grievances which have generally been minor like time table, transport, minor thefts, sometimes dirty toilets or classrooms or absence of fans etc. which are immediately looked into and redressed. Sometimes there are grievances related to name being mis-spelt, subjects or delayed Roll no and results which are removed by the college office on the recommendation of Grievance Committee

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment ?

There is a Gender Sensitization and Prevention of Sexual Harassment Committee functioning in the college which actively sensitizes the students about gender issues through workshops, power Point presentations and lectures. It looks into and resolves the minor cases of eve teasing which sometimes come before it. No major case has come before the committee till date.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The college can boast of a completely ragging free campus. There is an Anti Ragging Committee whose patron is the Principal and also includes members from the staff, office, parents and students. An Anti Ragging Squad also actively functions in the college. All the instructions of the government to prevent such incidents are followed like placing of Anti Ragging banners in the campus and highlighting of the directions in the college Prospectus etc. Contact No. of Deputy Commissioner, Ropar is also placed on the college Notice Board.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

Welfare Schemes :

- Fee concession for Minorities/SC/ST/handicapped students from economically weaker sections
- PTA Concession for younger brother/sister, BPL students
- Student aid for deserving students from Student Aid Fund (SAF)
- Some departments run their own Book Banks for needy students.
- Provision of Remedial classes for weak students from weaker sections of the society with financial assistance from UGC.
- The students from HEIS are given the option of paying their fee in installments as per their convenience.
- Career Guidance and Placement Cells continues to guide students regarding choice of career and placement opportunities available to students.
- Some teachers provide private scholarships to needy and meritorious students.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development ?

Although Alumni Association is working in the college but it is not registered as yet. Face Book Page for the college has been created for alumni to join. Some of the alumni are distinguished citizens, doctors, journalists of the area and in their respective capacities cooperate with the college regularly. Some staff members are old students of the college.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student Progression.

Table-XVIII Student progression

Student progression	Against % enrolled
UG to PG	41.6 %
UG to B.Ed	36.7 %
PG to B.Ed.	18.0 %
PG to M.Ed/M.Sc	11.5 %
UG to Employed • Other than campus recruitment	13.1 %
PG to Employed • Other than campus recruitment	33.3 %

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

(See Table XI available in Criterion 2)

In the first year of UG classes the dropout rate is high as the students seek admissions in professional colleges. The dropout rate in 2nd and 3rd year is negligible and the completion rate is about 100% for both UG and PG programmes.

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment ?

- Mentor System exists in the institution wherein counseling is provided to students for higher education alternatives and employment prospects.
- Career Guidance and Counseling Cell provides information regarding the opportunities available to students and coaching besides providing guidance regarding applications and interviews
- Class tests, tutorials, Seminars also help the students.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out ?

- Question Bank is provided to them by the teachers.
- In case of any doubt or difficulty, they are free to approach the teachers in their vacant period
- Remedial classes are formed as and when finances from the UGC are available.

Student Participation and Activities :-

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

Range of Sports and Games:-

There is a large number of sports activities available to the students other than academic curriculum:

Athletics (Races, Jumps, throws), Chess, Table tennis, Basket ball, Volley ball, Foot ball, Cricket, Hand ball, Yachting , Rope jumping (Rural Games)

Range of Cultural Activities :-

There are many cultural activities in which more than 50 students participated at various Inter College competitions, Zonal youth festivals, Inter-Zonal Youth festivals and North Zone competitions every year. They are as below:

Gidha , Bhangra , Mime, Skit, Music, Geet. Gazal, Debate, Elocution, Poetical recitation, Quiz, Cartooning, Clay Modeling, Rangoli, On the spot painting, Collage, Power point presentations, Poster making ,Creative photography, Fancy dress competitions

Extracurricular :-

NCC, NSS, Red Cross, Students Legal Literacy Club, Gender Sensitization and Prevention of Sexual Harassment, Consumer Club, Readers Club and Environmental Club.

Program Calendar and Achievements – Sports

Table XIX (A to E) Achievements –Sports (2009 to 2014)

XIX-A.Session 2009-10

Sr. No.	Game/Sports/Event	Men/Women	Date of Inter College Competition	Place	Achievement
1	Rowing	Men/Women	15-09-09	Sukhna Lake Chandigarh	Participation
2	Football	Women	23-09-09 to 25-09-09	Pun. Uni. Patiala	Do
3	Basket Ball	Do	State (H.P. Competition) 10 to 12/09/09	Una (H.P.)	2 nd Place
4	--do--	Do	Inter College 28-09-09 to 01-10-09	Berjindera College Faridkot	Participation
5	Handball	Women	3-11-09 to 5-11-09	G.C. Ropar	Do
6	Kayaking	Do	Inter College	Sukhna Lake Chandigarh	2 girls participated in All India Inter Uni. Competition, Jammu
7	Yachting	Men/Women	13-11-09 to 14-11-09	Do	2 Silver Medals
8	Chess	Do	Do	P.M.N. College Rajpura	Do
9	Athletics	Do	09-12-09 to 11-12-09	Pun. Uni. Patiala	Do
10	Rowing	Do	All India University 24-12-09 to 27-12-09	Pong dam Talwara	1 boy participated in All India Inter Uni. Competition

SSR-Govt. Shivalik College, Naya Nangal-2014

XIX-B.Session 2010-11

Sr. No.	Game/Sports/Event	Men/Women	Date of Inter College Competition	Place	Achievement
1	Yachting	Women	10-08-10	Sukhna Lake Chandigarh	Participation
2	Rowing	Women	11-08-10	Do	Do
3	Cricket	Men	23-11-10	GC Ropar	2 nd Place
4	Football	Women	29-12-10 to 31-10-12	Pun. Uni. Patiala	3 rd Place
5	Athletics	Men/Women	26-11-10	GC Naya Nangal	
6	Yachting	Do	12-02-11 to 14-02-11	Pong Dam, Talwara	2 girls selected in All India Inter Uni. Competition
7	Football	Men/Women	17-12-10 to 28-12-10	KIIT, University, Odessa	One girl

XIX-C. Session 2011-12

Sr. No.	Game/Sports/Event	Men/Women	Date of Inter College Competition	Place	Achievement
1	Football	Women	09-11-11 to 10-11-11	Punjabi Uni. Patiala	4 th Place
2	Athletics	Men/Women	3-12-11 to 5-12-11	Punjabi Uni. Patiala	2 Silver Medal
3	Yachting	Women	8-12-11	Sukhna Lake Chandigarh	2 nd Place, Six Silver Medals
4	Rowing	Women	8-12-11	Sukhna Lake Chandigarh	Participation
5	Yachting	Inter University Women	7-2-12 to 09-02-12	Sukhna Lake Chandigarh	3 Gold Medals

XIX-D. Session 2012-13

Sr. No.	Game/Sports/Event	Men/Women	Date of Inter College Competition	Place	Achievement
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SSR-Govt. Shivalik College, Naya Nangal-2014

1	Cross Country	Women	29-8-12	Pun. Uni. Patiala	5 th Place
2	Chess	Men/ Women	10-09-12 to 11-09-12	Matha Gujri College Fathegarh Sahib	4 th Place
3	Athletics	Men/ Women	13-12-12 to 15-12-12	Pun. Uni. Patiala	2 Silver Medal
4	Yachting	Women	17-1-12	Sukhna Lake Chandigarh	1 Place, Six Medals
5	All India Yachting	Women	17-1-12	Sukhna Lake Chandigarh	2 Silver and 1 Bronze Medal
6	Athletics Meet	Men/ Women	09-02-13	Govt. Shivalik College, Naya Nangal	

XIX-E. Session 2013-14

Sr. No.	Game/Sports/E vent	Men/ Women	Date of Inter College Competition	Place	Achievement
1	Cricket	Men	14-09-13 to 18-09-13	Pun. Uni. Patiala	Participation
2	Chess	Women	18-09-13 to 19-09-13	Pun. Uni. Patiala	4 th Place
3	Volley ball	Men	18-10-13 to 20-10-13	Khalsa College, Patiala	Participation
4	Boxing	Men	17-10-13 to 19-10-13	Talwandi Sabo Faridkot	Participation
5	Rowing	Do	10-11-13 to 13-11-13	G.C. Ropar	Do
6	Athletics	Men/ Women	27-11-13 to 29-11-13	Pun. Uni. Patiala	4 th Place in Long Jump and Triple Jumb
7	Yachting	Do	27-2-13	Pong Dam Talwara	Women 1 st Place Men 2 nd Place Total 10 Medal
8	Annual Athletics Meet	Do	10-2-14	GC Naya Nangal	
9	All India Inter University	Do	5-02-13 to 8-2-13	Pong Dam Talwara	2 Gold Medal, by Monika & Diksha

Cultural Calendar :- 2010-2014

- a. College organizes talent hunt in the month of September to select the students for participating in different activities of zonal youth festival of Punjabi University Patiala and other Inter College Competition.

- b. Zonal Youth Festival of Ropar zone is organized in the month of October.
- c. Interzonal Youth festival is organized in the first week of November at Punjabi university Patiala Campus in which recommended students who got first and second position represent Ropar Zone .
- d. Punjabi university Patiala organizes Lok mela in the month of February every year in which our students participate in folk items and folk games.
Every year cadets for NCC is enrolled and following NCC Calendar is followed.

Table-XX NCC Calendar

June	Annual training camp
August	Annual training camp
August-September	Sailing and pulling Camp
September-October	Pre Nau-sainik Camp – I-II
October-November	Nau-sainik Camp
September – November	Pre decat camp
October- November	Pre RDC
December	RDC
December – January	Advance leadership Camp
National Integration Camp	Two in one Year

NSS and RED Cross Calendar :-

- 1. Enrolment of Volunteers is done after completion of admission in the month of August and September every year.
- 2. Celebration of Van Mahotsav during August and September.
- 3. One day camps are organized periodically.
- 4. One blood donation camp is organized every year.
- 5. District level Red Cross Youth Festival at Ropar is organized every year.

Students Legal Literacy Club Calendar

- 1. Enrollment of 25-35 students in Students Legal Literacy Club is carried out from all the faculties of the Institution immediately after admission.
- 2. List of the Students is sent to Civil Judge (Senior Division) cum – Secretary District legal Services Authority Rupnagar .
- 3. Students are enlightened by extension lectures, lectures from experts in the topics prescribed by Punjab Legal Services Authority every year.
- 4. Students participate in cultural activities in Youth Festivals organized by Punjab Legal Services Authority every year

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

Achievements in co-curricular, extracurricular and cultural Activities as given below:

Table XXI (A to I) Achievements in Extracurricular Activities 2011 to 2014

XXI-A. ZONAL YOUTH FESTIVAL 2010-11

Sr.No.	Item	Name of the student /Number	Position
1.	Lok Mela-Rope Jumping	Kirandeep Kaur	1 st , Gold medal
2	Debate	Arshdeep	2 nd
3	On the spot painting	Surinder	2 nd
4.	Clay Modeling	Nisha	2 nd
5	mime	6	2 nd
6	Cartooning	Sunita	3 rd
7	Poster making	Surinder	3 rd
8	Gidha	11	4 th
9	Bhangra	11	4 th

XXI-B. ZONAL YOUTH FESTIVAL 2011-12

Sr.No.	Item	Name/Number of students	Position
1	Debate	Arshdeep	1 st
2.	Elocution	Jyoti Kapila	2 nd
3	Mime	6	2 nd
4	Rangoli	Nitica Dhiman	3 rd
5	Bhangra	11	4 th

XXI-C. INTER ZONAL YOUTH FESTIVAL-2011-12

Sr.No.	Item	Name/Number of students	Position
1	Debate	Arshdeep	1 st , Gold Medal
2.	Elocution	Jyoti Kapila	2 nd , Silver Medal

XXI-D. ZONAL YOUTH FESTIVAL-2012-13

Sr .No.	Item	Name/Number of students	Position
1	Debate	Arshdeep	2 nd
2	Rangoli	Nitica Dhiman	3 rd
3	Creative Photography	Jashanpreet	4 th
4	Lok Geet	Nisha	4 th

XXI-E. INTER ZONAL YOUTH FESTIVAL-2012-13

Sr.No.	Item	Name/Number of students	Position
1	Debate	Arshdeep	1 st ,Gold Medal

XXI-F. NORTH ZONE YOUTH FESTIVAL-2012-13

Sr.No.	Item	Name/Number of students	Position
1	Debate	Arshdeep	2 nd ,Silver Medal

XXI-G. ZONAL YOUTH FESTIVAL-2013-14

Sr.No.	Item	Name/Number of students	Position
1	Debate	Jyoti Kapila	3 rd
2.	Rangoli	Charu	4 th

XXI-H. INTER COLLEGE COMPETITION AT RAYAT BAHARA COLLEGE KHARAR-2013-14

Sr.No.	Item	Name/Number of students	Position
1	Collage	Jaspreet kaur	2 nd
2.	PPT	Jyoti Kapila	3 rd

XXI-I. DISTRICT LEVEL YOUTH FESTIVAL ORGANISED BY LEGAL LITERACY AUTHORITY ROPAR (2012)

Sr .No.	Item	Name/Number of students	Position
1	PPT	Harleen Kaur	1 st
2	Slogan Writing	Nitica Dhiman	1 st
3	Declamation Contest	Jyoti Kapila	Consolation
4	Poster Making	Sakhshi Chandela	Cosolation

Table XXII (A to D) - NCC ACTIVITIES AND ACHIEVEMENTS - 2010-14

Table XXII-A. NCC ACTIVITIES AND ACHIEVEMENTS - 2010-11

Sr.No.	Item and place	Number of cadets	Position
1.	Annual Training Camp at Naya Nangal	29	First in Drill Competition Second in Tug of War
2	Annual Training Camp and Sailing and Pulling Camp at Raipur Maidan(HP)	48	
3	DCAT Camp at Chandigarh	15	
4.	Pre Nau-Sainik Camp at Chandigarh	8 girls and 12 Boys	
5.	All India Nau-Sainik Camp at Vishkhapattnam	1	Selected
6.	All India National Integration Camp at Naya Nangal	15	
7.	Annual Training Camp at Naya Nangal	32	
8	National Integration Camp	15	

Table. XXII-B. NCC ACTIVITIES AND ACHIEVEMENTS -2011-12

Sr.No.	Item and place	Number of cadets	Position
1.	Annual Training Camp at Naya Nangal	28	
2	Annual Training Camp at Naya Nangal	48	
3	Sailing and Pulling Camp at Raipur Maidan(HP)	12	
4.	Pre Nau-Sainik Camp at Chandigarh	12	
5.	Nau-Sainik Camp at Vishkhapattnam	6	
6.	All India National Integration Camp at Naya Nangal	40	
7.	RDC	1	

Table. XXII-C, NCC ACTIVITIES AND ACHIEVEMENTS -2012-13

Sr.No.	Item	Number of cadets	Position
1	Annual Training Camp at Naya Nangal	28	
2.	National Integration Camp	48	
3	Annual Training Camp at Raipur Maidan(HP)	14	
4	All India Sailing Competition	Paramjit Kaur	Gold Medal
5	All India National Integration Camp at Agartala, Tripura	3	

Table. XXII- D, NCC ACTIVITIES AND ACHIEVEMENTS-2013-14

Sr.No.	Item	Number of Cadets	Position
1	Annual Training Camp	28	
2.	All India Nau-Saink Camp at Vishkhapattanam	6	Selected
3	Boat Pullying Competition	6	2 nd
4	Sahara scholarship	Harnek Singh	Cash prize 12000/-

NSS and RED Cross- 2010-11

- 96 students enrolled as NSS Volunteers
- Education day was celebrated on 12.11.2010. Dr.Gulzar Singh Kang (Professor at GNDU Amritsar) and eminent scholar gave lecture to the volunteers on the menace of alcohol & drug abuse by the youth in Punjab and quality education.
- NSS Volunteers played an active role in giving their services on Annual Athletic Meet on 26.11.2011.

NSS and Red Cross- 2011-12

- Van Mahostav was celebrated on 8.7.2011. S.Lakhmir Singh ,SDM Nangal inaugurated tree plantation and volunteers planted trees in college campus.
- A Blood Donation Camp was organized on 9.9.2011 in collaboration with Rotary Club Nangal and Civil Hospital Ropar. S. Kiranbir Singh SDM Anandpur Sahib inaugurated the Blood Donation Camp.35 Volunteers donated blood on this occasion .

NSS and Red Cross- 2012-13

- Red Cross fair was organized at Nehru Stadium Ropar .Our volunteers participated in Poster Making ,Cartooning ,Collage ,Fancy Dress, Solo Dance, Folk Art ,Slogan Writing and Rangoli. Ms.Nitica Dhiman stood 1st in Ranjoli.

2. NSS and Red Cross Society organized one Day Camp on 7.11.2012. Dr. G. S. Chatha, Department of Botany enlightened students against Menace of Drugs.
3. A blood Donation camp was organized on 14.02.13 in college where 35 unit of blood was donated by our Students.

NSS and Red Cross- 2013-14

1. 82 girls and 49 boys enrolled as NSS volunteers.
2. Admission help desk by NSS volunteers during admissions was set up by old NSS volunteers
3. NSS volunteers participated in tree plantation and maintenance of newly plants and old plants.
4. NSS volunteers provided services during Annual Athletic Meet.
5. A One Day Blood Donation Camp, in collaboration with BBMB Hospital- was organized in the college campus on 8.11.2013 .
6. 31 students donated 35 Units of blood .

Students Legal Literacy Club- 2011-12

1. Enrollment of 36 students in club.
2. An Education Day was celebrated on 11.11.2011 on which Prof.H. K Sharma Department of English and Dr. Nilima Dogra, Department of Political Science delivered lectures on quality education.

Students Legal Literacy Club- 2012-13

1. 30 students enrolled in club.
2. Students of this club participated in Cycle Rally on 07.09.12 and performed a skit on the menace of drugs on this occasion.
3. District level legal literacy cell organized youth festival in which Ms .Harleen Kaur got 1st position in Power Point Presentation, Nitica Dhiman stood 1st in Slogan Writing and Sakhsi and Jyoti Kapila won consolation prizes.
4. Mr.Gopal Arora, .Chief Judicial Magistrate, Rupnagar ,delivered a lecture on Awareness of Rules and Regulations of legal literacy club on 26.2.13.
5. A function by Student legal literacy Club was organized on 21.1.13 in the college to make the students aware of various acts and laws pertaining to daily life. On this occasion

Dr. Nilima Dogra of Political Science Department spoke on Violence against women particularly Honour killings. Dr. G. S. Chatha of Botany department delivered a talk about tobacco chewing and various type of drugs their sources, origin and their effects on young students.

Students Legal Literacy Club- 2013-14

1. Enrollment of 36 students in the club.
2. A work shop was organized on 30.1.2014 in which Dr. G. S. Chatha , Department of Botany gave a lecture on Food Adulteration and laws, He also gave tips to check adulteration by simple home remedies. Prof. Darshan Kaur of Political Science delivered lecture on violation of Human Rights of Farmers of Punjab and Agricultural Policies of Central and State Governments.

Gender Sensitization and Prevention of Sexual Harassment –

Activities -(2012-13)

1. The above committee is functioning in the college. Besides sensitizing the students on gender issues by organizing lectures, Power Point presentations and seminars , the committee actively looks after the problems/issues raised by the girl students from time to time, encouraging them to share their grievances if any and effectively work for their redressal.
2. On 21st Jan. 2013, the committee in collaboration with Legal Cell of the college organized a PPT presentation on Violence Against Women, especially “Honour Killings” by Dr Nilima Dogra.
3. On 29th April 2013, the committee organized a Gender Sensitization Drive. A PowerPoint Presentation was made by Dr Nilima Dogra on Protection from Sexual Harassment at workplace Bill (Prevention, Prohibition and Redressal Act) (2013). The students were enlightened on the effective complaint and redressal mechanism in detail. Madam Suman Gandhi, the Principal gave a lecture on Gender roles and Present Scenario. A number of students and teachers attended the seminar. Dr. Veena Verma delivered an interactive talk on Gender Sensitization.
4. A Proposal for Funds has been made under RUSA to organize a two day workshop on Women Issues in the next session.

Activities- (2013-14)

1. In this session, the committee was expanded to include two male members; Dr M. M. Bhalla and Mr Arshad Ali.

2. On 24th January 2014, Govt. Shivalik College's Gender Sensitization and prevention of Sexual Harassment Committee celebrated National Girl Child Day by organizing a Workshop on Women's issues..such as How safe is Indian woman today, Gender equality in Villages, Domestic violence Act 2005 and Prevention of sexual Harassment in Public Places and other women issues. More than hundred students attended and about 30 students presented their speeches, poems, songs and Posters relevant to the issue. The Workshop was inaugurated and presided over by the Principal Mrs Suman Gandhi who spoke about the Current Scenario of the sexual harassment and assaults by even the section of the society. The opening speech was given by Dr Nilima Dogra who discussed the staggering figures of Crimes against women in India. Dr. Veena Verma organized an interesting Quiz contest among the students. Prof. Darshan Kaur conducted the stage. Dr. M.M Bhalla and Dr. Harmeet Kaur Chatha acted as Judges.

The Prize winners were:

1. Babbal preet Singh (BA II) Speech
2. Maninder Singh (BA II) Song
3. BSc I Medical Class led by Reeta and Kanu Priya (Poster making)
4. Rajpal (Bsc II N.M.) Quiz
5. Monika (MA II Pol. Sc.) Quiz
6. Among the teachers present were Prof. HK Sharma, Dr. G.S. Chatha, Prof. Gurmeet Kaur, Prof. Monika Sarhadi, Prof. Arshad Ali and others.
7. An Extension lecture was delivered by the convener of women's Cell, Dr Nilima Dogra, at National Fertilizer Ltd. Naya nangal on Women's Day, 8th March , 2014, where she presented a PowerPoint Presentation on "Equality of Women: Progress of All", the United nations Theme on International Woman's Day.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

College seeks, uses data and feedback to improve the proformas and quality of the institutional provisions from feed back porformas filled by students, Parents in PTA, IQAC, etc. Directions received from the Directorate and the Department of Higher Education in this regard are followed by the College .

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

Publication of College magazine Sutlej in the year 2010, 11, 12, 13 .

Students from different faculty publish their original article in sections of English, Hindi, Punjabi, Science and Planning form sections. Every section has one student editor who actively associate with editing the articles..

Articles published by students from different contribute in magazine Sutlej are given below:

Sr.No.	Section	2010-11	2011-12	2012-13	2013-14
1	English	26		21	21
2	Hindi	18		27	23
3	Punjabi	30		26	30
4	Science	9		17	15
5	Planning Forum	18		20	19
6	News	1		1	

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Student council has been banned by the Punjab Government since long Many department of college have Departmental Associations and Societies, the member of which are selected by students themselves. Workshops, seminars and National days and different competitions during sessions are undertaken .These bodies have academic calendar and activities at departmental level. Students from all faculties arrange fresher and farewell parties and manage them from their own funds. In these parties they hold cultural activities and choose best students on the basis of their performances in studies and cultural activities. Students organize educational tours with some financial assistance from the Institution.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

College has Consumer club, Students legal literacy club, Readers club, Anti-ragging squad .

Consumer Club-

A Consumer Club also functions in the college. It works for providing social awareness to the students regarding contemporary issues like voting responsibly, health and the like through Power Point presentations and inter actions etc.

Students Legal literacy Club- Every year this club is formed with the number of 25-36 students from different faculties of college after admission of the session. The students of this club participate in different cultural activities with prescribed topics given in the manual by District Legal Authority.

Reader Club- An innovative practice of forming a Readers Club has been started from this session to inculcate and encourage the habit of reading among students. The teachers in charge suggest them different books to read. The members meet every month, bring and discuss their write ups on the books they have read. Best contributions are felicitated and their contributions are given place in the college Magazine.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

Many of the Alumni of our college occupy important positions in NFL, BBMB, Doctors, Engineers and city councilors. They always give their valuable suggestions for improvement and development of the institution. Some of the students are involved in NGO's and they are working on environmental issues in collaboration with our institution. Amongst, Old Students, some are press reporters in leading news papers they always high light our achievements by news covering. Some Alumni are involved in cultural activities and give training to the students who participate in different cultural competitions.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT



The Bhakra- Nangal Complex is a unique achievement of Independent India. The complex had remained without an institute of higher education during many years of its existence. Although efforts were made from time to time to start a college at Naya Nangal yet it could not see the light of the day till 1979 when this college came into existence. The College is situated at a site measuring about 16.5 acres in picturesque surroundings on the right bank of the Satluj, on the Nangal-Bhallan Road about 2.5 kms from Nangal Dam. The College was taken over by the Government of Punjab on May 12, 1997. The College complex comprises three Teaching Blocks (Three-storeyed each), a Library-cum-Administrative Block, a Student Centre, a Sports Complex and a Cycle Stand.

The college is affiliated to Punjabi University, Patiala. It has a spacious and beautiful campus with manicured lawns, fully equipped modern laboratories; a highly rated well-stocked Library with wide collection of books, periodicals, journals and magazines. The college has sprawling playground, a gymnasium and a canteen. The Computer labs consist of latest version of computers with broadband internet facility, LAN and required software. The college has highly qualified, experienced and devoted faculty out of which 08 are Ph.Ds. and 07 are M.Phils. The College is efficiently run with the help of 38 members of administrative and technical staff. The college also promotes research work among its faculty. Students' full participation and involvement is encouraged in curricular and extra-curricular activities like Youth Welfare, NSS, NCC and Red Cross and cultural activities. Efforts are also made to inculcate various healthy practices and values among the students.

The Library also has a UGC Network Resource Center with free Wi-Fi access to students. The Administrative Block is also Wi-Fi enabled. The college is dedicated to the pursuit of excellence in every sphere. Percentage of success rate at the undergraduate level in B.Sc., B.Com and BCA is almost 100 and in other classes the pass percentage has been much

higher than the University percentage which is quite impressive. At P.G. level the success rate is almost 100% with most of the students obtaining first classes.

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristic in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision

The college aims to internalize among the students a strong commitment to human values and social justice and sensitize them to evolve a scientific temper and spirit, as reflected in the Motto of the college - Deh Shiva Var Mohe –Shubh Karman te Kabhu na taro-Nishche kar apni Jeet karo (“Grant me this Boon, O God, May I never refrain, from righteous acts, may I fight, without fear, all foes in life's battle with confident courage, claiming the Victory”)

Mission

The mission is to create a progressive model of life-long learning, teaching, evaluation And research which is in sync with the changing needs of industry, commerce, public & private sector. The mission of the college is to create a progressive and creative cadre of youth, able minded, dynamic and epitome of ethical values; being in tune with the evolving demands of society and sensitive to regional, national and international aspirations.

Objectives

The objectives of the institution are:

- Providing Job-oriented and Professional courses besides easy access to quality education in the traditional courses in Science, Humanities and Commerce to meet the long standing demand and expectations of the predominantly rural and backward population of the area. The college has proposed the followings courses under RUSA
B.Com (professional)-Course in Commerce
D.P.Ed - Course in physical education
PG Diploma in Web Technology(Office Automation & Web Designing)
PG Diploma in Counseling Psychology
Diploma in hotel house keeping
Certificate course in cosmetology
- Widening the scope of education at both vertical and horizontal levels.
- Providing educational empowerment to female population, especially from rural areas and from economically and socially weaker sections.
- To mould students into rational thinkers, competent workers and socially aware citizens.
- To sensitise the students towards inclusive social concerns, human rights and environmental issues.

The vision, mission and objectives of the institution are communicated to the students, teachers, staff and other stakeholders through college prospectus, notices and with formal & informal interactions during Orientation Programmes, P.T.A meetings, HEIS Board of Governors' meetings & Staff meetings.

6.1.2. What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The Principal, with the directions of Department of Higher Education, along with the faculty of the institution, progressive in vision and dynamic in working, participates in designing and implementation of its policy and plans. Based on the feedback, it foresees the future requirements and identifies the latest national and international best practices and adopts them. The Principal who, as per the rules and regulations framed by UGC and the affiliating University, convenes meetings of the college council, IQAC and the stakeholders, from time to time and works on the details of quality policy and chalks out plans. The role of the Principal is multi-dimensional and she follows the policy of inclusiveness. A self mapping exercise conducted for the staff by IQAC exposing the strengths, weaknesses, opportunities and challenges helps in the delegation of duties. The Principal, in association with the appointed conveners of the various committees, evolves strategies for academic growth, thus, involving the faculty for the fulfillment of the stated mission of the college.

6.1.3 What is the involvement of the leadership in ensuring:

- the policy statements and action plans for fulfillment of the stated mission
- formulation of action plans for all operations and incorporation of the same into the institutional strategic plan
- Interaction with stakeholders
- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders
- Reinforcing the culture of excellence
- Champion organizational change
- Facilitated by the Dept. of Higher Education and supported by the staff, the Principal, as the academic and the administrative head of the Institution, has complete autonomy to govern the institution and at the same time ensure that the rules and regulations of the Govt. and University are observed.
- Adhering to the quality policy of the institution, Principal instructs and intimates the new projects and programmes for the effective and smooth running of the college at the outset of the session. The multidimensional role of the head of the institution requires her to delegate duties, pertaining to the major offices such as IQAC, Bursar, Registrar etc. and to constitute various committees of the teaching

and the non-teaching staff members. These offices and committees in consultation with the Principal, play a vital role in formulating policies and implementing them for upgradation of the educational standards of the institution.

- The Principal personally interacts with the stake holders:- students, parents, alumni, industry, government and non-governmental bodies the college is attached to. This is to know their aspirations and to ensure their participation in institutional plans. The constructive feedback of the stakeholders helps to strengthen the teaching learning process.
- The leadership is quite open to innovative ideas and changes. The stakeholders and experts are encouraged to suggest improvements in formulating policies and plans of the institution based on the analysis of national and international best practices, global demands and their rich experience and the latest researches in the concerned fields. The inputs are taken and incorporated in the policy and planning of the institutional programme.
- The leadership works hard to keep up the momentum in all activities of learning whether it is academic, co-curricular, sports, extra-curricular or social outreach. A result oriented strategic ground plan promotes the culture of excellence.
- Active involvement of the leadership and its constructive inputs help in meeting the demands of the changing times.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time ?

The institution has adopted participatory managerial principles. To look after the various aspects required for implementation of suggested plans and policies of IQAC and college council, the Principal appoints various committees and nominates the coordinators and members of the committees. These committees have periodic meetings with the Principal and carry out the assigned activities. The Principal adopts positive plans and takes corrective action where required and informs the faculty of its duties and responsibilities in the scheduled staff and departmental meetings. All the activities are assessed and evaluated by the IQAC.

6.1.5. Give details of the academic leadership provided to the faculty by the top management ?

The top management (DPI –colleges and Department of Higher Education) endeavours to provide the best academic leadership. The Principal, as the academic leader, acts as a bridge between the Higher Authorities and the faculty. As supportive and accessible leader, she motivates the faculty to achieve the institutional objectives and is appreciative of the outstanding achievements of the faculty and thus creates an environment conducive to academic growth. For all academic purposes, the Principal passes routine and specific instructions received from Higher Authorities to the HODs, Conveners of

various Academic and Co- academic committees and members of the teaching staff as required. The faculty is given the responsibility of printing of Prospectus, process of Admissions, Time-Table, Academic Calendar, Fee Concession, Post Matric Scholarships, updating website and so on. The HODs distribute the workload, monitor the progress of classes as per teaching plans and look after the working of their departments/ laboratories and laboratory staff.

Administrative Structure

6.1.6 How does the college groom leadership at various levels ?

Involvement of the staff .both the teaching and the non-teaching, in the various activities related to the development of the college by way of putting them in various committees enhances their leadership qualities. Participation of students in various

extension activities and social outreach

programmes conducted by the college inculcate leadership and organizational skills in them. In order to groom leadership at various levels, there is equal distribution of responsibilities / work. Each teacher is assigned one or the other responsibility of the college, apart from main teaching work. The senior teacher is made the convener. Various committees look after the work of admission, time table examination, prospectus, magazine, U.G.C., canteen, anti ragging , gender sensitization, NSS , Red Cross, Youth festivals etc.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system.

To a considerable extent, the administration is decentralized. With sufficient checks and balances built in the system, the various committees that cover all the aspects of governance of the college, in consultation with the Principal, take decisions which can be reviewed, if need be. The Heads of the Departments of the college have operational autonomy. They are assigned academic and administrative duties. They conduct departmental meetings and decisions are taken in consultation with the teaching and non-teaching staff wherever applicable. For other units of the institution, the Principal provides full autonomy, of course within permissible rules, to the various committees which are duly constituted as per provisions and requirements.

6.1.8 Does the college promote a culture of participative management? If .yes, indicate the levels of participative management.

The College follows a participatory and democratic approach whereby each department/ unit participates by chalking out and implementing plans for all the activities. Seniority and competence are the deciding factors for the faculty members for enhancing quality

in academic affairs. Office staff helps in running the college administration in a smooth and disciplined manner. The bursar looks after the financial aspects. The various committees of the college function to implement the plans. At the departmental level, the head of the department frames teaching plans in consultation with other members of the department. The subject societies are headed by students of the respective department. They are given freedom to plan and organize the cultural and academic activities. The administrative staff and other members of the department help them in executing these plans.

6.2 Strategy Development and Deployment them

6.2.1 Does the Institution have a formally stated quality policy ? How is it developed, driven, deployed and reviewed?

- As per Govt. rules, the ACRs of both teaching and non-teaching employees are got filled at the end of each academic session and sent to Higher Authorities. This practice not only monitors the yearly assessment of quality but goes a long way in improving upon it, since higher grades besides increments, promotions and extensions are determined by the said reports.
- Following its vision and mission, the college has framed a quality policy. A number of mechanisms are developed to add quality to its various units by the college.
- The IQAC performs the task of yearly monitoring of the activities with respect to the set targets.
- The college council discusses the plans and policies and makes appropriate recommendations to the Principal.
- All the decisions are effectively implemented.
- The faculty is motivated to strive for institutional excellence and initiative to learn and keep abreast of the latest development, to innovate continuously and to strive for individual excellence, by attending Seminars, Conferences, Workshops and other Training Programms.
- Special Computer Training Programmes are held in summer vacation for the staff.
- The faculty is encouraged by Higher Authorities for enhancing quality in Academics, Co-curricular and Research activity.
- The state government has started the system of On-Line transactions of salary which has saved our time and effort. Most of the communications from DPI are received through email. All these endeavors help in giving the nation quality human resource.
-

6.2.2 Does the Institute have a perspective plan for development ? If so, give the aspects considered for inclusion in the plan.

- The prospective plan is prepared by the IQAC based on the activities and future plans proposed by various departments.
- Teachers as members of the various committees formulate the strategy of development and deployment. The aspects considered for inclusion in the plan are infrastructure, job

- oriented courses, research, teaching-learning process, starting new courses, Raganizati seminars and conferences and other student and teacher welfare programmes.
- A proposal has been sent to UGC for grant of Rs. 79 lacs under 2f scheme.
 - A proposal for Institutional Development Plan (IDP) has recently been submitted to DPI© under RUSA with inputs from all departments.

6.2.3 Describe the internal organizational structure and decision making processes.

As given in 6.1.5, the college has a democratic set-up where each unit is given complete freedom to plan its activities, yet it operates through a structured organization for its smooth functioning.

Internal Quality Assurance Cell

Experienced members of the faculty, alumni, members of the society constitute the Internal Quality Assurance Cell. We are proposing to include some student representatives in IQAC from the coming session. The cell evolves strategies for quality enhancement and sustenance of the institutional programmes in consultation with the stake holders.

The Principal and five senior staff members constitute the College Council. It plans the growth, strategies and monitors their implementation to improve the academic standards. Major decisions and initiatives related to administration are also discussed in College Council meetings.

HODs look after the departmental activities including teaching –learning and take decisions in consultation with other members of staff as well as students.

Bursar looks after the college funds and purchases.

HEIS deals with self financing courses including teaching, administration and finances.

PTA deals with the PTA funds and its proper utilization.

Office Superintendent looks after the office related work

A chain of committees such as Admission Committees, Time-table Committee, Examination committee, U.G.C. Advisory & Utilization Committee, Library Advisory Committee etc. perform the specific tasks assigned to them with the support of its committed staff and contribute efficiently by looking after the various students support activities.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following.

- **Teaching and learning**
The College is fortunate to have a dynamic, intelligent and result driven faculty. It takes initiatives to learn, improve and strive for individual and institutional excellence. For making learning, learner centric, lecture method of teaching is supplemented by using black boards, audio visual aids, overhead projector and group discussion. The efforts are in progress for replacing chalk and talk method with computer aided teaching. Class tests, monthly tests, practical, viva, mid semester & house examination and discussions are conducted to determine the aptitude of the students. Remedial classes are held for the weak students. Meritorious students are given extra guidance. The teachers are hard working and the pass percentage of most of the classes is above university pass percentage. The students make liberal use of WiFi facility in the college library and Computer Science Department for updating their knowledge. The students are given assignments and project work. The review of the academic results and the feedback from the students enables the faculty to improve their teaching strategies.
- **Research and Development**
- The college motivates the faculty to develop scientific temper and research aptitude. The members are encouraged to participate in seminars, conferences and workshops.
- Good presence of Research on the campus aims to enrich the undertaking of methodologies, purposes and outcome of education.
- Some of the faculty members are involved in serious research on the contemporary and globally relevant topics and are guiding M.Phil and Ph.D. students.
- On the basis of their research output two of our faculty members have been selected for Professor Designation but the appointment is awaited.
- **Community Involvement**
The College is actively engaged in rendering community service and strengthening ties with the community through its meaningful programmes carried out by its clubs and societies. NCC, NSS, Red Cross, legal literacy Cell, Consumer Club, Youth Festivals, Gender Sensitization Society, Environment Society etc. Guest lectures are organized to create awareness among student and to help them imbibe civic responsibility.
- **Human Resource Management**
Being a Govt.college the staff is recruited by the Govt. In case of temporary vacancies, we recruit faculty through selection committees following the set norms After assessing man power requirements the selection committees recruit faculty and staff, on merit basis and monitor their working from time to time. For managing human resources, the principle of discipline is followed. The college is sensitive to the

significant role of human resource management for its smooth and effective operationalization. Rationalization plan is chalked out at the end of each academic year to calculate future manpower keeping in view the requirements of the institution. The deficit in the staff is managed by recruitment of guest faculty. The duties besides teaching are assigned to each and every teacher with full accountability and responsibility. The annual duties are rotated periodically to maintain the comfort level of teaching and non teaching staff. The faculty members are encouraged to enrich their competence through various development programmes.

- **Industry interaction**
The college is entrepreneurial in its approach and strives to ensure skill development amongst its students. The students are sent for industrial training in courses like Commerce. The students are provided a platform for interaction with experts from banks, industries and other public sectors through their talks organized by department of Commerce and HEIS so as to make the students aware of the working of the industry.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution ?

The IQAC of the institution has devised various mechanisms of feedback from students, parents and industry and other stake holders about institutional programmes and infrastructural demands. The Principal also keeps in touch with the DPI, Dept. of Higher Education and University by sending written reports whenever asked for. The annual reports, work load, student strength, SC/BC/ Minorities records, vacancies, infrastructure requirements etc. are sent to the authorities from time to time. After thorough discussion and deliberation the existing facilities and activities are reviewed and decisions are taken for the implementation of new plans. The Principal attends all the meetings called by Dept of Higher Education, DPI or the University.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes ?

Participatory management is the key to decentralization of authority in the college. The instructions received from higher authorities are strictly followed and implemented. The orders from higher authorities are circulated among staff wherever required and necessary action taken. The faculty is involved in different policy making decisions. In addition to academic activities, the faculty members are involved in multifarious activities related to the development of the college. The staff members are free to give suggestions and opinions which are taken into consideration before taking any decisions. As per Govt instructions many committees have been constituted for the welfare of the students e.g.

Anti Ragging Committee, Gender Sensitization Committee, Legal Litteracy Cell etc. UGC and Govt. guidelines are followed for the institutional processes.

6.2.7 Enumerate the resolutions made by the College IQAC in the last year and the status of implementation of such resolutions.

The following resolutions were made by the college IQAC last year:

- To pursue the case for re-accreditation of college by NAAC, Bangalore.
 - To renovate Computer Lab, Seminar Room and office of HEIS and these proposals were also passed in Board of Governors & Executive Body meetings.
 - To take feedback from students and parents
 - To set up Research Promotion Committee
 - To organize work shop on gender issues.
 - To organize trips for students of all faculties
 - To computerize the student data base
 - To keep record of the students progression.
 - To organize Convocation
 - To revive and strengthen the Alumni association
 - To constitute Library Advisory Committee.
 - To buy new and repair the defective fans for class rooms
 - To make examination hall functional
- All the above have been implemented.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If .yes., what are the efforts made by the institution in obtaining autonomy?

The University does not have a provision for according the status of autonomy to the colleges.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship ?

- The college has a mechanism to address the grievances of the staff. The staff Secretary, representatives of teaching and non-teaching associations and HODs bring forth the grievances to the Principal for redressal.
- A Grievances Redressal Cell works for the prompt settlement of the students' grievances in consultation with the Principal and the College Council.
- The students can submit their complaints orally or in writing to their tutors or teachers or directly to the Principal which are resolved promptly to the satisfaction of students.
- The representatives of different classes bring forth the problems of students, which are resolved in periodic meetings with faculty incharge and the Principal.

- Depending on their nature, the grievances of the students are referred to the Discipline Committee, Anti Ragging Committee or Prevention of Sexual Harasment Committee and are resolved instantly. There have been no major complaints.
- The personal grievances of the students are dealt with in the tutorial meetings where a teacher is allotted a fixed number of students (app. 60) to facilitate interaction and subsequent redressal of grievances.
- Meetings of PTA serve as a platform for representatives of parents to share their grievances with the teachers which are recorded for review purposes. The parents are also free to interact with teachers or the Principal.
- The Principal amicably settles the grievances of the teaching and non-teaching staff on the basis of one to one interaction.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decision of the courts on these ?

The details of the court cases filed by or against the institute are:

S.No.	Case ID /Year	Petition Name	Respondent Name	Status
1.	Special Leave to Appeal -34739 2013	State of Punjab & ORS.	Lacchman Dass and ORS.	List again on 01-07-2014
2.	CWP-16509 2013	Sham Lal Verma & ORS.	State of Punjab & ORS.	Disposed Of
3.	CWP-18264 2013	Nishant Kumar & ANR	State of Punjab & ORS.	Disposed Of
4.	COCP-2154 2013	Darshan Kaur & ANR	Ravneet Kaur &ORS.	Disposed Of
5.	CWP-25858 2013	Parmjit Kaur	State of Punjab & ORS.	Disposed Of
6.	CWP-25268 2013	Davinder Pal Singh	State of Punjab & ORS.	Disposed Of

7.	LPA-2323 2011	Jaswinder Singh	State of Punjab & ORS.	Dismissed as withdrawn
8.	CWP-21673 2011	Bhawna Sabharwal & ORS.	State of Punjab & ORS.	Dismissed
9.	COCP 1629-2011 (HEIS)	Anupam Sohal	Dr. Roshan Sunkaria & ORS.	Disposed Of Rules Disharged
10.	CWP-3602 2012 (HEIS)	Gitanjali Verma & ORS.	State of Punjab & ORS.	Disposed Of

6.2.11 Does the Institution have a mechanism for analysing student feedback on institutional performance? If .yes., what was the outcome and response of the institution to such an effort?

The college has a well-defined mechanism for obtaining feedback from the students and parents to ascertain the strengths and weaknesses of the institution and improve the quality of institutional provisions. The principal also interacts formally and informally with the students. The suggestions are analyzed by IQAC and positive steps are taken in response to the feedback by the Principal, Heads of Departments and the College Council.

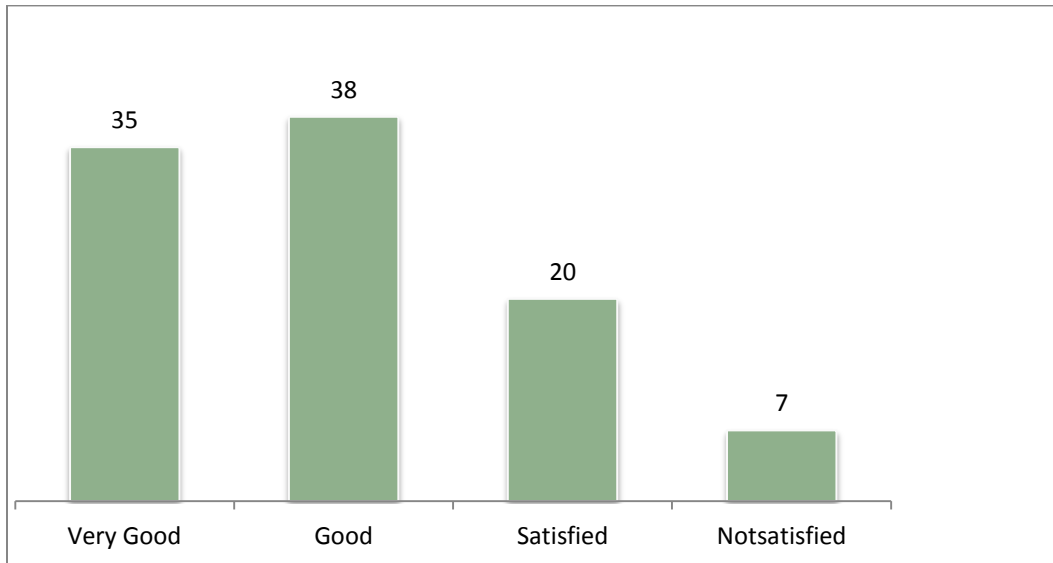
- Authorities concerned have been requested for more frequent bus service at peak hours from bus stand.
 - Proposal for bus under RUSA has been sent to Govt.
 - The problem of choked sewerage has been solved
 - Broken windowpanes and furniture have been repaired.
 - New fans have been purchased and the defective ones have been repaired.
- We show below some aspects of the analyzed feedback

Analysis of Feedback

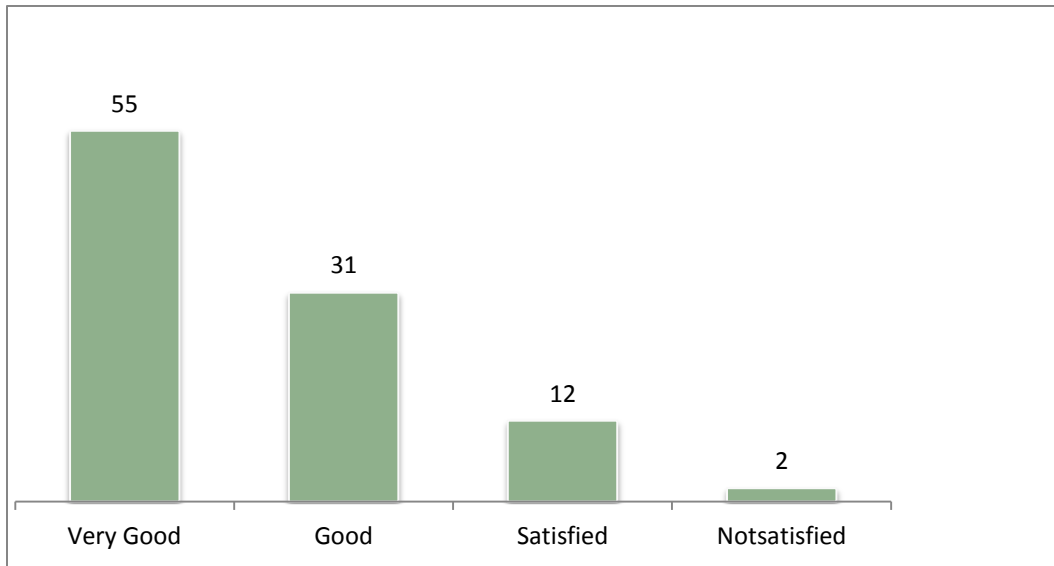
Feedback from Students about Computer Facilities



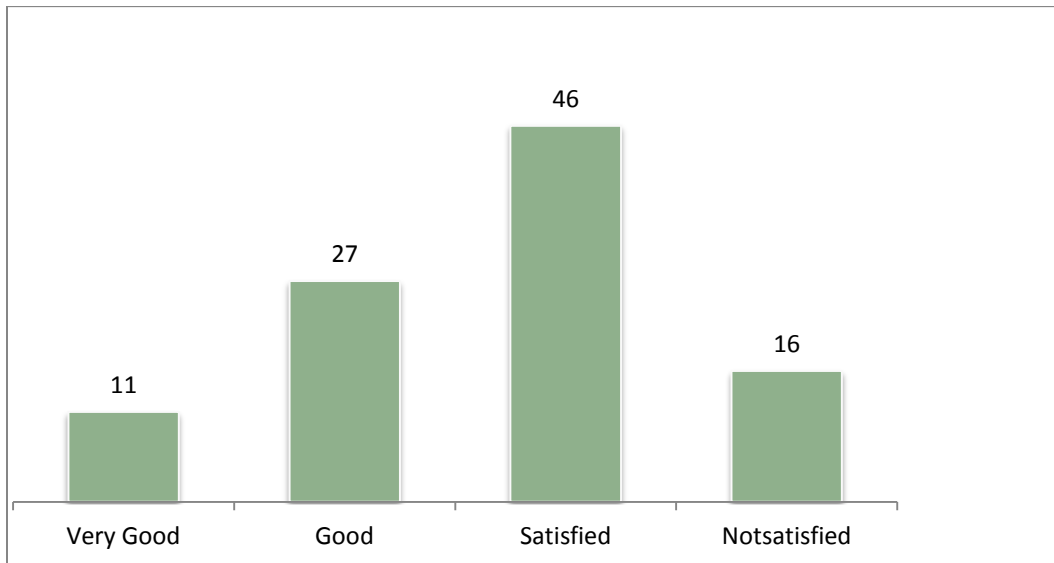
Feedback from Students about Library



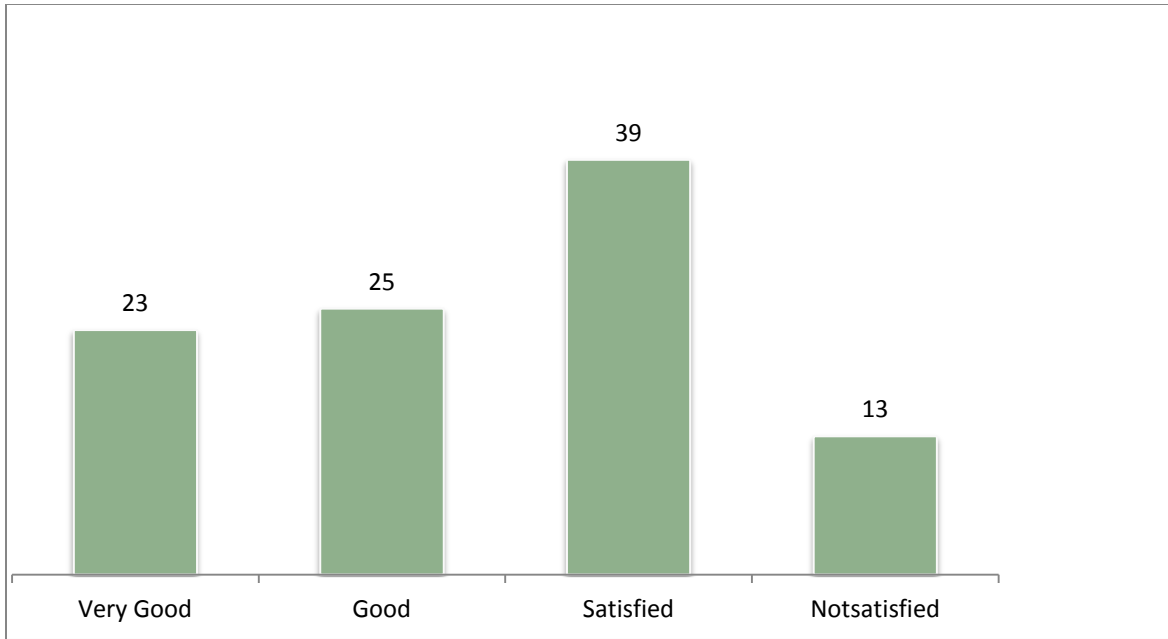
Feedback from Students about Teaching



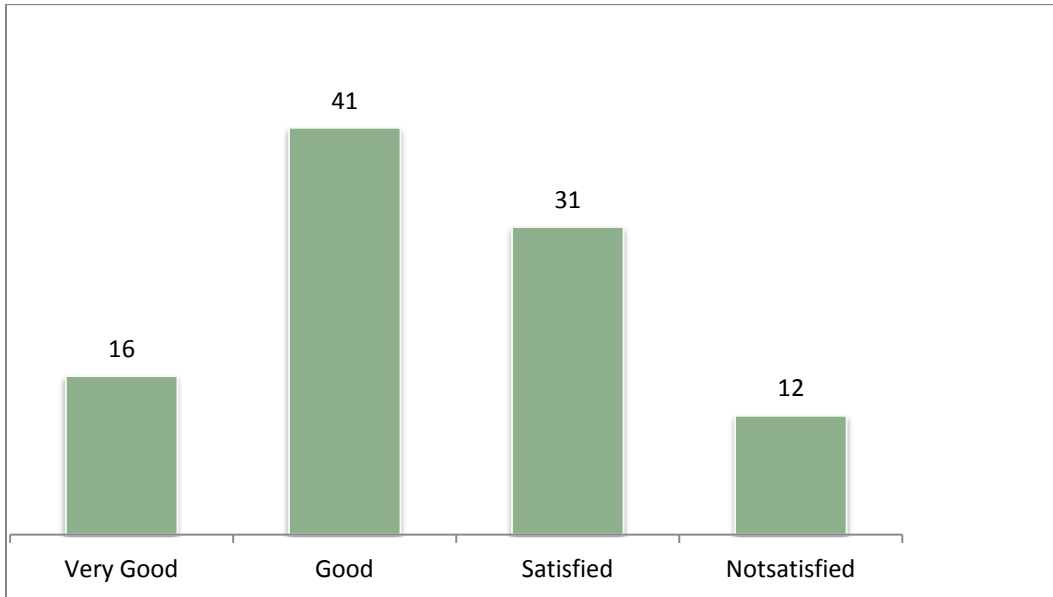
Feedback from Canteen Facilities



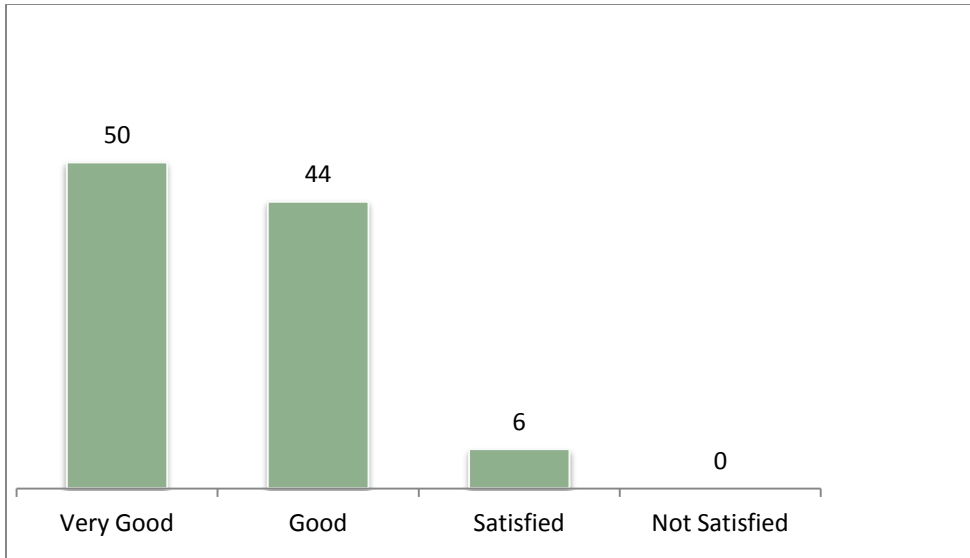
Feedback from Extra Curricular activities.



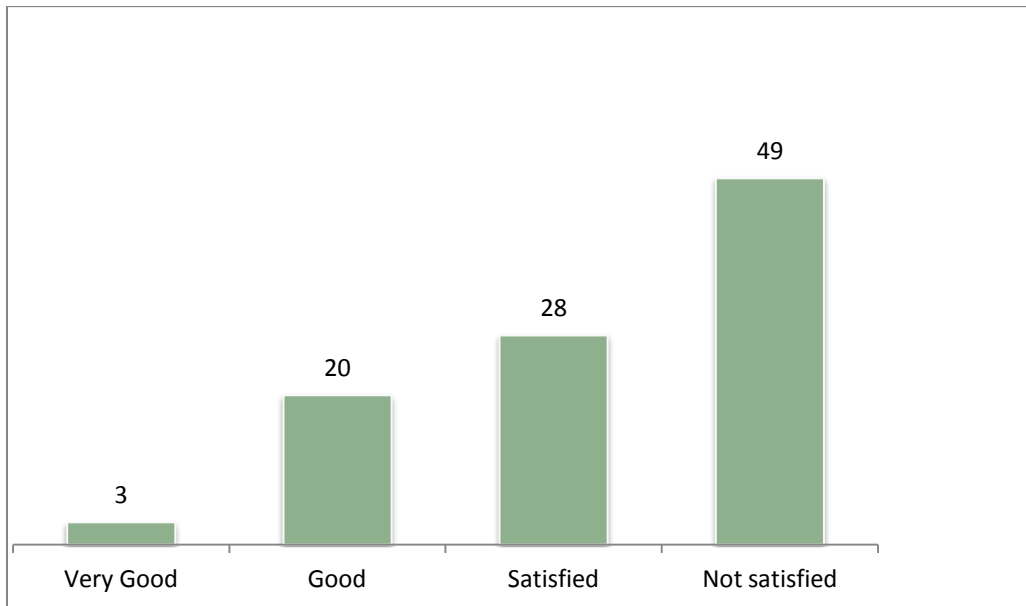
Feedback from Playground.



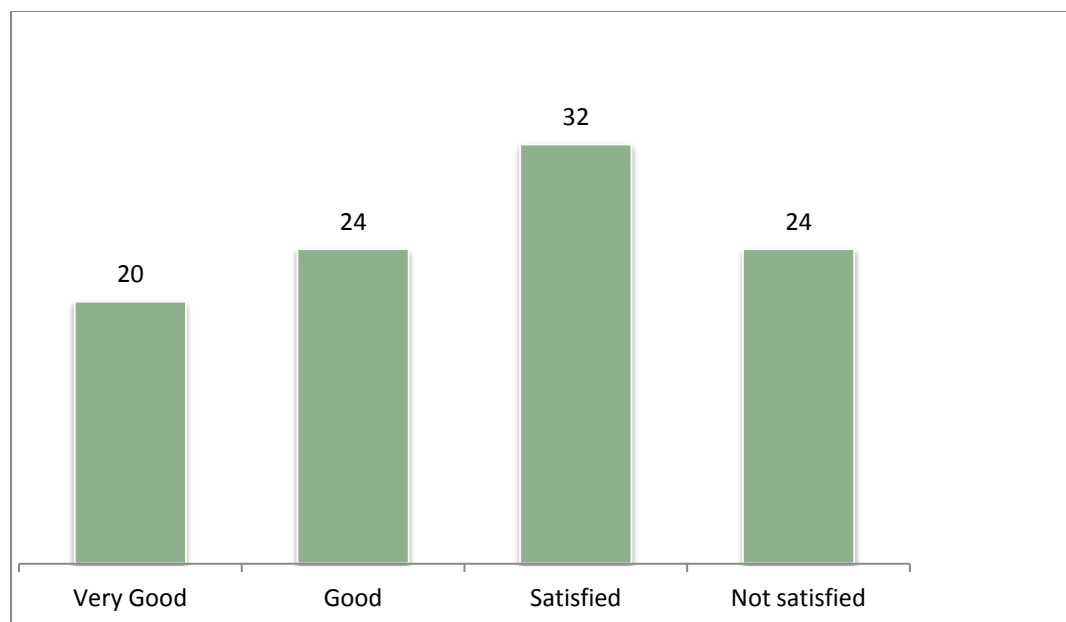
Feedback from Parents about regular class teaching.



Feedback from Parents on Transport facilities.



Feedback from Parents on Sports facilities.



6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff ?

The institution extends full support for professional development of the teaching and the non-teaching staff. The faculty members have pursued M.Phil and Ph.D through Faculty Development Schemes of the UGC in the past.. They are deputed to attend Refresher Courses, Orientation Programmes, National and International Conferences, Seminars and Training Programmes organised by various Institutions, Universities and Research Organizations. They are also encouraged to take up Minor and Major Research Projects and to supervise M.Phil and Ph.D students. Teaching and Non-Teaching staff is also provided the opportunity to get free computer training.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The College believes in faculty empowerment to harness their unique talents and skills and promote their professional growth. Persistent efforts are made to empower the faculty through support, guidance and directions from Higher Authorities. The faculty is motivated to attend Seminars, Workshops and Conferences. The faculty members who

complete their M.Phil and Ph.D degrees during service are given financial incentives by the Govt. in the form of advanced increments as per rules. The Govt. has allowed two years extension of service of all its employees with due approval from Higher Authorities.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The institution has formal and informal channels of evaluation of teachers by the teachers themselves and by the Principal. Every year the regular teachers make their self appraisal in proformas specified by the Government of Punjab in which they self analyze their multifarious achievements including nature of duties, their individual results and the like. The Principal makes a detailed appraisal of the teacher on the specified form with 40% weightage to his/her work, 30% to his/her personal qualities and the rest 30% to his/her capability to perform efficiently and grade him/her annually. These annual confidential Reports (ACRs) are sent to higher authorities. The teachers, in general, are also evaluated by the students of outgoing classes in their feedback, formally as well as informally by the Principal. This also identifies the strengths and weaknesses of the individual teachers. If need be, mentoring is done to help improve their professional capabilities. Similarly the nonteaching and office staff are evaluated by their respective heads of the departments and the Principal who make confidential reports for their promotion. The guidelines of UGC/DPI are strictly followed for promotion. Recently PBAS proformas from U.G.C. were got filled by the faculty holding Ph.D. degree for promotion to Professor by DPI Colleges. On the basis of API scores two teachers were short listed for interview and got selected. The appointments are awaited.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

After reviewing the Performance Appraisal reports, suggestions are provided to internalize dedication and commitment in the staff. These ACRs are forwarded to the higher authorities. In case of extension of service, special ACRs are sent to higher authorities by the Principal along with recommendations following which extensions are allowed.

6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The following are the welfare schemes for teaching and non-teaching staff.

- Opportunities for those who wish to improve their qualification

- Free computer training to the members of the staff.
- GIS.
- Gratuity & Pension
- General Provident fund as per rules.
- Providing loans on a nominal rate of interest and non-refundable loans out of GPF.
- Medical Leave / Casual Leave / Earned Leave / Ex India Leave / Compensatory Off facility as per rules.
- LTC
- Child Care Leave
- Duty leave for attending refresher courses, workshops etc.
- Six months Maternity Leave as per rules
- Medical allowance
- Mobile allowance
-

6.3.6 What are the measures taken by the Institution for attracting a retaining eminent faculty ?

The Govt. provides pay scales as per UGC norms and security of service to the faculty and other staff who have the desired qualifications and skills.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources ?

- The college has a well established mechanism to monitor the financial resources.
- Being a Govt. college, the salary budget is approved by DPI (colleges). All transactions pertaining to salary are done online. The concerned clerk maintains all the records of salary related matters e.g. GP fund, GIS, Income Tax etc.
- Bursar looks after the amalgamated funds, which are utilized judiciously for the welfare of students as per Govt rules and regulations. The college has separate account books for different categories of funds e.g. Physics fund, Chemistry fund, Computer Science fund, Geography fund, Examination fund, Building fund etc. For utilizing these funds prior sanction of the Principal is taken and all the applications regarding the financial permissions are routed through Bursar. The Bursar supervises cashbooks and account books of these funds which are maintained by the concerned clerk.
- There are various purchase committees, which after taking proper sanction, start the process of inviting quotations, making comparative statements, placing orders, verifying the work done and finally the payments are made after proper scrutiny of the whole process.

- HEIS funds which are raised mainly for the self financed courses are routed through the member secretary and the accounts are well maintained. The process of inviting quotations is the same as given above.
- PTA fund which is raised by the college is mainly utilized for hiring guest faculty to fill the gap of shortage of regular staff and also for other purposes related to the welfare of students. The funds are well maintained by PTA clerk and supervised by Treasurer selected by the staff and requisite approval for expenditure is taken from the PTA executive as and when required.
- UGC Committee applies for the grants as per provisions and regulates the budget allocation for different purposes.
- The utilization of all these funds is duly got audited as per rules and provisions.

6.4.2 What are the institutional mechanisms for internal and external audit ? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- The Internal Audit of the college is done in the form of internal check. The concerned office staff is entrusted with the responsibility and accountability of maintaining and monitoring the records as per the duties assigned to them. The tentative expenditure / budget estimate is made before the beginning of the new financial year keeping in view the welfare of the students. The records are monitored by the College Bursar and the Principal.
- The funds of PTA and HEIS are audited every year by a Chartered Accountant appointed by them respectively.
- The last audit of HEIS funds was done in April 2014 by Chartered Accountant and there is no audit objection.
- The last audit of PTA funds was done on 24-06- 2014 by Chartered Accountant and accounts have been found in agreement with the books.
- Govt. grants and funds are subjected to external audit conducted by the Audit department of the state Govt. and the same is audited by the Accountant General, Punjab. The last external audit was done in August, 2005.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The major sources of institutional funding are:

- Funds from Govt.
- Grants from UGC
- Fee from students
- PTA Fund
- Self-finance course under HEIS

Deficit Management If at times, Govt. funding falls short for a specific purpose, PTA and HEIS manages the deficit accordingly giving foremost importance to the welfare of the students.

Govt Budget	Income (Rs.)	Expenditure(Rs.) Transferred by Govt.
2010-11	110489	2,94,86,985
2011-12	183982	3,09,06,001
2012-13	144573	5,23,50,775
2013-14	164917	3,41,84,905

Funds-AF	Income(Rs.)	Expenditure(Rs.)	Reserve Fund (Rs.)
2010-11	223492	51344	172148
2011-12	431327	124744	306583
2012-13	598549	125189	473360
2013-14	716372	100344	615928

Funds-HEIS	Income(Rs.)	Expenditure(Rs.)	Reserve Fund (Rs.)
2010-11	4175327	1569392	2605935
2011-12	4103221	2109791	1993430
2012-13	4056005	1976320	2079685
2013-14	4812656	2407533	2405123

Funds-PTA	Income (Rs.)	Expenditure (Rs.)	Reserve Fund (Rs.)
2010-11	777540	810424	460276
2011-12	979864	845610	594530
2012-13	1018182	759391	1612712
2013-14	1111257	822480	1066402

Funds-U.G.C	Income(Rs.)	Expenditure(Rs.)	Reserve Fund (Rs.)
2010-11	3215759	2280477	935282
2011-12	11875	43680	903477
2012-13	17430	107126	813781
2013-14	406293	782658	446816

6.4.3 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Sometimes the financial help is promised by the visiting dignitaries / public representatives but no funds have been secured so far. The faculty helps the deserving BPL students from their own pocket.

Additional funding has been sought from Govt. for maintenance and improving the existing infrastructure. After many visits and due inspection by the higher authorities a sum of Rs 167.44 lacs.was allotted to the college for repair and renovation purposes on 12-08-2013. Out of the first installment Rs.41, 449 were utilized for renovation of administration block like flooring, toilets, doors, window panes etc. Rs.3, 654,075 were utilized for renovation and repair of Science Labs, Examination Room, Examination Hall, de choking of Sewerage etc. The work is still in progress.

Funds-Govt PWD	– Expenditure Transferred by Govt. (Rs.)
2012-13	41449
2013-14	3654075

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If ‘yes’, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

IQAC was established in 2005 but it started its proper functioning in 2010. It strives to develop a system for conscious and consistent action plan to improve the academic and administrative performance of the institution. It looks forward:

- To set and maintain quality benchmarks.
- To identify strengths and weaknesses in the quality assurance procedures
- To monitor the teaching and learning outcomes.
- To evolve a feedback mechanism for further reforms and development.
- To prepare action plans for the academic sessions and to ensure their implementation.
- To promote research culture among the teachers and students.

In this regard, our institutional quality assurance policy has led to the enhancement of the teaching learning process, co-curricular activities, sports achievements, student support activities, gender sensitization, legal literacy, environment consciousness etc.

- b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

IQAC reiterates its commitment towards multidimensional growth of the institution. The authorities work in collaboration with IQAC and ensure the successful execution of the plans and proposals chalked out by it. The decisions approved and implemented are:

- The process of re-accreditation of college by NAAC, Bangalore. has started.
- Academic calendar and teaching plans are followed.
- A new computer lab and seminar room has been furnished and the office renovation in the HEIS has been done
- Feedback taken from students and parents has been analyzed for further improvements
- A research promotion committee and library advisory committee have been set up

- A work shop on gender issues was organized
- Examination hall has been made functional.
- Class rooms/ labs are being renovated out of Govt. as well as Student Funds
- Wash rooms have been renovated
- Tours for students were organized
- New fans have been purchased and the defective ones have been repaired.
- Record of the students progression has been maintained
- The Alumni association is being strengthened
- The prospectus has been made more informative for students and parents.
- The admission process has been made more rational and transparent.
- The college website is updated regularly.
- The student data is being uploaded in the software purchased for the purpose.

- c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

IQAC has three external members who have given valuable suggestions for quality enhancement.

- d. How do students and alumni contribute to the effective functioning of the IQAC?

We have one member from alumni on the panel and we are planning to add two students in the cell from the coming session.

- e. How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC of the college chalks out the action plan for the year to be carried out by the various departments and cells / committees. The staff is informed through notices and given a deadline for the implementation and smooth functioning of the action plan. The data is collected from the staff as and when required. The various committees are formed for the effective planning and implementation of the decisions taken in IQAC meetings. The Conveners of the committees not only monitor and evaluate the outcome and achievements but also keep the record of all these activities. At the end of the academic session, all this is brought out in a form of printed document called Annual Report. This Annual Report is distributed among students, parents and staff at the time of Prize Distribution Function.

The annual report of the college is also sent to Punjabi University, Patiala as per the requirement of the University and the same is published by the University and is available in the college library.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The college has formulated a very good system for strategic planning concerning every activity including academic, cultural and sports etc. Before the beginning of new session, the college IQAC prepares a concrete and a balanced calendar of activities for the next session. IQAC holds meetings of its internal members during each session and ensures the implementation of decisions taken. The various committees are formed for the effective planning and implementation of decisions taken in the meetings. All HODs are asked to maintain the record of teaching plans, work load, student strength, student progression, results, departmental activities etc. At the end of the academic session, all this is brought out in a form of printed document called Annual Report. This Annual Report is distributed among students, parents and staff at the time of Prize Distribution Function. IQAC has always followed the culture of team work.

On the Administrative front the teachers are put on proctorial duties in their free period to maintain proper discipline in the college. In addition to that there are Discipline committee and Anti Ragging Committee and Squad. Anti Ragging Committee includes students and parents as well. PTA which includes staff and parents of some students goes a long way in providing funds for various purposes towards the growth and maintenance of quality. Orientation assemblies and Tutorial groups have created a very warm and conducive atmosphere in the college and improved the teacher-student interaction for the overall development of the youth. To ensure security of girls, check at entry and exit points of the college by a vigilant gate keeper is done.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The college provides orientation to its staff for effective implementation of the decisions taken to enhance the over all quality on all fronts. Initially the impact was very slow and invisible but gradually, by consistent efforts, guidance and cooperation by IQAC, it started having its desired impacts. The coordinator and the internal members of college IQAC hold special meetings .the IQAC coordinator has attended a five day training Program on 'Problem Solving and Decision Making' at MGSIPAP, Industrial Area, sector 26, Chandigarh and participated in all the activities including a tough tracking event on team work. The college proposes to organize some special presentations on team work.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

As teaching learning is a dynamic and ever changing process, therefore we constantly review our own pedagogic methods. For starting new courses, the teams from university visit the college campus to review the infrastructure and other requisite facilities and the sanction for course is granted accordingly. The sanction of Dept of Higher Education is also taken as per Govt rules. The state Govt. reviews the academic provisions from time to time and the college provides all the requisite information to the higher authorities. The Principal attends all such review meetings when required.

There was a switch over from annual to semester system in Science and Commerce classes and the teachers guide the students and ensure timely completion of syllabi according to teaching plans and internal assessments are sent well in time to the University.. The performance of students in class tests, mid semester / house exams is also helpful to know the effectiveness of their teaching methods. The ultimate objective of entire teaching-learning process is to achieve academic excellence in final exams. In order to plug the loop holes, remedial classes are arranged for slow learners and the advanced learners are groomed.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities ?

Being a state run college, the instructions given by higher authorities for quality enhancement are followed. The external regulatory authorities of our college are DPI (Colleges) and Punjabi University, Patiala and we align our mechanisms as per their norms and requirements.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome ?

The academic progress of the students is monitored and continuously reviewed through regular tests and assignments at the department level. The slow learners are helped to improve and fast learners are groomed. Questions banks are provided to help the students. Group discussions, viva-voce, visual aids, presentations, and demonstrations form part of teaching learning process. The students are encouraged to make use of NRC in the library. The proper record of student attendance is maintained and the names of students, who remain absent for a specific period of time without a valid reason, are struck off. They are allowed re admission as per rules.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders ?

Once the quality assurance policies are framed by the college IQAC, the Academic Calendar is prepared which also reflects the spirit of these policies. Some of important points are mentioned in the college prospectus and uploaded on college web site. The information regarding the policies is communicated through notices and in meetings of PTA, College Council, HODs and staff. The students are also informed about them through notices, in Orientation Programmes and tutorials. The feedback about the outcomes of these policies is taken in the tutorial meetings of the college as well as through Feedback Proforma. Annual report about sport activities is read by the Principal on annual Athletic Meet of the college. Annual report of all activities and their outcome is printed every year and distributed among students, teachers and parents on the Annual Prize Distribution Function. These activities are clearly mentioned in the AQAR to be submitted to NAAC and annual report to be submitted to Punjabi University, Patiala for its annual publication.

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES



7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities ?

The campus has no Green Audit . But environmental society undertake and work on certain environmental problems and issues.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly ?

- * **Energy conservation-** All the faculty members , employees and particularly laboratory staff are environment conscious. Instruments connected to electric points are switched off when they are not in use. Electric load has been reduced by removing 15 amp plugs wherever not required. Power saver CFL and tubes have been replaced by traditional lamps so that electrical energy can be saved and consumption may be reduced. The building is Built in such a way that every lecture theatre and room has enough Sun light .So during day time tube lights are not needed.
- * **Use of renewable energy-** To increase the biomass and for creation of renewable energy resources ,plantation of suitable and well adapted trees is undertaken and are maintained and more trees are planted every year during Van Mahotsava . As t he deciduous trees shed their leaves during dry season and there is a mechanism for the collection and disposal of such leaves . There is a container built towards east side along the boundary wall for the purpose of waste but it remain empty from the last many years. Dustbins have been placed throughout the campus to collect the waste of all types for disposal .We have large roof area and have great amount of direct Sunlight which we hope to utilize by installing solar panels in future.
- * **Water harvesting-** College is fortunate that there is natural harvesting due to its location as it is situated near the foothills and water bodies Campus is surrounded by hills and construction of mud wall towards eastern side ,plenty of water enters into the sandy-loamy soil and regenerates the ground water in a natural way .

Large plastic containers with sufficient capacity of water storage are placed in the bathrooms in different blocks on each floor so that water remains available throughout the day.

- * **Check dam construction-** College campus is situated near the famous Bhakra Dam which channelizes river Sutlej water into two canals which flow through the town. The Nangal lake in the town act as buffer for excess of water during rainy season. The soil is very porous if wet but also hard when dry, has lot of capacity to absorb water and remain moist for long period. A large and high earthen erection along the eastern boundary of college campus provides protection from floods water and act as check dam.
- * **Efforts for Carbon neutrality-** The campus has sufficient number of trees which reduces the effect of carbon dioxide and subsequent green house effect. The area of the campus is almost cover with herbs, grasses which turn lush green especially during rainy season and after the rains are over. Most of the trees remain green throughout the year and provides plenty of shade and cool environment. Trees of *Alstonia scholaris* thriving well along the boundary wall outside the campus and roadside provides protection from noise pollution and check dust particles.
- * **Plantation-** Trees of *Terminalia blerrica*, *Tectona grandis*, *Morus alba*, *Melia azadirichta*, *Polyalthia longifolia*, *Cedrella toona*, *Grevillea rubusta*, *Pongamia glabra*, *Chuckresia tabularis*, *Acacia auriculiformis*, *Milletia ovalifolia*, *Eucalyptus citridora* and *E.acutifolia* are flourishing well in college campus. There are also ornamental plants including *Cycas rumphii*, *Ruscus*, *Vinca rosea*, etc. It is a tradition of the college that the dignitaries, VIPs visiting the college, plant a tree in the campus which is well maintained and looked after by the gardeners.
- * **Hazardous waste management-** Hazardous waste mainly come from chemistry department from where certain poisonous chemicals like HCL, H₂SO₄, HNO₃, are used for experimental purposes but they are used in very low quantity. Empty bottles are crushed/broken and dumped in a pit at one corner of college campus away from the approach of students and disposed off. Radioactive element in Physics is safely contained in lead container to avoid any effect of radiation. Crushed empty bottles of phenyl and insecticides are buried in deep pits dug where the students cannot approach. Smoking, use of drug, chewing of tobacco and drinking of alcohol being injurious to health are totally banned in campus. Students are periodically advised and make aware about the ill effects of these drugs through lectures, chart making competitions, Power Point Presentations, etc.
- * **e-waste management—** As our institution has new systems and have not produce any e-waste but if electronics instruments get out dated or obsolete we will donate them to a School, NGO or an organization for learning or on need basis. We will rely on 'reuse and recycling' that extends the life of various components of these wastes. We shall follow the guidelines of Govt. about e-waste management.

Best Practices

Practice No.1.

Feedback from Students and Parents

Goal

1. To elicit precisely the needs of the students and ascertain the gap between the genuine expectations of the students and parents.
2. To plan and implement the expected changes effectively
3. To know our weaknesses

The Context

Govt. Shivalik College, Naya Nangal is a premier education institution catering to the education of students belonging mostly to rural areas of Punjab bordering Himachal Pradesh. Students, the prime stakeholders, have their own set of priorities and needs. Insensitivity to them may render the educational effort of the institution partially ineffective. An assessment of the perceptions of parents is also necessary for imaginative planning and effective performance. Hence we felt the need to obtain their feedback Keeping in mind the following:

1. To monitor the overall performance of staff
2. To encourage co-curricular and extra curricular activities
3. To bring about improvement in teaching-learning process
4. To update the knowledge facilities and infrastructure
5. To provide better environment for multi dimensional development

The practice

Feedback is collected once a year at the end of the academic session from outgoing students of all the faculties. The parents are sent the feedback proforma through their wards chosen at random. The collected information is analyzed and discussed with the principal. The necessary steps are taken to address the genuine grievances of the students and parents.

Problems Encountered and Resources Required

The practice is well received and required no extra funding. The data was collected by the IQAC Co-ordinator with the help of the faculty. The data was analyzed by the Feedback committee and brought in the visual form by the IQAC Co-ordinator.

Impact of the practice

In response to the feedback and the need expressed, the principal has written to the transport department to arrange more buses at peak hours. The maintenance of the college building is in progress. Students' positive response is really a true resource in itself.

Contact person for further details

The Principal / IQAC Coordinator

Govt. Shivalik College, Naya Nangal

Distt. Ropar (Punjab)

e-mail:gcnayanangal@gmail.com

Practice No.2.

1. Title: Readers' Club for students

2. Goal

“Be a Bibliophile, if you are not one already!” Keeping this aim in mind, the College aims to provide a platform for the students to share the reading experiences, improve the writing skills and evolve as confident public speakers. They develop these skills and experience the thrills that come with being avid readers. We believe that every student can become a book lover. The need is to create an environment in which students become confident readers and independent thinkers. In an age of digital distractions, shorter and shorter attention spans, and competitiveness, it is vital that the students be introduced to the kind of discipline, value-system, knowledge, and IQ and EQ gains that come from reading. The practice of initiating a Readers' Club in the college library is a crucial step in that direction.

3. The Context

As teachers we make an interesting wish list in terms of what gains we seek for our students from reading: academic advantages, stress-busting, concentration skills, good habit cultivation as well as good communication and presentation skills. A Readers Club acts as a catalyst to connect students with these and other skills once they have learnt to derive the joy that come with reading!

Keeping these goals in mind it was decided to adopt the innovative practice of starting a Readers' club in the college library. In the present scenario of mobiles and internet, luring the students to read was an uphill task. The information was personally circulated in each class by the Teacher- in- charge motivating the students to join. The first Orientation meeting was addressed by the Principal herself who inspired the students to join the Club and enjoy the great experience of reading.

4. The Practice

In the new session, after the admissions were over and the regular classes had started, the students of all classes were notified, personally informed and invited to join the Readers' club as it was a new, unique and innovative practice being adopted by the college. The orientation Meeting was attended and addressed by the Principal in which more than forty students participated. The three teachers associated with the club suggested various books to the students who got them issued in their names. They were asked to bring their write ups/impressions about the book they had read. They were given encouragement and incentive to be active members with the promise that the best contributions shall be

published in the college magazine and the contributors shall be felicitated by being awarded prizes and certificates. The club had monthly meetings. Every month, the new students were also encouraged to join. In each meeting the students would read out their write ups or discuss their feelings and emotions about the book that they had read. It was an invigorating exercise for those present.

English language was a constraint as most of the students hail from rural Punjabi belt. But as the library has a good collection of books in Punjabi and Hindi besides English, they could choose good biographies, poetry, motivational books and fiction as they pleased.

5. Evidence of Success

Over all, it has been a productive and pleasant experience. Many students surprised us with their originality and depth of emotion in their presentations. Although the number of students attending the meetings each month was much higher, only those fifteen students who attended all the meetings and regularly contributed were awarded certificates by the Principal in the last meeting at the end of the session. Three best contributors were also given books as prizes. Many of these write ups have been published in the college Magazine, “The Satluj”.

It is hoped that this practice of running a Readers’ Club will continue in future with even greater success and the college will succeed in its endeavour of producing avid readers who expand their horizons, stretch their minds to grasp new concepts, improve their expression and vocabulary and also evolve into creative writers and confident speakers.

Contact Details

The Principal / IQAC Coordinator

Govt. Shivalik College, Naya Nangal

Distt. Ropar (Punjab)

e-mail:gcnayanangal@gmail.com

Practice No.3.

Title: Grooming the Advanced and helping the Slow Learners

Goal

- To popularize the science subjects
- To cater to both the advanced and slow learners of B.Sc. (Non-Med)
- To help them lead forth their full potential, each according to their ability
- To help them prepare for entrance examination to get admissions (M.Sc.) in reputed institutes
- To involve students in the quality assurance
- To increase students progression to higher education

The context

Govt. Shivalik College, Naya Nangal is a premier education institution catering to the education of students belonging mostly to rural areas of Punjab bordering Himachal Pradesh. Students, the prime stakeholders, have their own set of priorities and needs. Insensitivity to them may render the educational effort of the institution partially ineffective. The real challenge lies in controlling the young minds, guiding them and bringing out their maximum potential for positive activities. The 'young brigade' of students is full of energy, ideas, passions and enthusiasm. If their energy and enthusiasm is not channelised properly and positively, their energy can go astray.

Last decade we have seen the declining trend in B.Sc classes. The meritorious students preferred to take admissions in UT Colleges.

We felt the need to groom the advanced learners of B.Sc. so that they could compete with their urban counterparts and progress well. At the same time we are sensitive to the needs of slow learners. We felt that slow learners feel a little bit shy to clarify their doubts from teachers but are open to their classmates.

The practice

The departments identify the capacities, potentialities, aptitude and interest of the students at the entry level (B.Sc.-I). The advanced learners are identified during classroom teaching, practical demonstrations and personal interactions with the students. The scores in lower class as well as their performance in class tests and viva-voce also play a vital role to judge such students. Such students are inspired to demonstrate practicals to the slow learners. They are also given the task of checking their class tests

and help them rectifying their mistakes. They also help the slow learners to prepare their practical files.

The advanced learners are advised to read reference books and surf the net for further knowledge. Two- three final year students are selected to prepare presentations on the recent trends in Physics/Chemistry or life of great scientists.

They are also helped to keep them abreast with the process of admissions in the reputed universities for master's degrees. In addition to that, counseling sessions are held in Departments to ensure regularity and punctuality of students specially boys and to channel their energies in the right direction Interactive teaching methods are adopted which instill confidence in our students.

The evidence of success

The practice is well received and has worked out very well. Fresh blood is pumped in every year and at the same time it has bridged the gap between slow and fast learners. The popularity of science subject has increased and the tag of Physics/Chemistry being the 'tough' subject is slowly fading. Many of our students have got admissions in M.Sc. in premier institutes of the area.

The students have become more confident and ready to face the challenges ahead.

The practice is helpful in nurturing a sense of responsibility and belonging to the college. Students felt more comfortable in asking questions and brought more problems for solutions as there was less inhibitions in them in consulting their student-cum-teacher. This healthy practice was successful in achieving its objective for which it was basically introduced. The basic idea was to involve students in quality teaching, to develop among them a sense of belongingness and a sense of responsibility towards their alma mater. This practice proved successful in bringing desired results. Firstly, the teacher-cum-student gained enormously in terms of confidence, respect, response and conceptual clarity. Secondly, students, which were being taught were benefited as there was no loss of their studies and had better interaction. Apart from this, they felt psychologically elevated and emotionally contented. All this boosted their confidence and morale and created a warm academic relationship among students in the college

Problems encountered and Resources required

This practice requires no financial implication. It only requires teacher's extra time and efforts.

Some students try to copy the observations/graphs/results of the meritorious students. Sometimes the student –demonstrators commit serious errors and the teacher has to be very alert to detect the mistakes and correct them well in time.

This session the Physics teacher has to face a situation where some practicals were taught wrongly to the slow learners. But it proved to be a blessing in disguise for the meritorious students who themselves lacked clarity and the teacher revised the same experiment many times to the whole class

Contact person for further details

The Principal / IQAC Coordinator

Govt. Shivalik College, Naya Nangal

Distt. Ropar (Punjab)

e-mail:gcnayanangal@gmail.com

C. Inputs from Departments

Evaluative Report of the Departments

Evaluative Report of Political Science

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department
Political Science
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G., P.G.
4. Names of Interdisciplinary courses and the departments/units involved
N.A.
5. Annual/ semester/choice based credit system (programme wise)
Annual for U.G., Semester for P.G.
6. Participation of the department in the courses offered by other departments
N.A.
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
N.A.
8. Details of courses/programmes discontinued (if any) with reasons
None
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	03	02

Adhoc/Part Time		01
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10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Nilima Dogra	M.A., M.Phil., P.hD.	Associate Professor	Pol. Sociology	35 years	-----
Dr. Harmeet Kaur	M.A., M.Phil., P.hD.	Associate Professor	State Politics	25 + years	-----
Ms Darshan Kaur	M.A., M.Phil.,	Adhoc/Part time	State Politics	12 + years	-----

11. List of senior visiting faculty

N.A.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty

N.A.

13. Student -Teacher Ratio (programme wise)

B.A. = 90:1, M.A. = 17 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled **N.A.**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

P.hd = 02, M.Phil = 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

N.A.

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

N.A.

18. Research Centre /facility recognized by the University
N.A.

19. Publications:

* a) Publication per faculty **ONE**

20. Areas of consultancy and income generated
N.A.

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

Member of U.G. Board of Studies, Member of P.G. Board of Studies of Punjabi University Patiala

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme

42% (M.A.-II) , Students doing an election related project (Field Study)

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

N.A.

23. Awards / Recognitions received by faculty and students

N.A.

24. List of eminent academicians and scientists / visitors to the department

N/L

25. Seminars/ Conferences/Workshops organized & the source of funding

N/L

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. Part - I		99	15	71	70.38%
B.A. Part – II		101	10	88	98.75%

B.A. Part – III		71	10	59	95.24%
M.A. Part – I	32	32	08	22	100%
M.A. Part – II	21	21	02	19	100%
Total		324	45	259	
				304	

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.			×
M.A. (Pol. Science)	28	02	×

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

ONE

29. Student progression

Student progression	Against % enrolled
UG to PG □	61 %
PG to M.Phil.	60%
PG to Ph.D.	10%
Ph.D. to Post-Doctoral	
Employed • Campus selection N.A. • Other than campus recruitment	---- 02% (from 2012-13 Pass outs)
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities
- a) Library U. G. and P. G. Library
- b) Internet facilities for Staff & Students UGC Resource Centre in Library.
Free internet facility for staff and students
31. Number of students receiving financial assistance from college, university, government or other agencies
FOUR
32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts
Extension Lectures/Workshops organized by Career Counseling Cell / Legal Cell / Gender Sensitization Committee/ Political Science Association Function in collaboration with Local NGO (Bhartiya Vikas Parishad)
33. Teaching methods adopted to improve student learning
(Assignments/Seminars/Quizzes/PPT/ Lectures through EduSat besides class lectures
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
Readers Club / NSS / NCC / Gender sensitization functions / Association Function / Traffic Awareness Function / Workshop.
35. SWOC analysis of the department and Future plans

SWOC + FUTURE PLANS

Strengths :-

- 1. Highly qualified Faculty.**
- 2. Well equipped Post Graduate + Graduate Library.**
- 3. Much Greater number of Girls – Providing female education in the semi /backward area.**
- 4. Semester system at P.G. Level along with internal assessment based on the student performance, assignments and attendance.**
- 5. Edu-Sat teaching for graduate students and multimedia facility.**
- 6. Free Wifi and Network Resource Centre Facility.**
- 7. Excellent (100%) results especially of Post Graduate Students.**

Weakness :-

- 1. Shortage of Regular Teaching Faculty.**
- 2. Less no. of Sanctioned Posts vis-a. vis Post Graduate Teaching Norms of UGC.**
- 3. Absence of Smart Class Rooms.**

4. Lack of Separate Transport Facility for Girls Students.
5. Lack of Research Oriented Curriculum from University.

Opportunities :-

1. Free Internet.
2. Career and Counseling Cell.
3. Gender sensitization and Prevention of Sexual Harassment Committee.
4. Legal Literacy Cell.
5. Youth program & Extra Curricular Activities / NSS / Red Cross / Consumer Club.
6. Basic Computer Courses during Summer Break.

Challenges :-

1. Opting of Vernacular language as Medium by Post Graduate Students.
2. Lack of Proper Communication and Writing Skills in English among students.
3. Dwindling Employment opportunities for subject Qualified.

Future Plans :-

1. Continue with regular formulation and implementation of Academic calendar.
2. Identification of and extra attention to Weaker students.
3. Increased interaction with students with regular Quiz, class tests (written and oral), PPT's and the like.
4. Associating more department students in other programs of the college like gender sensitization / legal / consumers awareness etc.
5. Organize educational tours for the students.

Evaluative Report of Economics

1. Name of the department
Economics
2. Year of Establishment
1979 (College takes over by Pb. Govt. on 12.05.1997)
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G. - B.A. and P.G. - M.A.
3. Names of Interdisciplinary courses and the departments/units involved
Nil
4. Annual/ semester/choice based credit system (programme wise)
Semester
5. Participation of the department in the courses offered by other departments
Nil
6. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
7. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	04	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. N. K. Menra	M.A., PhD.	Associate Professor	Quantitative economics & Development	30 years	-----
Dr. R. K. Sharma	M.A., M.Phil. Ph.D.	Associate Professor	Micro Economics Indian Economy	26 years	-----

11. List of senior visiting faculty

No

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

50 %

13. Student -Teacher Ratio (programme wise)

40 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

02 Ph.D.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

Nil

20. Areas of consultancy and income generated

Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

Nil

22. Student projects

Nil

23. Awards / Recognitions received by faculty and students

Nil

24. List of eminent academicians and scientists / visitors to the department

Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
M. A. (Eco.) – I	30	26	26		100%
M. A. (Eco.) - II	23	23	23		100%
B. A. - I	42	42	07	35	
B. A. – II	44	44	06	38	
B. A. - III	33	33	02	31	

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
M. A.	90	10	-----
B.A.	80	20	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

29. Student progression

Student progression	Against % enrolled
UG to PG	60 %
Entrepreneurship/Self-employment	10 %

30. Details of Infrastructural facilities

- a) Library **Yes**
- b) Internet facilities for Staff & Students **Yes**
- c) Class rooms with ICT facility **01**
- d) Laboratories **03 Computer Lab.**

31. Number of students receiving financial assistance from college, university, government or other agencies

SC & ST student getting scholarship from Pb. Govt.

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Nil

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Nil

35. SWOC analysis of the department and Future plans

Strength :- No need for additional infrastructure. Renovation of existing infrastructure is required

Weakness :- Shortage of permanent staff.

Opportunity :- It will lead to increased employability among students.

Evaluative Report of the Physics

1. Name of the department
Physics
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
B.Sc. (Non-Med.)
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Semester
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
+ 2
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	02	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Veena Verma	M.Sc., M.Phil. Ph.D.	Associate Professor	Solid State Physics and Nano-materials	36 years	One student doing Ph.D.

11. List of senior visiting faculty
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty
33%
13. Student -Teacher Ratio (programme wise)
86 : 1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled **Sanctioned = 4 Filled = 3**
15. Qualifications of teaching faculty with Ph.D.
One
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil
18. Research Centre /facility recognized by the University
Nil
19. Publications:
- * Publication per faculty **15**
 - * Number of papers published in peer reviewed journals (national /

International) by faculty and students **15**

*** Citation Index**

The publications of Dr. Veena Verma are listed in International Database ‘RerearchGate’ with R.G. Score:8.86
 585 Views
 197 Downloads
 21 Citations
 7.52 Impact Points

20. Areas of consultancy and income generated

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards....

Dr. Veena Verma is Life Member of IAPT. International database ResearchGate

22. Student projects
Nil

23. Awards / Recognitions received by faculty and students
One Research Paper Award

24. List of eminent academicians and scientists / visitors to the department
Nil

25. Seminars/ Conferences/Workshops organized & the source of funding
Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. – I (N. M.) Sem.-I	80	70	19	51	73.53
B.Sc. – II (N. M.) Sem.- III	62	62	26	36	81.36
B.Sc. – III (N. M.) Sem.- IV	35	35	12	23	97.14

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc.- I	97.14	2.86	-----
B.Sc.- II	93.55	6.45	-----
B.Sc.- III	100	----	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Three Students

29. Student progression

Student progression	Against % enrolled
UG to PG	40.6%
PG to B.Ed.	37.5%
Employed • Campus selection • Other than campus recruitment	10%
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- | | |
|---|--|
| a) Library | Main library, Dept. book Bank |
| b) Internet facilities for Staff & Students | Computer Lab. and Library - NRC |
| c) Class rooms with ICT facility | Nil |
| d) Laboratories | 2 labs and one dark room |

31. Number of students receiving financial assistance from college, university, government or other agencies

Six students Merit scholarships and Ten students getting SC/BC scholarships

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts
Lectures / demonstration by students of B.Sc. Quiz-our team won prize in inter college Physics quiz contest.
33. Teaching methods adopted to improve student learning
PPT training two student and netsurfing
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
Two days tour of students of Dharmashala.
35. SWOC analysis of the department and Future plans

Strength:-

1. Highly qualified regular staff.
2. Well equipped labs.
3. Books bank in dept.
4. Spacious lecture theaters.

Weakness :-

1. Shortage of regular faculty.
2. Student from rural background.
3. Lack of transport facilities.

Objectives :-

1. Internet facility, student participation in sports of co-curricular activities.
2. Dept. function, quizzes, tours, counseling. Affordable fee structure No. fee from SC.

Challenges :-

1. Need to improve boy's strength.
2. Improvement of their attendance.
3. In-eligible guest faculty.
4. Need skill development programmes.

Future Plans:-

1. Start of M.Sc class
2. Class room with ICT facility

Evaluative Report of the Chemistry

1. Name of the department
Chemistry
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G.
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Semester
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	02	01
Asst. Professors	Nil	Nil

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. S. C. Kalash	M.Sc Hons., Ph.D	Asso. Prof.	Phy. Chemistry	32 years	Nil

11. List of senior visiting faculty
Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty
50% Practical and 33% Theory
13. Student -Teacher Ratio (programme wise)
UG – 75:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled **JLA = 01, Sr. Lab. Attendants = 02**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
P.hd = 01, PG = 01 (Guest Faculty)
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil
18. Research Centre /facility recognized by the University
Nil
19. Publications:
Nil
20. Areas of consultancy and income generated
Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

Nil

22. Student projects

Nil

23. Awards / Recognitions received by faculty and students

Nil

24. List of eminent academicians and scientists / visitors to the department

Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc – I	95	59	16	43	89.8%
B.Sc. – II	59	59	14	45	81.4%
B.Sc. – III	32	32	08	24	90.6%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc.	95%	5%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	= 50%

30. Details of Infrastructural facilities
- | | | |
|---|---|------|
| a) Library | ✓ | |
| b) Internet facilities for Staff & Students | ✓ | |
| c) Class rooms with ICT facility | × | |
| d) Laboratories | ✓ | = 02 |
31. Number of students receiving financial assistance from college, university, government or other agencies
Nil
32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts
Nil
33. Teaching methods adopted to improve student learning
Use of Models and Charts
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
Nil
35. SWOC analysis of the department and Future plans
- Strength – Favorite Choice among students - Chemistry**
Weakness – Shortage of staff
Opportunity – Part of Govt. institution, RUSA to be implemented
Constraint – No funds for chemicals and glass apparatus
Future Plan – To set up lab. for instruments.

Evaluative Report of Dept. of Maths

1. Name of the department
Maths
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
B.Sc. (Non-Med.), B.A.
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Semester
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
+ 2
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	02	00 (2 Guest Faculty)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)
No Regular Teachers
11. List of senior visiting faculty
Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty
100%
13. Student -Teacher Ratio (programme wise)
86 : 1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
Nil
15. Qualifications of teaching faculty with Ph.D.
Nil
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil
18. Research Centre /facility recognized by the University
Nil
19. Publications:
Nil
20. Areas of consultancy and income generated
Nil
21. Faculty as members in
 - a) National committees
 - b) International Committees
 - c) Editorial Boards....**Nil**
22. Student projects
Nil
23. Awards / Recognitions received by faculty and students
Nil
24. List of eminent academicians and scientists / visitors to the department
Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. – I (N. M.) Sem.-I	80	70	19	51	54.41
B.Sc. – II (N. M.) Sem.-III	62	62	26	36	69.49
B.Sc. – III (N. M.) Sem.-V	35	35	12	23	54.29

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc.- I	97.14	2.86	-----
B.Sc.- II	93.55	6.45	-----
B.Sc.- III	100	-----	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Three Students

29. Student progression

Student progression	Against % enrolled
UG to PG	40.6%
PG to B.Ed.	37.5%

Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	10%

30. Details of Infrastructural facilities

- a) Library **Main library, Dept. book Bank**
- b) Internet facilities for Staff & Students **Computer Lab. and Library - NRC**

31. Number of students receiving financial assistance from college, university, government or other agencies

Six students getting Merit scholarships and Ten students getting SC/BC scholarships

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Nil

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Two days tour of students of Dharmashala.

35. SWOC analysis of the department and Future plans

Strength:-

3. **Books bank in dept.**
4. **Spacious lecture theaters.**

Weakness :-

1. **Shortage of regular faculty.**
2. **Student from rural background.**
5. **Lack of transport facilities.**

Opportunities :-

1. **Internet facility, student participation in sports of co-curricular activities.**
2. **Dept. function, quizzes, tours, counseling. Affordable fee structure No. fee from SC.**

Challenges :-

1. **Need to improve boy's strength.**
2. **Improvement of their attendance.**
3. **In-eligible guest faculty.**

Evaluative Report of the Botany

1. Name of the department
Botany
2. Year of Establishment
1981
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G.
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Semester
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	2	1 (01 Guest Faculty)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. G.S. Chatha	M.Sc. Ph.d.	Associate Professor	Cytogenetics Biodiversity	25 years	-----

11. List of senior visiting faculty
Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty
25%
13. Student -Teacher Ratio (programme wise)
1 : 20
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled **JLA, Sectioned = 1, Vacant = 1, LA, Sectioned = 1, Vacant = 1**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
Ph.D = 1, P. G. = 1 (Guest Faculty)
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil
18. Research Centre /facility recognized by the University
Nil
19. Publications:
* a) Publication per faculty
Six
20. Areas of consultancy and income generated
Nil
21. Faculty as members in

Biospeclrium – Editor , Member Pb. Biodiversity District Board and Member Pb. State Wild Life Board

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme

Participation in inter college competition & youth festival related to college (1) Poster Making (I) quiz (I), Photography/driil (II) Cartoon

23. Awards / Recognitions received by faculty and students
Nil

24. List of eminent academicians and scientists / visitors to the department
Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National

Workshop on Biodiversity Conservation

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. – I (M)	19	19	3	16	33.3%
B.Sc. – II (M)	15	15	2	13	86.66
B.Sc. – III (M)	8	8	0	8	100 %

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. – I (M)	89.47	10.53	-----
B.Sc. – II (M)	78.58	21.42	-----
B.Sc. – III (M)	75	25	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

N.A.

29. Student progression

Student progression	Against % enrolled
UG to PG	33 %

30. Details of Infrastructural facilities

- a) Library **Department library available in Botany dept.**
- b) Internet facilities for Staff & Students **Nil**
- c) Class rooms with ICT facility **Overhead projector & Multimedia Projector**
- d) Laboratories **Two well equipped with instruments, class work material, Class work material, Laboratories for practical of B.Sc. classes.**

31. Number of students receiving financial assistance from college, university, government or other agencies

SC- 4, BC- 2, Minority- 1 from Pb. Govt.

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Every year a workshop on theme announced by MOEF, New Delhi is organized in collaboration with PSCST, Chd.

33. Teaching methods adopted to improve student learning

Given above

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Road Safety awareness corp. control & Use of drag

35. SWOC analysis of the department and Future plans. **10 Extension Lectures.**

- 1. Well qualified staff and Laboratory staff.**
- 2. Well equipped laboratories, class work materials.**
- 3. Spacious laboratories with Black Board for theory.**
- 4. To support additional learning M.M. Projector available.**

5. Strength of student decreased due to professional colleges.
6. Course work is out dated & new innovations in syllabus are required.
7. As the syllabus is prepared by University (Board of studies as per guidelines (UCG, New Delhi). Deptt. is dependent upon the course material.
8. Due to Lack of jobs in basic science, students show low interest in Basic subject.

Evaluative Report of the Zoology

1. Name of the department
Zoology Department
2. Year of Establishment
1981
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., and Integrated Masters, Integrated Ph.D., etc.)
U. G.
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Semester
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of teaching posts

	Sanctioned	Filled
Asst. Professors	02	01 Part time Lecturer
Guest Faculty		01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Ms. Gurmeet Kaur	M.Sc., M.Phil	Part time lecturer	Parasitological	12 years	-----

11. List of senior visiting faculty
Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty
25%
13. Student -Teacher Ratio (programme wise)
20 : 1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
Vacant = Senior Lab. Attendant, Post = 1 Junior Lecturer Assistant
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
Nil
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil
18. Research Centre /facility recognized by the University
Nil
19. Publications:
Nil
20. Areas of consultancy and income generated
Nil

21. Faculty as members in

- a) National committees b) International Committees
c) Editorial Boards....

Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme

Participation of students in Inter college competition and youth festivals in cartooning, photography, paper reading contest.

23. Awards / Recognitions received by faculty and students

Nil

24. List of eminent academicians and scientists / visitors to the department

Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. Part - I	19	19	3	16	61.1%
B.Sc. Part – II	15	15	2	13	100%
B.Sc. Part – III	8	8	---	8	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. Part - I	89.47	10.53	-----

B.Sc. Part – II	78.58	21.42	-----
B.Sc. Part – III	75	25	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	33%

30. Details of Infrastructural facilities

a) Library **Department Library is available**

b) Laboratories **Well equipped Laboratories.**

31. Number of students receiving financial assistance from college, university, Government or other agencies

SC 4, ST 0, BC 2, Minority (1) from Punjab Govt.

32. Details on student enrichment programmes (special lectures / workshops Seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Quiz competition Practical work in Labs Paper reading contest in Dept.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Nil

35. SWOC analysis of the department and Future plans

Strength: - Availability of basic infrastructure i.e. Lab, Museum, major equipment.

Weakness: - Lack of Lab. Staff.

Opportunities: - It will lead to employability of students.

Threads: - The College is situated at boarder area so number of students is going to decrease.

Evaluative Report of Dept. of Commerce

1. Name of the department
Commerce
2. Year of Establishment
1979, (College taken over by Pb. Govt. on 12.05.1997)
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
B.com
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Semester
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	03	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. N. K. Bhardwaj	M.Com, M.Phil	Associate Professor	Accounting & Finance	30 years	-----

11. List of senior visiting faculty

No

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

66.7%

13. Student -Teacher Ratio (programme wise)

67 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

01-M.Phil

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

Nil

20. Areas of consultancy and income generated

Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

Nil

22. Student projects

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

66.7 % (Project for Comp. App. Subject)

23. Awards / Recognitions received by faculty and students

Nil

24. List of eminent academicians and scientists / visitors to the department

Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B. Com. – I (Sem. – I)	182	70	20	50	92%
B. Com. – II (Sem. – III)	73	73			100%
B. Com. – III (Sem. – V)	66	66			100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com. – I	89.86	10.14	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Three

29. Student progression

Student progression	Against % enrolled
UG to PG	64 % (Approx)
Entrepreneurship/Self-employment	6 % (Approx)

30. Details of Infrastructural facilities

- a) Library **Yes**
- b) Internet facilities for Staff & Students **Yes**
- c) Class rooms with ICT facility **01**
- d) Laboratories **03 Computer Lab.**

31. Number of students receiving financial assistance from college, university, government or other agencies

SC student getting Assistance from Punjab Government

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Carrier guidance lectures

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Nil

35. SWOC analysis of the department and Future plans

Strength: - No need for auditioned infrastructure. Renovation of existing infrastructure is required.

Weakness: - There is shortage of Permanent staff. Only one out of 3 posts in Regular other teachers are PTA faculty.

Opportunity: - It will lead to increased employability among students.

Evaluative Report of Dept. of English

1. Name of the department
English
2. Year of Establishment
1979 (College taken over by the Pb. Govt. w.e.f. 12/05/97)
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G. (B.A./B.Sc./B.Com & B.C.A.)
4. Names of Interdisciplinary courses and the departments/units involved
B.A./B.Sc./B.Com./B.C.A.
5. Annual/ semester/choice based credit system (programme wise)
Annual : B.A.-I, II, III , Semester : B.Com. – I, II, B.Sc. – II & B.C.A. – I, II, III
6. Participation of the department in the courses offered by other departments
B.Sc., B.Com. & Computer Science also
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
N.A.
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	03 + For B.C.A. = 01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years

Mr. Hemant Kumar Sharma	B.A. (Hons.), M.A., M.Phil	Associate Professor	Poetry	33 + years	-----
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11. List of senior visiting faculty
N.A.
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty
55.56 % for U.G. classes (B.A./B.Sc./B.Com) & 100% for B.C.A. classes
13. Student -Teacher Ratio (programme wise)
B.A. = 2.26:1, B.Com = 68:1, B.Sc. II= 80:1 & information regarding BCA classes can be had from HEIS Office
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled **Nil**
15. Qualifications of teaching faculty with D.Sc/ D.Litt/ Ph.D/ MPhil / PG.
M.Phil / M.A.
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil
18. Research Centre /facility recognized by the University
N.A.
19. Publications:
Nil
20. Areas of consultancy and income generated
Nil
21. Faculty as members in
a) National committees International Committees Editorial Boards
University : Member, Board of U.G. studies in English
22. Student projects
Nil

23. Awards / Recognitions received by faculty and students
N.A.
24. List of eminent academicians and scientists / visitors to the department
N.A.
25. Seminars/ Conferences/Workshops organized & the source of funding
N.A.
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. Part – I	More than 200	185	70	115	35.26%
B.A. Part - II	141	141	18	123	81.35%
B.A. Part - III	126	126	24	102	95.79%
B.Com – I – 1 st Sem.	182	69	20	49	97.10%
2 nd Sem.	182	69	20	49	97.10%
II – 3 rd Sem.	68	68	24	44	89.55%
4 th Sem.	68	68	24	44	89.55%
B.Sc. - II – 3 rd Sem.	80	80	24	56	92.95 %
4 th Sem.	80	80	24	56	92.95 %
Add-on Course	N.A.	N.A.	N.A.		-----
B.C.A. Part – I-1 st Sem.	43	52	11	32	75%
2 nd Sem.					
B.C.A. Part – II-3 rd Sem.	48	48	15	33	95.83%
4 th Sem.					
B.C.A. Part – III-5 th Sem.	26	26	12	14	100%
6 th Sem.					

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. – I	100 %	Nil	Nil
II	100 %	Nil	Nil
III	100 %	Nil	Nil
B.Com – I	89.85 %	10.14%	Nil
II	100 %	Nil	Nil
B.Sc. – II	100 %	Nil	Nil
Add-On-Course	N.A.	N.A.	N.A.

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

N.A.

29. Student progression

Information not available

30. Details of Infrastructural facilities

- a) Library **Yes**
- b) Internet facilities for Staff & Students **Yes**
- c) Class rooms with ICT facility **No**
- d) Laboratories **Yes (Lang. Lab.)**

31. Number of students receiving financial assistance from college, university, government or other agencies

Information with college office/teacher-in-charge.

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

N.A.

33. Teaching methods adopted to improve student learning
Co-academic activities like pronunciation workshops quiz, test etc.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
N.A.
35. SWOC analysis of the department and Future plans

SWOC + FUTURE PLANS

Strengths: - Well stocked library, well equipped language laboratory & provision for Add-on-course in spoken English.

Weaknesses: - Shortage of Regular teaching faculty & Poor comprehension & Communication of students in English owing to their rural backgrounds.

Opportunities :- Add-on-course for improving communication skills ; use of two special softwares for other students also for improving communication skills & Grammar (tenses) ; Participation in such co-academic activities as pronunciation workshops, quiz competitions & paper reading contest for better communication & knowledge ; Remedial coaching classes.

Challenges :- Minimal accountability of a majority of teaching staff because of shortage of regular faculty, deterioration in the quality of language of the students - in their comprehension & communication – because of the rural background of the majority & very few enrollments in the past & no enrollment during 2013-14 for the Add-on-course because of lack of interest of the students in English languages.

Future Plans: - To motivate the students more strongly for enrolment for the Add-on-course of spoken English; to motivate students to opt for English Language (as an option) & English (Hons.), if the Principal & Higher Education Deptt. desire & allow ; and continue Remedial coaching classes.

Evaluative Report of the Physical Education

1. Name of the department
Physical Education
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G., B.A.-I, II, III
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Nil
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Asst. Professors	01	01 (Part-time)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years

Mr. Nishant Kumar	M.P.Ed., M.Phil, NET qualified	Part time Lecturer	Softball, Research Methodology	13 years 4 months	Nil
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11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

100 +

13. Student -Teacher Ratio (programme wise)

B.A. 1st 80 : 1 , B.A. 2nd 42 : 1, B.A. 3rd 27 : 1, Total 150 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled **One ground man washing, sanctioned- one, filled- one**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ M.Phil / PG.

M.Phil

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

N.A.

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

N.A.

18. Research Centre /facility recognized by the University

N.A.

19. Publications:

Nil

20. Areas of consultancy and income generated

Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

Mr. Nishant Kumar is Member selection committee of

Yatching all India Inter University- 2013-14

Yatching, Rowing -2012-13

Yatching, Rowing -2010-11

Yatching, Rowing, Chess -2009-10

22. Student projects

Nil

23. Awards / Recognitions received by faculty and students

Yes – special award of honour by Director Sports Punjabi University, Patiala

24. List of eminent academicians and scientists / visitors to the department

Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. Part – I Phy. Edu.	80	80	31	49	94.60%
B.A. Part – II	41	41	31	10	99.50%
B.A. Part – III	27	27	10	17	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. – I	100 %	Nil	Nil
B.A. – II	100 %	Nil	Nil
B.A. – III	100 %	Nil	Nil
B.Com – I	100 %	Nil	Nil
B.Com – II	100 %	Nil	Nil
B.Sc. – II	100 %	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

N.A.

29. Student progression

Student progression	Against % enrolled
UG to PG	80%

30. Details of Infrastructural facilities

- | | |
|---|---------------------------------------|
| a) Library | Common Library |
| b) Internet facilities for Staff & Students | Provided in the common library |
| c) Class rooms with ICT facility | Nil |
| d) Laboratories | Nil |

31. Number of students receiving financial assistance from college, university, government or other agencies

Nil

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Lecture method

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Nil

35. SWOC analysis of the department and Future plans

Strength :-

- 1. Spacious playfields and courts sports and games.**
- 2. Achievements in water sports (in spite of any facility)**
- 3. Modern Gymnasium**
- 4. Ample sports equipments and material for players.**

Weakness :-

1. Adequate teaching staff not provided despite sanctioned by D.P.I. (Colleges)
2. Inadequate technical / support staff.
3. No coach for any games.
4. No cinder track for athletics.
5. No swimming pools.
6. No connectivity of internet and computer facility in the department.
7. No class rooms with ICT facility.

Opportunity :-

1. Health & Fitness training.
2. Internet connectivity in library (UGC – NRC)
3. Physically fit student can join army & police force so job opportunity is also there.
4. Students get sports quota which helps to get job it's also provide the job opportunity.

Threats / Challenges :-

1. Inadequate teaching faculty compels reduction in no. of teaching period of all the classes and affects the quality of education being provided which poses grave threat to the output. Myself being the lone teaching member is working against sanctioned post as part time lecturer. The other required vacancy is not being filled as per workload.

1. Name of the department
Geography
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G.
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Annual
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Asst. Professors	01	(01) Guest Faculty

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)
Nil
11. List of senior visiting faculty
Nil
12. Percentage of lectures delivered and practical classes handled(programme wise)

- by temporary faculty
Nil
13. Student -Teacher Ratio (programme wise)
35 : 1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
P.G.
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil
18. Research Centre /facility recognized by the University
No
19. Publications:
Nil
20. Areas of consultancy and income generated
Nil
21. Faculty as members in
a) National committees b) International Committees c) Editorial Boards....
Nil
22. Student projects
Nil
23. Awards / Recognitions received by faculty and students
Nil
24. List of eminent academicians and scientists / visitors to the department
Nil
25. Seminars/ Conferences/Workshops organized & the source of funding
Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. – I	21	21	01	20	75%
B.A. – II	01	01	01	..	100%
B.A. – III	13	13	07	06	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.	100 %%	-----	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	33 %

30. Details of Infrastructural facilities

- a) Library **Yes**
- b) Internet facilities for Staff & Students **Yes**
- c) Class rooms with ICT facility **No**
- d) Laboratories **Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies

Nil

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Nil

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Nil

35. SWOC analysis of the department and Future plans

Strength of deptt. is availability of basic structure.

Weakness is lack of Lab. Staff.

College is situated on out of range of students therefore students strength decreasing.

Evaluative Report of the Hindi

1. Name of the department
Hindi
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G.
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Annual
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. M. M. Bhalla	M.A., LLB (Non-Prof.) Ph.D.	Associate Professor	Bachchanka Kavya Shilp	34 years	-----
Mr. S.S. Mehndiratta	M.A. Hindi B.J.M.C.	Associate Professor	-----	29 years	-----

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

Nil

13. Student -Teacher Ratio (programme wise)

61 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled **Nil**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Ph.D. – 1, P.G. - 1

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:
Nil
20. Areas of consultancy and income generated
Nil
21. Faculty as members in
a) National committees b) International Committees c) Editorial Boards....
Nil
22. Student projects
Nil
23. Awards / Recognitions received by faculty and students
Nil
24. List of eminent academicians and scientists / visitors to the department
Nil
25. Seminars/ Conferences/Workshops organized & the source of funding
Nil
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. Part – I (Opt. I, II)	52	52	13	39	98%
B.A. Part – II	28	28	01	27	96.10%
B.A. Part – III	42	42	04	38	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. Part-I (Opt. I, II)	100%	-----	-----

B.A. Part – II	100%	-----	-----
B.A. Part – III	100%	-----	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	33%

30. Details of Infrastructural facilities

Nil

31. Number of students receiving financial assistance from college, university, government or other agencies

Nil

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Nil

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Nil

35. SWOC analysis of the department and Future plans

Nil

Evaluative Report of History

1. Name of the department
History
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G.
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Annual
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	02	02 (01 Part time lecturer

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. K. S. Kanwar	M.A., M.Phil.	Associate Professor	Medieval Punajb (1799-1839)	30 years	
Mr. Arshad Ali	M. A.	Part-time (Lecturer)		10 years	

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

Nil

13. Student -Teacher Ratio (programme wise)

175 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

M.Phil. – 01, P. G. - 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

No

19. Publications:

One Paper Published

20. Areas of consultancy and income generated

Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

Nil

22. Student projects

Nil

23. Awards / Recognitions received by faculty and students

Nil

24. List of eminent academicians and scientists / visitors to the department

Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. - I		134	50	84	71.65%
B.A. - II					
B.A. - III	88	88	14	74	90%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.	100%		

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	33%

30. Details of Infrastructural facilities

- a) Library **Yes**
- b) Internet facilities for Staff & Students **Yes**
- c) Class rooms with ICT facility **Yes**
- d) Laboratories **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies

SC/BC Students

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Tour & Quiz programme

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Nil

35. SWOC analysis of the department and Future plans

Strength :- The deptt. is availability of basic structure.

Weakness :- Regular tours are not organized for students.

Evaluative Report of Public Administration

1. Name of the department
Public Administration
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G.
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Annual
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors	03	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. R. C. Kango	M.Phil	Associate Professor	Welfare Admn.	25 years	-----

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

Nil

13. Student -Teacher Ratio (programme wise)

77 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

N.A.

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

M.Phil = 01

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

Nil

20. Areas of consultancy and income generated

Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

Nil

22. Student projects

Nil

23. Awards / Recognitions received by faculty and students

Nil

24. List of eminent academicians and scientists / visitors to the department

Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. Part - I	55	55	43	12	76%
B.A. Part – II	12	12	10	02	100%
B.A. Part – III	10	10	06	04	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.-I	100%	-----	-----
B.A.-II	100%	-----	-----
B.A.-III	100%	-----	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	05

30. Details of Infrastructural facilities

Nil

31. Number of students receiving financial assistance from college, university, government or other agencies

Nil

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Nil

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Nil

35. SWOC analysis of the department and Future plans

Regular Weekly Tests.

Lectures by experts will be arranged.

Educational tours will be arranged.

Evaluative Report of the Punjabi

1. Name of the department
Punjabi
2. Year of Establishment
1979
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
Under Graduate
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Annual for B.A. classes semester system for B.Sc. (Med. & Non-Med.) and commerce
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Asst. Professors	03	00
Guest Faculty		02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)
No regular faculty
11. List of senior visiting faculty
Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty
Since there no permanent faculty in department. All the programs (B.A., B.Sc., B.Com., BCA) are being met by temporary faculty
13. Student -Teacher Ratio (programme wise)
Commerce :- 64 : 1, Arts : 117:1, Science :- 72 : 1, BCA 15 : 1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
Nil
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received
Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received
Nil
18. Research Centre /facility recognized by the University
Nil
19. Publications:
 - * Books with ISBN/ISSN numbers with details of publishers
One Punjabi Bhada te Sahit da sankhep Adhyan by (Mr. Jagpal Singh, Guest lecturer)
20. Areas of consultancy and income generated
Nil
21. Faculty as members in
 - a) National committees b) International Committees c) Editorial Boards....
Nil
22. Student projects
Nil
23. Awards / Recognitions received by faculty and students
Students got prizes from Guru Gobind Singh study circle

24. List of eminent academicians and scientists / visitors to the department
Nil

25. Seminars/ Conferences/Workshops organized & the source of funding
Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage (12-13)
			*M	*F	
B.com – I	182	69	20	49	100%
B.com – II	67	67	23	44	100%
B.com – III	66	66	27	39	100%
B.Sc. – I - N.M.	80	72	24	48	100%
B.Sc. -II - N.M.	64	64	26	38	100%
B.Sc. -III - N.M.	40	40	12	28	100%
B.Sc. – I – M.	19	19	3	16	100%
B.Sc. – II – M.	17	14	2	12	100%
B.Sc. – III – M.	08	08	0	8	100%
B.A. – I	185	185	70	115	99.5%
B.A. – II	139	139	17	122	100%
B.A. – III	127	127	25	102	100%
BCA – I	44	44	12	32	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.	100	-----	-----
B.Sc.	100	-----	-----

B.Com	100	-----	-----
B.C.A.	100	-----	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG 2013 - 14	30 %

30. Details of Infrastructural facilities

- | | |
|---|--|
| a) Library | Latest Published Books related to the subject are |
| b) Internet facilities for Staff & Students | This facility is in the library |
| c) Class rooms with ICT facility | Nil |
| d) Laboratories | Nil |

31. Number of students receiving financial assistance from college, university, government or other agencies

Information is in college office

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts.

Nil

33. Teaching methods adopted to improve student learning
Periodical test, Lecture, feedback, student interaction

34. Participation in Institutional Social Responsibility (ISR) and Extension activities
Student legal literacy Cell, Consumer Club. Students activity participate in NSS, NCC, Red Cross and youth festival.

35. SWOC analysis of the department and Future plans

SWOC Analysis of the department and future plans.

Strengths :-

1. Spacious library with latest publications.
 2. Low fee structure.
 3. Multimedia facility and learning through EduSat.
 4. More than 80% are girls and they are coming from rural background.
 5. Spacious lecture theaters.
 6. Semester system already implemented in B.Sc., B.Com., B.C.A.
 7. Internal assessment system, monthly tests.
 8. Students have interaction with Guru Gobind Singh study circle.
 9. Up gradation of knowledge by the faculty members by attending workshops, seminars and conferences.
10. Department is also teaching 'Mudla Gian' to those students who do not know Punjabi language.

Weaknesses :-

1. Shortage of regular teaching faculty.
2. According to workload, number of sanctioned posts is less.
3. Absence of smart class rooms.

Opportunities :-

8. Extra classes for weak students.
9. Career Counseling Cell.
10. Participation of students in extracurricular activities.
11. Gender sensitization cell in the institution.

Challenges :-

1. Challenge of losing strength of students due to opening of more institutions in area.
2. Increasing trend of professional courses.
3. Decrease in number of male students.
4. Basic study is not job oriented.

Future Plan :-

1. Academic calendar for the deptt.
2. Identification of weak and poor students and work more on them
3. To organize seminars and extension lectures.
4. To organize educational Tours for students.

Evaluative Report of the Sociology

1. Name of the department
Sociology
2. Year of Establishment
1983 - 84
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U. G.
4. Names of Interdisciplinary courses and the departments/units involved
N/A
5. Annual/ semester/choice based credit system (programme wise)
Annual
6. Participation of the department in the courses offered by other departments
N/A
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
N/A
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Associate Professors		
Assistant Professors	01	
Adhoc/Part Time		01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Monika Sarhadi	M.A. NET Qualified	Part Time		13 years	Nil

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

N. A.

13. Student -Teacher Ratio (programme wise)

70 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Nil

15. Qualifications of teaching faculty with PG.

One

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

None

18. Research Centre /facility recognized by the University

Nil

19. Publications:

Nil

20. Areas of consultancy and income generated
Nil
21. Faculty as members in
a) National committees b) International Committees c) Editorial Boards....
Nil
22. Student projects
a) Percentage of students who have done in-house projects including inter departmental/programme
All students of B.A.-III (20 students)
23. Awards / Recognitions received by faculty and students
Nil
24. List of eminent academicians and scientists / visitors to the department
Nil
25. Seminars/ Conferences/Workshops organized & the source of funding
Nil
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. – I	64	64	18	46	79.7%
B.A. – II	12	12	4	8	100%
B.A. – III	16	16	10	6	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. – I	95%	5%	-----

B.A. – II	95%	5%	-----
B.A. – III	95%	5%	-----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	30%
<p align="center">Employed</p> <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	10%
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

- | | |
|---|--|
| a) Library | U. G. & P. G. Library |
| b) Internet facilities for Staff & Students | Yes |
| c) Class rooms with ICT facility | Multi Media Projector for advance study |
| d) Laboratories | N. A. |

31. Number of students receiving financial assistance from college, university, government or other agencies

SC & ST & BC from Govt.

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

PPT, Project work, lectures

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

NSS, NCC, Readers Club, Traffic Awareness

35. SWOC analysis of the department and Future plans

- Well qualified staff and new teaching staff.
- Dept. will try to get P.G. Programme.
- Syllabus is prepared by universities.
- Strength of students may decrease due to increase in number of professional colleges.

Evaluative Report of HEIS

1. Name of the department
Higher Education Institute Society (HEIS) and Computer Science
2. Year of Establishment
2010 (Classes started from 2006 – PGDCA, 2008 - BCA)
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
BCA, PGDCA, Computer Science in B.Sc. and B.Com.
4. Names of Interdisciplinary courses and the departments/units involved
Nil
5. Annual/ semester/choice based credit system (programme wise)
Semester
6. Participation of the department in the courses offered by other departments
Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

	Sanctioned	Filled
Faculty on Contract	9	8 (2 Part time lecture) (2 Guest Faculty)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Kamaljeet kaur	MCA, M.Tech (IT)	Lecturer	-----	4.5 years	-----
Rohit Kumar	MCA, M.Tech (IT)	Lecturer	-----	3 years	-----
Nadia Mann	MCA, M.Tech (IT)	Lecturer	-----	3 years	-----
Geetanjali Verma	MCA, M.Tech (IT)	Lecturer	-----	4 years	-----
Pooja Dadwal	MCA	Lecturer	-----	3 years	-----

11. List of senior visiting faculty

Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty

100%

13. Student -Teacher Ratio (programme wise)

26.6 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

Technical 01, Administrative – 03 (Sanctioned = 1+3) (Filled – 1+3)

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

P. G. = 8

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants

received

Nil

18. Research Centre /facility recognized by the University

Nil

19. Publications:

Nil

20. Areas of consultancy and income generated

Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards....

Nil

22. Student projects

b) Percentage of students placed for projects in organizations outside the institution
i.e.in Research laboratories/Industry/ other agencies

40 %

23. Awards / Recognitions received by faculty and students

Nil

24. List of eminent academicians and scientists / visitors to the department

Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.C.A. - I	52	43	11	32	100%
B.C.A. – II	48	48	15	33	100%
B.C.A. - III	26	26	12	14	100%
PGDCA	23	22	2	20	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.C.A.	97.5%	2.5%	
PGDCA	77%	23%	

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	78 % Approx
Entrepreneurship/Self-employment	12 % Approx

30. Details of Infrastructural facilities

- a) Library **Yes**
- b) Internet facilities for Staff & Students **Yes**
- c) Class rooms with ICT facility **Yes (01)**
- d) Laboratories **Yes (03)**

31. Number of students receiving financial assistance from college, university, government or other agencies

SC students getting assistance from pb. govt.

32. Details on student enrichment programmes (special lectures / workshops seminar) with external experts

Nil

33. Teaching methods adopted to improve student learning

Tour & Quiz programme

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Nil

35. SWOC analysis of the department and Future plans

Strength: - We have sufficient infrastructure with renovation of existing facilities, the dept. can work more efficiently.

Weakness: - No permanent staff is there, all the teaching & Non-teaching staff is on contract basis.

Opportunities: - The program offered leads to employability of the students.

F: Post Accreditation Initiatives

As per the last four AQARs submitted by the college, the post accreditation initiatives undertaken by the institution are mentioned here under:

Keeping in tune with the changing needs of the society, the college has been trying its best to widen the scope of education both vertically and horizontally by introducing professional courses along with the traditional degrees in Arts, Science and Commerce. As per the directions of the University, the education schedule is frequently revised and updated in order to provide need-based and qualitative education to the students of the region. The members of the faculty, who are on University bodies in different subjects, play vital and leading role in designing the curriculum through their active participation in the meetings of these bodies. They make it a point to suggest new ideas, techniques and styles for making the curriculum up to date. The Principal of the college also remains in touch with the University authorities and makes valuable suggestions for making education more relevant to the contemporary social needs.

The college makes a continuous endeavor within the resource constraints to incorporate latest learning techniques. The use of computers and internet- learning is encouraged. The institution always encourages the members of the teaching faculty to attend orientation/refresher programmes, seminars and conferences to update and enrich their knowledge which they pass on to students in their turn. There is a well conceived edge in favour of girl students and their access to and retention in the institution is perceived as an act of faith and social engineering. The fact that a number of students of the college especially girl students, have been pursuing higher studies to take up teaching and other professional careers reflects the success of the college towards the attainment of its aims of women empowerment and building up of personality and career of the students . The college supplements the existing system of teaching with non-formal participative and inter- active learning. Orientation programmes for freshers are organized at the beginning of the session to acquaint them with the different bodies/services of the college and Tutorials are organized every month.

The aims and objectives are mentioned in the college Prospectus, displayed on the college web site and communicated to the students through office notices and formal-informal interactions from time to time. The college also aims to widen the scope of job-oriented and professional courses subject to government approval and grants under RUSA.

Curriculum Update

The college is aware of the advancement of technology and the changing scenario in the IT sector. Keeping our students abreast with the advancement of technology four new courses were started. BSc / BA with Computer Applications, BCA, PGDCA and Certificate Course in Spoken English are running successfully in the college. For starting new courses the approval of the DPI (colleges) and Punjabi University Patiala is required well in advance and. the college is planning to introduce more such courses in near future.

The process of introducing B.Com. (Professional) and DPED under RUSA has already started with college seeking permission from DPI (C), Punjab and Punjabi Univ. Patiala. The college proposes to start PG Diploma in Web Technology (Office Automation & Web Designing), PG Diploma in Counseling Psychology, Diploma in hotel housekeeping and Certificate course in cosmetology as soon as the grant from RUSA is received.

Self financing initiative- Higher Education Institute Society - (HEIS)

As per instructions of Govt. of Punjab Higher Education Institute Society - (HEIS) has been established in the college and was registered with Additional Registrar of Societies vide registration no.875 dated 18-11-2010. The society is looking after all the self financing courses in the college. At present there are 139 students and 8 faculty members under this society. Under Self Financing scheme (HEIS) the college offers three year BCA and one year Post-Graduate Diploma in Computer Applications.

Language Laboratory

The college also offers certificate course in Spoken English.

Language Lab is equipped with five desk-tops, CTV, music system, Compact recorder, printer and scanner. 'Study Skill Success', imported software for English Language Teachers and Tense Buster Compilation program of 'Clarity English Teaching Software' (U.K.) have been acquired for the Language Laboratory.

Feedback

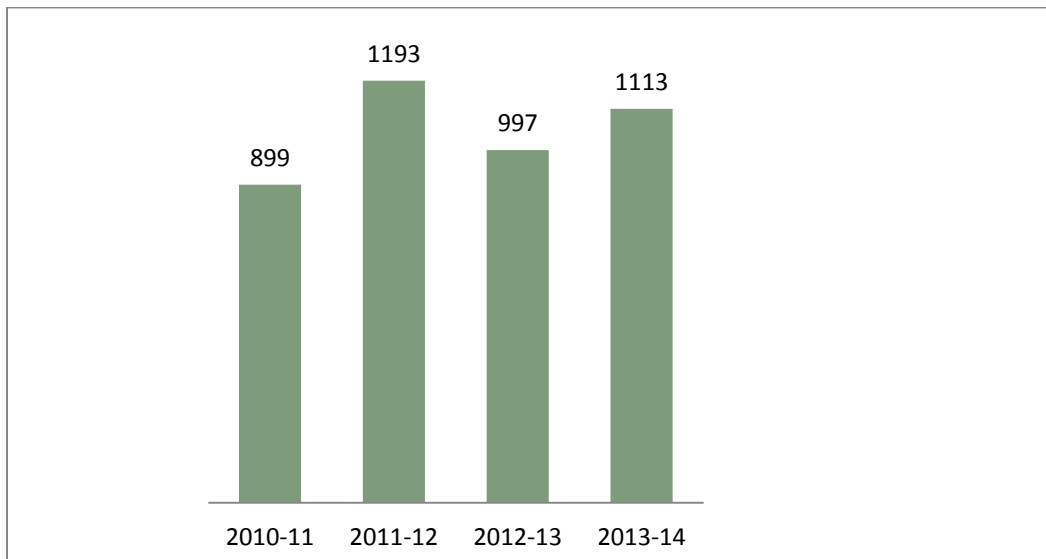
The college has started the process of collecting and analyzing feedback from students and parents on regular basis. The feedback is also taken from industry from time to time. The feedback from teaching and non-teaching staff is taken in the meetings with the principal. The various employees unions keep conveying to the authorities the steps needed for the overall welfare of the institution. On the basis of the feedback the necessary steps are taken from time to time. The major concern of the students and parents regarding better class room, toilets, clean drinking water facilities have been addressed. The transport facilities have improved during the recent past but more needs to be done keeping in view the increasing strength of the girl students in particular. For better transport facilities, the college has written to the concerned authorities many times and hope for a positive response in due course of time.

Student enrolment initiatives

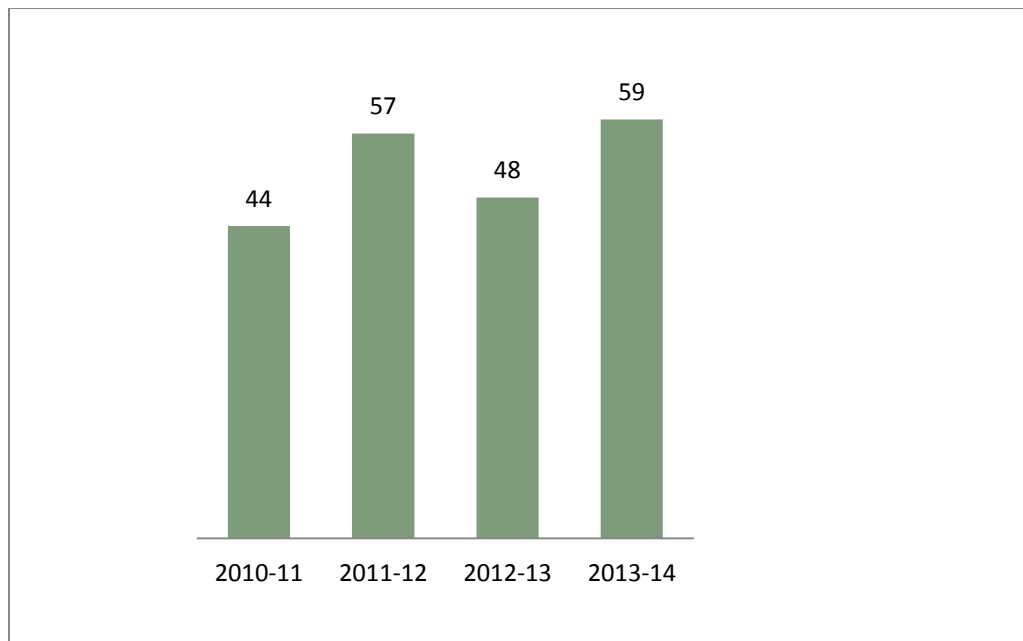
With the concerted efforts of the staff, the college has made a niche for itself in the area. The student intake has seen an inclining trend in almost all the faculties and the popularity and demand ratio of Commerce and Science and Arts programmes has increased. (For details see section 2.1.6) . Complete transparency is maintained in the admission process. The admissions are made purely on the basis of merit and reservation policy of the Govt.

The college has presently total student enrolment of 1113 out of which 810 are girls and 303 boys. The net ratio of girls to boys is 2.67: 1. In SC/ST category there are 202 students in all out of which 147 are girls and 55 boys. In OBC category there are 235 students, 171 girls and 64 boys.

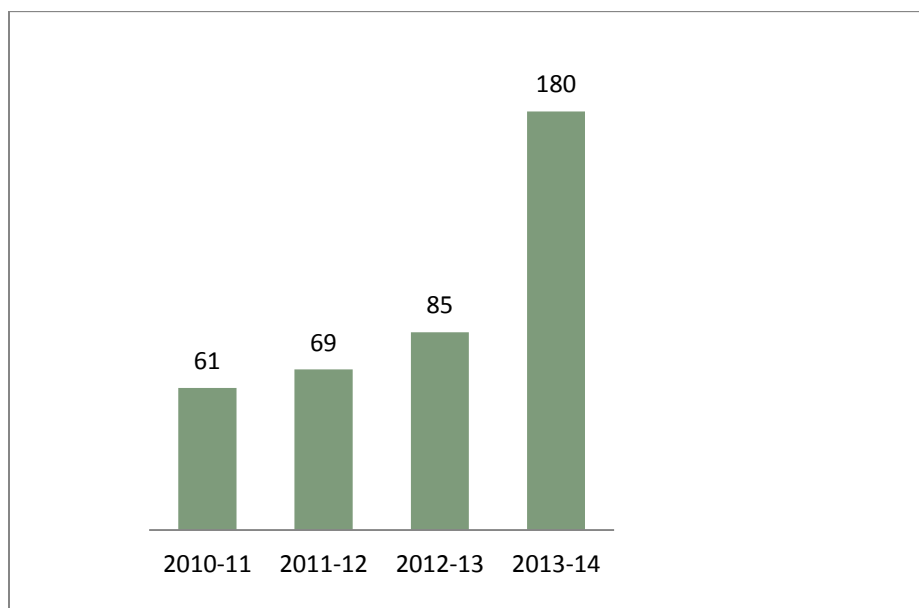
Total Strength from 2010-11 to 2013-14



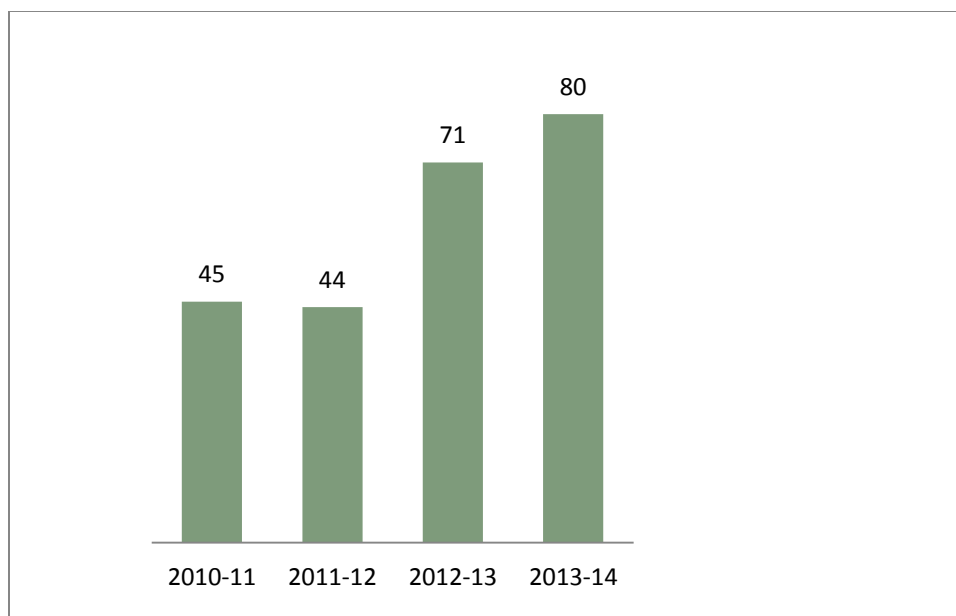
Intake in PG classes from 2010-11 to 2013-14



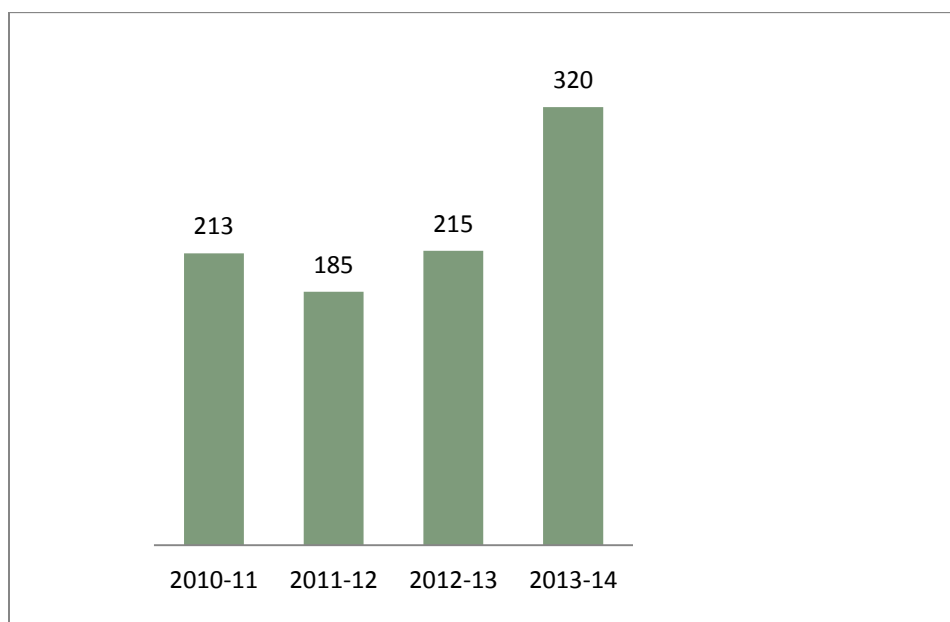
No. of Applications received for 69 seats of B.Com.-I from 2010-11 to 2013-14



No. of Applications received for 69 seats of B.Sc.-I (N.M.) from 2010-11 to 2013-14



No. of Applications received seats of B.A.-I from 2010-11 to 2013-14.



Achievements in sports:

Our students have participated and won positions and medals at various levels in Rowing, Football, Basket Ball, Handball, Kayaking, Yachting, Chess and athletics. Since 2009 our students have won 36 medals including 5 gold medals.

(See Table XIX for details)

Achievements in NCC:

Our NCC students won First prize in Drill Competition, Second in Tug of War, one Gold medal in All India Sailing Competition, 2nd position in Boat Pulling Competition and a Sahara scholarship of Rs. 12000/-

Achievements in Cultural Activities:

Our students won one Gold medal in University Lok Mela in Rope Jumping, three gold medals and University Colour in Debate and one Silver medal in Elocution at University level. In addition to that our students have won positions in Rangoli, On the spot painting, Clay modeling, Mime, Cartooning, Poster making, Collage, PPT, Gidha and Bhangra at Zonal and District level of Youth Festivals.

Awards

Mrs. Saagiri Thapar (former Principal) received **special award** from Directorate of Sports, Punjabi University, Patiala and state branch of Indian Red Cross Society. Dr. Veena Verma received **Poster Award** for her research paper in DAE symposium held in Dec. 2010 in MP Univ. Vadodra. Mr. Nishant Kumar received honour for his contribution towards winning **Makka Trophy**.

Training Programmes

- Dr. Nilima Dogra, Dr. Veena Verma, Dr. Harmit Kaur and Ms. Monica attended 5-day SAM workshop on Capacity Building for Women in Higher Education. Ms. Monica and Ms. Shaminder attended a conference on Disaster Management in Govt. College, Ropar. Mrs. Rajinder Joshi, library restorer attended a 3-day training programme on 'eGranthalya' at MGSIPA, Chandigarh w.e.f. 6th to 8th March 2013 organized by Library and Documentation division.

Representation in Academic Council and Board of Studies

It is a matter of honour for the college to have an appreciable representation in Academic Council and Board of Studies of Punjabi University, Patiala where they actively participate towards betterment and development in various fields of education. Dr. S.L. Verma has been nominated as member of Academic Council of Punjabi University,

Patiala. Mr.H.K.Sharma is member of Faculty of Languages and Board of Undergraduate Studies in English. Dr. Veena Verma is member of Board of Undergraduate and Postgraduate Studies in Physics and also Faculty of Physical Sciences. Mr.N.K.Bhardwaj and Dr.G.S.Pasricha are members of Faculty of Business Studies of Punjabi University, Patiala. Mr.S.S.Mehndiratta is member of Board of Undergraduate Studies in Hindi and Faculty of Languages. Mr. R.C.Kango is member of Board of Postgraduate Studies of the University and Dr G. S. Chatha is member of Faculty of Life Sciences

Research Promotion

The Research Promotion Committee has been set up.

Dr. Veena Verma and Dr G.S. Pasricha completed their respective doctorate degrees recently while working in the college. Three Part time lecturers, Mrs Shaminder Kaur, Mr Nishant Kumar and Mrs Gurmeet Kaur completed their M.Phil degrees while at work.

One part time lecturer Mr. Nishant recently cleared U.G.C. -NET.

Dr. Veena Verma published 16 research papers in Peer Reviewed Journals with impact factor, 17 conference papers, Guided one student for M.Phil and one student is about to complete his Ph.D. under her guidance. She received a Poster Award for her research paper: Phonon Dispersions in Graphene and h-BN Sheet, published in Proceedings of 54th DAE Solid State Physics Symposium, 54, 1125-26,(2009) held at The MS University of Baroda, December 14-18, 2009 Her publications are appearing in ResearchGate- an international data base for scientists. She is a life member of IAPT. UGC also sanctioned 100% travel grant to Dr. Veena Verma to present a paper in MPA-4 Univ. of Minho, Portugal (July 2010) vide letter No.F.6-183/2010-(TG).

Dr.G.S.Chatha published 6 research papers and presented 9 papers in conferences. He received grant of Rs. 69000 from 2011-14 from MOEF,New Delhi through PSCST Chandigarh. He also received Rs 50000 from U.G.C. for Minor Project on Biodiversity Conservation Status of Shivalik Hills.

Dr. Nilima Dogra published one research paper and presented papers in two International conferences. She also guided 6 students for M.Phil.

Mr. N.K.Bhardwaj presented a paper in conference and guided one student for M.Phil.

Dr. N.K.Menra guided 6 students for M.Phil.

Dr. Harmeet Kaur guided 10 students for M.Phil

Minor Research Project / Pre Election Survey by M.A. II (Pol.Sci) students was done in Feb.-March, 2014 prior to the General Parliamentary elections 2014, under the supervision of Mrs Darshan Kaur

Physical Facilities

The available infrastructure is fully utilized by the college as per the strengths of the students. The various types of renovations have been done in the last four years. For example renovation of flooring, window panes, doors, toilets, examination hall, stone quota in science laboratories, electrical works in class rooms and labs., water supply, water tanks, sewerage of the college and all these renovations college has spent about Rs. 2 crore. The detail of this expenditure is attached with this report. However, college is planning to make Auditorium, Cinder-work in the future if the requisite grant is given to college by the State Govt. The details of the money spent on college infrastructure are given in detail in [Table VI](#).

The state Govt. has allocated the great Rs. 1 Crore, 67 Lacs, 44 thousand in the year of 2013-14. Out of this grant only Rs. 4488000 has been received in 2013-14. This amount has been spent on the following heads for improvement of infrastructure.

1. PWD & B & R : Rs. 2059000
2. PWD (Electrical) : Rs, 644407
3. PWD (Public health) : Rs. 950668

Maintenance of Campus:

The college has a master plan indicating the existing building and future requirements. The infrastructure of college is maintained out of the college funds, PTA funds and grants released by the state Government from time to time. The college building has been taken over by PWD (B&R) lately and now the building is being maintained by the state Government.

The college ensures optimum utilization of its infrastructure facilities and is maintained clean and beautiful. To keep the environment pollution free various trees and flowering plants are planted. There exists adequate staff which ensures proper maintenance and upkeep of the campus. Safai sewaks and Malis keep the outdoors clean, peons and safai sewaks keep the classrooms, offices, other rooms and toilets clean and attendants keep laboratories and library shelves and tables clean. In addition to the existing regular staff, beldars are engaged on daily wages for various purposes such as cleaning, maintenance and beautification of the campus.

With the grants received from UGC the health, hygiene and sanitary conditions of the college have improved a lot. Three water coolers and R.O. water purifier have been

installed in the college. Power Gen Set of 35 KVA capacity has been procured to supply power during power failures. Two toilets each for boys and girls have been renovated.

U.G.C Grants

We acknowledge with gratitude the generous financial grant provided to the college by the U.G.C. under the scheme of promotion of Basic Scientific Research and also under Merged schemes. The former grant was sanctioned for strengthening of infra structure in terms of power supply, water supply, safety equipments, fume hoods and laboratory working tables. For this a sum of Rs. 10, 00, 000/- only was allocated and released. Out of this grant, fire safety equipment and laboratory equipment were purchased. Three water coolers and R.O. water purifier were purchased for the supply of hygienic water for students and staff. Above all, power Gen Set (35KVA capacity) was procured and installed in order to supply power during power failures. Besides two toilets each for boys and girls were renovated. The total amount of the allotted grant, along with interest, was utilized well in time. A copy of the statement of expenditure regarding the said grant is enclosed herewith for your kind perusal. The first installment amounting to Rs. 23, 70,000/- only, of the total sanctioned grant of Rs. 44, 60,000/- only under the merged scheme was also released to the college in September and received by the college in October 2010.

Further the college has already received and utilized a grant of Rs 4 lacs under XII plan for the purchase of books and equipment. We have applied for a grant of Rs. 79 lacs under XII plan.

The UGC grants have gone a long way in improving the existing infrastructure and also in providing a rapid development at various levels in this institution in a backward, sub urban corner of the state. Out of the UGC grants, Multi media projector, photo copier machine, 12- computer systems, laser jet printers and public address system have also been purchased.

Equity Measures

We have taken suitable measures for the remedial coaching for the SC/ST/OBC and minority students. Special remedial classes have been started since the beginning of November 2010. As desired and required by the students, we provided extra coaching in English and Economics to the students of B.A. I, in Business Maths and Stat. to the students of B.Com.I and in Mathematics to the students of B.Sc.I.. Remedial classes are run by the institution after the closure of regular college timings.

Library Initiatives

The library has an advisory committee which is instrumental in framing the policy for the session. The Library Committee constitutes of the following staff members: Dr. Nilima Dogra, Dr S.C Kalsh, Prof. N.K.Bhardwaj, Mrs. KamalJeet Kaur and Mrs. Rajbinder Joshi. It is proposed to include a few students from the next session. Some of the initiatives taken by the Advisory Committee are as follows:

- Adding constantly to the stock of existing books to meet the changing needs.
- Initiating Readers Club of the students for creating an atmosphere conducive to the inculcation of reading habits amongst them at the outset of each session and encouraging members to present their creative write ups about the books read.
- Procuring new books for the library from all sources.
- Display of new titles on the notice board outside the library.
- Working towards complete computerization of the library.

The latest covers are displayed on the notice board outside the library for the information of the staff and students.

- The Staff and students can get a stipulated number of books issued. The library staff helps the users to locate books and required study material and suggest alternatives if required books are not available. .
- Students participating in competitions can freely avail themselves of the books and the magazines available in college library. They also consult library for paper presentations.
- Book Bank facility is available at the department levels also for students belonging to economically weaker sections. They can borrow books for the entire session from the book bank. The stock of books is updated constantly as per the revision of syllabi of respective subjects by the University.
- The list of new books purchased on various subjects is circulated to the heads of teaching departments for their information and subsequent use.
- Journals are subscribed regularly as per the requirement and suggestions received.

A Suggestion Register is placed inside the library. The students and the staff can write their suggestions therein and once a month the library committee takes note of these suggestions and they are dealt with accordingly.

IT Infrastructure Initiatives

The college is enhancing its IT infrastructure as per requirement of the new courses. The college has 83 computers, 4 printer cum scanner, 8 printers, one scanner, 41 UPS, one multimedia projector, 3 fax machines, one wireless microphone, two Photostat machines, one handi cam, two projectors, one TV, one music system, one MV recorder ,one antenna etc. we also have LAN and wifi facility in HEIS, Administration block and Library. SQL, VISUAL, ORACLE, MS-OFFICE, TURBOC, TALLY ,Quick Heal Antivirus, 5 User

Pack and Study Skills Success and Tense Buster Compilation- licenced softwares are available in the college for students.

Internet facility (Wi-fi) is available for students and Staff. All the peripheral devices concerned with internet facility are latest & upgraded to avoid any discrepancy and for functionality of the

Catering to Diverse Needs

The college caters to the diverse needs of the area by virtue of its curriculum and highly devoted staff. Intake of students is from rural Panjabi medium schools, and on an average we get students of medium calibre. Never the less some of the students have secured good percentage and have excellent I.Q. The teachers work very hard for the overall development of students and put in their best efforts to make them compete with their urban counterparts. There are job opportunities in the fields of banking, private sector, computers and teaching. The students are well prepared for continuing their higher studies and to sit in the competitive examinations as well. The UG and PG courses provide access to higher education, competitive exams and employment and cater to the diverse need of the area.

EduSat Program

EduSat program of the state Government is running efficiently in the college under the supervision of Dr. S. C. Kalsh and Dr. G. S. Chatha. Since its inception many of our teachers are delivering live lectures to students of degree classes of all the Government Colleges of the state having EduSat facility. The teachers include Dr. Nilima Dogra, Dr.S.L.Verma, Dr.S.C.Kalsh, Dr.G.S.Chatha, Dr. Harmeet Kaur and Ms. Monica.

Career Guidance Cell

A Career and Counseling Cell has been established in the college as a support system for information, guidance and counseling of the students regarding career opportunities and prepare them for the future challenges. The team of teachers to run this resource centre includes Dr Nilima Dogra from the faculty of Arts as Coordinator, Dr. S. L.Verma and Dr. S.C. Kalsh from the faculty of Science and Shri N. K. Bhardwaj from the faculty of Commerce and in charge of Computer Department. A Computer system with internet based global connectivity and free accessibility to the students has been set up in the Cell. A laser Printer with photo copier and Fax facility has also been set up to gather and distribute information on job avenues and placements. Reading materials in the form of magazines and books worth Rs.40, 472 have been purchased. The Cell organized an Extension Guest lecture of S. Himmat Singh, I.G. BSF (Punjab Frontier) to all the outgoing (B.A./B.Sc./B.Com./BCA/M.A. and PGDCA) students of the college regarding job opportunities in Government Civil services and Police recruitment opportunities for

girls in Punjab. The Cell organized a Lecture on Personality Development, communication and interview skills and CV writing by Career Guidance Cell Prof. H.K. Sharma, Head, department of English and in charge, Add on Course in English communication skills, for the students of MA and Computer department. Copies of samples of CVs and covering applications were also distributed among students. A “Career Awareness and Capacity Building Drive” was organized by the Cell under which speakers from different vocations enlightened the students about career opportunities and prospects. These included a lecture by Lt. R.C. Kango from NCC (Navy Wing) and an extension Guest lecture by Mr. Awtar Singh, journalist and Associate Professor in Punjabi at SGTB Khalsa College, Anandpur sahib. An inter active Power point Presentation was also made by Mr. Tarandeep Singh from India Can, a prominent IT Company from Chandigarh who illuminated the students in detail about different career avenues in I.T. Sector and how to make informed choices. The Cell organized the participation of about a hundred outgoing students to a Job Fest held at SGTB Khalsa College at Anandpur Sahib in which twenty seven students from Computer department and three from Commerce were given letters of placement by different companies. It is proposed to further strengthen the working of the Cell in the coming session by holding short workshops/seminars for personality development, communication skills and soft skills as these are the areas that need to be worked upon on the students who mostly hail from the rural areas, along with providing them with active professional guidance for future.

ISR Initiatives

The college is sensitive to its social responsibilities and various initiatives are taken to sensitize the students and community. Legal Litteracy Cell, Consumers Club, NSS, RED CROSS, NCC, Tutorial groups are functioning successfully in the college for the benefit of students and society as well.

Grievances Redressal Cell has been working efficiently to redress student grievances which have generally been minor like time table, transport, minor thefts, sometimes dirty toilets or classrooms or absence of fans etc. which are immediately looked into and redressed. Sometimes there are grievances related to name being mis-spelt, subjects or delayed Roll no and results which are removed by the college office on the recommendation of Grievance Committee

There is a **Gender Sensitization and Prevention of Sexual Harassment** Committee functioning in the college which actively sensitizes the students about gender issues through workshops, power Point presentations and lectures. It looks into and resolves the minor cases of eve teasing which sometimes come before it. No major case has come before the committee till date.

The college can boast of a completely ragging free campus. There is an **Anti Ragging Committee** whose patron is the Principal and also includes members from the staff, office, parents and students. An **Anti Ragging Squad** also actively functions in the college. All the instructions of the government to prevent such incidents are followed like placing of Anti Ragging banners in the campus and highlighting of the directions in the college Prospectus etc. Contact No. of Deputy Commissioner, Ropar is also placed on the college Notice Board.

Welfare schemes for students

- Fee concession for Minorities/SC/ST/handicapped students from economically weaker sections
- PTA Concession for younger brother/sister, BPL students
- Student aid for deserving students from Student Aid Fund (SAF)
- Some departments run their own Book Banks for needy students.
- Provision of Remedial classes for weak students from weaker sections of the society with financial assistance from UGC.
- The students from HEIS are given the option of paying their fee in installments as per their convenience.
- Career Guidance and Placement Cells continues to guide students regarding choice of career and placement opportunities available to students.

Some teachers provide private scholarships to needy and meritorious students

IQAC

IQAC was established in 2005 but it started its proper functioning in 2010. Presently IQAC has three external members who have given valuable suggestions for quality enhancement It strives to develop a system for conscious and consistent action plan to improve the academic and administrative performance of the institution. It looks forward:

- To set and maintain quality benchmarks.
- To identify strengths and weaknesses in the quality assurance procedures
- To monitor the teaching and learning outcomes.
- To evolve a feedback mechanism for further reforms and development.
- To prepare action plans for the academic sessions and to ensure their implementation.
- To promote research culture among the teachers and students.

In this regard, our institutional quality assurance policy has led to the enhancement of the teaching learning process, co-curricular activities, sports achievements, student support activities, gender sensitization, legal literacy, environment consciousness etc. IQAC reiterates its commitment towards multidimensional growth of the institution. The authorities work in collaboration with IQAC and ensure the successful execution of the plans and proposals chalked out by it. The decisions approved and implemented are:

- The process of re-accreditation of college by NAAC, Bangalore. has started.
- Academic calendar and teaching plans are followed.
- A new computer lab and seminar room has been furnished and the office renovation in the HEIS has been done
- Feedback taken from students and parents has been analyzed for further improvements
- A research promotion committee and library advisory committee have been set up
- A work shop on gender issues was organized
- Examination hall has been made functional.
- Class rooms/ labs are being renovated out of Govt. as well as Student Funds
- Wash rooms have been renovated
- Tours for students were organized
- New fans have been purchased and the defective ones have been repaired.
- Record of the students progression has been maintained
- The Alumni association is being strengthened
- The prospectus has been made more informative for students and parents.
- The admission process has been made more rational and transparent.
- The college website is updated regularly.
- The student data is being uploaded in the software purchased for the purpose.

The IQAC of the college chalks out the action plan for the year to be carried out by the various departments and cells / committees. The staff is informed through notices and given a deadline for the implementation and smooth functioning of the action plan. The data is collected from the staff as and when required. The various committees are formed for the effective planning and implementation of the decisions taken in IQAC meetings. The Conveners of the committees not only monitor and evaluate the outcome and achievements but also keep the record of all these activities. At the end of the academic session, all this is brought out in a form of printed document called Annual Report. This Annual Report is distributed among students, parents and staff at the time of Prize Distribution Function.

The college has formulated a very good system for strategic planning concerning every activity including academic, cultural and sports etc. Before the beginning of new session, the college IQAC prepares a concrete and a balanced calendar of activities for the next session. IQAC holds meetings of its internal members during each session and ensures the implementation of decisions taken. The various committees are formed for the effective planning and implementation of decisions taken in the meetings. All HODs are asked to maintain the record of teaching plans, work load, student strength, student progression, results, departmental activities etc. At the end of the academic session, all this is brought out in a form of printed document called Annual Report. This Annual Report is distributed among students, parents and staff at the time of Prize Distribution Function. IQAC has always followed the culture of team work.

On the Administrative front the teachers are put on proctorial duties in their free period to maintain proper discipline in the college. In addition to that there are Discipline committee and Anti Ragging Committee and Squad. Anti Ragging Committee includes students and parents as well. PTA which includes staff and parents of some students goes a long way in providing funds for various purposes towards the growth and maintenance of quality. Orientation assemblies and Tutorial groups have created a very warm and conducive atmosphere in the college and improved the teacher-student interaction for the overall development of the youth. To ensure security of girls, check at entry and exit points of the college by a vigilant gate keeper is done.

As teaching learning is a dynamic and ever changing process, therefore we constantly review our own pedagogic methods. For starting new courses, the teams from university visit the college campus to review the infrastructure and other requisite facilities and the sanction for course is granted accordingly. The sanction of Dept of Higher Education is also taken as per Govt rules. The state Govt. reviews the academic provisions from time to time and the college provides all the requisite information to the higher authorities. The Principal attends all such review meetings when required.

There was a switch over from annual to semester system in Science and Commerce classes and the teachers guide the students and ensure timely completion of syllabi according to teaching plans and internal assessments are sent well in time to the University.. The performance of students in class tests, mid semester / house exams is also helpful to know the effectiveness of their teaching methods. The ultimate objective of entire teaching-learning process is to achieve academic excellence in final exams. In order to plug the loop holes, remedial classes are arranged for slow learners and the advanced learners are groomed.

Being a state run college, the instructions given by higher authorities for quality enhancement are followed. The external regulatory authorities of our college are DPI (Colleges) and Punjabi University, Patiala and we align our mechanisms as per their norms and requirements.

The academic progress of the students is monitored and continuously reviewed through regular tests and assignments at the department level. The slow learners are helped to improve and fast learners are groomed. Questions banks are provided to help the students. Group discussions, viva-voce, visual aids, presentations, and demonstrations form part of teaching learning process. The students are encouraged to make use of NRC in the library. The proper record of student attendance is maintained and the names of students, who remain absent for a specific period of time without a valid reason, are struck off. They are allowed re admission as per rules.

Once the quality assurance policies are framed by the college IQAC, the Academic Calendar is prepared which also reflects the spirit of these policies. Some of important points are mentioned in the college prospectus and uploaded on college web site. The information regarding the policies is communicated through notices and in meetings of PTA, College Council, HODs and staff. The students are also informed about them through notices, in Orientation Programmes and tutorials. The feedback about the outcomes of these policies is taken in the tutorial meetings of the college as well as through Feedback Proforma. Annual report about sport activities is read by the Principal on annual Athletic Meet of the college. Annual report of all activities and their outcome is printed every year and distributed among students, teachers and parents on the Annual Prize Distribution Function and sent to the Directorate and University. These activities are clearly mentioned in the AQAR to be submitted to NAAC and annual report to be submitted to Punjabi University, Patiala for its annual publication.

Healthy Practices

- The institution has in place a structured internal quality assurance system for ensuring continuous quality monitoring /improvement
- An annual calendar is prepared and implemented by the institution

- EduSat program is running in the college since its inception and our teachers are actively participating in it.
- Internet facility is available in the institute.
- The college has a central library and U.G.C. Network Resource Centre
- Many of faculty members are computer savvy.
- The faculty is research oriented and guides students for M.Phil and PhD degrees. Many teachers have published their research papers in national and international journals. They regularly present their work in conferences /seminars.
- Many of the staff members are the members of Academic Council, Faculty of Languages and Physical Sciences and the Board of Studies in their respective curriculum of Punjabi University, Patiala.
- Four women teachers have attended Capacity Building Workshop for Women Managers in Higher Education.
- The institute has its own website and the information about the college is regularly updated.
- The institute has a mechanism for counseling the students

SSR-Govt. Shivalik College, Naya Nangal-2014

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Sukh .

Signature of the Head of the institution

with seal:

Place:

Date:

Verna

Annexure – I – Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI

F.No. 8-41/34 (CP) April, 1984

To

The Registrar,
Punjabi University,
Patiala.

Sub:- List of colleges prepared under Sec. 2(f) of the UGC Act,
1956 - inclusion of new colleges in the -
.....

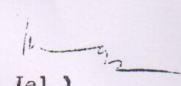
Sir,

I am directed to refer to your letter No. 627/P&D/A-I dated
30-1-84 on the above subject and to say that the name of the following
college has been included in the above list under "Govt. colleges
teaching upto Bachelor's degree".

<u>Name of the College</u>	<u>Year of Estt.</u>
Shivalik College Naya Nangal (on permanent affiliation) Dr. S.S. Joshi.	1983


The above college is fit to receive central assistance in terms
of rules framed under section 12(A) of the University Grants Commission
Act, 1956.

Yours faithfully,


(Inder Lal)
Under Secretary

Copy forwarded to:-

1. The Principal, Shivalik College, Naya Nangal.
2. All Officers/Sections in the UGC Office.


(Inder Lal)

Annexure – II – (A) Accreditation certificate



Quality Profile

Name of the Institution : Government Shivalik College
Place : Naya Nangal, Dist. Ropar, Punjab


Criterion	Criterion Score (Ci)	Weightage (Wi)	Criterion X Weightage (Ci x Wi)
I. Curricular Aspects	77	10	770
II. Teaching-learning and Evaluation	82	40	3280
III. Research, Consultancy and Extension	87	05	435
IV. Infrastructure and Learning Resources	90	15	1350
V. Student Support and Progression	80	10	800
VI. Organisation and Management	78	10	780
VII. Healthy Practices	80	10	800
		100	$\Sigma C_i W_i = 8215$

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{8215}{100} = 82.15$$

Uravak
Director

EC/34/054

Annexure – II (B) Peer Team report


प्रो. वी. एस. प्रसाद
निदेशक
Prof. V. S. Prasad
Director

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्था
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
A Decade of Dedication to Quality Assurance

NAAC/A&A/outcome - 54/2004/ November 04, 2004

The Principal
Government Shivalik College
Naya Nangal - 140126
Punjab

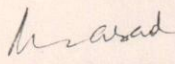
Dear *Principal*,

Greetings of Quality from NAAC.

I am glad to inform you that the outcome of the Assessment and Accreditation exercise of your institution has been processed by the Executive Committee of NAAC on 04/11/2004 and your institution has been **Accredited** for a period of five years with **B++ Grade** (institutional score between 80-85%). The certificate of accreditation with the grade, criterion-wise scores and total scores will be sent to you shortly. I am sure the detailed peer team report given to you already by the peer team will enable the institution to initiate further quality enhancement strategies.

You would also be happy to know that NAAC has completed 10 years of its meaningful existence with achieving landmark of accrediting more than 2000 HEI's in the country. I thank you for the trust you have reposed in NAAC.

With best wishes,

Yours sincerely,

(V. S. Prasad)

2/4, अभिमानि प्रकाशन, डा. राजकुमार मार्ग, पी.ओ.बॉक्स नं. 1075, राजाजीनगर, बेंगलूर - 560 010 भारत
2/4, Abhimani Prakashana, Dr. Rajkumar Road, P. O. Box No. 1075, Rajajinagar, Bangalore - 560 010. INDIA
दूरभाष Phone : +91-80-23120974; 23121492; 23120046 (D) फैक्स Fax : +91-80-23124047
ई-मेल e-mail : naac@blr.vsnl.net.in; prasadvs99@hotmail.com वेबसाइट Website : www.naac-india.com

**Peer Team Report on Institutional
Assessment and Accreditation of**

Government Shivalik College, Naya Nangal (Ropar), Punjab

Section I : Preface

Government Shivalik College, Naya Nangal situated in picturesque surroundings on the right bank of the river Satluj is affiliated to Punjabi University, Patiala. The College was established in the year 1979 with the sole aim to cater to the need of higher education to this semi urban and surrounding backward rural area bordering Himachal Pradesh. Initially the college was financed by the local Notified Area Committee and managed by Govt. Notified Managing Committee for 18 years before being taken over by Punjab Government in May, 1997. The college with motto "Deh Shiva Var Mohe.... Shub Karman Te Kabhun na Taron... Nischey Kar apni jeet Karon," has made a steady progress and has come up as multi-disciplinary, co-educational post-graduate college.

The college offers degree level academic programmes in 11 subjects in Arts i.e. English, Punjabi, Hindi, Political Science, History, Sociology, Geography, Public Administration, Physical Education and Mathematics. The Science faculty offers 5 subjects i.e. Physics, Chemistry, Botany, Zoology and Mathematics. Besides Commerce faculty, it offers three programmes at the post-graduate level in the subjects of Economics, Political Science and Public Administration. The college also runs Computer Courses conducted by Tata-Infotech Center in I.T. Primer, One year e-commerce course and three months WINGS (Basics of Computers). The college is also running four senior secondary courses in Medical, Non-Medical, Humanities and Commerce

streams though these classes are not covered under University Grants Commission. The College is on the list of UGC under 2 F and 12 B categories of colleges.

Spread over on area of 16.5 Acres, the institution has 30 permanent teachers, 8 part time teachers and 32 non-teaching staff. Out of 30 permanent teachers 16 of the faculty members are Ph.D, 9 are M.Phil. whereas 5 are having post graduate degree. Out of 8 part time teachers only one is M.Phil and 7 are postgraduate degree holders. The College has student enrollment of 79 in P.G. classes, 564 in U.G. classes and 34 in Computer courses. The annual system of examination prevails in all under-graduate classes and semester system in post-graduate classes.

The college has central Library, Laboratories, Health center, Canteen, Sports facilities and Grievance redressal cell.

The college volunteered for institutional accreditation by National Assessment and Accreditation Council (NAAC), Bangalore. A Self Study Report for this purpose was prepared and submitted to NAAC. The Peer Team visited the college on 27th and 28th September 2004 to assess the institution. The team consisted of Prof. Santosh Kumar, Former Vice-Chancellor, Dr. Hari Singh Gaur Vishwavidyala Sagar, (M.P.) as Chairperson, Prof. J.P.Pachauri, Professor and Head, Deptt. of Sociology, H.N.Bahuguna Garwhal University Srinagar, Uttranchal as Member Co-ordinator and Dr. M.S. Khanchi, Principal, Babu Anant Ram Janta College, Kaul (Kaithal), Haryana as Member. Mr. Ganesh Hegde, Assistant Advisor NAAC, Bangalore co-ordinated the Peer Team. The team visited various departments; support services and interacted with the Government nominee, the Principal, the teaching staff and non-teaching staff, parents and alumni of the college. The team made in -depth analysis of the functioning and performance of the

college after visiting different departments and examining the documentary evidences relating to administration and academic governance. The college was assessed on the basis of seven point criteria of the NAAC and criterion wise evaluative remarks are detailed in the following sections.

Section II : Criterion wise Analysis.

Criterion 1 : Curricular Aspects.

The college is affiliated to Punjabi University, Patiala and has to work within the constraint of affiliated system. The college offers 3 year B.A./B.Sc./B.Com. Programmes and 2 year post-graduate programmes in Economics, Political Science and Public Administration,. The goals and objectives set forth are reflected in starting various programmes for the students of this semi urban and backward rural area with provision of horizontal and vertical mobility. For example at under graduate level the college has offered English, Punjabi, Hindi, Economics, Political Science, History, Sociology, Geography, Public Administration, Physical Education and Mathematics in Arts stream. Similarly in the Science faculty the college offers Physics, Chemistry, Botany, Zoology and Mathematics. Under self financing scheme the college offers Computer courses conducted by Tata InfoTech Center in I.T. Primer, One year e-Commerce Course and three months WINGS (Basics of Computers).

The curricular contents are based on the structure as formulated by the affiliating University. It is a matter of satisfaction that some members of the staff are represented on Board of Studies in different subjects and state level Inter-University Co-ordination Committee for uniformity in syllabus. These members put fourth their point of view with regard to the formation of the courses of studies. But it is noted that the academic programmes of the college

have no flexibility due to constraint stipulated by the affiliating system, though students have option of selecting elective subjects.

Steps need to be formulized to get feedback from different sections of the college community and other stakeholders on continual basis. For starting the new programme, the approval of the state Govt. and Punjabi University, Patiala is required well in advance. The UG and PG courses offered by the college provide assess to higher education, eligibility to sit in competitive examinations, employment in teaching, administration, banking, computers and other public & private sectors.

Since the college is offering three post-graduate courses the peer team suggest that teachers be encouraged to be research oriented.

Criterion II : Teaching Learning and Evaluation

The college makes admission of the students on the basis of their past academic record and through interviews. Class tests, monthly tests, laboratory practicals, house examination, oral questioning and discussion are conducted to determine the aptitude of the students after the admission. The teachers undertake extra attention to academically weak students by holding remedial coaching classes. On the other hand, the more advanced students are encouraged to interact with the teachers and given extra guidance. Performance of the students is intimated to the parents / guardians.

Members of the faculty unitize the syllabi in three terms. Various departments discuss the Academic planning throughout the year. The method of evaluations is made known to the students in the beginning through the college prospectus and through communication in the classrooms.

Lecture method of teaching is supplemented by using Black Boards, Charts and often by using OHP and Epidiascope, Slide projector and by engaging students in-group discussions. The possibility of initiating the use of

audiovisual aids may be explored. Similarly with the advent of new technology the computer aided teaching process may be introduced.

The college has 221 teaching days including examination days and preparatory days in a year out of 269 working days. The college has 30 permanent teachers, 16 of the faculty members are Ph.D, 9 are M.Phil. while 5 are Post-graduate. Out of 8 part-time teachers one is M.Phil and all others are postgraduates. Some of the part time teachers are NET qualified .The ratio of the regular to part-time teachers is 4:1 and the ratio of teaching to non-teaching staff is 5:1 Regular staff is teaching 85% classes.

The appointment of regular staff is made by the State Govt. as per UGC norms on the recommendations by the Punjab Public Service Commission. Part-time teachers are recruited by DPI (colleges) Punjab, however the guest faculty is recruited on the recommendations of the committee constituted at the college level and are paid out of P.T.A.fund. The Peer Team feels that more appointments need to be made on permanent basis so that the teachers can have a sense of belongs to the institution. This will help to motivate the teachers to take additional academic initiatives.

Performance of the teachers appraisal is through ACRs on the basis of University results, punctuality, teacher's rapport with students and colleagues, appraisal of various duties assigned and research activities undertaken etc.

It is noted that the teachers are sent to attend seminars and workshops. In the last two years 4 teachers attended National level seminars and one of them attended international seminars.

members of the faculty namely Dr.S.L.Verma, Dr.D.P.Singh, Dr. Chander Mohan, Dr.G.S.Chatha & Dr. Jaswinder Kumar have published books on the curriculum of various classes and general books. Two teachers namely Dr. D.P.Singh and Dr. G.S.Chatha are regularly invited by All India Radio and Doordarshan for their participation in talk on current topics. The faculty of the college contributes significantly in the smooth functioning of the college through different committees and societies/associations.

Sincere efforts should be made to increase student's strength in Post-graduate classes and commerce classes. Institute-industry linkage needs to be established.

Criterion-III: Research, Consultancy and Extension

Several members of the faculty have been engaged in research work leading to award of Ph.D to 12 and M.Phil to 6 while in service of the college. A significant number of teachers are life/ordinary members of National/International Research Societies.

Post-graduate students do research oriented project work. There is a provision of study leave to teachers. Dr. D.P.Singh of Physics Department has published 7 books besides research articles. He has also appeared a number of times on AIR /TV programmes. Dr.Nilima Dogra and Dr. Harmeet Kaur are guiding M.Phil students of correspondence courses. Dr. Jaswinder Kumar has published two books and Dr. Chander Mohan has published one book besides research articles. Under the guidance of Dr. M.M.Bhalla one candidate has been awarded Ph.D. degree and one candidate each are being guided by him for Ph.D. and M.Phil. degree.

There is no ongoing research project and no research funding has been received from external agencies. The college does not provide consultancy to

any external agency nor does it publicize the expertise available for consultancy services.

The college organizes activities through NSS, NCC Naval Wing, Youth Service Club, Red-Cross Society, and Departmental Associations' and Environment Society. Community Development, Social Service, Medical Camp, Adult Education, Blood donation camp, Pulse Polio drive, Environment awareness, AIDS awareness and Flood relief are few of the areas in which extension activities are carried out in the college.

Teachers in-charge of various activities engage the students in various extension activities along with NGOs & GOs. NSS & NCC Naval Wing are working efficiently. NCC cadets have been attending various camps & have been participating in Republic Day Parade.

More opportunities need to be provided to students to participate in cultural, sports & other co-curricular activities. The teaching faculty be encouraged to get themselves actively engaged in research / project work and attend more number of seminars / conferences /workshops.

Criterion-IV: Infrastructure and Learning Resources

The college is spread over an area of 16.5 Acres. The college has an administrative block, library, two teaching blocks, 10 laboratories, 49 classrooms, 16 lecture theatres, play grounds, seminar room, girls common room, canteen- cum- student center, botanical garden, 2 museums, gas plant, 4 garages and two cycle/scooter stands. The infrastructure of the college is being maintained out of the college funds, PTA funds and the grants released by the State Govt. from time to time under Urban Development Fund. The college building is yet to be taken over by PWD (B&R) of the state Govt. The

college has a master plan indicating the existing building and future requirements.

The college ensures optimum utilization of its infrastructure facilities. The college is maintained beautiful and clean under the guidance of teachers & with the help of students, sweepers & gardeners. To keep the environment pollution free various trees and flowering plants are planted. Health, hygiene and sanitary conditions of the institution require more attention.

The college has a library advisory committee. The library has a book bank facility. The library has 21,579 books. It subscribes to 24 magazines/journals and 8 newspapers. The working hours of library are 9.00 a.m. to 3.30 p.m.

The Peer Team suggest that library be computerized and reprographic facilities made available in the library.

The college has a Health Center under the charge of a teacher, which is linked with the B.B.M.B. Hospital. The sports facilities in the college consists of a volleyball ground, a basketball ground, a kabaddi ground in addition to track, a multipurpose Gym, badminton and table tennis. The outstanding sports persons are given scholarships, fee concessions, trophies and college colour. However, there was no participation of the students in sports at University, State and National level. Students need to be encouraged to participate in large number in sports.

Criterion-V: Student support and progression

The college is doing good service in the field of higher education in this semi-urban and backward rural area. The drop out rate for under-graduate classes in TDC-I varies from 22% to 29 % and it is zero to 6% in final year. For Post-graduate classes, the drop out rate in Part-I & Part- II varies from 8% to 9% and 5% to 8% respectively. The drop-out rate at the entry point of U.G. level is because of the students failure in supplementary examination at 10+2

level or students opting for some technical courses. Whereas the drop-out at P.G. level is due to the students getting admission in other courses or getting employment mid-way. Some of the students get admission in PG programmes and B.Ed. programme after completing graduation, and some opt for employment or self-employment.

Few of the alumni are holding prominent positions in various walks of life but the college has not maintained any proper record of them. Similarly no proper record is being maintained of the students who have passed UGC-CSIR (NET), SLET, GATE, GRE, IAS examination etc.

The college publishes its updated prospectus annually containing the information regarding the history of the college, rules & regulations, criteria for admission, fee structure, subject combinations, the details of the staff and their qualifications etc. Various kinds of financial aid is available to the students.

The college has constituted a Career Guidance & Counseling Cell under the charge of a designated teacher. The cell needs to be strengthened. There is close rapport between the teachers and the students which leads to conducive atmosphere in the college.

The Alumni association revived recently needs to be strengthened. The policies & criteria of admission are made clear to the prospective students through the prospectus, display on notice board and through newspapers.

The college besides providing the facilities for indoor and outdoor games also organizes cultural programmes and debates. The college magazine "THE SATLUJ" is published regularly. Grievances Redressal and Welfare Cell is functioning in the college.

Outstanding students of the college are honoured on prize distribution function and on athletic meet. The college also organize educational tours for students, which help to enhance their outlook. For all round personality

development of the students the various subject societies and cultural associations should enhance organization of various co-curricular activities.

Criterion-VI: Organization and Management

The college is managed by Punjab Government under the supervision of D.P.I. (Colleges). The college has an efficient monitoring mechanism, which involves the Principal, the staff and the students. The Principal is the administrative head and responsible for maintaining attendance, engagement of classes and general administration of the college. Various committees have been formed for the smooth functioning of the institution and building congenial academic atmosphere in the college. All segments of the institution are working in complete harmony.

Superintendent of the administrative office of the college monitors the work efficiency of non-teaching staff whereas respective Heads of departments monitors the work efficiency of laboratory staff.

Although the college generally follows academic calendar framed by the University however the college has a committee for proper implementation of the academic calendar.

Professional development programme for non-teaching staff are organized by Punjab Govt. / Punjabi University, Patiala.

The fee structure of the college is as per Punjabi University/Punjab Govt. norms. For self-financed e-commerce, WINGS and I.T.Primer the fee is Rs.21,000, Rs.3,000 & Rs1,500 respectively.

There is an internal audit mechanism in the college. The problems faced by the staff are solved at the level of the Principal and senior faculty members. The college Grievance Redressal & Welfare Cell needs to be strengthened.

There is a provision of loan to teaching & non-teaching staff as per Punjab Govt. finance department rules. Loan is also available out of GPF.

Major items are purchased by the college with the permission of DPI (Colleges) Punjab.

Criterion-VII: Healthy Practices

The Peer Team appreciates the presence of some healthy practices in the college that are surely helping the academic and intellectual development of the students. These are mentioned below:

- The college has a mechanism for internal quality check by way of formation of certain committees. The principal & his team are well aware of what is needed for well being of the institution.
- The college inculcates civic responsibilities among its students through NCC, NSS, Health awareness Camps and celebrating various National/International days.
- The NCC, NSS and various clubs of the college help the students to realize the dignity of labour by involving them in community programmes and cleanliness drives etc.
- The college provides ample opportunities and occasions to the students where they express their creative minds & talent, which helps in their all round personality development.
- Luminaries, Scholars etc. are invited to inculcate ethical & quality leadership virtues among the students.
- The college magazine "THE SATLUJ" is published regularly.
- The discipline of the college is exemplary.
- A few of staff members including the Principal have good academic exposure as they have participated in National & International

conferences in the country and abroad as well as they have been awarded by different organizations.

- Some lecturers have been delivering Radio & T.V.talk on topics of current interest.
- Some lecturers are guiding the students for Ph.D. & M.Phil degree and some have published books.
- Students are encouraged to join computer courses and for that purposes some self financed computer courses like e-commerce; I.T.Primar & WINGS have been started.

Section- III: Overall Analysis

Government Shivalik College, Naya Nangal established in 1979 affiliated to Punjabi University, Patiala is rendering a yeoman service to this semi-urban and backward rural area. This institution is imparting education in the stream of Arts, Commerce and Science (Med. & Non-Medical) at U.G. level and Economics, Political Science and Public Administration at P.G. level. In addition the college has introduced a few self-financed computer related courses like e-commerce, I.T.Primar and WINGS (Basics of computer) in collaboration with Tata Infotech Centre. The college is doing its best within the constraints of the affiliating system.

Several members of the faculty have been engaged in research work leading to award of Ph.D to 12 and M.Phil to 6 while in service of the college. A significant number of teachers are life/ordinary members of National/International societies and participating and contributing research papers in different seminars/workshops at national and international level. Some teachers are guiding the research scholars for Ph.D. and M.Phil degree. A few teachers have written books and are invited by All India Radio and Doordarshan for talk. Some faculty members are on the Board of Studies of

Punjabi University, Patiala. The faculty of the college contributes significantly in the smooth functioning of the college through different committees and societies/associations. The Peer Team feels that the teachers be encouraged to apply to UGC/CSIR etc. for minor and major research projects.

The college promotes various social welfare programmes like Blood Donation, Aids Awareness, Medical Camp, Adult Education and Flood Relief etc. through extension services of NSS, NCC Naval Wing and Departmental Associations.

The college ensures optimum utilization of its infrastructure facilities. The college besides providing the facilities for indoor and outdoor games also organizes cultural programmes and debates. Educational tours are frequently organized. Outstanding students of the college are honoured on prize distribution function and on athletic meet. The college magazine "THE SATLUJ" is published regularly. More opportunities need to be provided to students to participate in cultural, sports and other co-curricular activities.

The college has an internal audit mechanism. Loan facility is available to staff. Grievance Redressal and Welfare Cell needs to be strengthened.

There is a clear indication that preparation for assessment by NAAC has already given rise to new ideas and initiatives among staff as well as the administration of the college. The college will be highly benefited if the spurt of development is maintained even after the process of assessment.

The Peer Team while appreciating the approach of Govt. Shivalik college to quality assurance and standards would like to express its concern and place its suggestions for further development of the institution for the consideration of the college authorities.

Commendations:

After visiting the college and meeting different stakeholders and verifying documents placed before the team, the following impresses the Peer Team:

There is a team spirit among the members of the staff and commitment for academic excellence. The teachers have published about 138 research papers including 07 during last five years. The maintenance of the equipments and museums in Science Departments are worth praising. The Botanical garden with medicinal plants and collection of food sources and wood plants in the museum of Botany are unique efforts of Dr.S.K.Varma, Head of the Department of Botany. The Departments of Botany and Physics are writing popular articles for the popularization of the subject through writing books and popular articles in Punjabi language. For this Dr. D.P.Singh has been awarded five awards. Shri Jaswinder Singh received Gold Medal in sports. The Principal of the Institution, Mrs. Nirmal Kalsi was also awarded three awards. These achievements of the Institute are commendable.

The college Library is well maintained and is very systematically arranged. Both textbooks and reference books are available and it has a separate P.G. section. The unique collection of religious books has a separate corner.

The college has made his mark in academic sphere by its good results.13 cadets qualified C certificate and 30 B certificate. Three cadets were selected for the participation in Republic Day Parade, 9 participated in Nau Sainik, 7 students were selected for Sea Attachment Camp and 4 participated in National Integration Camp. It reflects the good performance of N.C.C Wing.

SUGGESTIONS:

The college may think of introducing Job Oriented, Market Friendly courses like Agro Service, Hotel Management and Tourism, Information Technology, Biotechnology, Industrial Chemistry, Microbiology, Fisheries, etc. both at P.G. and U.G. levels. Being the Government Institution now the college should approach proper agencies in this regard.

The college should establish Industry Institution linkage.

The college may motivate the teachers to undertake Research Projects from different funding agencies.

The college should provide Internet and reprographic facilities in the Library for teachers and students. The library needs to be computerized.

The teaching and learning process could be made more student centered by introducing new technological devices in teaching. OHP, LCD, and other computer related devices are hardly used.

Parents and alumni suggested that the institution could think of starting a formal center for helping students to appear for various competitive exams both of the state, center and other National Institutions.

The college should start English-speaking course.

Short-term computer training programmes be arranged to make students, teachers and employees computer literate.

Remedial classes need to be organized more frequently for poor and weak students. The college should also strengthen quality advisory cell and quality assurance cell

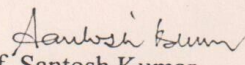
The feedback received from students on staff evaluation can be utilized for the enhancement of the quality of teaching.

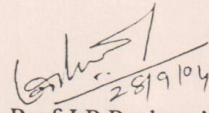
The college needs the hostel facilities. Aqua-guard, vehicle parking shed and generator should be provided. Finally it is important for the college to have a plan for the future. The Peer Team recommends that the college evolves a

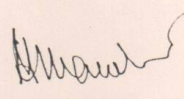
plan for the future & initiate appropriate steps to implement the plan in keeping with the aims & objectives of the college.

Summing up

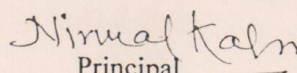
The Peer Team expresses sincere gratitude to the Principal, staff members teaching and non-teaching, the students of the college, representatives of parents and alumni for interacting with the team. It has been a pleasant experience to the team being with the college. The team only hopes that the visit would help the college to dream big and thus tune education in the college to the emerging needs of the society.


Prof. Santosh Kumar
Chairman


28/9/04
Prof J.P.Pachauri
Member Coordinator


Dr. M.S.Khanchi
Member

I agree with the report


Principal
28/9/2004
Govt. Shivalik College
Naya Nangal.

Date: 28th September 2004.

