

Annual Quality Assurance Report (AQAR) 2014-15

Submitted to
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
Bangalore

by
Sri Guru Gobind Singh College of Education
Beghpur Kamlooh, Mukerian

run under the *aegis* of



Er. Parmjit Singh Foundation

Sri Guru Nanak Dev Education Trust

Dalewal, Distt. Hoshiarpur (Punjab) - 144208

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

| | | |
|-----|-------------------------------------|--|
| 1.1 | Name of the Institution | Sri Guru Gobind Singh College of Education |
| 1.2 | Address Line 1 | Vill. Beghpur Kamlooh |
| | Address Line 2 | Mukerian |
| | City/ Town | Mukerian (Hoshiarpur) |
| | State | PUNJAB |
| | Pin Code | 144211 |
| | Institution e-mail address | sggskamlooh@gmail.com |
| | Contact No.s | 8725002739 |
| | Name of the Head of the Institution | Dr. I S Nandra |
| | Tel. No. with STD Code | 01883-244990 |
| | Mobile | 9815832276 |
| | Name of the IQAC Co-ordinator | Ms. Harmeet Kaur |
| | Mobile | 9464445808 |
| | IQAC e-mail address | sggskamlooh@gmail.com |

1.3 NAAC Track ID 11346

1.4 NAAC Executive Committee No. & Date: EC/55/A&A/118, Dt. 27-03-2011

1.5 Website address: www.sgndetrust.org

Web-link of the AQAR: http://www.sgndetrust.org/wp-content/uploads/2015/07/AQAR-2014-15.pdf

1.6 Accreditation Details

| S. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|--------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | B | 2.63 | 2011 | 2016 |

1.7 Date of Establishment of IQAC: 23.07.2014

1.8 AQAR for the year 2014-15

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

- i. AQAR 2013-14 submitted to NAAC on 23.07.2014
- ii. AQAR 2012-13 submitted to NAAC on 19.07.2013
- iii. AQAR 2011-12 submitted to NAAC on 18.07.2012

1.10 Institutional Status

| | | | | |
|--|--|--|----------------------------------|----------------------------------|
| University | State <input type="checkbox"/> | Central <input type="checkbox"/> | Deemed <input type="checkbox"/> | Private <input type="checkbox"/> |
| Affiliated College | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> | | |
| Constituent College | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> | | |
| Autonomous college of UGC | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> | | |
| Regulatory Agency approved Institution | Yes <input checked="" type="checkbox"/> (NCTE) | No <input type="checkbox"/> | | |
| Type of Institution | Co-education <input checked="" type="checkbox"/> | Men <input type="checkbox"/> | Women <input type="checkbox"/> | |
| | Urban <input type="checkbox"/> | Rural <input checked="" type="checkbox"/> | Tribal <input type="checkbox"/> | |
| Financial Status | Grant-in-aid <input type="checkbox"/> | UGC 2(f) <input type="checkbox"/> | UGC 12B <input type="checkbox"/> | |
| | Grant-in-aid + Self Financing <input type="checkbox"/> | Totally Self-financing <input checked="" type="checkbox"/> | | |

1.11 Type of Faculty/Programme

| | | | | |
|---|--------------------------------------|---|-------------------------------------|---|
| Arts <input type="checkbox"/> | Science <input type="checkbox"/> | Commerce <input type="checkbox"/> | Law <input type="checkbox"/> | PEI (Phys Edu) <input type="checkbox"/> |
| TEI (Edu) <input checked="" type="checkbox"/> | Engineering <input type="checkbox"/> | Health Science <input type="checkbox"/> | Management <input type="checkbox"/> | |
| Others (Specify) | <input type="text"/> | | | |

1.12 Name of the Affiliating University (*for the Colleges*)

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

| | | |
|--|---------------------------------|---|
| Autonomy by State/Central Govt. / University | <input type="text" value="No"/> | |
| University with Potential for Excellence | <input type="text" value="-"/> | UGC-CPE <input type="text" value="-"/> |
| DST Star Scheme | <input type="text" value="-"/> | UGC-CE <input type="text" value="-"/> |
| UGC-Special Assistance Programme | <input type="text" value="-"/> | DST-FIST <input type="text" value="-"/> |
| UGC-Innovative PG programmes | <input type="text" value="-"/> | Any other (<i>Specify</i>) <input type="text" value="-"/> |
| UGC-COP Programmes | <input type="text" value="-"/> | |

2. IQAC Composition and Activities

| | |
|---|---------------------------------|
| 2.1 No. of Teachers | <input type="text" value="04"/> |
| 2.2 No. of Administrative/Technical staff | <input type="text" value="01"/> |
| 2.3 No. of students | <input type="text" value="02"/> |
| 2.4 No. of Management representatives | <input type="text" value="01"/> |
| 2.5 No. of Alumni | <input type="text" value="02"/> |
| 2.6 No. of any other stakeholder and community representative | <input type="text" value="02"/> |
| 2.7 No. of Employers/ Industrialists | <input type="text" value="01"/> |
| 2.8 No. of other External Experts | <input type="text" value="01"/> |
| 2.9 Total No. of members | <input type="text" value="14"/> |
| 2.10 No. of IQAC meetings held | <input type="text" value="02"/> |

2.11 No. of meetings with various stakeholders Non Teaching Staff Faculty
 Students Alumni Others

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

2.13 Seminars and Conferences (only quality related)

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

Total No. International National State Institution Level

(ii) Themes:

- State level seminar on “Integrating Information & Communication Technology for Quality Improvement in Teacher Education”
- Extension Lecture by Dr. Pawan Kalia on “Multiple Intelligence”
- Extension Lecture by Dr. Sham Sunder Sharma on “Women Empowerment”

2.14 Significant Activities and contributions made by IQAC

- Policy established for granting academic leave to faculty for research or attending conferences/ seminars/ workshops etc.
- State level seminar on “Integrating Information & Communication Technology for Quality Improvement in Teacher Education”
- Extension Lecture by Dr. Pawan Kalia on “Multiple Intelligence”
- Extension Lecture by Dr. Sham Sunder Sharma on “Women Empowerment”
- Utilization of Technical devices introduced

2.15 Plan of Action by IQAC/Outcome:

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

| Plan of Action | Achievements |
|--|---|
| <ul style="list-style-type: none"> • Prepare Comprehensive Academic Calendar • Extension Lectures by Experts • Organization of Curricular and Co-Curricular Activities • Planning for Special Coaching Classes for PTET/CTET etc. • Conduct One State Level Seminar | <ul style="list-style-type: none"> • The Academic Calendar was followed completely • Two Extension Lectures by External Experts Conducted • 15 Activities Organized • 21 Students availed Coaching • One state seminar organised |

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

- Tentative budget approved by Management for organisation of state level seminar
- Policy for granting academic leave to faculty for research or attending conferences/ seminars/ workshops etc. was approved

Part – B

Criterion – I**1. Curricular Aspects**

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD | | | | |
| PG | | | | |
| UG | 01 | Nil | 01 | 01 |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others | | | | |
| Total | 01 | Nil | 01 | 01 |
| Interdisciplinary | - | - | - | - |
| Innovative | - | - | - | - |

1.2 (i) Flexibility of the Curriculum: Core and Elective options available to students

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 01 |
| Trimester | - |
| Annual | - |

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

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

*Please provide an analysis of the feedback in the Annexure

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

- Yes, the program was changed from annual system to semester system by Panjab University
- Reform in the division of marks implemented by the University

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty:

| Total | Asst. Professor | Associate Professor | Professor | Others |
|-------|-----------------|---------------------|-----------|--------|
| 10 | 9 | - | - | 1 |

2.2 No. of permanent faculty with Ph.D.

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

| Asst. Professor | | Associate Professor | | Professor | | Others | | Total | |
|-----------------|---|---------------------|---|-----------|---|--------|---|-------|---|
| R | V | R | V | R | V | R | V | R | V |
| - | - | - | - | - | - | - | - | - | - |

2.4 No. of Guest and Visiting faculty and Temporary faculty 02

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------------------|---------------------|----------------|-------------|
| Attended Seminars/ Workshops | - | - | 9 |
| Presented papers | - | 9 | 7 |
| Resource Persons | - | 1 | - |

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

- Teaching with the help of field trip and excursion.
- Content presentation through PPT's.
- Combined feedback by pupil teachers.

2.7 Total No. of actual teaching days during this academic year 210

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)
 No, as Panjab University is the sole authority for examination/ evaluation reforms

2.9 No. of faculty members involved in curriculum restructuring/ revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop:
 NA

2.10 Average percentage of attendance of students 93%

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------------|--------------------------------|---------------|-----|------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| B. Ed. (2 nd Sem) | 100 | 14 | 86 | - | - | 100 |

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

- By preparing and monitoring the adherence to the institutional Academic Calendar.
- Analysis, execution of activity through IQAC meetings.
- Analysis of Mid-Term/ House tests, and final exam results
- Collecting and analysing feedback from various stakeholders
- Conducting Academic Audit of the College

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|--|------------------------------|
| Refresher courses | - |
| Orientation programmes | - |
| Faculty exchange programme | 2 |
| Faculty training conducted by other institutions | - |
| Summer / Winter schools, Workshops, etc. | 12 |
| Others (experts and professional meet) | 1 |
| Faculty Development Programme at Institutional Level | 12 |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 3 | - | - | - |
| Technical Staff | 5 | | | |

Criterion – III**3. Research, Consultancy and Extension****3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution**

- Policy established for granting academic leave to faculty for research or attending conferences/ seminars/ workshops etc.

3.2 Details regarding major projects: N. A. as we are an affiliated colleges

3.3 Details regarding minor projects:

N. A. as research project grants are not awarded to affiliated colleges

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | - | - | - |
| Non-Peer Review Journals | - | - | - |
| e-Journals | - | - | - |
| Conference proceedings | - | 9 | - |

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

N.A as College is running B.Ed. Course only

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: N.A.

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For Colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any other (Specify)

3.10 Revenue generated through consultancy: We offer free consultancy to organisations

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|--------------------|------------|--------------------|
| Number | - | - | 1 | - | 2 |
| Sponsoring agencies | - | - | College Management | - | College Management |

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

3.13 No. of collaboration International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding Agency From Management of College

Total

3.16 No. of patents received this year:

Nil, as B. Ed. Program is not geared towards creating patentable IP

| Type of Patent | Number | |
|----------------|---------|---|
| National | Applied | - |
| | Granted | - |
| International | Applied | - |
| | Granted | - |
| Commercialised | Applied | - |
| | Granted | - |

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

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| - | - | - | - | - | - | - |

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

and students registered under them

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)
 JRF SRF Project Fellows Any Other

3.21 No. of students Participated in NSS events:

University Level State Level

National Level International Level

3.22 No. of students Participated in NCC events:

University Level State Level

National Level International Level

3.23 No. of awards won in NSS:

University Level State Level

National Level International Level

3.24 No. of awards won in NCC:

University Level State Level
National Level International Level

3.25 No. of Extension Activities organised:

University forum College forum
NCC NSS Any other

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

- State level seminar
- Cleanliness drive
- Art exhibition
- Students' rallied for social awareness
- Extension Lecture by Dr. Pawan Kalia on "Multiple Intelligence"
- Extension Lecture by Dr. Sham Sunder Sharma on "Women Empowerment"

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|---------------------|--------------------|----------------|---------------------|
| Campus area | 3510 m ² | 295 m ² | - | 3805 m ² |
| Class rooms | 4 | 4 | Management | 8 |
| Laboratories | 7 | 3 | Management | 10 |
| Seminar Halls | 1 | 2 | Management | 3 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | - | - | - | - |
| Value of the equipment purchased during the year (Rs. in Lakhs) | - | - | - | - |
| Others | - | - | - | - |

4.2 Computerization of administration and library

- Library is fully automated.
- All administrative work is done through computer with internet facility.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|--------|-------------|-------|-------|--------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 7933 | 860985 | 170 | 16027 | 8103 | 87701 |
| Reference Books | 795 | 227452 | 2 | 899 | 797 | 228351 |
| e-Books | -- | -- | -- | -- | -- | -- |
| Journals | 21 | 16570 | 2 | 3500 | 23 | 20070 |
| e-Journals | -- | -- | -- | -- | -- | -- |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | 45 | 8000 | 15 | 3000 | 60 | 11000 |
| Others (specify) | -- | -- | -- | -- | -- | -- |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Lab | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 30 | 28 | 16 Mbps | - | - | 1 | - | 1 |
| Added | 5 | - | - | - | - | 1 | - | 4 |
| Total | 35 | 28 | - | - | - | 2 | - | 5 |

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

16 Mbps Wi Fi Lease line from Airtel

4.6 Amount spent on maintenance in lakhs:

| | |
|--|--------------|
| i) ICT | 6.74 |
| ii) Campus infrastructure and facilities | 8.87 |
| iii) Equipments | - |
| iv) Others | - |
| TOTAL | 15.61 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Familiarizing students regarding support services in the starting of session by orientation program
- Publicizing the support services available to students through Notice Board and through the Committee Coordinators
- Acquainting students with latest information regarding PTET, CTET and higher education courses.
- Sharing the findings of result analysis and establishing the remedial measures in consultation with the students.

5.2 Efforts made by the institution for tracking the progression

- Student Progression is tracked through different committees formulated for the purposes like placement, consultancy, research etc.
- Result analysis, academic audit and mentoring are other mechanisms for tracking the progress of the students.

5.3 (a) Total number of students

| | | | |
|-----|----|--------|--------|
| UG | PG | Ph. D. | Others |
| 100 | - | - | - |

(b) No. of students outside the state

-

(c) No. of international students

-

| | | | | | |
|-----|-----|----|-------|-----|-----|
| Men | No. | % | Women | No. | % |
| | 6 | 6% | | 94 | 94% |

| Last Year | | | | | | This Year | | | | | |
|-----------|----|----|-----|-----------------------|-------|-----------|----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 57 | 18 | - | 25 | - | 100 | 60 | 17 | - | 23 | - | 100 |

Demand Ratio: 100 : 110 **Dropout % =** 0%

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

Saturday Extra classes after Teaching Hours.

No. of students beneficiaries

20

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|---|-----------|---|------|---|--------|---|
| NET | - | SET/SLET | - | GATE | - | CAT | - |
| IAS/IPS etc | - | State PSC | - | UPSC | - | Others | 9 |

5.6 Details of student counselling and career guidance

Members of placement cell conducted counselling sessions time to time for guiding students regarding jobs entrance test and for further study

No. of students benefited

5.7 Details of campus placement N.A

| | <i>On campus</i> | | <i>Off Campus</i> |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| - | - | 2 | 40 |

5.8 Details of gender sensitization programmes

- Celebration of International Women’s Day.
- Awareness on Female Foeticide through Poster making competitions

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports State/ University level National level International level

Cultural State/ University level National level International level

5.10 Scholarships and Financial Support

| | No. of students | Amount |
|--|-----------------|----------|
| Financial support from institution | 5 | 50,000 |
| Financial support from government | 9 | 4,54,500 |
| Financial support from other sources | - | - |
| Number of students who received International/ National recognitions | - | - |

5.11 Student organised / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 Number of social initiatives taken by students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the College:

- To prepare and develop competent, innovative and farsighted teachers who can meet the requirements of national competitive work and contribute to academic excellence.
- To provide value-based curriculum and dynamic academic environment for strengthening faith in humanistic, social and moral values as well as in Indian cultural heritage and democracy.
- To create facilities for imparting quality education and grow into a centre of excellence in the field of teacher education.

Mission of the College:

- To imbibe in our prospective teachers a sense of dedication, diligence, discrimination and dignity of teaching profession.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

- There is no direct role of the college in curriculum development, the curriculum for B.Ed. Course is developed/ adopted by Panjab University and same is circulated to the affiliated colleges by the University.

6.3.2 Teaching and Learning

- Use of metacognitive strategies.
- Utilization of Technical devices

6.3.3 Examination and Evaluation

- Feedback is given to the student periodically with conduction of House Examination, discussion lessons and different type of activities.
- Peer Group Evaluation during Teaching Practice.
- SEMESTER SYSTEM INTRODUCED

6.3.4 Research and Development

- Policy established for granting academic leave to faculty for research or attending conferences/ seminars/ workshops etc.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Automation of Library services initiated
- New books purchased.
- Research Journals added
- Physical infrastructure improved for improving the efficiency of Teaching-Learning process.

6.3.6 Human Resource Management

- All appointments are full-time, regular appointments
- The salaries are as per the scales of the regulatory agency
- PF benefit is given to the non-teaching staff
- Conveyance facility is available to all the staff members

6.3.7 Faculty and Staff recruitment

- Faculty or staff is recruited as per the norms framed by the Competent authority NCTE/ PU/Pb. Govt.

6.3.8 Industry Interaction / Collaboration

One MoU was signed this year

6.3.9 Admission of Students

- Admissions are made through the centralized counselling conducted by the affiliating University
- Formation of help desk for admission in the College.
- Formation of guidance and counselling cell.

6.4 Welfare Scheme for:

| | |
|--------------|--|
| Teaching | PF, Provisions for Professional Growth |
| Non teaching | PF, conveyance, provisions for professional growth |
| Students | Scholarship |

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

| Audit Type | External | | Internal | |
|----------------|----------|------------|----------|------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | University | Yes | Management |
| Administrative | Yes | University | Yes | Management |

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

| | |
|-------------------|------|
| For UG Programmes | N.A. |
| For PG Programmes | N.A. |

The Institute is an affiliated college, thereby conduction of exam and declaration of results is out of its purview.

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

| |
|------|
| N.A. |
|------|

The Institute is an affiliated college, thereby examinations reforms are out of its purview

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

| |
|----------------------------------|
| NA, We are an affiliated College |
|----------------------------------|

6.11 Activities and support from the Alumni Association

| |
|--|
| <ul style="list-style-type: none"> Alumni meet is being regularly organised every year. Alumni help the students in placement. Alumni take active part in some of the events organised by the College |
|--|

6.12 Activities and support from the Parent – Teacher Association

| |
|--|
| <ul style="list-style-type: none"> Student's performance and their problems are discussed and remedial measures are taken for the overall development of the students. Engagement of parents in co-curricular activities |
|--|

6.13 Development programmes for support staff

| |
|--|
| <ul style="list-style-type: none"> Faculty participation in national seminar/extension Lecture/ Faculty Exchange Programmes etc. Besides research work Duty leaves are granted to the staff besides remuneration |
|--|

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

| |
|--|
| <ul style="list-style-type: none"> The institute makes the environment Eco friendly by minimising use non-biodegradable items Co-curricular activities are conducted with focus on sensitizing the staff and students towards the need for protecting our environment. |
|--|

Criterion – VII**7. Innovations and Best Practices**

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

| |
|--|
| <ul style="list-style-type: none"> Increase in use of ICT in teaching and learning. Periodic visits to places where professional growth of the students can be done. Development of skill in teaching through internship programme in schools |
|--|

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

| |
|--|
| <ul style="list-style-type: none"> The Academic Calendar was followed completely Two Extension Lectures by External Experts Conducted 15 Activities Organized 21 Students availed Coaching |
|--|

- One state seminar organised

7.3 Give two Best Practices of the institution

- Interspersed and systematized work culture
- Collaboration of teaching learning resources.

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

7.4 Contribution to environmental awareness / protection

- Promote values of conservation of waste among the students by minimising the use of water.
- Educate the students to create awareness amongst public and sanitary workers to stop indiscriminate burning of waste which cause respiratory disease.
- Sensitized the students to minimise the use of plastic waste, not to throw them in public places as they choke drains and sewers of provide breeding ground for mosquitoes.

7.5 Whether environmental audit was conducted? Yes No

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

- The College is reaching out to students who are first generation learners
- The College is maintaining the requisite number of faculty
- Developing institutional collaboration network.
- Reaching out to our alumni for quality improvement
- 50% Concession in Tuition Fee for Fatherless students.
- 100% Concession in Tuition Fee for Parentless students
- 25% Concession in Tuition Fee for Siblings & Handicapped

8. Plans of institution for next year:

- We plan to organise an international conference next year
- Research work will be emphasised upon.
- Generating funds for Research Cell.

Name: Ms. Harmeet Kaur

Name: Dr. Inderdev Singh Nandra

Signature of Coordinator, IQAC

Signature of Chairperson, IQAC