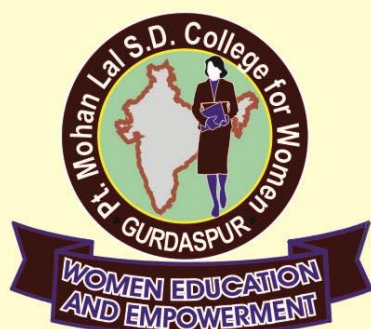


*Self Study Report, Pt. Mohan Lal S.D. College for Women, Gurdaspur*

# SELF STUDY REPORT



**Submitted To :**

**NATIONAL ASSESSMENT & ACCREDITATION COUNCIL  
(NAAC)  
BANGALORE**

**PT. MOHAN LAL S.D. COLLEGE FOR WOMEN**

**A Premier Multi-faculty Post-Graduate Educational Institution  
Kahnuwan Road, Gurdaspur - 143521 (Pb.)**

Phone : 01874-502027, 502681

E-mail : ptmlsd@gmail.com

Fax : 01874-502027

Visit us at : [www.ptmlsdc.ac.in](http://www.ptmlsdc.ac.in)

## **PREFACE**

As the path from dreams to success does exist, may you have vision to see it, the courage to get on to it and the perseverance to follow it .Following the same, the mission of our college is to achieve and to maintain the goal of quality and identify ways of providing quality learning by fostering institutional excellence.

After the first assessment in the year 2009 where our college has been accredited by NAAC with 'B' grade, we have been working with redoubled zeal and vigour and maintaining high standards of quality at all levels since then. Their valuable suggestions also helped us to introduce suitable reforms within the institutional framework to enhance the existing quality in sphere. Preparing a report of self appraisal requires a lot of egregious efforts, positive mind set-up and optimistic approach. It is an objective reflection of the Academic and Administrative involvement of members community towards sustaining the excellence achieved and progressing ahead in all the dimensions that an Institution needs to excel in. Doing this aptful labour of collecting data as team work and providing inputs to each criterion, meticulously presenting all the Academic, Research, Co-curricular and Extension activities along with all the aspects of the college over the last five years has been thrilling and wonderful experience. For this purpose, a seven members Committee was formed under the stewardship of Principal Dr. (Mrs.) Neelam Sethi

\* Co-ordinator : Mrs. Poonam Seth

\* Co-ordinator: Miss Gurwinder Kaur

Steering Committee Members

\* Mrs. Daljinder Kaur

\* Mrs.Pardeep

\* Dr.Rama Gandotra

\* Mrs. Jyoti Saini

\* Mrs.Seema Mahajan

\* Mrs.Money Puri

\* Ms. Preeti Sharma

The Committee diligently worked with exemplary zeal to make this accomplishment possible. I extend my gratitude to the Steering Committee whose vigour and critical comments helped us to execute this gigantic task successfully. The teaching faculty, the office staff and the entire college family is also responsible for making this colossal job possible

As we are presenting ourselves for reaccreditation and reassessment, we firmly believe that our humble efforts to ascend the ladder of success will surely be accomplished.

We, at Pt.Mohan Lal S.D.College for Women,Gurdaspur, look forward to the visit of NAAC peer Team with recapitulating our grim resolve to meet the expected norms of different criterion and believe that their insightful observation would help the institution achieve its intended future objectives better.

Principal

Dr. (Mrs.) Neelam Sethi

**CONTENTS**

S.No.	PARTICULARS	PAGE NO
1	EXECUTIVE SUMMARY	1
2	PROFILE OF THE COLLEGE	5
3	CRITERION WISE EVALUATIVE REPORT	17
	A.    CRITERION-I	18
	B.    CRITERION-II	31
	C.    CRITERION-III	57
	D.    CRITERION-IV	110
	E.    CRITERION-V	131
	F.    CRITERION-VI	162
	G.    CRITERION-VII	177-194
4	PROFILE OF DEPARTMENTS	
5	NUGGETS OF THE COLLEGE	
6	SPECTRUM OF THE COLLEGE	
7	CERTIFICATES	
	I    DECLARATION BY THE HEAD OF INSTITUTION	
	II   NAAC CERTIFICATE	
8	ANNEXURES	
I	(a)    2F & 12B	
	(b)    PEMANENT AFFILIATION OF THE COLLEGE	
II	11TH PLAN DEVELOPMENTAL AND MERGER GRANTS	
III	MASTER PLAN	
IV	LIST OF VARIOUS COMMITTEES	
V	INCOME &EXPENDITURE	
VI	BALANCE SHEET	
VII	BUDGET	
VIII	PEER TEAM REPORT ON INSTITUTIONAL ASSESSMENT AND ACCREDITATION	

## **Executive Summary**

Pt. Mohan Lal S.D.College for Women, Gurdaspur accredited 'B' grade by NAAC, has been surging ahead successfully towards realizing its much cherished goal to empower women through holistic education ever since its establishment in 1995. Our College is named after an immortal luminary Pt. Mohan Lal Ji former Home, Finance and Education Minister Punjab. This Institution volunteers for the first cycle of re-accreditation, submitting its Self –Study Report, a document that faithfully confirms to NAAC's guidelines and records its vision, mission and innovative initiatives in its pursuit of excellence.

The College is committed to empowering women to think independently, to understand the complexities and challenges of today's life and transforms them into opportunities to set benchmarks for others and finally to epitomise the change they seek to bring in the world.

The College introduced a number of theory/practical centric under graduate programmes such as B.A.(with a vast array of subjects),B.Sc.(Medical),B.Sc.(NonMedical), B.Sc.(Eco), BCA, B.Com(Reg.), B.Com(Prof.), post graduate programmes such as M.Sc.(Comp.Sc.), M.A.(Punjabi), PGDCA and Diploma in Stitching and Tailoring. However, in the wake of changing global scenario, the college shifted its focus towards introduction of vocational programmes such as IT, Cosmetology, Basic Cooking and Catering, Biotechnology, Banking and Insurance, Apparel Designing and Functional English.

The curricular is constantly updated and every new academic programme is strategically planned. The exposure of faculty through participation and organization of national conferences, seminars, workshops and refresher courses and feedback from students, Alumni and Academic experts give the right impetus and direction for necessary changes in the curriculum. The college would continue to hold remedial and brilliant classes so as to its gigantic score card.

The College was adequate in – built mechanisms which are continually updated to achieve the goals of academic excellence House tests are conducted to assess the academic needs of the students. Interactive instructional techniques like group discussions, projects, experiments, power point presentations etc. enrich the teaching learning experience and engage students in higher order 'thinking' and investigation.

Teacher Quality is assured by recharging the faculty members in their own discipline and on general professional competence through training programmes and Faculty

## **Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur**

Development Programmes. Faculty takes initiative to learn and keep abreast of the latest developments, to innovate continuously, seek improvements in their work and strive for individual and institutional excellence. The strong feedback mechanism for faculty involving, self appraisal, feedback from students and head of the institution help faculty members to enhance their professional competency. 5 faculty are Ph.D holders and 3 others are on the way to complete their Ph.D.

Invigorating programmes like discussion on Women's Rights, Elimination of violence against women, Female Foeticide and Drug Addiction which are organized from time to time at the institutional level and in collaboration with NGOs have a visible element in terms of generating knowledge, developing sensitivities towards community issues, social integrity etc. and in inculcating sterling qualities like selfless service and sense of responsibility towards society. To make the campus eco-friendly, vermi-composting and plantation programmes are conducted. Students opting for NSS get credit on completion of programme.

Infrastructure facilities are the key for effective and efficient conduct of the educational programmes .The institution has 24 well – furnished class rooms, 6 labs, smart class rooms and A.C. seminar hall. Specialized labs like Computer Science, Home Science, Music, Fine Arts, Fashion Designing, Bio Technology, Psychology and language lab are extensively used for effective teaching- learning. The access of internet is provided to every department, administrative office, library and hostel.

Well equipped computer labs and smart class rooms are available to facilitate computer aided teaching and enrich the teaching learning experience Projectors and white boards provide the light ambience for the effective conduct of academic programmes. Functional English lab is available for language learning and enhancement of effective communication skills. Aesthetically build A.C.seminar hall is a hub of all intellectual activities.

The college has playground, a student centre, the library, the nerve centre of learning at college with a seating capacity of 100. The college hostel is situated within the precincts of the college. Elaborate arrangements have been made in the hostel to provide academically conducive, safe and secure accommodation with homely ambience. The college has well furnished guest accommodation.

The diverse programmes in Academics and Co-academics as well as sports, cultural and scientific activities are well synchronized and reinforced with an effective support system to produce enlightened and self reliant women as visualized in the vision and mission of the college. Student of the year Award, maximum attendance prize and excellence Awards

## **Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur**

for star performers have been instituted as a token of appreciation for the students with proven record of excellence throughout their campus life.

Student Grievance Redressal Cell effectively functions in the campus. Heads of various cells coordinate the welfare schemes, Sports day, Annual Day, Diwali Celebration, Lohri festival and celebration of different national days with fervor ensure the participation of students in extra- curricular and co-curricular events.

The SC/ST/BC and economically needy students are provided equal opportunities by award of scholarships. The college is differently abled friendly and pays special attention in terms of support services.

The college atmosphere is enriched with curricular and co-curricular activities, encouraging students participation like Youth festival facilitates developing various skills and competencies and foster holistic development. The individual talent is tapped, nurtured and channelized through subject societies and clubs which keep the campus alive and vibrant with numerous activities. The placement cell is doing a commendable job to strengthen the support services with regard to placements.

The college canteen with a variety of food adds to the vibrant life of the campus. The college also has a bookshop, STD PCO, Photostat facility.

The college has a strong record in sports. We are proud possessors of GNDU's Sports Champion Trophy. Our Gymnastic team has proved itself many times by bringing laurels to the institution. The college has Alumni Association which has a dynamic relationship with the alumni.

The college has a visionary and transformative leadership which has steered the college to its present iconic status. Rooted firmly in the belief that education is the pathway to the empowerment of women, the enlightened management provides clear vision and mission of the institution. Regular meetings of Managing committee, Advisory committee, IQAC and heads of departments offer a platform to present and discuss the perspective plans of the college and help in effective implementation of institutional policies. The college has been blessed with an array of dynamic principals who have enhanced the quality of college's educational services and led to phenomenal growth and development of the college. The principal works closely with Administrative team to offer effective leadership by setting values and participative decision making process in coordinating the Academic and Administrative planning and implementation. The management ensures professional development of the employees by sanctioning study leave for research and providing training to faculty and staff by experts in various fields.

## **Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur**

The college has an established mechanism for mobilizing resources and ensuring transparency in the financial management of the institution. The income and expenditure of the institution are subjected to regular audit. In compliance with NAAC regulations, Internal Quality Assurance Cell (IQAC) has been functioning as a quality sustenance measure. Regular meetings of IQAC and Heads of Departments help in effective planning and implementation of institutional policies. The preparation of Annual Quality Assurance Report presents us an opportunity to evaluate and improve our functioning every year.

The college aims at providing quality education which encompasses moral and ethical values and assimilation of qualities which prompt a global vision.

The College has a healthy practice of heralding its new Academic session with a Havan. Morning Assembly is undertaken to pray to the lord to give us strength for the right cause and to perform good actions.

The college is highly conscious of its responsibility to the student community, the society, the nation and environment. In order to fulfill social responsibility of the institution and to foster the spirit in students, a variety of community development programmes are conducted through NSS, Rotaract and Environment Association of the college. The conduct of Green Audit of its campus programmes on Ozone day, Earth day, Environment day etc instill in all a love of nature and desire to save the environment . The young women educated in the campus go out with a purpose to contribute to the society by doing justice to their profession, building ideal families and moulding a new generation with values.

## Profile of the College

### 1. Name and Address of the College:

Name:	Pt. MOHAN LAL S.D. COLLEGE FOR WOMEN
Address:	KAHNUWAN ROAD NEAR CHANDAN PALACE
City:	GURDASPUR
Pin:	143521
State:	PUNJAB
Website:	<a href="http://www.ptmlsd.ac.in">www.ptmlsd.ac.in</a>

### 2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email.
Principal	Dr.Mrs.Neelam Sethi	O.01874-502027	9855440665	01874-502027	<a href="mailto:principal@ptmlsd.ac.in">principal@ptmlsd.ac.in</a>
Vice principal	Mrs.Daljinder Kaur	R.01875-220751	9915941513	01874-502027	<a href="mailto:daljinderkaur@ptmlsd.ac.in">daljinderkaur@ptmlsd.ac.in</a>
Steering Committee Co-ordinator	Mrs.Poonam Seth	O.01874-502027	9417268680	01874-502027	<a href="mailto:poonamseth@ptmlsd.ac.in">poonamseth@ptmlsd.ac.in</a>

### 3. Status of the Institution:

Affiliated College	<input checked="" type="checkbox"/>
Constituent College	<input type="checkbox"/>
Any other (specify)	<input type="checkbox"/>

### 4. Type of Institution:

#### a) By Gender

i. For Men	<input type="checkbox"/>
ii. For Women	<input checked="" type="checkbox"/>
iii. Co-education	<input type="checkbox"/>

#### b) By Shift

i. Regular	<input checked="" type="checkbox"/>
ii. Day	<input checked="" type="checkbox"/>
iii. Evening	<input type="checkbox"/>



**Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur**

**5. It is a recognized minority institution?**

Yes

No

If yes specify the minority status (Religious/linguistic/any other) and provide documentary evidence.

**6. Sources of funding:**

Government

Grant-in-aid

Self-financing

Any other (Private Unaided)

**7. a. Date of establishment of the college:**

(dd/mm/yyyy)

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

**c. Detail of UGC recognition:**

Under Section	Date,Month&Year(dd/mm/yyyy)	Remarks(if any)
i. 2(f)	11/05/2001	-
ii.12(B)	11/05/2001	-

(Enclose the Certificate of recognition u/s 2 (f) and 12(B) of the UGC Act)  
(Kindly refer to Anexure 9-I (a))

**d. Details of recognition/approval by statutory/regulatory bodies other thanUGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)**

-	-	-	-	-	-
-	-	NA	-	-	-
-	-	-	-	-	-

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

Yes  No

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

If yes, date of recognition :.....-.....(dd/mm/yyyy)

**b. for its performance by any other governmental agency?**

Yes  No

If yes, Name of the agency .....-.....and

Date of recognition :.....-.....( dd/mm/yyyy)

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

Location*	Semi Urban
Campus area in sq.mts.	10796.003 sq.mts
Built up area in sq.mts.	7280.67 sq.mts

(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.**



1. Auditorium/seminar complex with infrastructural facilities

2. Sports facilities

**Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur**

- ✓ Play ground 

Playground for Vollyball, basketball, Badminton, Boxing, Hapkiddo
---
- Swimming pool --
- ✓ Gymnasium 

District gymnasium hall located 4 km away from college is used for this purpose
---
- Hostel
  - Girls' hostel 

✓
---

    - Number of hostels - 

1
---
    - Number of inmates – 

54
----
    - Facilities (mention available facilities) –
      - ✓ Ordinary Rooms
      - ✓ Yoga Centre
      - ✓ Reception
      - ✓ Huge Dinning Hall with a capacity of 60 students
      - ✓ Recreation Room
      - ✓ Computer facility with Internet
      - ✓ Library facility
      - ✓ Common Room for Multi Activity
      - ✓ RO Water facility
      - ✓ 24 hr Generater & Inverter facility
      - ✓ Medical facility (doctor visit fortnightly for routine checkup)
  - Working women's hostel 

--
----

    - Number of inmates
    - Facilities (mention available facilities)
  - Residential facilities for teaching and non-teaching staff 

✓
---

    - (Give numbers available -- cadre wise)

## Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur

Teaching	<input type="text" value="5"/>
Non-Teaching	<input type="text" value="3"/>
Cafeteria	<input checked="" type="checkbox"/>
Health Centre	<input checked="" type="checkbox"/>
First aid, Inpatient, Outpatient facility	<input type="text" value="Yes"/>

Emergency care facility	Yes, Oberoi hospital (24 hrs) available very near to the college at a distance of 100 mts. Seva Bharti, Bharat vikas Parishad, Red Cross Ambulance, Rotary ambulance is available for 24hrs
Ambulance	
Health centre staff –	

Qualified doctor Full time  Part-time

Qualified Nurse Full time  Part-time

- Facilities like banking, post office ,book shops

Banking Facility

Post Office

Book Shop

Transport facilities to cater to the needs of students and staff

- Animal house

- Biological waste disposal

- Generator or other facility for management/regulation of electricity and voltage (Two Generators of 35 KV, 35 KV)

- Solid waste management facility

- Waste water management

- Water harvesting

**Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur**

**12. Details of programmes offered by the college(Give data for current acadmic years)**

S.no	Name of the programme/Course	Duration	Entry qualification	Medium of instruction	Sanctioned/approved Student Strength	No. of Students admitted
<b>UG Level Courses</b>						
1	BA	6 Semesters	+2 Pass or equivalent Exam	English, Hindi, Punjabi	No Limit	390
2	B.Sc. Medical	6 Semesters	+2 with min. 40% marks in concerned group	English	No Limit	110
3	B.Sc. Non-Medical	6 Semesters	+2 with min. 40% Marks	English	No Limit	241
4	B.Sc. Economics	6 Semesters	+2 with min. 40% Marks	English	No Limit	66
5	B.Sc. Computer Science	6 Semesters	+2 with min. 40% Marks	English	60 per unit	128
6	B.Com Regular	6 Semesters	+2 with min. 40% marks	English	75 per unit	44
7	B.Com Professional Part	6 Semesters	+2 with min. 40% marks	English	60 per unit	94
8	BCA Part	6 Semesters	+2 with min. 40% marks	English	60 per unit	108
<b>PG Level Courses</b>						
9	M.Sc Comp.Sci	4 Semesters	50% marks in Bachelor Degree	English	30 per unit	47
10	MA Punjabi	4 Semesters	50% marks in Bachelor Degree	Punjabi	60 per unit	96
<b>PG Diploma Courses</b>						
11	PGDCA	2 semesters	Graduation with min.45% marks	English	40	17
<b>UG Diploma Courses</b>						
12	Diploma In Stitching & Tailoring	2 semesters	+2 in any stream	English Hindi Punjabi	-	18
<b>Certificate/Diploma Courses</b>						
13	Apparel designing (Add-On)	3years	+2 in any stream	English Hindi Punjabi	30	33
14	IT (Add-On)	3 years	+2 in any stream	English	30	48
15	Cosmetology (Add-On)	3 years	+2 in any stream	English Hindi Punjabi	30	63
16	Basic Cooking & Catering (Add-On)	3 years	+2 in any stream	English Hindi Punjabi	30	18
17	Biotechnology(Add-On)	3 years	+2 in any stream	English	30	60
18	Banking & insurance (Add-On)	3 years	+2 in any stream	English	30	76
19	Functional English (Add-On)	3 years	+2 in any stream	English	30	37

**Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur**

**13. Does the college offer self-financed Programmes?**

Yes  No

If yes, how many?

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

Yes  No

Number

**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.)

Particulars	UG	PG	Research
Science	Botany Zoology Chemistry Physics Computer Science		
Arts	Hindi Elective Punjabi Elective English History Political science Sociology Philosophy Economics Psychology Vocal Music Home Science Mathematics Fine Arts Fashion Designing Computer Application	Punjabi	
Commerce	Regular Professional		
Any other not covered above	Computer ( BCA)  Diploma In Stitching & Tailoring Basic Cooking & Catering Management course Apparel Designing Course IT Course Biotechnology Cosmetology Banking & Insurance Functional English	PGDCA  M.Sc.Computer Science	

**16. Number of programmes offered under**

Annual system	<input type="text" value="-"/>
Semester system	<input type="text" value="12"/>
Trimester system	<input type="text" value="-"/>

**17. Number of Programmes with**

a. Choice Based Credit system	<input type="text" value="-"/>
b. Inter/Multidisciplinary Approach	<input type="text" value="7"/>
c. Any other	<input type="text" value="-"/>

**18. Does the college offer UG and/or PG programmes in Teacher Education?**

Yes	<input type="text" value="-"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------------	----	-------------------------------------

If yes,

a. Year of introduced of the programmes.....(dd/mm/yyyy) and number of batches that completed the programme...-.....

b. NCTE recognition details

Notification No...-.....

Date :...-.....( dd/mm/yyyy)

Validity...-.....

c. Is the institution opting for assessment and accreditation of teacher education programme separately?

Yes	<input type="text" value="-"/>	No	<input type="text" value="-"/>
-----	--------------------------------	----	--------------------------------

**19. Does the college offer UG or PG programme in Physical Education?**

Yes	<input type="text" value="-"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------------	----	-------------------------------------

If yes,

a. Year of Introduction the programme(s) :.....(dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details

Notification No.....-.....

Date :...-.....( dd/mm/yyyy)

## Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur

Validity: ...-.....

- c. Is the institution opting for assessment and accreditation of physical education programme separately?

Yes  No

### 20. Numbers of teaching and non teaching position 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 <i>Recruited</i>						21				
<i>Yet to recruit</i>										
Sanctioned by the Management/society or other authorized bodies <i>Recruited</i>						37	4(office)	2(office) 2(librarian)	1	1
<i>Yet to recruit</i>										
<i>On Contract Basis</i>						01				

### 21. Qualification of the teaching staff

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent Teachers</b>							
D.Sc./D.Litt.	-	-	-	-	-	-	21
Ph.D	-	-	-	-	-	04	
M.Phil	-	-	-	-	-	06	
PG	-	-	-	-	-	11	
<b>Temporary Teachers/Adhoc &amp; Regular by Management</b>							
Ph.D	-	-	-	-	-	1	37
M.Phil	-	-	-	-	-	10	
PG	-	-	-	-	-	26	
<b>Part –Time Teachers/ adhoc</b>							
Ph.D	-	NA	-	-	-	-	
M.Phil	-	-	-	-	-	-	
PG	-	-	-	-	-	-	
<b>On Contract Basis</b>							
Ph.D	-	-	-	-	-	-	01
M.Phil	-	-	-	-	-	-	
PG	-	-	-	-	-	01	



**22. Number of Visiting Faculty/Guest Faculty engaged with the college.**

38

**23. Furnish the Number of the student admitted to the college during the last four academic years**

Categories	2010-11		2011-12		2012-13		2013-14		2014-2015	
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
SC	-	318	-	167	-	187	-	187	-	165
ST	-	-	-	-	-	-	-	-	-	-
OBC	-	93	-	172	-	244	-	293	-	248
General	-	835	-	983	-	936	-	901	-	946
Others	-	-	-	-	-	-	-	-	-	-

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

Type of student	UG	PG	Diploma	M.phil	Ph.D	Total
Students from the same state where the college is located	1177	143	35			1355
Students from other state of India	4					4
NRI students						
Foreign student						
Total	1181	143	35			1359

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

UG

2013-2014: 4.2  
2014-2015: 4.2

PG

2013-2014: 3.3  
2014-2015: 2.4

**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- 10075/-

b. excluding the salary component

Rs -2025/-

**27. Does the college offer any programme/s in distance education programmes of another University?**

Yes

-

No

✓

If yes,

a. Is it a registered centre for offering distance education programmes of another University

Yes

-

No

-

**Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur**

b. Name of the University which has granted such registration.

c. Number of programmes offered

d. Programmes carry the recognition of the Distance Education Council.

Yes

No

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

S. No.	Student Teacher Ratio
1	BA (Bachelor of Arts) 12:1
2	BSc (Bachelor of Science) 30:1
3	BCom (Bachelor of Commerce) 13:1
4	BCA (Bachelor of ComputerApplication) & PGDCA 12:1
5	MSc Comp.Sc. 11:1
6	MA Pbi 23:1

**29. Is the college applying for?**

Accreditation: Cycle 1  Cycle 2  Cycle 3  Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

**30. Date of accreditation\***

Cycle1: 30/09/2009 (dd/mm/yyyy) Accreditaon outcome/Result 2.62 B grade.

Cycle2: ... - .... (dd/mm/yyyy)Accreditation outcome/ Result...-....

Cycle3: ...-.... (dd/mm/yyyy) Accreditation Outcome/Result...-....

*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure. See Annexure 8-II & 9-VIII*

**31. Number of working days during the last acadmic year**

309

**32. Number of teaching days during the last academic year**

188

**33. Date of establishment of Internal Quality Assurance Cell**

(IQAC) 14 july, 2008 .(dd/mm/yyyy)

**34. Details regarding submission of Annual Quality Assurance Reports**

(AQAR) to NAAC.

AQAR (i) ...24<sup>th</sup> Sept., 2014. (dd/mm/yyyy)

AQAR (ii) ...24<sup>th</sup> Sept., 2014. (dd/mm/yyyy)

AQAR (iii) ...24<sup>th</sup> Sept., 2014. (dd/mm/yyyy)

AQAR (IV) ...24<sup>th</sup> Sept., 2014. (dd/mm/yyyy)

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

---

## **EVALUATIVE REPORT –CRITERION-WISE**

## **Criteria I: Curricular Aspects**

### **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.**

Pt. Mohan Lal S.D.College for Women, Gurdaspur was established in 1995 with mission to promote “Women Education and Women Empowerment” named after an immortal luminary, Pt. Mohan Lal Ji, former Home, Finance and Education Minister, Punjab.The college has a clear vision laid and practiced in order to sustain the quality and enhance the quality of higher education leading towards nation building.

**Our vision:** To emerge as a premier institution to empower women through holistic education.

**Our mission:** To disseminate knowledge that nurtures students to meet the highest standards of competence and professionalism along with grounding them firmly in a sound value system.

#### **Objectives:**

- To provide an inclusive higher education to all the students.
- To increase the students’ enrollment in higher education.
- To equip them with self confidence and teach self discipline to overcome various challenges in the society.
- To create employability skills for job opportunities.
- To harness creativity, nurture talents and enhance entrepreneurial skills.
- To create outstanding personalities in the field of sports and games.
- To produce the best citizens for the nation and Globe at large.

The College ensures that the Vision and Mission is well communicated to students, teachers, staff and stakeholders. The prospective candidates, at the time of admission are given a prospectus along with a disc containing a virtual tour of the college. This video shows to the students the achievements and activities of the college. The college has placed the Vision and Mission in noticeable areas for students and teachers to view and assimilate the same in the day to day activities and also in the college website for public view. The faculties are also motivated to achieve the Vision and Mission and objectives through staff

council meetings, departmental meetings etc. The College also ensures that it has a good rapport with the parents through parent-teachers meetings.

**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).**

The institution follows the curriculum framed by the GNDU, Amritsar. Whenever there is a change in the curriculum, the University intimates it to the college and the same is communicated to the respective departments for an immediate implementation of the change. The college plans the delivery of the Curriculum in a very effective way through scheduled time table and lesson plans maintained by every faculty member.

A feedback system from the student side is also helpful for understanding the effective delivery of the curriculum. The faculty members follow different methodologies like classroom teaching, seminars, project work, quiz, group discussion, debates etc. for an effective implementation of curriculum.

**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?**

The College offers **Faculty Development Programmes** throughout the year in order to understand the role of teachers in shaping the students' life. The programme also provides the various teaching methods and techniques that can be adopted to make the classroom interesting and inspire every student. The college also provides opportunities for faculty members to attend Orientation classes, faculty development programmes and other UGC sponsored programmes conducted by other colleges and as well as by the university. The college also provides Inflight services in the Campus, supports ICT methods of teaching etc.for effective teaching learning.

**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.**

## **Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur**

The Head of the department submits workload before the commencement of the annual and semester based on which timetable is prepared. Moreover, the college ensures that Tests & Evaluation is carried out from time to time by way of monthly tests and mid - semester exams.

### **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?**

The institution has connection with various industries. Every year professionals are invited to the college and interact with the students to share the market demands and the challenges that the students are likely to face when they leave the institution. The institution maintains a good rapport with the industries for placement and industrial visits as part of curriculum. The Commerce department of the college visited Alpha One Mall at Amritsar and gained knowledge about retail outlet in mall and another industrial visit of GNA-IMT and manufacturing of Auto parts company, Phagwara.

### **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.)**

The college is affiliated institution and hence follows the curriculum framed by the Guru Nanak Dev University Amritsar. The college Principal and other staff members are members of university bodies and attend meetings and contribute substantially to the development in the curriculum at the university level. The Principal of the college has been member of Syndicate and Senate (a decision making body) for the last two years. Mrs.Daljinder Kaur, Mrs. Pardeep Kaur, Dr. (Mrs.) Rama Gandotra, Mrs. Poonam Seth, Mrs.Jyoti Saini, Mrs. Harjit Kaur, Dr.Sukhwinder Kaur, Ms.Rajwant Saini, Dr. Rajwinder Kaur, Mrs.Preety Sharma and Mrs.Mridula are on the board of studies/different faculties GNDU, Asr. The College also takes feedback from students, teachers and stakeholders.

### **1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the preview of the affiliating university)by it? If 'yes', give details on the process ('Needs Assessment ', design, development and planning) and the courses for which the curriculum has been developed).**

Yes, the institution develops the curriculum for courses other than those under preview of the affiliating university to enhance the employability skills and entrepreneurial skills. Hobby classes are held in the college like Cosmetology and Apparel Designing, Communication Skills & Fine Arts.

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

The institution plans systematic delivery of the curriculum and a continuous evaluation system well in advance to achieve the desired learning outcomes for each course or stream. This helps in framing the objectives of each department. Based on those objectives, each department works towards achieving the desired outcomes. During the course of teaching-learning process, evaluation in the form of class tests, monthly tests, mid semester exams, assignments, seminars etc are conducted to analyze the gap between teaching-learning process and its desired outcome. The college also supports different innovative methodologies of teaching to support the learning process of students. Necessary feedback is also collected from the stakeholders from time to time to analyse and enhance the effectiveness of these objectives.

**1.2 Academic Flexibility**

**1.2.1 Specifying the goals and objectives, give details of the certificate/diploma/skill development Courses etc. offered by the institution.**

Education for life is the bottom line of every higher education institution. Keeping this in mind, the college, apart from the courses of the parent university, conducts Add-on courses like IT, Cosmetology, Apparel Designing, Basic Cooking & Catering, Functional English, Bio- Technology, Banking & Insurance.

All these courses are made compulsory for the holistic development of the students. Apart from these, the institution also provides short term technical courses to enhance the competencies of interested students.

**1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? if 'yes', give details.**

Yes, the college offers a vast array of Add-On programmes like

IT

Cosmetology



Functional English

Basic Cooking and Catering

Bio-Technology,

Banking and Insurance

Apparel Designing

which are offered along with regular degree. These Programmes facilitate twinning/dual degree. The certificate/Diploma/Advanced Diploma course is open to regular students of the college at any level. A student enrolled in any stream may opt for any one/two of these Add-On courses. The regular students can opt for the certificate course in their first year, Diploma course in their second year and Advance Diploma course in their third year. Along with their graduation, all these phases of the Add-On course can be achieved which certainly add to their credit.

**1.2.3 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**

**Range of Core/Elective options offered by the University and those opted by the college**

**Choice Based Credit System and range of subject options**

**Courses offered in modular form**

**Credit transfer and accumulation facility**

**Lateral & Vertical mobility within and across programmes and courses**

**Enrichment courses**

Though GNDU provides thorough curriculum for various streams, still the college has provision with reference to skill development, Academic mobility & progression to higher studies.

To mention a few are:

**Range of Core /Elective options**

The students of Arts have diverse options in Languages, Social Sciences and Fine Arts.

Students opting for BA have to study English and Punjabi as compulsory subjects. Only students from other states can opt for Elementary Punjabi or Punjab History and Culture in lieu of Punjabi. Students of BA-I can opt for one vocational subject. When a student is

## Self Study Report, Pt.Mohan Lal S.D. College for Women, Gurdaspur

admitted to BA-I, she has a option to change any subject or faculty within a specified period.

Students are properly guided and given the freedom to take the subjects of their choice from a wide range of options. The Admission Coordinators counsel the students & help them choose according to their aptitude & ability.

Besides, the students are also encouraged to take up one Add-on-course which can enhance their employability after college. The span of Add-on course is one Academic year.

A student enrolled in any stream may opt for any one/ two of the following subjects:

General English and General Punjabi are compulsory.

Students from other states can opt for Punjab History & Culture in lieu of Punjabi.

The students can opt for any one group out of the following:

- (a) HomeScience/ComputerScience/ComputerApplication/PhysicalEducation/Fashion Designing
- (b) Economics/Sociology/Fine Arts
- (c) Maths/History/Psychology
- (d) Political Science
- (e) Philosophy/ Music (Vocal)
- (f) English/ Hindi/ Punjabi (Elective)

### **Courses offered are:**

B.A

B.Sc (Medical), B.Sc (Non-Medical)

B.com (Regular)

B.com (Professional)

BCA

B.Sc. (Comp.Sc.)

B.Sc (Eco)

PGDCA

M.Sc. (Computer science)

M.A.(Pbi)

Diploma in Stitching and Tailoring

**Enrichment Courses**

IT

Cosmetology

Functional English

Basic Cooking and Catering

Bio-Technology,

Banking and Insurance

Apparel Designing

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

Since our college is a private unaided college, all courses are offered under self financing. Admission, curriculum and teachers qualification etc. are as per the university norms.

**List of Self Financed Courses (session 2013-14)**

B.A

B.Sc (Medical ,Non-medical, Computer Science and Economics)

B.Com(Regular)

B.Com Professional

BCA

PGDCA

M.A Punjabi

M.Sc.(Computer Science)

Diploma in Stitching & Tailoring

**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.**

The college provides following additional skill oriented programmes, relevant to regional and global employment markets:

- Certain skill oriented programmes are provided in the form of Add-on Courses. The regular students are its beneficiaries. An Add-on course is a unique scheme of the UGC to add on skills & increase employability & entrepreneurship of students pursuing conventional

courses in all streams. The Certificate/ Diploma/ Advanced Diploma course is open to regular students of the college at any level. Each course is of one Academic year. Add-on Course is in three phases: a) Certificate b) Diploma c) Advanced Diploma. A student enrolled in any stream may opt for any one/ two of the Add on Courses.

- Beside these additional skill-oriented programmes, the college organizes workshops on a regular basis. Interested students are also given training and guidance from time to time to improve their communication skills and other extramural activities like Fine Arts, Music etc and this training builds appropriate confidence in them for the same.
- The college has earned the enviable status in the region for its Vocational Courses. The infrastructure, the learning resources and facilitators coupled with visits to industrial/corporate houses, exhibitions, hands-on work, workshops and lectures by professionals, all equip the students with the necessary skills to forge their way into the job market or setting up their own enterprises.

**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?**

Although, the college is not provided with the Distance Mode of Education by the university, but it has face-to face mode of education for the students where they are provided with the flexibility to choose the courses/combination of their choice. The students of Arts and Humanities have diverse options in Languages, Social Sciences, Fine Arts and Economics. The college has its own Career Counseling Cell to guide the students for choosing courses and combination of subjects.

**1.3. 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 institution is focused in providing education of the higher quality. The curriculum of the university is well planned and supplemented with various Academic programmes to meet the institutional goals and objectives. The institution provides various supplementary

programmes that augment the student development and enrich the curriculum offered by the university.

Students are given a thorough coaching in the personality skills to make them employable. The students are exposed to various seminars, guest lectures, projects, discussion and presentations.

The institution has constituted various programmes like Tutorial system and Student Counselling Cell to help every student to meet her objective in life.

**1.3.2. What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?**

The institution takes efforts in enriching the curriculum through additional inputs:-

**Guest lectures, Seminars etc:** - The students are given opportunity to conduct as well as participate in Seminars. Guest speakers are invited to speak on certain important issues or area of study.

**PT meetings:** - PT meetings help the faculty and the parents to keep a track of the student's performance all throughout the course of study.

**Student projects:** - The students of BA, BCA and M.Sc. (Comp.Sc) do the projects as a part of their curriculum related to the employment market.

**Spiritual and Moral development:** - Students are enriched with Human Values in the Morning Assembly for spiritual and moral development.

**Personality development:** -Students are given classes on personality development, communication skills, interpersonal skills, Training and Placement etc.

**Association and Inter department functions:** - All the departments of the college organize Inter-department and inter college programs to enhance the interpersonal and leadership skills.

**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?**

The institution ensures that the students are developed to cater the needs of the society and are socially responsible. Cross cutting issues such as Gender, climate change, environmental education, Human Rights, ICT etc are all incorporated in the curriculum and extension activities. The college has created policy for Anti – ragging and the Discipline

Committee, Grievance Redressal Cell, Central Association are effectively managing the same. The Women Cell takes care of the problems faced by the girls. Environmental studies are a part of the curriculum framed by the affiliating university. The College Environmental Association is actively organizing environment related programmes. The college has taken efforts to make the campus eco-friendly by establishing Botanical Garden.

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

**Moral and Ethical values:** - Various activities like seminars and Guest lectures are organized by the college to incorporate moral and ethical values among the students. Regular emphasis is laid on the Moral and Ethical values in the Morning Assembly.

**Employable and life skills:-**Add on courses are taught to the students to gain extra knowledge besides their curriculum.

**Better career options:** Counselling and Placement Cell gives timely information to the students who aspire for higher studies. It organizes seminars to give awareness of the various programmes of higher education. Placement cell prepares the students for employment and give the opportunities for placement jobs.

**Community orientation:** - The extension activities of the college are effectively conducted by NSS, Rotaract club & Youth Welfare Club. They organize various programmes for providing students a platform for being socially responsible. The NSS department and Rotaract club of the college have adopted three of the nearby villages for providing the necessary articles to the needy, the deserving people and to their school going children. The Environment Society of the college has taken efforts in making the campus Eco- Friendly and green.

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

Feedback is collected from the students. This helps in identifying the quality of education and corrective measures are taken to rectify the same. Staff feedback and parents' feedback are also taken into consideration in making necessary changes in the quality of education provided by the college.

**1.3.6. How does the institution monitor and evaluate the quality of enrichment**

**programmes?**

The institution monitors and evaluates the quality of its enrichment programmes through constitution of various committees like Academic Council, Internal Quality Assurance Cell (IQAC) and Advisory Committee for improvement in the teaching method, completion of the course and various development initiatives to be taken.

**1.4 Feedback System**

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

The College is governed by Guru Nanak Dev University, Amritsar and UGC, when it comes to curriculum designing.

- Several enrichment and Add-On courses have also been introduced to explore the students' latent potential and harness the same to produce socially responsive, intellectually awakened, morally upright human beings committed to the task of nation-building in the globalized world.

During the last five years, a number of new courses have been introduced from GNDU and UGC. The college has constructed and developed a huge infrastructure of modern standards e.g.

- Seminar Halls
- Hi-tech Language & Communication Skills Lab
- Science Labs
- Computer Labs
- Cosmetology Lab
- Dress Designing labs
- Fine Arts lab
- Music lab
- Psychology lab
- Library

Keeping pace with the fast changing needs of the society, the college keeps on introducing new courses and programmes and providing requisite infrastructure at a fast pace.

**1.4.2 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?**

Yes, there is a formal mechanism to obtain feedback from students and stakeholders on curriculum.

The mechanism evolved for collecting feedback is the regular meetings of the bodies instituted for this purpose:

- **Students:** Students Council Meetings are organized almost every month to get feedback from the students.
- **Alumni:** Twice a year, Alumni- Meets are organized when the old students of the college give feedback about the relevance and validity of their course in the job market
- **Parents:** They too are active participants in almost all the activities of the college. A healthy interaction with the parents is facilitated and encouraged from time to time.
- **Academic Peers:** State levels, National level workshops, Conferences and Seminars are organised by the faculty or attended by it. Meetings of BOS (Board of Studies) and such other platforms provide an opportunity to the college to get fruitful feedback from peers.

The regular departmental meetings are the forum for analyzing the feedbacks on curriculum. After thorough debates and discussion, the valid points are enlisted and forwarded to the University during its BOS (Board of Studies) and faculty meetings which are held occasionally.

Feedback received from all stakeholders is used internally for curriculum enrichment and introducing changes/new programmes. Syllabus Committee is formed to analyse feedback and decide whether there is need of curriculum enrichment or introducing changes or new programmes.

**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?)**

Latest market trends and special abilities of women is taken into consideration while introducing a new programme .M.Sc Computer Science was introduced keeping in mind the latest IT trends.Many other Add-On courses like Banking And Insurance, Functional English, Bio-Technology etc.were introduced to empower women.The College introduced many courses like Music, Fine Arts and psychology to give platform to women's hidden qualities and to flourish these qualities.



**Rationale for introducing new courses/programmes**

- The innate temperament and special abilities of women is taken into consideration while designing and introducing a new programme.
- In consonance with the vision and mission of the college i.e. to empower women, the college designs and introduces many courses to tap women's flair for Hospitality, Home-making, Designing, Embroidery etc.
- New Courses and programmes designed by the college prove helpful for women being self-reliant.
- Our college adds new Courses and programmes to the Curriculum like Entrepreneurship which helps to improve a tendency of women to start and organize the business of their own and to run it profitably.

## CRITERION II: TEACHING-LEARNING AND EVALUATION

### 2.1 Student Enrolment and Profile

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

##### Publicity in the admission process

Institution ensures publicity in the admission process by:

- **Prospectus:** The College publishes prospectus annually for the benefit of the new students. Information regarding the admission criteria, facilities in the college, qualification and experience of the faculty, names of university Merit holders and achievements of the students in co-curricular activities is given in the prospectus.
- **Institutional website:** The College has its own website in which all the information regarding admission process, faculty, college campus etc. is given. It is updated from time to time.
- **Advertisement in Regional/ National newspapers:** Every year before the start of the session, the college gives admission advertisements in regional newspapers. Before the start of the session, the college staff members do wide publicity. College team of faculty members motivates the girls of the deprived communities to take admission and to make them independent. Twenty four hours college advertisement is broadcasted through citicable. Besides this, hoardings are installed at the prominent places in the city and nearby areas. Leaflets and pamphlets are distributed particularly in remote areas.
- **Transparency in the admission process:** To ensure transparency in admission process, the admission is given on merit basis in some courses while in other courses, it is on the “first come first serve” basis.

#### 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.

Depending on types of courses, the following criteria and process of admission are adopted:

- Students for general courses like BA, Vocational courses are selected on merit cum first-come-first-served basis depending upon the number of seats available especially in Commerce, Computer and Sciences etc.

- The Counseling Cell of the college guides the aspirants for professional courses to make their choice according to their aptitude and ability. When the number of applicants exceeds the number of seats available, written tests are also conducted followed by interviews

**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.**

**Minimum and Maximum percentage of marks for admission:**

Programmes	Open Category		SC/ST Category	
	Maximum percentage	Minimum percentage	Maximum percentage	Minimum percentage
B.A	90	45	55	45
B.Sc.	82	45	60	45
B.Com.	75	45	55	45
B.C.A.	75	45	55	45
M.A.	75	45	50	45
M.Sc(C.S)	76	45	50	45
P.G.D.C.A.	80	45	55	45
P.G.D.D.D.T	75	45	50	45
Stitching & Tailoring	86	45	60	45

Our College is a leading women Institution of the district and it surpasses almost all women organizations of the area.

**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?**

Yes, there is an Admission Committee and a Guidance, Counseling & Placement Cell to review the admission process and student profiles annually. Admission Co-ordinators and supervisors are appointed to facilitate the admission process. Efforts are made to improve the admission process by phone calls to previous students and to interact with their social circle. Time to time tests are conducted in their respective subjects to evaluate the quality of students.

**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**

- **SC/ST**
- **OBC**
- **Women**
- **Differently abled**
- **Economically weaker sections**
- **Minority community**
- **Any other**

The admission policy of the institution and its students' profiles demonstrate/reflect the national commitment to diversity and inclusion by adopting the following strategies to increase/improve access for following categories of students:-

- **SC/ST:** Timely scholarships are arranged by Social Welfare Department of Punjab, Chandigarh for students. Books are distributed to SC/ST students.
- **OBC:** They are given fee Concession and books are distributed to them.
- **Women:** Our institution is women centered and it helps poor girl students to carry out their studies, which is out of reach otherwise. Teachers visit various villages and remote areas to motivate such students for admission.
- **Differently abled:** The College makes best possible efforts to address the needs of differently abled students. For visually disabled students, teachers provide them front seat in class room to avoid their difficulties. Polio-afflicted students are allotted their time-table in such a manner that their classes are held on the ground-floor. Ramps for them are also made.
- **Economically weaker sections:** Institution provides fee concession to economically weaker students. Timely scholarships are arranged by various N.G.Os, like Rotary, Innerwheel clubs. Scholarships are also provided by principal and faculty members.
- **Minority community:** Free books, financial assistance and scholarships are arranged by Social Welfare Deptt., Punjab, Chandigarh to students of minority community.
- **Any other: Sports Persons:** For International /National level Sports persons, the college gives free ships and provides the special diet & kits.

**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.**

Programmes	Number of Students			
	2011-12	2012-13	2013-14	2014-15
<b>Under Graduate</b>				
BA Part I	269	193	142	115
BA Part II	111	202	162	124
BA Part III	165	147	189	151
B.Sc. Part I	150	161	195	231
B.Sc. Part II	82	78	142	174
B.Sc. Part III	40	72	69	140
BCA Part I	51	55	38	34
BCA Part II	63	37	45	31
BCA Part III	76	61	46	43
B.Com Prof. Part I	14	36	34	30
B.Com Prof. Part II	55	40	34	29
B.Com Prof. Part III	35	37	38	35
B.Com Part I	12	21	07	13
B.Com Part II	12	13	24	07
B.Com Part III	13	11	10	24
<b>Diploma</b>				
PGDCA	14	13	20	17
Dip in Stitching & Tailoring	04	16	09	18
<b>Post Graduate</b>				
M.A (Punjabi) Part I	48	60	52	54
M.A (Punjabi) Part II	45	47	57	42
M.Sc.(C.S) Part I	35	35	16	30
M.Sc.(C.S) Part II	-	35	35	17

It has been found that trend in this region is towards Sciences & masses are getting more & more enlightened about the incoming perspectives of Sciences.

## 2.2 Catering to Diverse Needs of Students

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

The college caters to the needs of differently-abled students properly. The College provides the facility of ground floor rooms to the Polio-afflicted students for their convenience. Students, who have other problems i.e. speech disorders, are properly co-operated and counselled by the Personal and Psychological Adjustment cell which helps to cure their disability and relaxes them for further education.

**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.**

Yes, the institution assesses the students' needs in terms of knowledge and skills before the commencement of the programme by taking the following measures:

- The college conducts written tests and interviews to assess skills of students, if required.
- Students are counselled by Admission Committee regarding course selection and future prospects of chosen courses.
- The Admission Committee holds talks/discussions with students regarding their aptitude/interest and suggests them subjects keeping their aptitude/interest in view.
- The Guidance Counselling & Placement Cell guides & motivates the students for future career options.

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

To bridge the knowledge gap of the enrolled students and to enable them to cope with the programme of their choice, the following strategies are drawn and deployed by the institution:

- Slow learners are identified.
- Peer learning is encouraged in a sense that meritorious students are asked to help the slow learners.
- Remedial classes are organized for such slow learners.
- The students are given daily assignments in each subject by the concerned lecturers and are discussed in the class
- Some students, if need be, are guided to take coaching from specialists in the field.
- They are referred to the Counseling Cell which diagnoses their problem and suggests psychological steps, especially in cases of acute stress, depression, low self-esteem etc.
- Simplified versions of books are recommended to them.
- Special tests are conducted for them. Presentations in various subjects are prepared by the students.
- There are seven UGC sponsored Add on Courses run by the college.

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

The college sensitizes its staff and students on issues such as gender inclusion, environment etc. by taking the following measures:

- The college organizes seminars and workshops on such issues.
- Women Cell has been formed for gender-oriented sensitization.
- Environmental Society (Association) of the college sensitizes staff and students on various environmental issues.
- NSS Unit and Rotaract Club (a unit of Rotary international) of the college sensitize staff and students on various socio-cultural issues.
- The college teachers sensitize their students on issues such as gender inclusion, environment etc. by holding talks/discussion on the current affairs occasionally in their classes.
- Staff and students are sensitized on various burning issues during Morning Assembly and special Monday Assembly.
- Special Tutorial groups are arranged.

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

We identify advanced learners through class performance of students, views of teacher, on the basis of result of house tests and their participation in other Co-Curricular activities. Also segregation of classes is done with a view that advanced learners could perform their best.

- Special Classes are arranged for meritorious students.
- Liberal library facilities are allowed to them. They can get any number of books issued.
- Special coaching classes are organized to remove their doubts and difficulties
- Departmental libraries are arranged for the students and teachers.
- Free stationery and Photostat are available to advanced learners.

**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.)?**

The college collects data and information on the Academic performance of the students at risk of drop out from class tests and house tests. Such data is used to make strategies to improve the Academic performance of the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections and minimize their drop out rate by taking following measures:

**Disadvantaged sections of society**

- Liberal fee concession, free books are provided.
- Financial assistance and free books are provided to students from OBC.

**Physically challenged**

- Polio-afflicted students are allotted their time-table in such a manner that their classes are held on the ground-floor. Ramps for them are also made.
- Students with speech disorders are counselled by the department of Psychology which aids to cure their disability and relaxes them for further education.
- Teachers provide front seat to the visually disabled student to avoid difficulty.

**Economically weaker sections**

- Freeships and other concessions are available to them.
- Even candidates with low percentage are accepted, if seats are available.
- Scholarships to students of minority community are provided by the Punjab Government, Chandigarh.
- Liberal concessions are given depending on their merit.

**Slow learners**

- Peer learning is provided.
- Remedial classes are organized for such slow learners.
- The students are given daily assignments in each subject by the concerned teachers and are discussed in the class.
- They are guided to take coaching from specialists in the field.
- They are referred to the Counseling Cell which diagnoses their problem and suggests psychological steps, especially in cases of acute stress, depression, low self-esteem etc.
- Simplified versions of books are recommended to them.
- Special tests are conducted for them.
- Teachers resort to regional languages (Hindi & Punjabi) so that such students understand the gist of their lecture.



## 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.)

Total plan of the year is prepared well in advance before the commencement of the classes. It is prepared with the help of faculty after consulting the Academic calendar of G.N.D.U. It contains all the dates of house tests, workshops and various events to be held in the college. It is also published in the college prospectus.

#### Teaching plan

- Every teacher draws his/her teaching plan, broadly taking into consideration the ability of his/her students. These plans are reviewed and rechecked, if need be.
- The Academic calendar and individual teaching plans are meant for broad reference.
- The teachers also hold classes during the Autumn and winter breaks, holidays as well as Sundays, if need be.

#### Evaluation Blue print

- Oral and written class tests are scheduled weekly and at the end of the chapters or units.
- Besides these class tests, pre-semester examinations are conducted internally before the final examination conducted by the university.
- The pre-semester examinations are considered for eligibility for final university exams and the highest scorer and the second highest (subject wise) are awarded prizes by the college as an incentive to study hard.

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

#### IQAC contribute to improve the teaching – learning process by:

- Planning for new courses at UG and PG level.
- Introducing more teaching aids to improve the teaching-learning process and encourage innovative practices.
- Organizing more seminars, workshops etc. to spread awareness on Academic and social issues.
- Improving the system of teachers' evaluation by students with respect to improving the overall quality of the College.

- Enhancing the infrastructural facilities in terms of space, equipment, laboratories, libraries etc.
- Organizing Faculty Development Programmes to train and develop the skills and knowledge of the teachers

The college arranged FDPs on various topics, viz., ‘The Art& Skill of effective communication’, ‘Motivation & Leadership for achievement of mission and realization of vision’, ‘Stress Management’, ‘Motivation and Management of personal growth’, ‘How to ensure quality teaching’, ‘Group working’, ‘Concept of Organizational behavior’, ‘Research methodology’, ‘Student Care’, ‘E-learning’ in which various national / international dignitaries delivered lectures to enhance the personalities and teaching skills of our faculty members.

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

The students are involved in almost every activity of the college to make the learning student centric. The college organizes different kinds of quiz competitions, seminars, moral lessons and other co-curricular activities to improve their knowledge and skills. The college provides a well equipped and stocked library of latest books and journals which the faculty uses efficiently to provide comprehensive and latest information to the students. ‘Admission Committee’, ‘Guidance Councelling & Placement Cell’, ‘Time Table Committee’, ‘Discipline Committee’, ‘Cleanliness Committee’, ‘UGC Committee’, ‘Grievance Redressal Cell’, ‘Women Cell’, ‘Sexual Harassment Cell’, ‘NSS’, ‘Youth Welfare Club’, ‘Remedial Classes’, concessions, aids, awards, incentives, special classes ,Tutorials, and updated infrastructure are meant to groom them.

### **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?**

Institution nurtures critical thinking, creativity and Scientific temper among the students by following:-

- Arranging different kinds of quiz competitions and Science fair which induce critical thinking and scientific temper among the students.
- Lifelong learning is ensured with the help of giving the duties during the different functions organized by clubs, societies, arrangement of events like Tech Fair and by

providing moral education to them through “Thought of the Day” in the Morning Assembly etc.

- The college arranges different awareness programmes like women literacy, anti-dowry, environmental awareness, health, save water, spirituality, Yoga, disaster management etc.
- The college organizes seminars, symposia, workshops, debates and arranges Guest lectures, Academic discourses, Sports and Cultural activities. The college library subscribes to newspapers, journals, periodicals and magazines.
- The college arranges hobby classes in different subjects like Communication Skills, Home Science, Fashion Designing, Cosmetology & Fine Arts during vacations.

**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 following technologies and facilities are available and used by the faculty for effective teaching:

- The faculty can access well equipped laboratories and library.
- The faculty can access Audio visual aids for ICT enabled teaching-learning method.
- Regular seminars, workshops, extension lectures are held by a number of departments to encourage students.

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

In order to expose the students and faculty to advanced level of knowledge and skills, the college takes up the following initiatives:

- Seminars and Guest lectures are organized on regular basis by all the departments to update their knowledge. This helps them gather information about the latest developments in their fields.
- The faculty members participate in seminars/conferences at National and International levels, Orientation and Refresher programmes to update their knowledge.
- Some of the departments like Commerce, Economics, Science and Computer Science etc. organize industrial visits and study excursions to acquaint the students with the changes taking place in their stream.

- Science department organizes educational tours to various places every year like Science city, Kayakalap Chikitsa centre, Palampur University, Tea factory at Palampur, Hydrel power station, Pong Dam Talwara, Rock Garden at Talwara.
- The college library has subscribed to various journals related to different subjects. In addition to this, books and magazines are purchased by the college on regular basis for knowledge upgradation.
- Newspapers and Internet are used on daily basis to keep track of the latest advancements in a particular field.
- Keeping in mind the advancements in Information Technology, the college has moved ahead of its peers by using Computers and Internet to teach most of the subjects. The college boasts of state of the art Computer laboratories equipped with Internet.
- Seminars on burning topics are organized from time to time in the college. Prominent scholars and people from corporate circles are invited to exhibit their pedantry for the benefit of the students.
- AMCAT placement is organized time to time in the campus by Aspiring Minds Pvt. Ltd., Gurgaon in which our students get recruited in different companies.

**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/ academe advise) provided to students?**

Given below is detail on the Academic, personal and psycho-social support and guidance services provided to students:

**Academic support is provided to students by:**

- Advising them to choose stream.
- Providing them Remedial classes.
- Guiding them to take coaching from specialists in the field.

**Personal and psycho-social support is provided to students by:**

- Addressing & sorting out their problems (by the senior most teachers and Dean Students Council).
- Providing them financial help.
- Managing stress (by the Psychology department).
- Guidance and Councelling Cell lends a helping hand to the students so that they can cop better with demands and pressures of increasing competitive surrounding.

- Certain committees like Grievances and Redressal Cell, Sexual Harassment cell etc. help to solve psycho-social issues of students.
- Student Help Desk to redress their grievances.

**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?**

Mainly lecture method is adopted for teaching .Other methods depend upon the nature of the subject and the topic to be taught which includes:

- Group discussion or Interactive method is used for various topics in subjects like Communication Skills, Business Studies and even in Science subjects also.
- Project based method is used in Science as well as in Arts & Computer deptt.
- Experiment method is a must for Chemistry and Physics etc.
- Seminars are conducted to have a clear view of certain topics.
- Computer aided learning is used in courses like B.C.A, P.G.D.C.A and B.Com.
- The students are given daily assignments in each subject by the concerned teachers and are discussed in the class.

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

The library resources are used to augment the teaching-learning process in the manner mentioned below:

- The college library has subscribed to various journals related to different subjects.
- Books and magazines are purchased by the college on regular basis for knowledge upgradation
- Newspapers are used on daily basis to keep track of the latest advancements in a particular field.
- A Book-Bank has been functioning in the college, providing books to the under privileged students. The Book Bank is managed by a committee of teachers and library volunteers.
- Special help is rendered to students preparing for competitions.
- Old question papers of House tests and final exams in all the subjects are made available to the students.
- Copies of syllabi prescribed by the university, with question-wise division of marks etc., are also available to students for ready reference.

- Library is opened even during holidays for preparation of debates, quiz competitions etc and for those who have quest for learning.
- The library staff keeps the faculty and the students updated regarding its latest acquisitions.
- The new titles are displayed on the display boards at the entrance of the library.
- The information regarding new arrivals is also given through the college Notice board.
- Separate Reading room is arranged for the students and faculty members in 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.**

- To hone skills and develop holistic personality of its students, the institution encourages students to participate in Co-curricular and Extra-curricular activities and thus faces a challenge in completing the curriculum within the planned time frame and calendar. However, the college takes special classes of such students during Autumn, winter break and even Sundays and other times convenient to them during the whole session.
- The institution faces problem in the case of slow learners. By providing them Remedial classes, the institution overcomes the problem.

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

The Institute conducts House examinations twice in a session to monitor the performance of the students. In addition to these, assignments, monthly tests are also given in all the courses. Results of students are shown to the parents in parent-teachers meeting which is held after every examination. Complaint Box is another source wherein students write freely on their issues. The Principal, too, is approachable and students put forth their issues and problems to her.

**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**

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent teachers</b>							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	-	04	04
M.Phil.	-	-	-	-	-	06	06
PG	-	-	-	-	-	11	11
<b>Regular teachers</b>							
Ph.D.	-	-	-	-	-	01	01
M.Phil.	-	-	-	-	-	02	02
PG	-	-	-	-	-	07	07
<b>Temporary teachers</b>							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	03	03
PG	-	-	-	-	-	25	25

Faculty members are appointed by a selection committee consisting of following members:

- Chairman of the governing body of the college or his nominee.
- Nominee of the vice chancellor.
- Principal of the college.
- Subject experts from the university.

**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.**

The college has the freedom to provide competent faculty to the students as per the demands of respective courses. The college regularly appoints temporary/adhoc staff in addition to the permanent and contractual staff to fulfil its responsibility towards the students. Such appointments are made in the subjects like Computers, Commerce, Science and Arts.

**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**

<b>Academic Staff Development Programmes</b>	<b>No of faculty Nominated</b>
<b>Refresher courses</b>	
<b>HRD programmes</b>	
<b>Orientation programmes</b>	
<b>Staff training conducted by the university</b>	
<b>Staff training conducted by other Institutions</b>	
<b>Summer/winter schools, workshops, etc.</b>	

b) **Faculty Training programmes organized by the institution to empower and enable the use of various tools & 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**
- **OERs**
- **Teaching learning material development, selection and use**

c) **Percentage of faculty**

- **Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies.**
- **Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies.**
- **Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies.**

The following staff development programmes were organized during the last four years:

a) **Nomination to staff development programmes**



Academic Staff Development Programmes	No of faculty nominated			
	2009-10	2010-11	2011-12	2012-13
Refresher courses	-	-	-	01
HRD programmes	-	-	01	-
Orientation programmes	-	01	05	01
Staff training conducted by the university	-	-	-	-

Academic Staff Development Programmes	No of faculty nominated				
	2009-10	2010-11	2011-12	2012-13	2013-14
Staff training conducted by other institutions	-	-	02	01	-
Summer/winter schools, workshops, etc.	01	-	01	01	08

**b) Faculty Training programmes organized by the institution Teaching learning methods/approaches**

On the issues such as handling new curriculum, content/knowledge management, selection, development and use of enrichment materials, assessment, teaching learning material development, selection and use, Heads of departments provide informal orientation to their newly-recruited staff. Regarding use of Audio visual aids/Multimedia etc, they are sent to Computer Science Department for training as to operate ICT tools.

**c) Percentage of faculty**  
**d)**

Faculty	Percentage			
	2009-10	2010-11	2011-12	2012-13
Invited as resource persons in Workshops / Seminars / Conferences organized by external professional Agencies	-	-	7.6	-
Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies	30.43	45.45	23.07	17.54

Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional Agencies	32	57.2	57.3	43.3
---	----	------	------	------

**Strategies adopted by the institution in enhancing the teacher quality.**

- The college organizes Workshops/ Seminars/ Conferences for enhancing the teachers’ quality.
- Computer Science Department of the college provides informal orientation to their newly-recruited staff regarding use of Audio visual aids/Multimedia etc.
- The temporary/adhoc staff is made to continue working in the coming sessions.
- Where required, the faculty on contractual basis is offered regular employment.
- In some cases, additional increment is also paid to a candidate with good skills and qualification.
- FDP is arranged once a month in the college campus to enhance personalities & teaching skills of faculty members.

**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 encourages research aptitude among teachers and students in all possible ways. There is a Research Promotion Cell which motivates the teachers for Academic advancements and helps them to apply to UGC for fellowships.
- The scholars are given study leave and they are provided with substitute teachers for their classes.
- Teachers are also given duty leave.
- The management is committed to promote research or otherwise ensure professional development of the faculty.
- All the departments of the college organize Seminars/ Conferences/ Workshops of Regional, State, National level by rotation and maximum number of teachers are facilitated to attend such programmes outside the college.
- The college conducts Faculty development programme to inculcate the desire to analyze & to enhance the personalities of our faculty members.

**2.4.5 Give the number of faculty who received awards / 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.**

Faculty received awards / recognition at the state, national and international level for excellence in teaching during the last four years.

**Faculty Awards / Recognition (2009-10)**

**Dr. (Mrs.) Neelam Sethi, principal**

- Invitation to attend the ‘World Forum’, at Cambridge University as ambassador to India in August, 2010.
- ‘Eminent Citizen of India’ Award by National & International Compendium (NIC),New Delhi
- ‘Rashtriya Vidya Saraswati Puraskar’ by International Institute of Education & Mgt., New Delhi.
- ‘Best Educationist Award’ by Indian Solidarity council ,New Delhi

**Faculty Awards / Recognition (2010-11)**

**Dr. (Mrs.) Neelam Sethi, principal**

- A documentary on Life, Works and Achievements of Dr. Sethi was telecasted by Doordarshan Jalandhar and further by DD Bharti.
- International Biographical Centre Cambridge, England decided to form a foundation named ‘The Dr. Neelam Sethi ‘Foundation of Benefaction’.
- ‘Indira Gandhi Women Achievers Award’ by National Commission of Minorities, Govt. of India on 26<sup>th</sup> Nov. ,2010.
- ‘Best Principal Award’ and ‘Certificate of Excellence’ by International Institute of Education & Management New Delhi.
- ‘Rashtriya Shiksha Samman Puraskar’ by Indian Society for Industry and Intellectual Development, New Delhi on 16<sup>th</sup> May, 2011.

**Dr. Ritu Goswami**

**(Asst. Prof. in Botany)**

- Awarded certificate of Appreciation by Society for Environment and conversation for presenting a paper on the topic “Are we really concerned about environment?” in the

seminar held at Batala on 6<sup>th</sup> june,2010

**Faculty Awards / Recognition (2011-12)**

**Dr. (Mrs.) Neelam Sethi, principal**

- Got “International Intellectual Development Award” by Indian society for Industry Intellectual Development, Bangkok (Thailand).
- Her Interview “Udaari” by Zee Entertainment Ltd.,Film City,Noida was telecasted on 26<sup>th</sup> Feb ,28<sup>th</sup> Feb & 2<sup>nd</sup> March,2012.
- A special issue of “Sahitya Silsila”, a trimonthly literary magazine on her literature, was published in May 2012
- Selected member of Academic council, Executive Member of Sports Committee and also President of Basketball and Netball Women, GNDU, Amritsar.

**Ms. Samita Sharma**

**(Asst. Prof. in Phy.Edu)**

- Performed as chief judge in All India Inter-University Gymnastics Championship at GNDU, Asr from 3<sup>rd</sup> to 7<sup>th</sup> Jan, 2012.
- Attended All India International university Camp as coach from 7<sup>th</sup> Dec to 2<sup>nd</sup> Jan,2012
- Honoured by Pt.MLSD College for women, Gurdaspur with cash prize for performing excellently throughout the year.
- Selected as judge in Gymnastic Championship at various state levels.

**Ms. Sandeep Kaur Goraya**

**(Asst.Prof., PG Deptt. of Comp.Sci.)**

- Certificate of Appreciation and Reward of \$100 by Indo Global Technosoft Lmt.USA.

**Faculty Awards / Recognition (2012-13)**

**Dr. (Mrs.) Neelam Sethi, principal**

- Interviewed by Chandigarh Doordarshan for her works and achievements on 9<sup>th</sup> Nov, 2012.
- Invited by “The World Forum Federation” to attend its International function ‘The 2013 Forum’ at Royal SONESTA Hotel in Massachusetts, U.S.A. from June 28<sup>th</sup> to 3<sup>rd</sup> , 2013.
- Member Syndicate ,Senate ,Academic Council of G.N.D.U,Also president of Basketball, Netball Women,GNDU,Amritsar.

**Dr. (Mrs.) Rama Gandorta**

**(Asst.Prof. in Sociology)**

- Completed her Doctorate in Sociology from GNDU, Amritsar under teacher fellowship of UGC

**Faculty Awards / Recognition (2013-14)**

**Dr. (Mrs.) Neelam Sethi, Principal**

- Dr. (Mrs.) Neelam Sethi has to her credit an exclusive invitation to establish ‘The Dr. Neelam Sethi Foundation of Benefaction’ as part of the IBC, Cambridge, England.
- She has been honoured with the high accolade “Honorary Doctorate of letters” considering her ultimate recognition of life time achievements from International Biographical Centre, Cambridge, England.
- Dr. Sethi has got invitation to become a ‘Charter Fellow of the World Congress of Arts, Sciences and Communications’ from Great Britain.
- Invited for highly prestigious event ‘International Congress on Arts, Communications, Science and Technology 2014’ to be held at Queens’ College, University of Cambridge from 1<sup>st</sup> to 6<sup>th</sup> Sept., 2014. She has also been offered appointment as “Secretary General of United Cultural Convention.”

**Ms. Samita Sharma**

**(Asst. Prof. in Phy.Edu)**

- Selected as a Judge in Sub Junior National Gymnastics Championship held at Patiala from 1<sup>st</sup> to 3<sup>rd</sup> March, 2013.
- Selected as a Judge in Sr. National Gymnastics Championship held at Patiala from 13<sup>th</sup> to 15<sup>th</sup> March, 2013.
- Selected as a Judge in Jr. National Gymnastics Championship and in All India Inter University held at GNDU, Amritsar from 29<sup>th</sup> to 31<sup>th</sup> March, 2013 and 17<sup>th</sup> Sept. to 16<sup>th</sup> Oct, 2013.
- Selected as a chief Judge in All India Inter University held at Kurukshetra from 8<sup>th</sup> to 12<sup>th</sup> Nov., 2013.
- Selected as Manager in Schools National Gymnastics Championship held at Agra from 29<sup>th</sup> Jan to 2<sup>nd</sup> Feb., 2014.
- Selected as a Judge in Sub- Junior National Championship held at Allahabad from 29<sup>th</sup> to 31<sup>st</sup> March, 2014

**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?**

The college has developed a multi-pronged mechanism for the evaluation of teachers by students.

**Evaluation of teachers by the students**

- Executive members of Central Association of the college keep the Heads of departments & the Principal updated about the performance of the teachers.
- There is a suggestion box where the students can drop their complaints, if any. The contents of the box are analyzed on a weekly basis & suitable measures are taken to redress the grievances.
- During the term-wise meetings of departments, the feedback is analyzed and passed on to the Principal who, in turn, guides them to seek help from their seniors.

**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?**

- To ensure that the stakeholders of the institution, especially students and faculty, are aware of the evaluation processes, the institution takes the following measures:
- The evaluation methods are communicated through the Prospectus, Notice Boards, Morning Assembly and even through announcements in the class rooms.
- The progress of the students is monitored by the teachers through class tests, written assignments, oral tests, group discussions & interactive sessions.
- After the Pre-semester Exams, parent –teacher meetings are arranged and parents are made aware about result of their wards.

**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?**

**Evaluation Reforms initiated by University:**

- The University has introduced semester system for all levels of all streams and subjects.
- Semester system has replaced annual examination method.
- Table-marking has been introduced to ensure fair evaluation.
- The College acts strictly against ragging & cheating.

**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 institution ensures effective implementation of the evaluation reforms of the university and those initiated by the institution on its own through Academic Council & IQAC.

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

The following formative and summative evaluation approaches are adopted at Curricular, Co-curricular and Extra-curricular front to measure student achievement:

**1. Curricular front:**

**Formative evaluation approaches**

- Special tests are arranged for advanced & slow learners.
- Pre-semester exams are conducted in September & March.

**Summative evaluation approaches**

- Assignments-based internal assessment is taken in many commercial and vocational courses.

**2. Co-curricular front (debates, elocution, quiz)/ Extra-curricular front (Cultural level)**

**Formative evaluation approaches**

- Talent Hunt is organized.
- Students selected in Talent Hunt are trained for further competitions at various levels.

**Summative evaluation approaches**

- Trained students appear in competitions at district, state, national and international level.

**3. Extra-curricular front (Sports level)**

**Formative evaluation approaches**

- Sports Trials are conducted.
- Students selected in Sports Trials are trained thoroughly.

**Summative evaluation approaches**

- Students trained appear in competitions at district, state, national and international level.
- Students selected in Talent Hunt are trained.

**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.**

The institution assesses its students on the basis of behavior or attitude of the students in classroom from their attendance and independent learning. Weightage is given to the students' communication skills, their performance (IQ) in studies and their active participation in Co-curricular activities.

**2.5.6 What is the graduate attributes specified by the college/affiliating university? How does the College ensure the attainment of these by the students?**

The institution applies graduate attributes to different contexts and shapes its students and graduates:-

- To academia the types of students.
- To society, community, their contribution to society and citizenship.
- To work for entrepreneurship and career for their employability

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

**a) College Evaluation Grievance Redressal Mechanism**

Answer sheets of the House Tests are delivered to and discussed with students and if there is any grievance with reference to evaluation, it is redressed on the spot in the following way:

- Total is checked again.
- Unmarked questions, if any, are marked.

**University Evaluation Grievance Redressal Mechanisms**

- Rechecking of Answer sheets

Total is checked again.

Unmarked questions, if any, are marked.

- Re-evaluation of Answer sheets

Marked questions are got re-marked by some other examiners

**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 stated in vision and mission statement of the college enshrined in the college prospectus which advocates women education & empowerment. By making them confident, culturally conscious, socially modern and globally competent, the college translates learning outcomes into reality. The students and staff are made aware of these through the prospectus and college magazine.

**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 through the duration of the course/programme, communication to students and parents, classroom lectures and internal assessment method.

**Analysis of the students results (last four years)**

<b>Programme wise details</b>				
<b>Programme</b>	<b>2013-14</b>	<b>2012-13</b>	<b>2011-12</b>	<b>2010-11</b>
B.A.-I	90	95	90	95
B.A.-II	100	100	100	95
B.A.-III	100	100	100	100
B.Sc. Non-Medical Part-I	97	100	76	75
B.Sc. Non-Medical Part-II	100	100	100	91.6
B.Sc. Non-Medical Part-III	95	83.33	100	100
B.Sc. Medical Part-I	95	100	86.6	92.3
B.Sc. Medical Part-II	97	91	100	100
B.Sc. Medical Part-III	100	100	100	100
B.Sc. Economics Part-I	85	80	74.07	92.30
B.Sc. Economics Part-II	100	100	86.66	100
B.Sc. Economics Part-III	100	100	100	100
B.Sc. (Comp. Sci.) Part-I	85	80.97	78.35	73.33
B.Sc. (Comp. Sci.) PartII	85	78.9	74.76	76.66
B.Sc. (Comp. Sci.) Part-III	98	94.6	94.4	100
B.C.A. Part-I	96	100	94.59	73.43
B.C.A. Part-II	98	100	94.91	100

B.C.A. Part-III	100	100	97.46	93.02
B.Com Regular Part-I	94	100	82	92
B.Com Regular Part-II	90	83	92	84
B.Com Regular Part-III	100	100	100	85
B.Com Professional Part-I	85	75.8	95	89
B.Com Professional Part-II	95	95	100	89
B.Com Professional Part-III	98	97	100	-
PGDCA	100	100	100	100
M.Sc (Comp.Sci.) Part-I	100	100	100	-
M.Sc( Comp.Sci.) Part-II	100	100	-	-
M.A. Punjabi Part-I	96	94.44	87.82	89.13
M.A. Punjabi Part-II	96	93.75	90.56	86.84
Diploma Stitching & Tailoring	100	100	100	100

**2.6.3 Show the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

The teaching, learning and assessment strategies of the institution are structured to facilitate the achievement of the intended learning outcomes through:

- Well-equipped laboratories
- Well-stocked library
- Classrooms
- Audio-visual equipment
- Class tests, written assignments, oral tests, group discussions & interactive sessions
- Pre semester Exams

**2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?**

The college takes up the following measures and initiatives to enhance the social and economic relevance of the courses:

- The Guidance, Councelling & Placement Cell of the college guides the students to face the interviews and motivates the students for future career options .The Placement Cell invites various organizations for campus recruitments
- The college provides the facilities of different laboratories which help the students inculcate innovation by allowing them to explore and experiment innovatively.

- The college library subscribes to newspapers, journals, periodicals and magazines which enhance the knowledge of students.
- The college magazine gives the students opportunities to give expression to their creative& imaginative ideas.
- The various programmes are organized by the college NSS to encourage the social relevance of the courses.

**2.6.5 How does the institution collect and analyzes data on student learning outcomes and uses it for planning and overcoming barriers of learning?**

The college has formed IQAC to collect and analyze data on student learning outcomes.

The college uses this data:

- To find out advanced & slow learners and plan strategies accordingly.
- To improve learning outcomes of both the categories.
- To remove their learning barriers by providing them remedial classes, peer learning etc.

### **CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION**

#### **3.1. 1 Does the institution have recognised research centre of the affiliating university or any other agency/organization?**

Though the college does not have any Research centre but college makes various efforts on its own to promote research among faculty and students.

#### **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?**

Yes, there is a Research Promotion Committee in the college, comprising of the following senior faculty members:

Dr. (Mrs.) Rama Gandotra (Asst. Prof. in Sociology)

Dr. (Mrs.) Sukhwinder Kaur (Asst. Prof. in Punjabi)

Dr. (Mrs.) Rajwinder Kaur (Asst. Prof. in Punjabi)

Dr. (Mrs.) Pankaj Bala (Asst. Prof. in Physics)

Mrs. Mridula Dogra (Asst. Prof. in Physics)

Ms. Isha Mahajan (Asst. Prof. in Computer)

The committee holds different meetings in a session in order to discuss various plans to promote research and motivate the faculty for an Academic advancement. The cell, along with the UGC Co-ordinator, appointed by the institution keeps track of the schemes of UGC. The teachers are updated regarding the various fellowships and facilitated in applying for the same.

Some of the teachers have completed their Ph.D while others have been already enrolled for it. Some of the faculty members have undertaken minor research projects from UGC.

#### **Recommendations and impact of recommendations made by committee:**

The committee has approved different minor research proposals to be sent to the UGC by three faculty members.

The committee has applied for organising seminars, workshops and conferences and received funds from UGC, ICSSR and ICPR almost every year to organise the same.

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

- **Autonomy is provided to the Principal Investigator.**  
As faculty of the college has availed minor research projects, so, the autonomy is provided to the researcher.
- **There is timely availability or release of resources.**  
Yes, there is timely availability or release of resources.
- **Adequate infrastructure and human resources are provided.**  
Yes, adequate infrastructure and human resources are provided.
- **There are adjustments for timetable and special leave is provided to the teachers.**  
Special leave is provided to the teachers.
- **Total support is provided for any technology and information needs**  
Yes, the total support is provided for any technology and information needs.
- **There is facility for timely auditing and submission of utilization certificate to the funding authorities.**  
Yes, there is a facility for timely auditing and submission of utilization certificate to the funding authorities.
- **Teachers engaged in research are allowed exemption from all duties, Co-Academic and cultural work of the college.**  
Teachers engaged in research are allowed exemption from most of the duties.

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

The institute is in constant pursuit of developing scientific temper and research culture among the students. Some of these initiatives are given as under:

- By inculcating practical aptitude among students through participation in experimental exercises.
- By arranging seminars and conferences whereby students have ample opportunities to interact with eminent researchers.
- By providing books, journals, magazines of research importance in library and modern equipments in laboratories.

**3.1.5 Give details of the faculty involvement in active research(guiding student research, leading research project, engaged in individual/ collaborative research activity etc?)**

**Faculty involvement in guiding student research:**

The institution is at its initial stage in this aspect.

**Dr Rajwinder Kaur (Punjabi department) has guided:**

- Ms. Balbir Kaur for her M.Phil. on the topic 'Sankalp de nave Sandarbh' from Sikkim University Jorhang Distt. Namri, Sikkim in 2011 and degree is allotted.
- Ms. Hardeep Kaur for her MPhil on Manshayad's novel 'Tavan-Tavan Tara' from Eilm University Jorhang Distt. Namri, Sikkim and degree is allotted.

**Faculty involvement in leading research projects:**

- Dr. (Mrs.) Rama Gandotra completed her Doctorate in Sociology from GNDU, Asr. under teacher fellowship of UGC.
- Dr.(Mrs.) Rama Gandotra, Deptt. of Sociology, undertook minor research project entitled 'People Participation in Panchayati Raj Institutions- A Sociological Study' and got financial assistance of Rs.1, 30,000 in 2009-10 from UGC.
- Dr. Parminderjit Kaur undertook minor research project entitled 'Metal derivatives of 6-mercaptopurine and 8-mercaptopurine' in 2009-10 from UGC.
- Dr. Sukhwinder Kaur, Deptt. of Punjabi, submitted minor research project entitled 'Tyoharan nal sambandhit Lok kav' in 2013-14.
- Dr. Rama Gandotra, Deptt. of Sociology, submitted minor research project entitled 'Disintegration of family system- A study of Punjab in 2013-14.
- Dr. Rajwinder Kaur, Deptt. of Punjabi, submitted minor research project entitled 'Punjabi lok kahania da manovishlishnatmak adhiyan' in 2013-14.

**Faculty engaged in individual/collaborative research activity:**

Two PG departments of College (Pbi. & Comp.Deptt.) intend publishing Departmental Research Journals and they are badly involved in gathering and writing research papers for journals. Also, many faculty members of our institute wrote articles and got published in journals of other registered bodies.

**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 culture among the staff and students?**

The following workshops/seminars/training programmes were organized by the institution with focus on capacity building in terms of research & initiating research culture among the staff and students.

**2009-10**

- ‘The Great Indian Mind Challenge 09’ was organized on 9<sup>th</sup> Oct, 2009 by IBM.
- A Career Guidance Seminar was organized by ‘Career Launchers’ on ‘MBA as Career’ on 15<sup>th</sup> Nov, 2009. This seminar provided information about various entrance tests conducted by different B-school & universities like CAT, MAT, XAT and SNAP etc.
- A Seminar was organized on “Software Development” by Sir Infosys on 7<sup>th</sup> Dec, 2009. They guided our students in various project development processes and mobile networks.
- A seminar was organized on the topic “Advanced Network and Hardware Technologies” by IIHT in collaboration with IBM, where students got information on Advanced Technologies.
- Science department organised Science Fair in the college.
- One day Fine Arts workshop was organised to acquaint the students with various Art forms.
- The Computer department of the college organised IT Fair which included slide shows, model making and presentation by the students.
- Hindi Diwas was celebrated in the college in which Dr.Hukum Chand Rajpal, Ex.HOD, Hindi department, Punjabi University, Patiala was the key speaker.
- The Commerce department of the college organized a lecture on “Personality Development” by Dr. N.K Sahni, Deptt. of Commerce, GGSDS College, Chandigarh. A Faculty Development Programme was also organized by the same department.

**2010-11**

- A seminar on ‘Hindi Language and Importance of Literature’ was organised on the occasion of Hindi Diwas on 17<sup>th</sup> Sept, 2010.
- UGC Sponsored National Seminar on ‘Importance of Solid/Solution techniques in Chemistry’ was organized by Chemistry Deptt of the college on 28<sup>th</sup> Aug ,2010 which had to its credit the visit of Dr.T.S Lobana from Chemistry Deptt, GNDU, Amritsar and other dignitaries and erudite scholars from Punjabi University, Patiala, IIT Ropar and PU, Chandigarh. It was attended by 10 resource persons and 50 delegates who came from far and wide.
- Placement Cell organised a seminar on ‘Personality Development’ in collaboration with Frankfinn Institute, Asr.

- A Painting Exhibition was held in campus by Satbir Bawa on 8<sup>th</sup> Dec, 2010.
- A seminar on ‘Protection of Environment’ was organised by Science Deptt. on 19<sup>th</sup> Feb,2011.
- Career Counselling Deptt. organised a seminar on ‘Balanced diet’ by Ms. Kanika Goyal, Dietician, SPS Appolo Hospital .
- UGC sponsored National Seminar on ‘Societal impact of Computers’ on 29<sup>th</sup> Jan, 2011 by the Department of Computer of the college which had to its credit the visit of Dr.Inderjit Singh, Registrar, GNDU, Amritsar and other dignitaries and erudite scholars from Punjabi University, Patiala, Jammu University, GJU Hissar and GNDU Asr. It was attended by 10 resource persons and 100 delegates who came from far and wide.

### **2011-12**

- ICSSR sponsored regional seminar on ‘Socio economic problems of Border Villages’ in Punjab under HRD Ministry, New Delhi on 11<sup>th</sup> Feb, 2012 by the Department of Sociology of the college.
- A 7day workshop was organised by Home Science and Stitching & Tailoring department in college campus. During the seminar, students were informed about Art and Craft.

### **2012-13**

- A seminar on ‘Communication Skills’ was organised by IBS, Hyderabad on 31<sup>st</sup> August, 2013.
- The Commerce deptt. of the college organized a seminar in collaboration with Frankfinn Institute on the topic ‘Job opportunities in Aviation section and Hotel Industry’ dated 29<sup>th</sup> Nov,2013.
- The Commerce deptt. organised a seminar in which KAVY Institute of Retail Management, Gurdaspur presented views on the topic ‘Retail Cutlet Management and Job opportunities in various malls’.
- The Deptt. of Commerce organised a seminar on 'Banking operations, opening accounts and taking loans etc’.
- The Commerce department organized a lecture on “Personality Development”.
- The Punjabi department conducted seminars on ‘Parvasi Punjabi Sahit’ and ‘Punjabi Novel’ in which Dr. Harcharan Singh Bedi and Dr. Khare from Deptt. of Punjabi, GNDU were key speakers respectively. Similarly, they organised a seminar on ‘Modern Punjabi



poetry’ and Dr. Sohinderbeer and Dr. Vikeram Singh Ghumman from Punjabi Adhyan School, GNDU were key speakers.

- The Hindi Deptt. celebrated Hindi Diwas with full fervour and Sh. K.K.Rattu, Director Doordarshan Chd, presided over the function. The topic of his key address was ‘Role of Electronic Media in Modern times’.
- The Hindi Deptt. also organized seminar on ‘Adhunik Hindi Kavita’ in which Dr. Harmohinder Singh Bedi and Ex- Head Deptt. of Hindi, GNDU, Asr and Dr. Hukum Chand Rajpal Ex Head, Punjabi Univ. Patiala were resource persons.
- Apart from these, 150th Birth Anniversary of Swami Vivekanand Ji, a lecture on ‘Tuberculosis’, 3 days seminar on the science of God, ‘Shrimad Bhagwat Geeta’ were also held in the college.

#### **2013-14**

- The Commerce Deptt. organized a seminar in which KAVY Institute of Retail Management, Gsp. presented views on ‘Retail Outlet Management & Job opportunities in various malls’ on 13<sup>th</sup> Dec, 2013.
- The Deptt. of Social Sciences organized a seminar on ‘Legal literacy and protection of women and girls student from sexual harassment and techniques of self-defence’ on 15<sup>th</sup> Jan, 2014.
- The Commerce department organized a seminar in which resource persons were Mr.Chitranjan Dass and Mr.Krishna Ishwar from Bank of Maharashtra. They informed the students about ‘Banking operations, opening accounts and taking loans etc.’ on 28<sup>th</sup> Jan, 2014.
- The Computer Department organized “Inter College Technical Festival” in which students from nine colleges participated in Powerpoint Presentations, IT Quiz, Poster making etc.
- The Commerce deptt. organized a seminar on 31<sup>st</sup> Jan, 2014 in which ‘GNA-IMT Institute of Management and Technology’, Phagwara gave information about “Career Guidance and Employment Opportunities” to students.
- A seminar on ‘Existentialism and Phenomenology’ was organised on 12<sup>th</sup>Feb, 2014 by Indian Council of Philosophical Research, New Delhi by Philosophy department of college.

- Home Science Deptt. of our college organized 7 days workshop in the campus. Ms. Maninder, Asst. Prof. in Home Science, made the students learn flower making, pot making, pot painting, glass painting, magazine holders and jute bags.
- Again, Basic Cooking Catering deptt. organized 7 days workshop in which continental food, various South Indian and Chinese dishes, snacks and beverages, tandoori dishes were learned by the students.
- A seminar on ‘Skin and Hair Care’ was organised by Cosmetology deptt. on 26<sup>th</sup> July,2014.
- A seminar on ‘AIDS’ was organised by NSS in collaboration with Rotaract Club of the college in which Dr.Arvind Hastir presided over the function.
- A Social Sciences Quiz was organised by the Social Sciences deptt. in the college campus on 29<sup>th</sup> August,2014.
- A 6 day workshop on ‘Networking and Internet’ was organised by the Computer deptt. in college campus.
- A seminar on ‘Tally- a Software Package’ by Tally Champs Technical Services Ltd. Gsp. on 12<sup>th</sup> Sept, 2014 was organised in the campus.
- The Computer department organized ‘Inter College Technical Festival’ in which students from six colleges participated in Fast message typing, Powerpoint Presentations, IT Quiz, Art Gallery etc. on 20<sup>th</sup> Sept, 2014.
- The Commerce deptt. organised a seminar on ‘Income tax and E-filing of returns’ in which Ms. Princy Mahajan, CA was key speaker on 28<sup>th</sup> Aug, 2014.
- The Commerce deptt. organised a seminar on the topic ‘An interactive session for career openings in professional courses’ by Rahul Garg (CA, CS, CMA) on 29<sup>th</sup> Sept, 2014.

### **3.17 Provide details of prioritised area and expertise available with the institution.**

- Dr. Rama Gandotra’s prioritised area for research is ‘Rural development, Local Self Govt., family matters (disintegration)’.
- Dr. Sukhwinder Kaur’s prioritised area for research is ‘Tyoharan nal sambandhit lok kav (samaj-sabyacharak adhiyan) Tulnatmak adhiyan Majha te Malwa’.
- Dr. Rajwinder Kaur’s prioritised area for research is ‘Punjabi Lok Kahanian da Manovishlishnatmak Adhiyan’.
- Dr. Parminderjit Kaur’s prioritised area of research is ‘Transition Metal derivatives of pyrimidines-2thione and related ligands’.

- Dr. Pankaj Bala's prioritised area of research is 'Estimation of environmental radioactivity in the building materials and in the environs of Una and Hamirpur district of Himachal Pradesh'.
- Mrs.Mridula Dogra is pursuing her research work on topic 'Gamma ray shielding glasses' from Guru Nanak Dev University, Asr.
- Ms Isha Mahajan is pursuing her research work on topic 'Cloud Computing' from Guru Nanak Dev University, Asr.
- Mrs Dinesh Sharma is pursuing her research work on topic 'Women influx in the works of Jean Sasson and Tehmina Durani' from NIMS University, Jaipur.

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

In order to attract researchers of eminence to visit the Institution and to encourage interaction with teachers and students, the Institution regularly organizes Conferences, Seminars and Workshops in the campus.

Following Researchers of Eminence visited our college for delivering lectures on various topics during 2009-14:

- Dr. Inderjeet Singh, Registrar, GNDU, Asr.
- Dr. Sohinder Bir Singh from Punjabi Deptt., GNDU, Asr.
- Dr. T.S. Lobhana , Chemistry Deptt., GNDU, Asr.
- Dr. Manoj Kumar , Chemistry Deptt., GNDU, Asr.
- Dr. Palwinder Singh , Chemistry Deptt., GNDU, Asr.
- Dr. R.K.Mahajan, Chemistry Deptt., GNDU, Asr.
- Dr. Yogesh Kaur, HP University, Shimla.
- Dr. Baljit Singh, Deptt. of Pol. Sc., Jammu University.
- Dr. Kuljit Kaur, Deptt. of Computer Science, GNDU, Asr.
- Dr. Lalit Sen, Jammu University.
- Dr. Yogesh Chabba, GJU, Hissar.
- Dr. Gurpreet Singh Josan, Deptt. Of Computer Science, Punjabi University Patiala.
- Dr. Harmohinder Singh Bedi, Ex. Head Deptt. Of Hindi, GNDU, Asr.
- Dr. Harcharan Bedi, Deptt. of Punjabi, GNDU, Asr.
- Dr. Vishal Goyal, Deptt. of Science, Punjabi University, Patiala.
- Dr. Hukum Chand Rajpal, Ex. HOD Hindi Deptt, Punjabi Univ., Patiala.

- Dr. Gurupdesh Singh, Deptt. of English, GNDU ,Asr.
- Dr.Rajesh Kumar, Deptt. of Social Science, GNDU,Asr.
- Dr. Kuldip Singh, Deptt. Of Pol. Sci., GNDU, Asr.
- Dr. Gurwinder Singh, Deptt. of Computer Science, GNDU, Asr.
- Dr. Jaswinder Singh, Deptt. of computer Science, GNDU, Asr.
- Dr. Sandeep Sharma, Deptt. of Computer Science, GNDU, Asr.
- Dr. Sandeep Sood, Deptt. of Computer Science, GNDU RC, Gsp.
- Mr. Amitpal Singh, Deptt. of Computer Science, GNDU RC, Gsp.
- Mrs. Harjot Kaur, Deptt. of Computer Science, GNDU RC, Gsp.
- Mrs.Sandeep Kaur, Deptt. of Computer Science, GNDU RC, Gsp.
- Dr. Navdeep Gandotra, PG Deptt. Of Commerce and Business Administration, Lyallpur Khalsa College, Jalandhar.
- Dr. AK Khosla, HOD, Philosophy Deptt. DAV College, Asr.
- Dr. Ramesh Arora, GGSDS College, Chd.
- Dr. SK Shrivastava, Deptt. of Maths, BCET, Gsp.
- Dr. N. K. Sahni, Deptt. of Commerce, GGSDS College ,Chd.
- Mrs.Ashima Dhir, Deptt. of English, GGSDS College, Chd.
- Dr. Diksha, Deptt. of Commerce, GGSDS College, Chd.
- Mrs. Shashi Bala, HOD, Philosophy Deptt, GNDU, Asr.
- Anu Kandhari, Philosophy Deptt, GNDU, Asr.
- Dr. S.C.Vaidya, Dean Academics, GGSDS Society, Chd.
- Dr. Paramjeet Singh Bagga, Director Regional Campus PAU, Gurdaspur.
- Ms. Tajpreet Kaur, HOD, Aplha Global Institute, Chd.
- Dr. K. K. Rattu, Director Doordarshan Kendra, Jalandhar.

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

Provision is there but no body has availed it yet.

**3.1.10 Provide details of the initiatives taken up by the institution in creating awarness/advocating/transfer of relative findings of research by the institution and elsewhere to students and community(Lab to Land)?**

The research conducted by Dr.(Mrs.) Rama Gandotra on Panchayati Raj Institution is invaluable as it involves the functioning and shortcomings of all the three tiers of Local self government and can help the government to transfer powers to these bodies accordingly. It also focussed on the impact of local self government on rural development which is helpful in understanding the use of PRIs. The copies of the same were sent to various bodies like UGC.

The research conducted by Mrs. Sunita Prashar on Border Area villages is also of great value as it focused on the grave problems delving deep into these border area villages. On the basis of this invaluable research, an ICSSR sponsored Regional Seminar on “Socio-Economic problems of Border Villages in Punjab” under HRD Ministry, New Delhi, was organized.

The research conducted by Dr.(Mrs) Pankaj Bala deals with the environmental radioactivity in the environs of Una and Hamirpur district of Himachal Pradesh. This has been done to assess the health risks due to the radon measurements in indoor air, water and soil using different techniques. Since large number of deadly diseases is correlated with the level of radiations present in the atmosphere surrounding the people, therefore, detailed investigation of the natural radiation studies has been done. The results of the thesis have now been published in the reputed international journals. Thus, this kind of information is very useful to the inhabitants and also for the benefit of mankind.

## **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.**

About 5% of the total budget is kept for research. Moreover, management always encourages faculty members to go in for research and submit proposal and receive the funds.

### **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?**

Yes, the institution provides financial support by meeting the registration fee of the conferences or workshops that the faculty intends to participate. Besides, the faculty member is also provided with ‘On Duty Leave’ for participating in the same.

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

The students are encouraged to take up IT Projects and Science Projects. The college creates necessary infrastructure to carry out the student projects. There are certain other facilities made available to support student research projects:

- Internet facility
- Overnight issue of Reference books
- Central computing facility
- General/Departmental/Virtual Library
- CD Library
- Audio-Visual Resources available in library

### **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.**

The College is engaged in undertaking inter-disciplinary research. The faculty members from different departments are involved in writing research papers for the same like :

- Home Science and Fashion Designing department.
- Sociology and Philosophy department.
- Commerce and Computer department.

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

The institution ensures optimal use of various equipments and research facilities of the institution by its staff and students:

- By organizing workshops and instrument training programmes.
- By planning the periods for the full utilization of the equipments without wastage of time e.g. computers.
- By sharing of equipments amongst staff and students for effective transfer of technical skills by various departments under faculty of Science i.e. Physics, Chemistry, Botany, Zoology & Bio-Technology.
- By providing Internet facility to teachers engaged in minor research projects.
- By providing easy and uninterrupted access to various equipments.

- By providing new books in 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.**

The College allocates funds by itself to promote research culture among the staff and students.

**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.**

The detail of support provided to faculty members in securing research funds from various funding agencies is given below:

- Dr. (Mrs.) Rama Gandotra completed her Doctorate in Sociology from GNDU, Asr. under teacher fellowship of UGC and received grant of Rs. 15,000 contingency for 3 years and substitute teacher’s salary of Rs. 10,000 per month from UGC.

Nature of the Project	Duration Year From To	Title of the Project	Name of the funding agency	Total Grant		Total grant received till date
				Sanctioned	Received	
2009-10	“People’s participation in Panchayati raj Institutions----- A social study”	UGC New Delhi	Rs. 1,30,000	Rs. 87,500	Rs.87,500	2009-10
Minor Projects	2009-10	Metal Derivatives of 6 marcap purine and 8 marcap to purine	UGC New Delhi	Rs.87,000	Rs.58,500	Minor Projects
2013-14	“Tyoharan Nal Sambhandit Lok Kav”	UGC New Delhi	-	-	Submitted	2013-14
2013-14	Disintegration of family system--- -A study of Punjab	UGC New Delhi	-	-	Submitted	2013-14
	2013-14	“Lok Kahania Da Samaj Sabhacharak Adhyaan”	UGC New Delhi	-	-	Submitted

### **3.3 Infrastructure for Research**

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

The following research facilities are available to the students and research scholars within the campus:

- Science labs & Computer labs
- Internet facility
- Overnight issue of Reference books
- General Library

#### **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?**

The college has set up Research Promotion Cell to chalk out institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers. It has stipulated the following strategies:

- Necessary infrastructure facilities are created as per the needs of the researchers. The existing facilities are upgraded time to time to cope with the latest technology.
- The Committee, along with the UGC Co-coordinators, appointed by the institution keeps track of the schemes of UGC.
- The teachers are updated regarding the various fellowships and facilitated in applying for the same.
- For encouraging research among faculty members FDPs are also planned by Research Promotion Committee in college from time to time.

#### **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.**

The College allocates funds by itself to promote research culture among the staff and students.

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

The following research facilities are made available to the students and research scholars outside the campus / other research laboratories:

- Students' visits to the affiliating and other universities are facilitated with their prior



permission where they can observe the facilities provided by the universities.

- Students' visits to PAU Research Centre.
- Students' visit to Palampur University.
- Students' visits to SD's sister institutes are facilitated.

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

The following facilities are available specifically for the researchers:

- Internet facility
- Overnight issue of reference books
- General Library
- Science labs & Computer labs

### **3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. for eg. Laboratories, library, instruments, computers, new technology etc.**

The collaborative research facilities like Microscopes, Computers, Printers, Projector, Laptops, Internet, Workshop tools, Sewing machines, Labs, Departmental Libraries etc. are developed and created out of funds made available by the funding agency like UGC.

## **3.4 Research Publications and Awards**

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

### **Research studies or surveys benefiting the community or improving the services**

- The research conducted by Dr. Rama Gandotra on 'Panchayati Raj Institution' is invaluable as it involves the functioning and shortcomings of all the three tiers of Local self government and can help the government to transfer powers to these bodies accordingly. It also focussed on the impact of Local self government on rural development which is helpful in understanding the use of PRIs.
- The research conducted by Mrs. Sunita Prashar on 'Border Area villages' is also valuable as it focused on the grave problems delving deep into these border area villages. On the

basis of this invaluable research, an ICSSR sponsored Regional Seminar on “Socio-Economic problems of Border Villages in Punjab” under HRD Ministry, New Delhi, was organized.

- The research conducted by Dr.(Mrs) Pankaj Bala deals with the environmental radioactivity in the environs of Una and Hamirpur district of Himachal Pradesh. This has been done to assess the health risks due to the radon measurements in indoor air, water and soil using different techniques. Since large number of deadly diseases is correlated with the level of radiations present in the atmosphere surrounding the people, therefore, detailed investigation of the natural radiation studies has been done. The results of the thesis have now been published in the reputed international journals. Thus, this kind of information is very useful to the inhabitants and also for the benefit of mankind.

**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?**

Yes, the college is engaged in publication of research journals. PG departments of the College i.e. Computer Science Deptt. and Punjabi Deptt. are engaged in publication of their own Research journals and their Editorial Board is as under:-

<b>Computer</b>	<b>Punjabi</b>
Mrs. Poonam Seth	Dr.(Mrs.) Rajwinder kaur
Ms. Sandeep Kaur Goraya	Dr.(Mrs.) Sukhwinder Kaur
Ms. Gurwinder kaur	Mrs. Harjit kaur
Ms. Isha mahajan	

**3.4.3 Give details of publications by the faculty and students:**

- **Publication per faculty**
- **Number of papers published by faculty and students in peer reviewed journals (national / international)**
- **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.)**
- **Monographs**
- **Chapter in Books**

- **Books Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**
- **SNIP**
- **SJR**
- **Impact factor**
- **h-index**

### Publication per faculty

#### 1. Deptt. of Arts:

**Dr. Rama Gandotra,**

**Asst. Prof. in Sociology**

- Published paper on “Panchayati Raj Institutions and Rural Development in Punjab”, Asian Journal of research in Social Sciences and Humanities, vol.2, issues in 2012.

**Ms.Rajinder Kaur,**

**Asst prof. in Philosophy**

- Paper entitled “Ahinsa sansar ki neeti” ” has been published in the proceedings of UGC sponsored National seminar on “Philosophy and Ideology of Mahatma Gandhi ji” organised by “Gandian Studies Centre” under the UGC scheme of Epoch making Social thinkers of India at R.R.Bawa DAV College for Girls, Batala on 26<sup>th</sup> Feb, 2011.

#### 2. Deptt. of Punjabi:

**Dr. Rajwinder Kaur**

- Paper entitled “Manukh ne same nu kive nathya” published by Jan Sahit Bhasha Vibhag Punjab and Punjabi Tribune, Chandigarh in April, 2010.
- Paper entitled “Kal di gayaki de shabashe, ajj di gayaki fajool” , published by Jago International, Malwa Research Centre, Patiala in Oct-Dec,2010.
- Paper entitled “Ki Raasan hun kadi nhi paingian” published by Jago International, Malwa Research Centre, Patiala in Oct-Dec,2010.
- Paper entitled “Bazigaran dian bazian kithe gaiyan” published by Punjabi Dunia, Bhasha Vibhag, Punjab and Punjabi Tribune, Chandigarh in 2010.

- Got published an article in “Jago International Magazine” by Malwa Research Centre, Patiala on the topic “Haye, Punjabi gayaki te geetkari kidhar nu” in April-Sept, 2012.
- Paper entitled “Risdi Akh- vichardhara adhiyen” published in Maanvi Chetna by Tarlochan Publishers, Chandigarh in 2013.
- Paper entitled “Smritiyan/yadan da sahit roop” published by “Jago International Magazine” in Oct.2013 & June, 2014.
- Paper entitled “Bhagat Ravidaas di baani de mukh vishae” published in “Bhasha te Sahit”, Vol. II, by Post Graduate Punjabi deptt. Shanti Devi Arya Mahila College, Dinanagar in 2014.

**Dr. Sukhwinder Kaur**

- Paper entitled “Punjabi sufi kaav da nikas te vikas” published in “Bhasha te Sahit” Vol. II by Post Graduate Punjabi deptt., Shanti Devi Arya Mahila College, Dinanagar in 2014.

**3. Deptt. of Computer Science:**

**Mrs. Poonam Seth**

- Paper entitled “Cyber-crime & E-Commerce” has been published in the proceedings of UGC sponsored National Seminar on “E-Commerce” dated 30<sup>th</sup> Oct, 2010 at SDAM College, Dinanagar.
- Paper entitled “Mobile Technologies” has been published at UGC sponsored National Conference EMT-10 at Hindu College, Asr. dated 13<sup>th</sup> Nov.,2010.
- Published paper entitled ‘Emerging trends & New Opportunity in Data Mining and Warehousing’ in proceeding of National Conference ‘Emerging Trends in Computing and IT(ETCIT 2011)’.
- Paper entitled “Social networking sites-Boon or Bane” has been published in the proceedings of UGC sponsored National Seminar at PCMSD College, Jalandhar on 17<sup>th</sup> Oct, 2011.
- Abstract published in the proceedings of International Conference-‘India in the Emerging Order-A Potential Market for World’, ‘Impact of Globalization on Indian Banks’ in Feb. 2011.
- Published Paper in the proceedings of National Seminar: “ALMANAC 2011” on “Business opportunities and Challenges in M-Commerce” ISBN-978-93-5017-314-5, Vol.1, pp: 377-380/ALMANAC in January 2011.
- Published Paper in ETIT 2014 on “Microwave & Satellite Communication” ISBN-978-93-82068-25-9, pp: 91-94/ETIT-Challenges and Strategies in Jan. 2014.

- Presented Paper on “Dynamic Behavior of Software Agents” in International Conference on “Future & Challenges of Computational and Integrated Sciences” at HMV, Jalandhar on Nov 7<sup>th</sup> & 8<sup>th</sup>, 2014.

**Ms. Rajwant Saini**

- Paper entitled “Business model for Internet Base E-Commerce” has been published in the proceedings of UGC sponsored National Seminar on “E-Commerce” on 30<sup>th</sup> Oct.,2010 at SDAM College, Dinanagar.
- Paper entitled “Research issues of cloud computing” published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan, 2014.

**Ms. Sandeep Kaur Goraya**

- Published Paper in the proceedings of National Seminar: “ALMANAC 2011” on “Business opportunities and Challenges in M-Commerce” ISBN-978-93-5017-314-5, Vol.1, pp: 377-380/ALMANAC-January 2011.
- Abstract published in the proceedings of International Conference-“India in the Emerging Order-A Potential Market for World”, “Impact of Globalization on Indian Banks” in Feb, 2011.
- Published Paper in the proceedings of International Conference: “ETCSIT- 2011” on “Neural Networks” in Feb, 2011.
- Published Paper in WEBTROVERT 2011 on “Digital Technology & Social Networking” SNS-B/B 2011, ISBN-978-81-9227-096, pp: 198-201/ “Social Networking Sites-Boon or Bane” in Oct, 2011.
- Published Paper in ETIT 2014 on “Microwave & Satellite Communication” ISBN-978-93-82068-25-9, pp: 91-94/ETIT-“Challenges and Strategies” in Jan,2014.
- Published paper entitled “Emerging trends & New Opportunity in Data Mining And Warehousing” in proceeding of National Conference “Emerging Trends in Computing And IT (ETCIT 2011)”.
- Published 03 Research Papers in National Seminar/ Conference proceedings of various Colleges.

**Ms. Isha Mahajan**

- Paper entitled “Research issues of cloud computing” published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan, 2014.

- Paper entitled “Impact of cloud computing in healthcare” published in the proceedings of UGC Sponsored National Seminar on ‘Cloud Computing’ at GNDU, Regional Campus, Gsp on 7<sup>th</sup> & 8<sup>th</sup> Feb, 2014.

**Miss. Gurwinder Kaur**

- Paper entitled “Computer Crimes and Cyber laws” published in proceedings of UGC sponsored National Seminar on “Societal Impact Of Computers” , in PT. Mohan Lal S.D. College For Women, Gurdaspur on 29<sup>th</sup> Jan 2011.
- Paper entitled “Neural Network” published in proceedings of UGC sponsored National Conference on “Emerging Trends in Computing and IT” by Guru Gobind Singh Khalsa College, Sarhali on 5<sup>th</sup> March,2011.
- Paper entitled “Network Security” published in proceedings of UGC sponsored National Conference on “Global Changes:Mapping excellence Policies For Better India” by DAV College, Malout on 3<sup>rd</sup> & 4<sup>th</sup> Feb, 2012.
- Paper entitled “Data Mining and Warehousing” published in proceedings of UGC sponsored National Seminar on “Emerging Trends in Computing Industry” by SD College, Lahore on 10<sup>th</sup> March,2012.
- Paper entitled “E-Learning Attributes and Technologies” published in proceedings of UGC sponsored National Conference on “Emerging Trends in IT (ETIT-14)” GGSDS, Chd. on 31<sup>st</sup> Jan, 2014.
- Paper entitled “Cloud Storage And Applicationof Cloud Computing” published in proceedings of UGC sponsored National Conference on “Issue in Cloud Computing and Wireless Communication” at GNDU Regional Campus, Gsp. on 7<sup>th</sup> & 8<sup>th</sup> Feb,2014.

**Miss. Richa Abrol**

- Published paper on “Emerging Technologies in Computing” in National seminar at Dev Samaj College for Women, Ferozpur on 30<sup>th</sup> Nov, 2011.
- Published paper in National Conference on “Software Engineering” at Doaba College, Jalandhar on 9<sup>th</sup> March, 2012.
- Published paper on “ Research issues of cloud computing” in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan, 2014
- Published paper on “Resource Provisioning in cloud computing” in proceedings of National Seminar at GNDU, Regional Campus, Gurdaspur on 7<sup>th</sup> & 8<sup>th</sup> Feb, 2014.

- Published Paper on “Dynamic Behaviour of Software Agents” in International Conference on “Future & Challenges of Computational and Integrated Sciences” at HVM, Jalandhar on Nov.7<sup>th</sup> & 8<sup>th</sup>, 2014.

**Mrs. Kamlesh**

- Paper published in the proceedings of UGC sponsored National Seminar on “E-Commerce” on 30<sup>th</sup> Oct., 2010 at SDAM College, Dinanagar.

**Mrs. Raveen Kaur**

- Paper entitled “E-learning attributes and technologies” published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan, 2014.

**Mrs. Rajni**

- Paper entitled “Automation of web services in cloud computing” published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan, 2014.
- Paper entitled “Experimental work on Load Balancing using GA and Back-propagation Techniques” published in TARAKSH PUBLISHERS: Volume 1, Issue 1<sup>st</sup> July – Aug 2014.

**4. Deptt. of Science:**

**Mrs. Pankaj Bala**

**I. Publications in International/National Journals**

- “Distribution of natural radioactivity in soil samples and radiological hazards in building material of Una, Himachal Pradesh” in 2014. Journal of Geochemical Exploration, Vol.142, pp.11-15.
- “Long-term simultaneous measurement of indoor concentration of radon and thoron progeny in the dwellings of Una and Hamirpur district of Himachal Pradesh” in 2014. Indoor and Built Environment. DOI: 10.1177/1420326X14537006.
- Publicised paper in “Estimation of annual effective dose due to Radon level in indoor air and soil gas in Hamirpur district of Himachal Pradesh”2014.Journal of Geochemical Exploration Vol. 142.pp.16-20.
- Publicised paper in “Assessment of radiation hazards due to the concentration of natural radio nuclides in the environment” in 2013. Environment Earth Science.DOI: 10.1007/S12665-013-2493-X.

- Publicised paper in “Estimation of Annual Effective Dose from Indoor Radon/Thoron Concentrations and Measurement of Radon Concentration in soil” in 2013. Radiation Protection Dosimetry.DOI:10.1093/RPD/NCT191.
- Publicised paper in “Effect of ventilation condition on the annual effective dose due to indoor radon concentration” 2013. Advances in Applied Science Research Vol.4 (1) pp: 212-215.
- Publicised paper in “Assessment of radium and radon exhalation rate in soil and building material samples using LR-115 Plastic track detectors” in 2013 journal of Environment Science and Engineering .Vol./Issue-55/02 pp: 175-180.
- Publicised paper in “Assessment of Radiation dose due to natural radionuclide in various cement samples” in 2011 International journal of Law Radiations Vol.8, No.2, 156-168.

**II. Publications in Proceeding of International/National Conferences**

- Estimation of inhalation and ingestion dose due to radon concentration in various packaged drinking water. Seventeenth National Symposium on Solid State Nuclear track Detectors and their Applications( SSNTD-17) at MSU, Vadodara, India in Oct. 17<sup>th</sup>-19<sup>th</sup>, 2011.
- Measurement of radiological hazardous parameters in various cement samples. International Symposium on the Natural Radiation Exposures and Low Dose Radiation Epidemiological Studies (NARE 2012) at Hirosaki, Japan from 29<sup>th</sup> Feb to 3<sup>rd</sup> March, 2012.

**Number of papers published**

Faculty	Number of papers published	Papers published in peer reviewed journals	
		National	International
<b>Department of Arts</b>			
Dr. Rama Gandotra Asst. prof. in Sociology	1	-	1
<b>Department of Punjabi</b>			
Dr. Rajwinder Kaur	5	3	2
Dr. Sukhwinder Kaur	1	1	-
<b>Department of Computer Science</b>			
Mrs. Poonam	8	6	2



Seth			
Ms. Rajwant Saini	3	3	-
Ms. Sandeep Kaur Goraya	9	7	2
Ms.Richa Abrol	5	5	1
Ms. Gurwinder Kaur	3	3	-
Ms. Isha Mahajan	4	4	-
Mrs. Kamlesh	2	2	-
Mrs. Raveen Kaur	1	1	-
Mrs.Rajni	2	2	-
<b>Department of Science</b>			
Dr.Pankaj Bala	10	2	8

**Chapter in a book:-**

**Dr .Pankaj Bala**  
**Deptt. Of Science**

- Handbook of Radon: Properties, Applications and Health: Assessment Radon. 2012 Nova Publishers ISBN:978-1-62100-369-4.

**Books Edited:-**

**Mrs. Punita Sehgal**  
**Deptt. Of Hindi**

- Published Book entitled “Nashe ki daldal” by Red Cross Nasha Chudao and Rehabilitation Centre, Gurdaspur in Feb, 2010.

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

**Mrs. Poonam Seth, Deptt. of Computer Science**

- Published book entitled “Simplified Approach to C” with ISBN No. 9788170721055 by ABS Publishers.

**Ms. Isha Mahajan**

- Published Book entitled “Computer Graphics and Multimedia Applications Implementation in C/C++” with ISBN No. 9788192671864 by Anand Technical Publishers.
- Published Book entitled “Object Oriented Programming with C++” with ISBN No. 9788192671840. by Anand Technical Publishers.

### **3.4.5 Provide details (if any) of**

- **research awards received by the faculty**
- **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**

#### **Recognition received by the faculty**

- Ms. Sandeep Kaur Goraya, Asst. prof. in Computer Sci., was honoured for her contribution to I.T.sector by “Indo Global Technosoft Ltd.” U.S.A.(S.N.C.)

#### **Incentives given to faculty**

The following incentives are given to faculty for receiving state, national and international recognitions for research contributions:

- By giving recognition to the staff through its publications like the Prospectus and Annual Report
- By giving incentives such as Duty Leave to faculty for receiving state, national and international recognitions for research contributions.
- Honouring in Public Shows.

## **3.5 Consultancy**

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

Regular visits to industry and corporate sector are provided by the college to acquaint the students with practical learning and offer them a thorough understanding about various fields. The following systems and strategies are adopted for establishing institute-industry interface:

- The Commerce Deptt. of the college, along with 35 students, visited Alpha One, Asr. for having practical knowledge of Retail outlet in Oct., 2012.
- The Computer Deptt. conducted 3 days National Employability Test from 29<sup>th</sup> Oct. to 1<sup>st</sup> Nov,2013 in collaboration with AMCAT and Aspiring Minds pvt. Ltd., Gurgaon. 50 students were shortlisted for jobs of software developers, HT managers and interior texture designers in various multinational companies like Accenture, Akosha and Sai Om Software Solution Pvt. Ltd.
- The Commerce Deptt. Of the college along with 30 students visited GNA-IMT Duro Gear Industry at Mehtan, Phagwara on 18<sup>th</sup> feb,2014.

- The Computer Science Deptt. of our college, along with 30 students of BCA(I,II,III)&M.Sc.(I,II), attended an educational trip to ‘Arena Animation’ ,A multimedia unit of Aptech, Asr. on 24<sup>th</sup> July,2014.,where they were awarded appreciation certificates from M.D. of Arena.
- The Commerce Deptt. organised a seminar on “Income tax and E-filing of returns” by Ms. Princy Mahajan , CA on 28<sup>th</sup> Aug, 2014.
- An Exhibition on Tupperware products was organised in campus on 6<sup>th</sup> Sept, 2014.
- A seminar on Tally- a software package by Tally Champs Technical Services Ltd., Gsp. on 12<sup>th</sup> Sept, 2014. was organised.
- Commerce Deptt. organised a seminar on “An interactive session for career openings in professional courses” by CA Rahul Garg (CA, CS, CMA) on 29<sup>th</sup> Sept, 2014.

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

To promote consultancy, the stated policy of the institution ensures that the benefits of the knowhow, skills/expertise and exceptional gifts of the faculty and students reach the maximum numbers, irrespective of creed, region or nationality to local schools, colleges, university, Govt. agencies, NGOs, neighboring villages. The institution is playing a pioneer role in empowering girls of the area and around.

- Lecturers from Home science and Cosmetology departments visit to different villages and provide Entrepreneurial skills to the girls of those villages by having camps. In this way, the institute helps in making them self sufficient and self groomed.
- Two of our students Ms. Jasbir Kaur, M.A. Pbi. and Ms. Seema, M.Sc.Comp.Sci. are working as ambassadors of Punjab Govt. for creating voting awareness amongst the people of villages.
- Principal Dr. (Mrs). Neelam Sethi is also contributing tremendously as a member of Distt. Suwidha Kendra, Gsp. through which she provides service to the society.

The College advocates and publicizes the available expertise for consultancy services through its publications like the Prospectus, Annual Report and News items in various newspapers. The awards and the achievements of the faculty are highlighted through news items in the news papers as well as reports read out on the college stage. The visits by the faculty members to various schools to attract admission and the high level of expertise available in the institution also brings to the notice of the general public. Available

expertise of the faculty is publicized through advertisement on website of college.

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

The institution encourages the staff to utilize their expertise and available facilities for consultancy services by taking the following initiatives:

- By giving awards to the faculty.
- By giving recognition to consultancy services of the staff through its publications like the Prospectus, Annual Report and Newspapers.
- By giving incentives such as Duty Leave to faculty for their contribution in consultancy services.
- By arranging FDPs from time to time in order to imbibe missionary spirit among the faculty.

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

The college has established itself as a centre of excellence in Academics and Co-academics in this region. The consultancy services of the institution benefit the universities, colleges and schools of the region as well as Govt. agencies and NGOs.

The Principal of the institution is on the board of various bodies.

- She is Member Syndicate, Senate, Academic Council, GNDU Asr.
- She is a life member of Indian Red Cross Society, Gurdaspur.
- She is a life member of Naagri Lipi Parishad, New Delhi.
- She is a member of National Alliance for Women, New Delhi.
- She is a member of Gandhi Peace Foundation, New Delhi.
- She is a member of British Library, Sector 9C, Chandigarh.
- She is a member of Environment Protection society, Gurdaspur.
- She is a member of District Heritage Committee, Gurdaspur.
- She is a member of Garden Lovers Association, Gurdaspur.
- She is a member of Inner Wheel Club, Gurdaspur.

#### **Broad Areas and Major Consultancy Services**

- Many members of the faculty are invited as subject experts on the interview boards of

sister concerns of the region.

- They are also called upon to act as judges in various events organized by different organisations. The teachers of the Fine Arts, Fashion Designing are often required to lend their services in this regard.
- Even NGOs like Rotary Club invite our faculty members to deliver talks.

### **Revenue generated by major consultancy services during the last four years**

The consultancy provided by the teachers in hobby classes in Fine Arts, Communication Skills, Cosmetology, Music and Dress Designing is generated in ratio of 70:30.

### **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?**

The consultancy provided by the teachers in hobby classes in Fine Arts, Communication Skills, Cosmetology, Music and Dress Designing is generated in ratio of 70:30. The institution utilizes the revenue for the benefit of the students by putting it in the Student Welfare Fund. The revenue generated is utilized for the purpose of purchase of books, competitive magazines and fulfilling needs of poor students.

## **3.6 Institutional Social Responsibility (ISR) and Extension Activities**

### **3.6.1 How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

The Institute promotes institution-neighbourhood-community network and student engagement in the following ways:

- There are various Clubs and Committees in the College like NSS, Rotaract Club, Red Ribbon Club, Environment Association, Youth Welfare Club and Social Sciences Society which provide enlightenment in youth by making collaboration with various NGOs.
- Three neighbouring villages Kothe, Babowal and Jaffarwal have been adopted and students render their services in these villages through NSS and Red Ribbon Club of the College. They make their bondings with the villagers and give their best to uplift them economically, socially as well as educationally.
- Students provide selfless service to the deprived sections of the society. For this purpose, they visit Senior Citizens Home, Deaf and Dumb school, Observation House of orphan children for distribution of daily ration items, woolen clothes, stationery, sweets and fruits

etc.

- The Institute organizes Declamation Contests and Faculty lectures on different subjects like Drug Abuse, AIDS Awareness, Importance of Environment, Benefits of yoga, Environmental Pollution, Communal Harmony, Female Foeticide, Women Empowerment etc.

### **3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?**

There are the following institutional mechanisms to track students' involvement in various social movements / activities which promote citizenship roles:

- NSS
- Rotaract Club
- Youth Welfare Club of College
- Red Ribbon Club
- Daily Assemblies
- Special Monday Assemblies
- Guest Faculty Lectures
- Environment Association

### **3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

The institution solicits stakeholder perception on the overall performance and quality of the institution through students, Parents, LMC and Alumni.

- The college solicits students' perception through their feedback.
- The college solicits Parents' perception through interaction with them at PTMeetings.
- The college solicits LMC members' perception through interaction with them.
- The college solicits Alumni's perception through interaction with them at Alumni Meets etc.

### **3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.**

The institution plans and organizes its extension and outreach programmes through NSS, Rotaract club, Red Ribbon club, Youth Welfare club, Environment Association, NGOs ,

Trips & Tours etc.

### **Major Extension and Outreach Programmes**

#### **NSS:**

Through NSS, the college aims at creating in the students a sense of participation in nation building through different programmes. The college has three NSS units comprising of 300 volunteers who time to time organize one day camps in the college campus and also organize seven days special camps in winter break in nearby villages. The NSS unit of the college is working hard for the benefit of the society. Various activities have been undertaken by the students during last five years:

#### **2009-10**

- Apart from organizing one day camps, our NSS units carried out plantation drive, 'My Earth, My Duty', pot painting and sapling plantation in the campus.
- The NSS unit of the college observes the scheme of the Widow Ration Distribution as a monthly feature in collaboration with Chinmaya Mission, Gurdaspur Unit.
- Ten days NSS camp was held in December break in which campaign against Female Foeticide, Drug Addiction, AIDS, Environment pollution and projects like 'Each one, Teach one', Cleanliness of village Kothe was carried out

#### **2010-11**

A seven day special camp was organized in three nearby villages Babowal, Kothe and Jafarwal. The unit provided awareness about AIDS, Environment pollution, Communal Harmony, Female Foeticide.

One of our students, Ms. Rinki got selected for NSS Mega camp and Worldship Camp.

#### **2011-12**

- A six day NSS camp was organized in the college campus from 16<sup>th</sup> December to 21<sup>st</sup> December, 2011 in which Principal Dr.(Mrs.) Neelam Sethi called upon the students to participate whole heartedly in the social welfare projects. Mr. Rajeev, member of Red Cross Society, Gsp. delivered lecture on "First Aid" to volunteers. Our college NSS team rendered its services in village Kothe. Volunteers also visited "Drug Rehabilitation Centre" of Red Cross Society, Gsp. and motivated the patients for avoiding drugs and live healthy life. Dr. Amar Sandhu and Dr. Gurinder Sandhu shared with students the ways to remain healthy and to fight the diseases.
- Weekly cleanliness camps were organized.

- Weekly Widow Ration distribution is carried out in collaboration with Chinmaya Mission.
- Various project lectures delivered by Principal, Programme officers are given below:

“Not Me But You” was the theme
Painting of Gamlas, Cleanliness of Gardens and lawns by Volunteers
Awareness to students about Aids, drugs and female foeticide
Awareness of Hygiene, health and social evils
Seminars on rural education among women
Literacy campaign and stationery distribution
Cleanliness and beautification
Workshop of Women empowerment for rural women
First Aid training to NSS volunteers

### **2012-13**

- Seven days camp was held from 22<sup>nd</sup> Dec-29<sup>th</sup> Dec, 2012 in village Kothe and Babowal.
- During this camp, these villages were cleaned. Fruits and day to day life utility items were distributed in Vridh Ashram, Nasha Chudao Kendra and Observation House of Orphan Children.
- Gynaecologist Dr. Annanya Babbar gave a lecture on diseases related to women folk. Shri Shalendra and Dr. Navdeep gave lectures on Art of living and mental health respectively. A group discussion on female foeticide was also conducted by volunteers.

### **2013-14**

- The college organized NSS camp from 23<sup>rd</sup> -31<sup>st</sup> Dec, 2013 and rendered its services in villages Kothe, Babowal & slum areas of Gsp. An inaugural function was organized in which S.Harjeet Singh Sandhu from Canada was the chief guest and the function was covered by Watan TV Canada & was telecasted on youtube.
- During seven days camp, they visited Senior Citizens Home, Deaf & Dumb School, Observation House of Orphan Children & distributed daily Rashan items, woolen clothes, stationery, sweets & fruits etc.
- A dental checkup camp and a paper reading competition on ‘AIDS’ in collaboration with Red Ribbon Society was organized during the camp.



- A valediction function was organized to mark the end of this camp in which Sh.Lajpat Rai Nanda was the chief guest who honoured the winners of competition held during the camp.

### **Rotaract Club:**

Rotaract, a prestigious Youth Wing of Rotary International, has always remained humming with activities during the last five years. It takes diversified projects of service to mankind under club service, community service, professional development service and international service programmes. A team of promising youth of India - the Rotaractors of this college have always worked with all zeal, zest and enthusiasm under the able stewardship of our worthy Principal Dr.(Mrs.) Neelam Sethi who herself was declared 'Rotaract Mother'.

Various activities of Rotaract club during last five years :

#### **2009-10**

- Rotaract Club of our college got seven prizes in Annual prize distribution function "Abhaar" organized by Rotaract District 3070 held at Pathankot.
- Again, the club bagged 7 awards for their commendable services in the district assembly 3070 held at Jandiala Guru, Amritsar.

#### **2010-11**

- The College Rotaract club was installed by DRR Rajinder Singh. The Rotaract team was installed by pinning the members for various posts.
- Projects like Ration Distribution to widows, clothes distribution to people living in slums, stationery distribution at rural schools and social awareness programmes like Drug Addiction, AIDS Awareness etc were carried out throughout the year by the club.
- For past three years, the club has been constantly declared "The best Institution based club" of the district 3070.

#### **2011-12**

Our four students Arti, Navjinder, Rajinder and Diksha Nanda, accompanied by Teacher Incharge Ms. Jagjeet Kaur, attended 'RYLA' (Rotary Youth Leadership Award) organized by Rotary district 3070 at DAV College, Jalandhar from 23<sup>rd</sup>-25<sup>th</sup> Dec, 2011.

- Our Rtr Arti was declared 'Best Rylia' at Ryla held at DAV College, Jalandhar. She also got the award of 'Best Dancer'.

#### **2012-13**

- Ms. Komal Mahajan bagged the prestigious Rotary Youth Leadership Award (RYLA) during youth leadership camp organized by Rotary District 3070 in Dec, 2012. The college also won 'Best Poetry Award', 'Maximum Participation Award', 'The most disciplined club Award' and 'Punctuality Award'.
- District Rotaract representative Dist. 3070 Rtr. Karanjit Sidhu gave her official visit to the club in Feb, 2013. Looking into the brilliant working of the club, she commented – "Women can bring a major change in society, if they intend to".
- The club got the best "D.R.R. official visit Award" in Rotaract Distt. Conference club Award Function, 'The inspiration 2013' at Jalandhar and "Early Bird Registration Award". The club was also declared outstanding club, Rtr. Komal Mahajan best female Rotractor and also our students Rani and Karanpal were awarded for their beautiful cultural representation.

#### **2013-14**

- Ration distribution was done by Rotaract Club of the college to the widows of city Gurdaspur at Ram Singh Dutt Hall, Gurdaspur. The project was done by Rotaractors under the able guidance of Ms. Rajinder Kaur, Asst. Prof. in Philosophy.
- Red Cross flags provided by Indian Red Cross Society were purchased by Rotaract club of the college. The money collected was used for organising blood group check-up and providing free medicines to the poor patients.
- Tree Plantation was done by Rotaract Club in collaboration with Forest Department and Environment Society, Gurdaspur in the college campus. Rotaractors were addressed by the guests present regarding the importance of trees in protecting the environment.
- A Declamation Contest was organised in the college campus in collaboration with Rotary Club, Gurdaspur in which various issues like Women Empowerment, Female Foeticide, Rural Women Education etc. were considered. Rtr. Komal Mahajan & Rtr. Kajal Mahajan bagged 2<sup>nd</sup> and 3<sup>rd</sup> prize respectively.
- Competitions of Poster making, Slogan Writing and Essay writing were organised in collaborations with District Election Office, Gurdaspur to raise awareness among the youth to participate in the elections and to tell them about the value of their votes. Rtr. Komal, Rtr. Sunita and Rtr. Taranjot bagged 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Prize in Essay Writing Competition respectively.

- The installation ceremony of Rotaract club was organized in the college campus. A project of stationery distribution was done on the same day to help the needy students of village Kotha of Distt. Gurdaspur.
- The club celebrated Children's Day with the children of the Village Kothe and at the orphanage and distributed clothes, fruits and sweets among them.
- Rotary Youth leadership Award was organised by Rotary Club, Pathankot at Aman Bhalla Institute, Pathankot. All of the Rotaractors of the club put into their best efforts in the various cultural events and interactive sessions organised there. Rtr. Komal Mahajan bagged 'Best Cooperation Award' and Rotaractor Sapna bagged 'Best Group's Member Award'.
- "Each one, Teach one" Project was carried out by the Rotaractors of the club where each Rotaractor taught one student at Kotha village to promote education among children – 'the future of our nation'.

Principal, Dr. (Mrs.) Neelam Sethi is actively associated with Rotary, Rotaract for past 30 years and has been adorned with title "Rotaract Mother". Various faculty members are also members of Rotary Club and other NGOs to contribute towards social cause.

#### **Youth Welfare Club:**

To provide a constructive channel for the expression of various faculties among our students, to facilitate their all round moral, mental and physical development and to make their leisure constructively recreational and socially useful, special emphasis is laid on youth and cultural activities. The college's cultural and literacy competitions, talent search contests and youth festival and Hiking and Trekking camp organized by Youth Welfare deptt. GNDU provides proper channel to the expression of creative urges among the students.

- By making various arrangements with NGOs, this club undertakes various projects which are helpful in providing awareness and enlightenment among the youth of the society. For this purpose, various lectures have been arranged by this club on topics like Female Foeticide, Women Empowerment, Drug Addiction, Traffic awareness etc.

**2009-10**

#### **Youth Festival:**

Besides Academics, our students also excel in the field of Co-curricular activities. In October 2009, the college participated in 9 different events in Zonal youth festival organized by GNDU, Amritsar, out of which we bagged 6 positions.

- College bagged 1<sup>st</sup> position in Group Song.
- Bagged 2<sup>nd</sup> position in Dry flower arrangement and Poetical Symposium.
- 3<sup>rd</sup> in Group Bhajan, Elocution and Mimicry.

### **Youth Leadership Training /Hiking and Trekking Camp**

Our five students Aarti, Priya Mahajan, Navjinder, Ravinder and Priya Sharma participated in this camp at Dalhousie from 17<sup>th</sup> May to 22<sup>nd</sup> May, 2010 and brought laurels to us by winning various prizes. During the camp, Ms.Aarti was chosen 'Best Camper' among various colleges affiliated to GNDU.

**2010-11**

#### **Youth festival:**

Youth Welfare club of the college undertakes various youth oriented programmes which help them grow into multidimensional personalities. Our college participated in different items in Zonal youth festival organized by GNDU, Amritsar.

The college bagged first position in Elocution, first in Poetry, first in Mimicry, first in Collage, first in Group song and 3<sup>rd</sup> in Mime. Resultantly, College became the proud possessor of 'A' Division Overall Trophy by bagging 3<sup>rd</sup> position in Zonal youth festival' in 2010. Ms. Aarti of B.Sc.II was selected for anchoring at various stages of GNDU for Zonal youth festival in 2010. Ms. Priya Mahajan became the university topper in Elocution in Inter Zonal Youth festival.

### **Youth Leadership Training /Hiking and Trekking Camp**

Our five students, Suman, Bindu, Aarti, Shivani and Hasrat marked their presence in Hiking and Trekking Camp organized by Youth Welfare Deptt. of GNDU from 4<sup>th</sup> to 11<sup>th</sup> June,2011 at Dalhousie. They brought us laurels by winning first positions in Extempore, Debate, Elocution and Poetry.

**2011-12**

#### **Youth Festival:**

Our student participated in 14 competitions in Inter Zonal youth festival organized by GNDU, Amritsar at S.D.A.M. College, Dinanagar and bagged 8 prizes.

- 1<sup>st</sup> in Group Song and Mime.
- 2<sup>nd</sup> in Rangoli and Dry flower arrangement.
- 3<sup>rd</sup> in Bhajan, Elocution, poetical symposium& in Fresh flower arrangement.

### **Youth Leadership Training /Hiking Trekking Camp:**

Our five students participated in Youth Leadership Training Camp organized by Youth Welfare Deptt. of GNDU at Dalhousie. They brought us laurels by winning various positions in Extempore, Debate, Elocution and Poetry.

**2012-13**

### **Youth Festival:**

Our College bagged 2<sup>nd</sup> Overall Runnerup Trophy in Zonal youth festival organized by GNDU Asr. The College bagged 1<sup>st</sup> position in Mimicry and Group Bhajan, 2<sup>nd</sup> in Poster making, On the spot painting, Rangoli, Mime, Skit, Group song, Phulkari and 3<sup>rd</sup> position in Cartooning, Poetry, Elocution and Fancy dress. In Inter zonal youth festival, our Mimicry became university topper by bagging 1<sup>st</sup> prize.

### **Youth Leadership Training Camp:**

Our five students Komal Mahajan, Navneet, Dilpreet, Karanpal and Daljinder marked their presence in Youth Leadership Training Camp organized by Youth Welfare Deptt. of GNDU from 4<sup>th</sup> to 10<sup>th</sup> May,2013 at Dalhousie. Ms. Komal Mahajan bagged 1<sup>st</sup> in poetry, 2<sup>nd</sup> in debate, 3<sup>rd</sup> in music and also the award of '3<sup>rd</sup> Best Camper'. Ms.Karanpal bagged 2<sup>nd</sup> position in dance.

**2013-14**

### **Youth Festival:**

Our College bagged 1<sup>st</sup> position in Mimicry and Group bhajan, 2<sup>nd</sup> in Poster making, Mime, Skit, Rangoli and Phulkari and 3<sup>rd</sup> position in Cartooning, Elocution & Poetical symposium and Fancy dress.

### **Youth Leadership Training Camp:**

Our seven students Pritipal, Kamaljeet, Shiwali, Bharti, Visha, Karanpal and Komal Mahajan participated in this camp at Dalhousie from 23<sup>rd</sup> May to 29<sup>th</sup> May, 2014. Komal Mahajan was declared the best Camper, 1<sup>st</sup> in Poetry, 2<sup>nd</sup> in Singing, 3<sup>rd</sup> in Debate. Ms. Karanpal was declared 2<sup>nd</sup> in Dance.

### **Red Ribbon Club:**

- Awareness about AIDS is given by Red Ribbon club of college during NSS Camps every year. Various seminars on AIDS are organized in college by Red Ribbon club in collaboration with Rotaract Club.

- Declamation and Paper Reading contests on HIV/ AIDS are organized by Red Ribbon Club of College from time to time.
- Mobile Van from Pushpa Gujral Science City, Kapurthala comes to our college and awares the students and faculty members about symptoms and precautions regarding AIDS.
- Science Deptt. of the college visits Pushpa Gujral Science City, Kapurthala every year in collaboration with Red Ribbon Club of college.

#### **Environment Association of College:**

The College has organized “Environment Association” to maintain a clean and green campus. This Association takes various projects during the year to save environment.

- Flower show ‘Chrysanthemum’ is a very special feature of our college, which is organized every year in college in collaboration with Garden Lovers Association and Environment Protection Society, Gsp. On this occasion various competitions like Flower show, Rangoli, Painting, Fresh flower and Dry flower arrangements are organized in which different colleges of the area participate enthusiastically.
- Environment Day is celebrated every year in college in order to make the students aware about the environment. Lectures, Debates, Discussions on the burning issues in environment concern are delivered on this day to the students.
- The students of Environment Association have been given responsibility of particular plants under Plant Adoption scheme.
- Many outside bodies like Rotaract, Rotary, Forest deptt, Lions club, Bharat Vikas Parishad, Inner wheel club have been collaborated with college for plantation.
- ‘Grow Green and Save Planet Earth’, under this slogan, plantation drive is performed by Environment Association in campus and nearby villages.

#### **Social Sciences Society:**

The Social Sciences Society of the college organizes various seminars every year. This society aims at promoting women education in border area villages. The problems faced by border area villagers are studied and efforts are made to give enlightenment about study in girls students of those areas.

#### **Trips & Tours**

- Educational tours are taken to various industries in order to give first hand knowledge of corporate world to the students.

- Educational tours are also taken to various historical monuments so that the students know our past.

#### **Other Extension Activities**

- Principal Dr.(Mrs.) Neelam Sethi is proactive on media specially Akashwani and Doordarshan. She participates in various programmes regarding awakening in society for women education from time to time.
- At times of national calamities, the staff & students contribute generously towards the Prime Minister's Relief Fund.

#### **Budgetary Details for Last Four Years**

- Annual Budget of Rs.1, 00,000 (approx.) is kept for extension and outreach programmes.
- All clubs and societies work with missionary zeal and arrange their resources at their own.

#### **Impact of Extension and Outreach Programmes**

- Extension and outreach programmes help students to develop a deeper understanding of community. They create a sense of commitment among them.
- Extension and outreach programmes instil a spirit of volunteerism and philanthropy in the students.
- Experience gained through extension and outreach programmes helps students make better decisions, adapt to change, improve their self-esteem and better prepare for their career.
- Such programmes encourage students to develop lifelong ethics of service to society.

### **3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

The college promotes the participation of students and faculty in various schemes of Central and State Governments and various other NGOs in following ways:

- There are three units of NSS consisting of 100 volunteers each. These units provide awareness about AIDS, Environment Pollution, Communal Harmony, Female Foeticide etc.
- 4 NSS volunteers along with NSS Incharges participated in NSS workshop held at GNDU in 2011. Ms. Rinki got selected for NSS Mega Camp.
- The College has a Youth Welfare club, Red Ribbon club, Rotaract club, Environment Association and Central Association etc., to promote students' involvement in extension activities.

- The College is associated with District Red Cross Society, Gurdaspur students and faculty participate in their awareness programmes. Principal Dr.(Mrs.) Neelam Sethi is also a life member of Indian Red Cross Society.

Our faculty members and students have also participated in extension activities through national and international agencies in the following ways:

- Ms. Sandeep Kaur Goraya, Asst. prof. in Comp. Sci., has contributed to I.T. sector and also honoured for her valuable contribution by Indo Global Technosoft Limited U.S.A.(S.N.C.).
- Our student Amritpal Kaur has made us feel proud by being the part of International event. She was invited by Dyal Singh, Research & Culture Forum, Lahore (Pakistan) to participate and present an article on the occasion of 543<sup>rd</sup> birthday celebration on Guru Nanak Dev Ji.
- The institution promotes extension activities by extending help in the form of manpower, funds, refreshment and transport. The achievements of the teachers and students are acclaimed and highlighted in the Assembly, college publications and local news papers, thus promoting their participation. Special incentives and concessions are given to outstanding performers.

### **3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

#### **Social Surveys and Research:**

The following social surveys and research are undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society:

- Considering the grave problems of border area villages, an ICSSR sponsored regional seminar on “Socio-economic problems of border villages in Punjab” under HRD ministry, New Delhi, was organized on 11<sup>th</sup> Feb,2012. This seminar was a gambit to bring forth the situation faced by border areas. Pride mentioning is the fact that this seminar was conducted after carrying out a research on the border area villages and booklet on the same was published naming ‘Scenario of Boarder area villages’.
- The Deptt. Of Social Sciences organised a seminar regarding ‘Legal Literacy and Protection of Women and Girl students from Sexual Harassment and the techniques of Self Defence’ in the college on 15<sup>th</sup> Jan,2014.
- Principal Dr.(Mrs.)Neelam Sethi and Ms. Sandeep Kaur Goraya, Asst prof. in Comp. Sci.



Deptt.gave presentation in Training programme on “Child Psychology & Juvenile Delinquency” organized by District Legal Services Authority, Gurdaspur for Batala & Gurdaspur Police and Child Welfare Officers. One of our students Ms. Samiksha from BCA 3<sup>rd</sup> year also participated in the same.

- The Research conducted by Dr. Rama Gandotra on Panchayati Raj Institution is invaluable as it involves the functioning and shortcomings of all the three tiers of Local self government and can help the government to transfer powers to these bodies accordingly. It also focussed on the impact of local self government on rural development which is helpful in understanding the use of PRIs.

### **Extension work**

The following extension work is undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society:

- Principal Dr. (Mrs.) Neelam Sethi is actively on board of various institutions and NGOs which works for women empowerment, eliminating social evils and upliftment of needy strata of society. To mention a few:

She is a life member of Indian Red Cross Society, Gurdaspur.

She is a member of National Alliance for Women, New Delhi.

She is a member of Gandhi Peace Foundation, New Delhi.

She is a member of Environment Protection Society, Gurdaspur.

She is a member of District Heritage Committee, Gurdaspur.

She is a member of Garden Lovers Association, Gurdaspur.

She is a member of Inner Wheel Club, Gurdaspur

- Principal Dr. (Mrs.) Neelam Sethi has also been associated with Rotary, Rotaract for past 30 years and has been adorned with title ‘Rotaract Mother’.
- Various faculty members and students contribute towards this cause by associating with various NGOs and Societies.
- The NSS unit of the college and Rotaract Club are making an active contribution to the upliftment of the underprivileged people of society.

### **3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students’ Academic learning experience and specify the values and skills inculcated.**

Experience gained through extension and outreach programmes helps students make better

decisions, adapt to change, improve their self esteem and better prepare for their career.

- Human values and high Moral Ethical values are created in students through Extension and outreach programmes. A sense of commitment and dedication to serve the society is developed in students. Humanitarian approach is followed by students.
- Educational trips and tours are timely organised by the Institution, which provide first hand learning to students. Trips to Hydroelectric plant and Bird Sanctuary in Talwara township, Pushpa Gujral Science city, Kapurthala, Institutes like IHM, PAU RC and Industries like Paniar Sugar Mill, Milk plant Gsp., GNA-IMT Duro Gear Industry, Phagwara, Arena Animation, Asr. enhanced their knowledge on various aspects.
- Various workshops are organized in campus from time to time. A workshop by Fashion Designing Deptt. was organised in which Pidilite Company gave knowledge to students about paintings and photoframes, Home Science deptt. of the college organized a workshop on functioning of Microwave. Fine Arts Deptt. also organized a workshop on Clay Modelling. Thus, all these workshops help in inculcating skills in the students.

**3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

The institution ensures the involvement of the community in its reach out activities and contributes to community development by associating with various clubs and societies like:

- District Heritage Society
- Gardens Lovers Association
- Inner Wheel Club
- Lions Club
- Rotary International
- History Association
- Chinmaya Mission
- Environment Protection society

All these Clubs and Societies are involved in the extension activities of the institution by the way of various extension activities like Community Feeding, Dental checkup camp, Bone Density Test, Tree plantation , scholarship distribution to the deserving candidates, Widow Ration distribution etc.

**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

The community has been benefited immensely through the work put in by our Institute. The visits to Prasthan Ashram Pathankot, Aanganwari, Kothe Village, Senior Citizen home, Deaf & Dumb school, Schools of Border area Villages, Observation House of Orphan Children by our college students help in carrying out various outreach & extension activities. Various Community service projects, Social service projects and awareness programs like 'Each One Teach One', AIDS Awareness, Adult Education are undertaken by students in border area villages. Workshops like Skin hair care, Stitching & Tailoring, Cookery etc. are also organized time to time in these villages. During the full year, the college remains in touch with such institutions.

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

**Various awards have been conferred on the Principal, faculty members and students for their contribution towards upliftment of society are as follows:**

**Principal Dr. Neelam Sethi**

- Honoured with 'Saraswat Samman-2009' by Akhil Bharatiya Sahitya Kala Munch, Muradabad.
- Honoured with 'Best Educationist Award' by Indian Solidarity Council, New Delhi.
- Honoured with 'Indira Gandhi Women Achievement Award' by India International Friendship Society, New Delhi on 26th Nov, 2010.
- Honoured with 'Best Principal Award' by International Institute of Education & Management, New Delhi for her outstanding achievements in the field of education in Jan, 2011.
- Honoured with 'Eminent Citizen of India Award' by National and International Compendium (NIC), New Delhi.
- Honoured with 'Rashtriya Shiksha Samman Purskar' by Indian Society for Industry and Intellectual Development, New Delhi on 16<sup>th</sup> May, 2011.
- Honoured with 'International Intellectual Development Award' by Indian Society for Industry and Intellectual Development, Bangkok (Thailand).

- Honoured with ‘Tesla Award’ for outstanding communicator of 21<sup>st</sup> century by IBC, Cambridge England.
- Honoured with ‘Order of International Merit Award’ by the World Congress of Arts, Science and Communication, Great Britain.
- Honoured with title of ‘Mother Teresa’ by Lions International club and Title of ‘Rotaract Mother’ by Rotary International, World wide Service organisations for her social work.
- Honoured with ‘Stree Shakti Puraskaar’ by M.D.R.Institute, Pathankot.
- Honoured with ‘Honorary Doctorate of Letters’ considering her ultimate recognition of life time achievement from IBC, Cambridge England.
- IBC Cambridge England has given an invitation to Principal Dr.(Mrs.) Neelam Sethi to establish ‘THE DR. NEELAM SETHI FOUNDATION OF BENEFACTION’ as part of IBC, Cambridge England.
- Honoured with ‘Rashtriya Shiksha Ratan Award’ by Indian Society for Industry and Intellectual Development, New Delhi on 17<sup>th</sup> Nov, 2014.
- Invited as Key Speaker in a Leadership Seminar held by a Multinational Company at Bangkok, Thailand in 1<sup>st</sup> week of Nov, 2014.

### **Faculty Members**

#### **Computer Science Deptt. :**

- Ms Sandeep Kaur Goraya was honoured for her contribution to I.T. sector by Indo Global Technosoft Limited U.S.A.(S.N.C.).
- “Aspiring Minds Pvt Ltd”, Gurgaon presented Appreciation Certificates to three faculty members: Mrs Poonam Seth, Ms Sandeep Kaur Goraya and Ms Gurwinder Kaur for successfully organizing National Employability Test.

#### **Various awards received by the students during last five years for extension activities are:**

##### **2009-10**

- 15 students from Science department brought laurels to us by winning “National Science Olympiad Test” and Overall Trophy was also bagged by our Science students at Amritsar college of Engineering and Technology.
- Two of our students Ms. Aarti and Ms.Priya bagged 1<sup>st</sup> prize each in Declamation Contest held at Pathankot.

- During the Youth Leadership training / Hiking and Trekking camp at Dalhousie organized by 'Youth Welfare Department' GNDU Amritsar, Ms.Aarti was chosen 'Best camper' among various colleges affiliated to GNDU.
- The latest achievement in such out reach programmes is our 1<sup>st</sup> position in 'National Group Song Competition' organised by Bharat Vikas Parishad.
- Punjabi Sabhyacharak Pirh, Ludhiana organised Sadhu Singh Hamdard Yaadgari Mela in which Ms.Jatinder Kaur won the title of 'Best Smiling Face'.
- Rotaract Club of our college got seven prizes in Annual prize distribution function 'Abhaar' organized by Rotaract District 3070 held at Pathankot.
- The Club bagged 7 awards for their commendable services in the district assembly 3070 held at Jandiala guru, Amritsar.

### **2010-11**

- Our student Amritpal Kaur has made us feel proud by being the part of international event. She was invited by Dyal Singh, Research & Culture Forum, Lahore (Pakistan) to participate and present an article on the occasion of 543<sup>rd</sup> birthday celebration on Guru Nanak Dev Ji.
- National level Science Aptitude Test was conducted by ADSAT, Chandigarh in which our 3 students won gold medal in 2011. Many other students fetched above 80% marks.
- Ms. Rajnish Kaur of our college brought laurels by bagging many awards and titles at Miss World Punjaban Contest organized by PTC at Ludhiana.
- Ms. Aarti and Miss Navneet bagged 'Overall Running Trophy' in Poetical Recitation held at SSM College, Dinanagar.
- The Club has been constantly declared the 'Best Institution Based Club' of the district 3070 for past three years.

### **2011-12**

- Our Group song "Ek din bhi jee magar to taaj banker jee" bagged 1<sup>st</sup> prize in 'National group song competition' organized by Bharat Vikas Parishad, Gsp. on 13<sup>th</sup> Sept, 2011.
- Ms. Aarti bagged 1<sup>st</sup> position in Declamation Contest on Vinobha Bhave's life and works organized by Prasthan Ashram, Pathankot on 11<sup>th</sup> Sept, 2011.
- Ms.Komal Mahajan participated in Declamation Contest on Vinobha Bhave at Prasthan Ashram Pathankot and got 1<sup>st</sup> Position. For past three years, our students have been

constantly winning 1<sup>st</sup> position in this contest.

- District Legal services, Gsp. conducted various competitions for college students. Our skit bagged 2<sup>nd</sup> position and Elocution bagged 4<sup>th</sup> position in these contests.
- Rtr. Arti was declared “Best Rylia” at Rotary Youth Leadership Award camp (RYLA) held at DAV College, Jalandhar in Dec, 2011.

### **2012-13**

- National Commerce Aptitude Test was organized by CTSE in which 30 students of our college participated, out of which 7 students were placed amongst first 25 ranks of the country. Ms.Neha Puri secured 5th rank at National level, Neha Gupta got 10th rank, Parul Mahajan got 13th rank, Richika secured 19th rank, Ms.Pooja secured 22nd and Ms. Heena and Ms.Komal bagged 25th rank in this test .The students were awarded trophies, wrist watches and certificates by the same body.
- Our Tribal dance Sammi performed at Golden Jubilee celebrations of Punjab and Haryana High Court, International Minjer Mela at Chamba. Everywhere they attracted and won the applaud of Jam Packed audience.
- District legal services, Gsp. conducted various competitions for college students. Our skit bagged 2nd position and Elocution bagged 4th position in these contests.
- Our students Ms. Komal and Ms. Navneet bagged ‘Overall Trophy’ in Inter College ‘Poetical Recitation Contest’ held at S.S.M College, Dinanagar on 13th Feb,2013.
- In March 2013, District Level Competition of gardens was organized by District Administration. Our garden was declared 2nd Best and the college was awarded by Worthy Deputy Commissioner.
- Rtr. Komal Mahajan won outstanding Rotaractor (female) award in District Conference cum Award function organized by RID 3070 at Jalandhar on 1<sup>3th</sup> Feb,2013.
- Ms.Komal Mahajan bagged ‘Miss. Ryla Award’ in RYLA organized at Pratap College of Education, Ludhiana. Ms. Manjinder Buttar bagged best Poetry Award .
- Rotaract Club of the college received “Outstanding Rotaract Club Award” at District Conference cum Award function organized by RID 3070 in Jalandhar on 2<sup>nd</sup> June, 2013.
- Ms. Komal Mahajan bagged the prestigious Rotary Youth Leadership Award (RYLA) during youth leadership camp organized by Rotary District 3070 in Dec, 2012. The college also won ‘Best Poetry Award’, ‘Maximum participation Award’, ‘Most disciplined club Award’ and ‘Punctuality Award’.

## **2013-14**

- A Declamation Contest on the life of Vinoba Bhave was organized at Prasthan Aashram, Pathankot in which Ms.Komal bagged 1<sup>st</sup> position in the college level on 11<sup>th</sup> Sept,2013.
- ‘Poetical Recitation Competition’ was organized at SSM College, Dinanagar in which our college won overall Trophy and Ms. Manjinder Buttar bagged 1<sup>st</sup> prize on 12<sup>th</sup> Feb, 2013.
- Inter College Poetical Recitation Contest was held at S.S.M College , Dinanagar on 22<sup>nd</sup> Feb, 2014 in which Komal Mahajan made us proud by bagging 1<sup>st</sup> prize in Hindi language and consolation prize in Punjabi language poetry.
- Rotaract Club, Ptk oragnized RYLA(Rotary youth Leadership Award) at Aman Bhalla Institute,Ptk from 20<sup>th</sup> to 22<sup>nd</sup> Dec, 2013.Rtr Komal brought Laurels to the college by bagging ‘Best Co-operation Award’.
- A Declamation Contest was organised in the college campus in collaboration with Rotary Club, Gurdaspur in which various issues like Women Empowerment, Female Foeticide, Rural Women Education etc. were considered. Rtr. Komal Mahajan & Rtr. Kajal Mahajan bagged 2<sup>nd</sup> and 3<sup>rd</sup> prize respectively.
- Competitions of Poster making, Slogan Writing and Essay writing were organised in collaborations with District Election Office, Gurdaspur to raise awareness among the youth to participate in the elections and to tell them about the value of their votes. Rtr. Komal, Rtr. Sunita and Rtr. Taranjot bagged 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Prize in ‘Essay Writing’ respectively.
- Rotary Youth leadership Awards was organised by Rotary Club, at Aman Bhalla Institute, Pathankot. All of the Rotaractors of the club put into their best efforts in the various cultural events and interactive sessions organised there. Rtr. Komal Mahajan bagged ‘Best cooperation Award’. Rotaractor Sapna bagged “Best Group’s Member Award”.
- Rtr. Harsimran won ‘Best Camper Award’, Kritika won 3<sup>rd</sup> Runner-up ‘Miss. Udaan Award’, Neha won ‘Best Singer Award’, Miss. Sanchita won ‘Best painter Award’ at event UDAAN at Aadharshila School, Palampur.
- Rotaract club got ‘Appreciation Award’ from Rotary International Evansaton, USA for its valuable services to weaker sections of the society.

## **3.7 Collaborations**

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities?Cite examples and benefits accrued of the initiatives -collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

The institution collaborates and interacts with the following research laboratories & institutes for research activities:

- Guru Nanak Dev University
- IUAC, New Delhi
- Gharwal University, Uttarakhand
- GGSDS College, 32-C, Chandigarh
- Dr. B.R.Ambedkar National Institute of Technology, Jalandhar
- GNDU Regional Campus, Gurdaspur
- Beant College of Engineering, Gurdaspur
- PAU Research Centre, Gurdaspur
- Some Industries

The college students visit these institutions and use research laboratories of these institutions for research activities.

#### **Examples of the initiatives**

- The students of Commerce deptt. visited GNA-IMT Duro Gear Industry at Mehtan, Phagwara and Alpha One, Amritsar.
- 30 students of Computer Science deptt. of our college attended an educational trip to 'Arena Animation' - A multimedia unit of Aptech, Asr. where they were awarded appreciation certificates from M.D. of Arena.
- Students from Home Science deptt. visited to National Institute of Hotel Management and Hotel RK Regency, Gurdaspur.
- Students' visits to SD's sister institutes are facilitated.

#### **Benefits accrued of the initiatives**

- These interactions help in giving encouragement, open future perspectives and broaden the vision of faculty. Researchers take benefits for continuing their research.
- Sharing facilities and equipments of collaborating institutions for research activities have improved and enhanced quality of the research undertaken.

### **3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

The institution is ever ready to collaborate with various bodies for the benefit of the beneficiaries such as institution, students, faculty, local community and other stakeholders.



The following linkages/ collaborations benefit the beneficiaries by carrying out the following activities:

**Principal Dr. (Mrs.) Neelam Sethi**

She has been associated with various National and International bodies like International Biographical Centre, Cambridge, England, World Congress of Arts, Science and Communication, Great Britain, World Forum Federation, Massachusetts, USA.

**GGDSD College, Chandigarh**

Since the MOUs have been signed with GGDSD College, Chd., the experts from this institute visit the college and deliver valuable information to the students and faculty members, Similarly, our faculty members visit their college and equip themselves with the latest developments in their subjects.

**Industries**

- Commerce Deptt. of the college along with 35 students, visited Alpha One, Asr. for having practical knowledge of Retail outlet in Oct., 2012.
- The Computer Science deptt. conducted four days Employability test from 29<sup>th</sup> Jan to 1<sup>st</sup> Feb, 2013. It was in collaboration with Aspiring Minds Pvt. Ltd. Gurgaon, in which 331 students participated. 50 students were shortlisted for jobs of software developers, HT managers and Interior texture designer in various multinational companies like Accenture, Akosha and Sai Om software solution Pvt. Ltd.
- The Computer Science deptt. conducted a workshop on 'Information Security and Cyber Crime' in collaboration with Tech defence, Ahmedabad, in which Mr. Rahul Tyagi provided practical training about cyber crimes to the students. They also received certificates for the same.
- The Computer Science deptt. conducted three days National Employability test from 29<sup>th</sup> Oct to 1<sup>st</sup> Nov., 2013. It was in collaboration with AMCAT in which 150 students participated with full zeal and zest.
- 30 students of Computer Science deptt. of our college attended an educational trip to 'Arena Animation' - A multimedia unit of Aptech, Amritsar where they were awarded appreciation certificates from M.D. of Arena.
- Interactions have been made with various banks like Bank of Maharashtra, Bank of Baroda, Andhra Bank, Capital Local area Bank Mukerian branch. Experts from these

banks visit our college and guide the students about different banking operations.

- Commerce Deptt. of the College, along with 30 students visited GNA-IMT Duro Gear Industry at Mehtan, Phagwara and gained knowledge about manufacturing of Auto- parts on 18<sup>th</sup> feb,2014.

#### **NGOs**

- There are collaborative activities with NGOs like Chinmaya Mission, Rotary International, Innerwheel, Environment Association, Lions club etc. These organize Declamation Contests and Faculty Lectures on subjects like Drug Abuse, AIDS Awareness, Importance of environment, Breast Feeding, Female Foeticide etc.

#### **Local Bodies**

- The faculty and the students actively participate in all the programmes of Rotary International, Lions club, Rotaract club, Chinmaya Misssion and Bharat Vikas Parishad. These activities create the feeling of ‘service above self ’in students.
- The institution is constantly engaged in raising funds and distributing clothes, Rashaan items, sweets and fruits etc. in Senior Citizens home, Deaf & Dumb School, Observation house of orphan children.
- Flower show “Chrysanthemum” is organized in collaboration with “Gardens Lovers Association” and “Environment Protection Society”, Gurdaspur every year in College. Various competitions like Flower show, Rangoli, Painting, Fresh flower and Dry flower arrangements are organized, in which different colleges of the area participate enthusiastically.

#### **3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of Academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.**

The following industry-institution-community interactions have contributed to the establishment / creation/up-gradation of Academic facilities, student and staff support of the institution viz., laboratories / library/ new technology /placement services etc.

- The college’s interaction with CAs, CS, CMA through their college visits acquaints the college of new technologies, infrastructure & Academic facilities and thus helps it create

or upgrade its facilities as the case may be.

- The Computer department conducted 4 days Employability Test from 29<sup>th</sup> Jan to 1<sup>st</sup> Feb 2013 in collaboration with Aspiring Minds Pvt. Ltd., Gurgaon in which 331 students participated. 50 students were shortlisted for jobs of software developers, H.T. Managers and Interior texture designer in various multinational companies like Accenture, Akosha and Sai Om software solution Pvt. Ltd.
- The Computer department conducted 3 days National Employability test from 29<sup>th</sup> Oct, 2013 to 1<sup>st</sup> Nov., 2013 in collaboration with AMCAT in which 150 students participated with full zeal and zest and 50 were shortlisted for placement.
- The Commerce deptt. of the College organized seminar in collaboration with Frankfinn Institute on 29<sup>th</sup> Nov, 2013 on the topic ‘Job opportunities in Aviation section & Hotel Industry’.
- The Commerce deptt. organized seminar in which KAVY Institute of Retail Management, Gsp presented views on ‘Retail Outlet Management & Job opportunities in various malls’ on 13<sup>th</sup> Dec, 2013.
- The Deptt. of Commerce organized a seminar in which resource persons were Mr.Chitranjan Dass and Mr.Krishna Ishwar from Bank of Maharashtra. They informed the students about ‘Banking operations, Opening accounts and Taking loans’ etc. on 28<sup>th</sup> Jan, 2014.
- The Commerce deptt. organised a seminar on “Income tax and E-filing of returns” in which resource person was Ms. Princy Mahajan , CA on 28<sup>th</sup> Aug, 2014.
- The Commerce deptt. organised a seminar on “An interactive session for career openings in professional courses” by CA Rahul garg (CA, CS, CMA) on 29<sup>th</sup> Sept, 2014.
- Students of Cosmetology deptt. visited various saloons like VLCC Amritsar, Orane Gsp. Lakme Gsp. and got practical knowledge.
- Students of Dress Designing deptt. are linked with various Boutiques like Dolly Boutique, Lilly Boutique, Gsp. and Madhu Boutique, Ptk.
- The students of Commerce deptt. visited GNA-IMT Duro Gear Industry at Mehtan, Phagwara where they got knowledge of manufacturing of auto parts and at Alpha One, Amritsar for getting knowledge about retail outlet.

**3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the**

**college during the last four years.**

The Institute has organized seminars with focus on capacity building in terms of research and imbining research culture among the faculty and students. Detail is given below:

**National Seminar on ‘Importance of solid/solution techniques in Chemistry’ (Aug, 2010) by the Deptt. of Chemistry. The names of eminent scientists/participants who contributed to the event are:**

- Dr. T.S. Lobhana , Chemistry Deptt. , GNDU, Asr.
- Dr. Manoj Kumar, Chemistry Deptt. GNDU, Asr.
- Dr. Parminder Singh, IIT, Delhi.
- Dr. Jatinder Singh, Punjabi University, Patiala.
- Dr. Palwinder Singh, Deptt. of Chemistry, GNDU, Asr.
- Dr. Balwinder Singh Randhawa, Deptt. of Chemistry, GNDU, Asr.
- Dr. Sukhpreet Singh, Deptt. of Chemistry, GNDU, Asr.
- Dr. Paramjit Kaur, Deptt. of Chemistry, GNDU, Asr.
- Dr. R.K.Mahajan, Chemistry Deptt. GNDU, Asr.
- Dr. Subodh Kumar, Chemistry Deptt. GNDU, Asr.
- Dr. (Mrs.) Geeta Hundal, GNDU, Asr.
- Dr. Vandana Bhalla, GNDU, Asr.

**National Seminar on ‘Societal Impact of Computers’ (Jan, 2011) by the Deptt. of Computer Science. The names of eminent scientists/participants who contributed to the event are:**

- Dr. Inderjeet Singh, Registrar, GNDU, Asr.
- Dr. Gurwinder Singh, Deptt. of Computer Science, GNDU, Asr.
- Dr. Lalit Sen, Jammu University.
- Dr. Jaswinder Singh, Deptt. of computer Science, GNDU, Asr.
- Dr. Sandeep Sharma, Deptt. of Computer Science, GNDU, Asr.
- Dr. Yogesh Chabba, GJU, Hissar.
- Dr. Sandeep Sood, Deptt. of Computer Science, GNDU RC, Gsp.
- Dr. Gurpreet Singh Josan, Deptt. Of Computer Science, Punjabi University Patiala.
- Dr. Vishal Goyal, Deptt. of Computer Science, Punjabi University, Patiala.
- Mr. Amitpal Singh, Deptt. of Computer Science, GNDU RC, Gsp.
- Mrs. Harjot Kaur, Deptt. of Computer Science, GNDU RC, Gsp.

**ICSSR sponsored Regional Seminar on ‘Socio Economic Problems of Border Villages in Punjab’ (Feb,2012) under HRD Ministry, New Delhi, by the Deptt. of Sociology. The names of eminent scientists/participants who contributed to the event are:**

- Dr. Madan lal, Deptt. of Pol. Science, Chung College, Valtoa , Distt. Tarntaran.

- Mrs. Davinder Kaur, Deptt. of Pol. Science, GNDU, Asr.
- Dr. Surinder Singh Jodhka (Prof.) Jawaharlal Nehru, University, Delhi.
- Dr. Ashish Saxena (Associate Prof.) Uni. of Jammu.
- Dr. Jagroop Singh Sekhon, Deptt. of Pol. Science, GNDU, Asr.
- Dr. Sapna Sharma (Asst. Prof.) University of Jammu.
- Dr. Rajesh Gill (Prof.) Pb. Uni. chd.
- Dr. Malkiat Kaur (Prof.) Pbi. Uni. Patiala.
- Dr. Harvinder Singh Bhatti (Prof. & Head) Pbi. Uni. Patiala.
- Dr. (Mrs.) Gurpreet Bal (Prof. & Head) GNDU, Asr.
- Dr. Manjit Kaur, Prof. in Social Sciences, GNDU, Asr.

**Seminar on ‘Existentialism and Phenomenology’ was organised on 12<sup>th</sup>Feb, 2014 by Indian Council of Philosophical research, New Delhi by Philosophy Department of college. The names of eminent scientists/participants who contributed to the event are:**

- Dr. Shasi Bala, Head of Philosophy Deptt. GNDU, Asr.
- Mrs. Anu Kandhari, Asst. Prof., GNDU, Asr.
- Mr. Neeraj Kumar Sharma, Asst. Prof. BUC, Batala.

**3.7.5 How many of the linkages/collaborations have actually resulted in formal MOUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –**

- a) Curriculum development/enrichment**
- b) Internship/ On-the-job training**
- c) Summer placement**
- d) Faculty exchange and professional development**
- e) Research**
- f) Consultancy**
- g) Extension**
- h) Publication**
- i) Student Placement**
- j) Twinning programmes**
- k) Introduction of new courses**
- l) Student exchange**
- m) Any other**

#### **Linkages/collaborations and the activities and beneficiaries**

The institution is ever ready to collaborate with various bodies for the benefit of the

beneficiaries such as institution, students, faculty, local community and other stakeholders.

a) **Curriculum development/enrichment**

Our college is affiliated to GNDU, Asr. So, curriculum is revised by GNDU from time to time through its prominent bodies like Board of Studies, Faculty of Languages etc.

b) **Internship/ On-the-job training**

Collaboration has been made with various corporation and financial institutions for internship of students which has proved very fruitful. Leading banks, insurance agencies, beauty saloons etc. frequently impart practical training to our students and help them in increasing their skills.

c) **Faculty exchange and development**

Our faculty have been benefited from the Faculty exchange programmes of GGSDS College, Chandigarh in collaboration with University of Fraser Valley, Canada.

- Our 5 faculty members attended Faculty Development Program jointly organized by University of Fraser Valley and GGSDS College at GGSDS College Chandigarh from 24<sup>th</sup> April,2013 to 3<sup>rd</sup> May,2013.
- Ms. Manpreet, Ms. Harpreet and Ms. Amisha attended Faculty Development Program jointly organized by University of Fraser Valley and GGSDS College at GGSDS College Chandigarh from 17<sup>th</sup> May,2014 to 23<sup>rd</sup> May,2014.
- Ms. Gurwinder Kaur, Asst.Prof. in Comp.Sci. has attended FDP on ‘Train the Trainer’ organized by University of Frazer Valley at GGSDS College, Chandigarh from 18<sup>th</sup> Aug. to 23<sup>rd</sup> Aug. 2014.

Various FDPs are organized by college time to time. Experts from GNDU and other institutes visit our college and deliver various lectures for developing the skills of faculty. The detail of various FDPs held in the college is given below:

- An FDP on “**The Art and skill of effective communication**” was held on 25<sup>th</sup> October ,2013 in which Mrs.Ashima Dhir, Associate prof. English Deptt., GGSDS college, Chandigarh was the resource person.
- On 20<sup>th</sup> Nov,2013, an FDP on “**Motivation and Leadership for achievement of Mission and Realization of Vision**” was arranged in which Dr.S.C.Vaidya, Dean Academics, GGSDS Society, Chandigarh expressed his views.
- Mrs.Tajpreet Randhawa, HOD, Alpha Global Institute, Jalandhar put light on “**Stress Management**” on 21<sup>st</sup> Dec, 2013.

- An FDP on the topic “**Motivation and Management of Personal Growth**” was held on 29<sup>th</sup> Jan, 2014 in which Dr.Gurupadesh Singh, Prof. English Deptt, GNDU, Asr was the Resource Person.
- An FDP on the Topic “**How to Ensure Quality Teaching** ”was held on 8<sup>th</sup> March, 2014 in which Dr.Kuldip Singh, Prof.Political Sc.Deptt. GNDU, Asr was the Resource Person.
- On 26<sup>th</sup> July,2014 an FDP on “**Concept of Organizational Behaviour**” was arranged in which Dr.Rajesh Kumar of Social Sciences department, GNDU, Asr expressed his views.
- An FDP on the Topic “**Group Working**” was held on 16<sup>th</sup> August, 2014 in which Dr.Navdeep Singh Tung ,Prof.Psychology Deptt, GNDU, Asr was the Resource person.
- Dr. Kuldeep Singh , Prof.Political Sc.Deptt, GNDU, Asr was the Resource person on the Topic “**Research Methodologies**” on 13<sup>th</sup> Sept. 2014.
- Mrs. Suchita Gupta ,MD,New Bright Future Institute, Pathankot was the Resource person on the topic “**Student Care**” on 30<sup>th</sup> Oct, 2014.

**d) Consultancy**

The institution has made a name for itself in the region through the consultancy services provided by it.The Institute provides service to society through Rotaract and NSS. In turn, we are also benefited by the expertise received by us from various agencies.

**e) Extension**

Through the vast range of extension activities provided by it, the college has been able to inculcate a spirit of skill and personality development in the faculty as well as the students.

**f) Student Placement**

The Placement Cell of the college interacts with a number of banks, corporations and other institutions which results in a number of on-campus and off-campus placements.

**3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.**

The Institute is actively engaged in making the systematic efforts in planning, establishing & implementing initiatives of the linkages/collaborations. The college plans and establishes the linkages/collaborations with international, national, state, local bodies, industries and research institutes to boost research, consultancy and extension tasks.

It works with them and takes initiative in enhancing and facilitating internship/ on-the-job training, research, consultancy, extension, publication, student placement and introduction of new courses. It implements the initiatives of the linkages/collaborations.

**Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.**

Right from the time of its inception, the college is trying hard to boost research. It has been taking constant initiatives in Boosting Research, Consultancy & Extension.

**Research:**

- Students are encouraged to explore new horizons of knowledge through various projects..
- A respectable number of research papers by the faculty has been published in leading national and international journals.

**Consultancy:**

- The college ensures that the benefits of the knowhow, skills/expertise and exceptional gifts of the faculty reach the maximum numbers, irrespective of creed, region or nationality.
- Our beneficiaries are local schools, colleges, university, Govt. agencies, NGOs, neighboring villages and institutions for disadvantaged sectors of the society.
- Mostly, the services are rendered without the expectation of any remuneration. The funds raised through consultancy services are used for students' welfare.

**Extension Activity:**

- The college is ever ready to help the victims of natural calamities.
- The students develop the virtue of selfless service and commitment to help the underprivileged people.
- The best feature of our extension services is that we rope in the other agencies and institutions as well as expertise to bring about solid, life-long changes in the target groups.
- The college has a number of awards and incentives for faculty and students rendering help to the society. Besides, they have been honoured by local, regional, national and international bodies.



## CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 Physical Facilities

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

The management of institution in consultation with the local managing committee chalks out the policy for creation and enhancement of infrastructure that facilitates effective teaching and learning. The policy made by the management is implemented by the infrastructure committee.

#### 4.1.2 Detail the facilities available for:-

- a) **Curricular and co-curricular activities—classrooms, technology enable Learning spaces, seminar halls, tutorial spaces, laboratories, botanical Garden, Animal house, specialized facilities and 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.**
- a) **Curricular and co-curricular activities –**

<b>Classrooms</b>	24 Well-furnished Classrooms
<b>Technology enabled Learning spaces</b>	There are 5 Hi-tech labs and 3 smart classrooms. 4 labs are for Computer Department, 1 Functional English lab and 2 OHP projectors
<b>Seminar halls</b>	One seminar hall with seating capacity of 200 students.
<b>Tutorial spaces</b>	8 Rooms are used for Tutorials when infrastructure is free from regular classes after 2:15 pm.
<b>Laboratories</b>	There are 12 labs in the college as follows:- Chemistry – 01 Physics - 01 Botany – 01 Zoology- 01 Bio - Technology -01 Music- 01 Fine Arts-01 Fashion Designing-02 Cosmetology lab-01

	Home –Science lab-01 Psychology Lab-01
<b>Botanical Garden</b>	The college has 2 well maintained Botanical gardens.
<b>Animal house</b>	There is one rabbit house in the college.
<b>Specialized facilities and learning and research</b>	The college has a main library which is connected with Inflibnet.Every Department has its own departmental library from where books are issued to the students for whole session according to their need.

**b) Extra-curricular activities, Sports, Outdoor and Indoor Games, Public speaking/cultural activities**

<b>Sports</b>	<ul style="list-style-type: none"> <li>• Store for sports equipment</li> <li>• Sports Kit provided to all players for taking part in inter-college Competitions.</li> <li>• Rich refreshment and diet for all the players.</li> </ul>
<b>Outdoor Games</b>	Volley Ball, Basket Ball, Net Ball, Hapkiddo Boxing, Kick Boxing.
<b>Indoor Games</b>	Luddo, Table-Tennis, Caramboard.
<b>Gymnasium Hall</b>	Prabodh Chander Gymnasium hall of District Administration is used by the gymnasts of the college 4hrs in morning & 4hrs in evening daily for practice.
<b>NSS</b>	Three NSS Wings of 300 volunteers. NSS office.
<b>NCC</b>	The college intends applying for NCC.
<b>Cultural activities</b>	The college provides following facilities to the students who participate in cultural activities:- <ol style="list-style-type: none"> <li>a. Time table adjustment</li> <li>b. House Test adjustment</li> </ol>

	<p>c. Special Diet</p> <p>d. Awards by organization</p>
<b>Public Speaking</b>	The college organizes special lectures on Public Speaking.
<b>Communication skills development</b>	Functional English lab is used for communication skills development & organized a lecture on communication skills of Mrs Ashima Dhir from GGSDS College,Chd.
<b>Yoga</b>	From time to time, Yoga is performed early in the morning in student centre and college lawns.
<b>Health and Hygiene</b>	<ul style="list-style-type: none"> <li>• Health care centre</li> <li>• Regular visit of Dr. Ashok Hastir</li> <li>• 24 Hour ambulance service in case of emergencies.</li> <li>• Organizes lectures on Health care.</li> </ul>

**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 college has a huge infrastructure. Our beautiful campus caters to the growing needs of our students and faculty. The highly committed administration ensures that the available infrastructure is optimally utilized.

- The class rooms are occupied from 9.00 am to 3.10 pm.
- All laboratories remain open up to 5 o' clock in evening.
- Seminar hall is used optimally by the college and by the outside agencies.
- Hobby classes are organized in college campus during vacations and after college hours.
- Rehearsals for youth festival and other co-curricular activities are held inside the seminar hall.

- Science labs are used for science exhibitions.
- Fashion designing labs are used for exhibitions & workshops.
- Cosmetology lab is used for workshops.
- The library & reading room is always fully occupied with students and the teachers focused on the reference books and other books.

**Master plan of the college: kindly refer to annexure III**

**Details of amount spent during last four years**

Sr.	Facilities	Amount spent (in Rs.)			
		2010-2011	2011-2012	2012-2013	2013-2014
a.	Building	8692	387498	745534	237360
b.	Furniture	282300	290048	1379565	333632
c.	Equipment				
	1. Electric	129125	36964	128120	72050
	2. Generator	---	---	382905	---
	3. AC	74940	---	---	888209
d.	Computers	460350		1005098	
e.	Vehicles			Donated by GGDSD	
	Bollero	---	---	Society, Chd.	---

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

There are very few physically disabled students in our college who are provided with the spacious seats in class rooms, proper arrangements in library and canteen. There are 2 ramps for the convenience of differently able students.

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

- **Hostel Facility – Accommodation available**
- **Recreational facilities, gymnasium, yoga center etc.**
- **Computer facility including access to internet in hostel**
- **Facilities for medical emergencies**

- **Library facility in the hostels**
- **Internet and Wi-Fi facility**
- **Recreational facility-common room with audio-visual equipments**
- **Available residential facility for the staff and occupancy**
- **Constant supply of safe drinking water**
- **Security**

<p><b>Hostel Facility – Accommodation available</b></p>	<p>There is one hostel with 34 rooms which accommodates 100 Students. This Includes 10 rooms on ground floor having 1 for Warden and 1 Guest room. On first floor, there are 12 rooms and on second floor, there are 11 rooms and 1 room for staff.</p>
<p><b>Recreational facilities, gymnasium, yoga center etc.</b></p>	<p>There is a yoga center for hostellers. Apart from this, there is a Reception Room, a huge dining hall with a capacity to seat around a hundred students and a Recreation Room where the hostellers can watch movies, have parties and enjoy their leisure time.</p>
<p><b>Computer facility including access to internet in hostel</b></p>	<p>Computer facility, including access to internet in hostel, is available in the college. There is also a desktop system in the hostel.</p>
<p><b>Facilities for medical Emergencies</b></p>	<p>In case of emergencies, there is a tie-up with the Oberoi Hospital. A 24 hour Ambulance Service and a doctor are also available. Three bodies Bharat Vikas Parishad, Rotary, Sewa Bharati tie up with the college for ambulance service.</p>
<p><b>Library facility in the hostel</b></p>	<p>There is a mini library for the hostellers and college library remains open for the hostellers by 5 pm .</p>
<p><b>Internet and Wi-Fi facility</b></p>	<p>There is Wi-Fi facility in the hostel.</p>
<p><b>Recreational facility- common room with audio-visual equipments</b></p>	<p>Yes, the college provides a Recreation room for hostellers where they can watch movies, (TV, DVD), work on the computer or have parties on</p>

	special days and occasions like birthdays, Fresher's day and Farewell day. The room also provides the facility of indoor games for hostellers.
<b>Available residential Facility for the staff and occupancy</b>	Yes, residential facility for staff is available in the hostel, 1 guest room and 1 room on 2 <sup>nd</sup> floor is available for the staff.
<b>Safe drinking water</b>	Aqua Guard is available for the filtration of water for hostellers. The facility of water cooler is also available at ground floor for the hostellers.
<b>Security</b>	Watchmen and security guards have also been deputed by the college.  A trained lady security guard is available in the hostel on night duty who is available from 7 pm to 7 am daily.

**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?**

The students and staff have access to the Health Care Centre of the college. The qualified doctor Dr. Ashok Hastir from the Health Care Centre of the institution pays regular visits to the college and hostel to address the minor ailments of the students. In case of emergencies, there is a tie-up with the Oberoi Hospital. A 24 hour ambulance service is provided. The college has a tie-up with three bodies i.e. Bharat Vikas Parishad, Sewa Bharati and Rotary of Gurdaspur.

**4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressed 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.**

**1. Spaces special units**

**IQAC:**

IQAC is housed in the student support services of the college. It assures internal quality by introducing new courses at UG and PG level, improve teaching –learning process,

enhancing infrastructure facilities by constructing more rooms, purchasing more books for library and purchasing more equipments etc.

**Grievance Redressal Cell and Women Cell:**

There is a grievance redressal and women cell in the college under student support services which address the grievances of the students in the free time. The students can bring their problems directly or through the central association and be sure of redressed.

**Counseling and career guidance and placement cell:**

The college Counseling and Career Guidance and Placement Cell is housed in the student support services. The students are providing guidance any time they need i.e. at the time of admission, during studies and at the time of placement also. The students are trained to suit to the various needs of the industry.

**Health centre:**

The college has a health care centre. It has a qualified doctor Dr. Ashok Hastir who provides medical aid to the students. In case of emergencies, the college has a tie-up with the Oberoi Hospital. A 24 Hour Ambulance service is also available.

**Canteen:**

The college canteen provides the students and staff with a variety of nutritious eatables and drinks. It provides friendly environment to the students where they can relax in their free periods. The canteen is operated by the contractor who interacts with the canteen committee.

**2. Recreational spaces for staff and students**

**Recreational spaces for staff**

The college has a well furnished staff room with an air- conditioner, a microwave and refrigerator. There is also a well-equipped kitchen with a hot case, water filter, gas oven, electric kettle and crockery almirah. The staff room has cupboards for the teachers. There is one full time attendant to cater to the needs of teachers.

**Recreational spaces for students**

For the students, the college has a spacious student centre where students can relax in their free periods. This area also provides facility of indoor games for the students. The college has a beautiful Botanical garden having citric fruits where the students can get mental relaxation in the winter.

### 3. Other spaces

#### Seminar hall

The college has a huge seminar hall with a seating capacity of 200. Its huge foyer serves as a space for rehearsals and exhibitions. It is constantly used for Academic Functions, National/ Regional seminars, Cultural Programmes for University and State level festivals, stage rehearsals and interactive sessions of the students and the faculty with eminent educationists from India and abroad.

#### Safe drinking water facility

The facility of water cooler and other water facilities are available at various places of the college.

## 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?

Yes, there is a Library Committee comprising of 6 members with the Dr. (Mrs.) Rama Gandotra as its convener. The Committee is responsible for all the decisions regarding library matters. Members of the Library Advisory Committee are chosen judiciously to represent all the streams.

- Dr. (Mrs.) Rama Gandotra ( Asst. Prof. in Sociology)
- Mrs. Mridula ( Asst. Prof. in Physics)
- Mrs. Poonam Seth (Asst. Prof. in Computer)
- Mrs. Money Ohri (Asst. Prof. in Commerce)
- Mrs. Judith (Librarian)
- Mrs. Rajwinder (Asst. Librarian)

**The following significant initiatives have been implemented by the committee to render the library, student/user friendly:**

- A separate reading room furnished with tables, chairs and counters has been created for the students, teachers and PG students.
- A separate periodical section has also been created in the library.
- A Book Bank has been functioning in the college providing books to underprivileged students. The Book Bank is managed by a committee of teachers and library volunteers.
- Special help is rendered to students preparing for competitions.



- Old question papers of House tests and final exams in all the subjects are made available to the students.
- Copies of syllabi prescribed by the university, with question-wise division of marks etc. are also available to students for ready reference.
- The library staff keeps the faculty and the students updated regarding its latest acquisitions.
- The new titles are displayed on the display board at the entrance of the library.
- The information regarding new arrivals is also given through the college notice boards.

**4.2.2 Provide details of the following:**

- **Total area of the library (in Sq. Mts.)**
- **Total seating capacity**
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

<b>Total area of the library (in Sq. Mts.)</b>	35x70
<b>Total seating capacity</b>	100 chairs
<b>Working hours (on working days, on holidays, before examination days, during examination days, during vacations)</b>	Working hours on working days 7 Hours Before examination 9 hours During examination 5 hours On holidays 5 hours
<b>Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)</b>	The college library has bookracks and reading space for students and staff separately. The library has a facility of inflibnet and provision of two computers with internet facility and a printer for the use of students and staff.

**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 library has evolved a system to ensure purchase and use of current titles, important journals etc. Following are the steps for purchasing titles, print and journals:

- Departmental heads put up their demand for the latest material after recommending from principal.
- Librarian invites the quotations and catalogues from the publishers at the beginning of the year.
- Librarian places the order for new books.
- Inspection is made for arrivals by the librarian and departmental heads.
- Sometimes, teams of teachers are even sent to publishing houses or book fairs too.

Library Holdings	2009-10		2010-11		2011-12		2012-13		2013-14	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
<b>Text Books</b>	413	100171	285	53657	182	36095	560	134871	424	84983
<b>Reference Books</b>	259	81931	386	125792	164	58548	85	43264	191	46813
<b>Journals/ Periodicals</b>	18	9125	18	8555	18	9875	18	12631	18	13,425

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

<b>OPAC</b>	The college library has created a database of list of books/journals available in the institution.
<b>Electronic Resource Management package for e-journals</b>	There is a provision of Inflibnet e-resource facility for the faculty members and students to enhance their skills and knowledge .
<b>Federated searching tools to search articles in multiple databases</b>	Yes, the institution uses free search engines for this purpose.

<b>Library Website</b>	Library details are covered in college Website.
<b>In-house/remote access to e- publications</b>	Yes, there is In-house/remote access to e- publications as username and password is provided to all staff members.
<b>Library automation</b>	Library automation has been done through library software matrix
<b>Total number of computers for public access</b>	02
<b>Total numbers of printers for public access</b>	01
<b>Internet band width/ speed</b>	2 Mbps
<b>Institutional Repository</b>	For this purpose, the college has a book bank facility.
<b>Content management system for e-learning</b>	Yes, this facility is available in the institution.
<b>Participation in Resource sharing networks/consortian (like Inflibnet)</b>	Yes, the faculty members actively participate in resource sharing networks.

**4.2.5 Provide details on the following items:**

<b>Average number of walk-ins</b>	45-50 walk-ins daily
<b>Average number of books issued/ returned</b>	20-25 daily
<b>Ratio of library books to students enrolled</b>	7:1
<b>Average number of books added during last three years</b>	749

<b>Average number of login to opac (OPAC)</b>	15
<b>Average number of login to e-resources</b>	20
<b>Average number of e-resources downloaded/printed</b>	10
<b>Number of information literacy trainings Organized</b>	As per the need of users as well as directions of the Library committee.
<b>Details of “weeding out” of books and other Materials</b>	We store such books in the store room.

#### 4.2.6 Give details of the specialized services provided by the library

<b>Manuscripts</b>	There is a special corner in the library for manuscripts.
<b>Reference</b>	Reference section is created in the library.
<b>Reprography</b>	Yes, this facility is provided to the staff members and advanced learners also.
<b>ILL (Inter Library Loan Service)</b>	The college intends starting inter library loan services within its own organization. The Principal of the college is a member of British Library, Chd and has a facility of interloan.
<b>Information deployment and Notification</b>	All the information regarding new arrivals is displayed on the college notice boards.
<b>Download</b>	The staff members and students can download information for Academic purposes.
<b>Printing</b>	Printer is available in the library for

	this purpose.
<b>Reading list/ Bibliography compilation</b>	The college provides Reading list and Bibliography compilation.
<b>User Orientation and awareness</b>	The staff members and librarian guide the students from time to time.
<b>Assistance in searching Databases</b>	Library staff provides assistance for searching database in the library.
<b>INFLIBNET/IUC facilities</b>	Yes, the college has this facility.
<b>User Orientation and awareness</b>	The staff members and librarian guide the students from time to time.
<b>Assistance in searching Databases</b>	Library staff provides assistance for searching database in the library.
<b>INFLIBNET/IUC facilities</b>	Yes, the college has this facility

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

The support provided by the Library staff to the students and teachers of the college is in the form of:

- Overnight issue of reference books
- Timely issue/return of books
- Reading room for the students
- Computers
- A separate study table for staff
- Property Counter
- Library volunteers to help readers trace the books
- Maintaining peaceful and academic environment

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

The library Volunteers and staff are deputed to extend any help required by the visually

and physically challenged persons.

**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?)**

Yes, the library gets the oral as well as written feedback from its users in the form of complaints, suggestions and recommendations. A complaint box has been placed outside the library which is opened every week. The Library Committee analyses these complaints & suggestions and forwards them to the principal for appropriate action. Such feedback is used for rendering the library student/user friendly.

**4.3 IT Infrastructure**

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

- **Number of computers with Configuration (provide actual number with exact configuration of each available system)**
- **Computer-student ratio**
- **Stand alone facility**
- **LAN facility**
- **Licensed software**
- **Number of nodes/ computers with Internet facility**
- **Any other**

The college has 4 state of the art computer labs equipped with 88 machines with latest configuration. All computers are interconnected through HUBS. The network is managed and controlled by Servers. The college provides round-the-clock Internet facility through 3 high speed Wi-Fi connections.

**Available Hardware:**

**1. Computers**

**(A) Teaching Department:**

S.No.	Department	Quantity
1.	Computer Department Lab- I	16
2.	Computer Department Lab- II	27
3.	Computer Department Lab- III	15
4.	Central computing Centre	18
5.	Functional English Lab	10
6.	Cosmetology Lab	1
7.	Dress Designing Lab	1
	<b>Total</b>	<b>88</b>

**(B) Non Teaching Department**

S.No.	Department	Items	Quantity
1.	Computer Department	HP LaserJet	1
		HP LaserJet	1
		HP Color LaserJet	1
2.	General Office	HP DeskJet	1
		HP DeskJet	1
		HP DeskJet	1
		HP DeskJet	1

S.No.	Items	Department	Quantity
1.	Projectors	Computer	4
<b>Total Projectors</b>			<b>4</b>

**Number of computers with Configuration**

**Configuration of some latest Machines**

Lenovo all in one system :- Intel ® Pentium ® CPU G640 @2.80 GHz RAM 2 GB (1.82 GB) 64 bit operating system	20
--	----

**Computer-student ratio**

Total number of computers in the teaching departments:	88
Total number of students who are studying computer science as a part of their curriculum:	448
Computer student ratio:	1:5

**LAN facility** Available

**Number of nodes/ computers with Internet facility** 88

**Licensed Software:**

S.No	Items	Quantity
1	Windows XP	1
2	Functional English	3

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

Faculty and students can avail of the facility of 4 ultra-modern computer labs equipped with 88 machines with the latest configuration. Most of the departments, which are having the subject of Computer Science as a part of their curriculum, are having their own Computer labs. Other departments can access computer and Internet facility by using central computing lab and virtual library. Students and faculty members can enrich their knowledge and can get the latest information of the whole world by using 3 high speed Wi-Fi connections whose details are given below:-



S.No	Types of Connection	Quantity
1.	Connect Wi-Fi Internet Connection (20-25m Range)	1
2.	Connect Wi-Fi Internet Connection(20-25m Range)	1
3.	Library	1
<b>Total</b>		<b>3</b>

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

The college deploys and upgrades its IT infrastructure and associated facilities every year on the basis of the following two strategies:

- To fulfill the needs of the students either due to increase in strength or change in the syllabi.
- To resolve the compatibility issues because there are rapid changes in the IT sector within a short period of time.

#### **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 years)**

The college has a specific budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution. The college has been adding 20 new computers (on average) with latest configuration annually for the last 3 years due to manifold increase in strength of students opting for Computer science as an elective subject, frequent changes in the curriculum and rapid development in the field of IT sector.

The college always prefers to purchase branded computers and accessories. Maintenance of such branded equipment is done by the company during the warranty period which is generally of 2-3 years. When the warranty period is over, the college maintains the equipment on its own. The institution has also a fulltime network administrator who manages the whole campus area networking and handles the troubleshooting of computer systems. In case of major hardware problems, the college takes the services of hardware engineers from the market. In order to provide uninterrupted power supply to the computer system, the college is having a number of UPSs which are maintained from time to time.

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

The institution facilitates extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students by providing the following facilities in the college:

- Central computing facility
- CD Library
- Audio-Visual Resources available in library
- Free e-books and online journals available from INFLIBNET

**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 the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

The learning activities and technologies deployed by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher by taking the following measures:

- The college provides its students a central computing facility equipped with 18 computers and broadband Internet connection, printer, scanner and photocopier. Students are utilizing this facility for their project work. On the special request of students or faculty members, this CCF is also opened during holidays or examination days.
- The college provides a departmental Library to its UG & PG Students.
- The college provides its Computer students a CD Library
- Smart classrooms provide students' access to ICT enabled classrooms/ learning spaces.

**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?**

Yet the college does not have this facility but it intends taking such facility in the future.

**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)?**

<b>a.</b>	<b>Building</b>
<b>b.</b>	<b>Furniture</b>
<b>c.</b>	<b>Equipment</b>
<b>d.</b>	<b>Computers</b>
<b>e.</b>	<b>Vehicles</b>
<b>f.</b>	<b>Any other</b>

The institution ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities through Academic Council in consultation with the Building Committee, Purchase Committee, the Local Managing Committee, Infrastructure Committee and Furniture maintenance committee.

**Details of budget allocated during last four years**

<b>Sr.</b>	<b>Facilities</b>	<b>Budget Allocation</b>			
		<b>(in Rs.)</b>			
		2011-12	2012-13	2013-14	2014-15
a.	Building	50,000	1,00,000	--	41,845
b.	Equipment	30,180	15,000	1,62,876	1,68,578
c.	Computers	12,200	11,150	30,000	46,400
d.	Vehicles (Bollero)	--	-	--	99,000
e.	Any other	77,594	1,00,000	70,000	--

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

The college has a full-fledged team to maintain and repair the infrastructure facilities and equipment. There is a full time campus caretaker designated as the building supervisor, Mr. Shiv Kumar, who heads an efficient team of carpenters, electricians, welders, painters, gardeners, plumbers, grounds men, technicians, lab attendants and other support staff. This team, under the building supervisor and professor incharge of infrastructure committee supervision, is ever-ready to attend to the minor faults, repairs, upkeep, landscaping, cleanliness and sanitation. The college has a stand-by generator system for college as well as for hostel.

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

The calibration and other precision measures for equipments/instruments is undertaken by the related technical staff of the various streams under the supervision of various Prof. Incharges before Commencement of the year and at any time in case of some fault.

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

The major steps taken for location, upkeep and maintenance of sensitive equipment are given below:

- There is deployment of an electrician for location, upkeep and maintenance of sensitive equipment.
- Equipments are placed at proper & safe places.
- The college has 6 water tanks and one submersible water pump for constant supply of water

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

- **Rest rooms**

There is a rest room for the students and staff in the institution. This rest room is cleaned and maintained by the attendants in charge of the area.

- **Vehicle parking**

The institution has a well planned parking area near the entrance of the institution. It comprises Scooter parking, official car parking and open parking for visitors/students.

- **Guest room**

Since the college hosts many seminars, workshops and conferences, many resource persons enjoy the facility of this guest room.

- **Telephone & Photostat Facility**

There is an STD PCO and Photostat inside the college for the convenience of the students. Even the phone at the reception is available to the students in case of emergencies.

- **Transport**

The college has its own Bolero and other means of transport have been hired by the college as per need. These are used to ferry the players for practice and also to transport the students for various activities of Youth Welfare Club, Rotaract Club and NSS as well as picnics and trips

- **Book store**

The college has a book store from where students can get books & stationery easily. They do not have to go outside for purchasing books & stationery of daily use.

## CRITERION V STUDENT SUPPORT AND PROGRESSION

### 5. 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?

Yes, the institution publishes its updated Prospectus. The following information is provided to students from prospectus.

The prospectus imparts information regarding the vision, mission, facilities, facilitators, policies and programmes of the institution. It is a comprehensive document that covers the course content, salient features, subject combinations, specialization. It is a step-by-step guide for eligibility conditions and rules and regulations, it also exposes the students to the development activities and support services available in the college. The fee and fund structure, guidelines for scholarships and fee concessions are given in detail. The prospectus also provides information regarding the amenities of the hostel along with the rules for the boarders.

Activities of the various clubs, committees and different departments are also highlighted. Various events in the college like Talent Hunt, Annual prize distribution function, Convocation and National Days celebrations are covered along with the programmes undertaken for academic enhancement of the faculty.

Spectacular achievements of our sports women in games like National and Senior National are highlighted and it also covers the Honours and awards bestowed on our distinguished players .Similarly college magazine is the regular feature in which staff and students are involved in educative articles and creative writing. Need based special issue of 'Amar Samriti' is also published.This is how the institution ensures its commitment and accountability.

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

Yes, institution provides financial aid to the students. Scholarships are given to the students every year on the basis of their sports achievements and Academic records. Also

relaxation in fees is provided to the economically backward students.Liberal concessions and incentives are available to deserving students in Academic, Sports and Extra-curricular fields.

**Concessions:**

- Full fee concession is given to students securing 90% or more marks.
- Help of needy and bright students in the form of books, grants, scholarships & fee concessions.
- Amount of scholarships/freeships set by the management to the deserving candidates is described as under

<b>Type of Concession</b>	<b>%age</b>
Fatherless	20%
Sister Concession	10%
Army Man Concession	10%
<b>Sports</b>	
District	20%
State	50%
National	100%
Merit Holders	20-50%
Physically Challenged	20%

- Amount dispersed among the students in the last four years by the institution is given below:-

<b>Year</b>	<b>Amount of concession</b>
2010-11	8,05,280/-
2011-12	11,33,845/-
2012-13	10,29,945/-
2013-14	13,00,210/-

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

Approximately 12 % of the students receive financial assistance from state government, central government and other national agencies.

Scholarships received by the students from Sita Ram Jindal Trust Foundation, Government and other bodies		
Year	Number of students	Amount (Approx.)
2009-10	157	8,08,050
2010-11	38	1,87,850
2011-12	211	1,012,800
2012-13	222	10,36,600
2013-14	236	1,92,000

#### 5.1.4 What are the specific support services/facilities available for

- a. Students from SC/ST, OBC and economically weaker sections
- b. Students with physical disabilities
- c. Overseas Students
- d. Students to participate in various competitions/National and International
- e. Medical assistance to students: health centre, health insurance etc.
- f. Organizing coaching classes for competitive exams
- g. Skill development (spoken English, computer literacy etc.,)
- h. Support for “slow learners”
- i. Exposures of students to other institution of higher learning/ corporate/business house etc.
- j. Publication of student magazines

The Institution is constantly engaged in guiding the students towards successful completion of their courses. In pursuance of this aim, the college offers various support services and facilities:

- a. Students from SC/ST, OBC and economically weaker sections
  - Scholarship is given.
  - Reservation in admission is provided.
  - Remedial coaching is provided.
  - Poverty Concessions are provided.
  - Books from book bank.
- b. Students with physical disabilities
  - Classes of students with physical disabilities are confined to the ground floor.
  - College has specially built ramps for the students with physical disabilities.
- c. Overseas students



- There are no overseas students studying in the college presently.
- d. Students to participate in various competitions**
- Special coaching classes are taken and guidance is given.
- Career coaching classes are given to students.
- Awards/honours in public shows.
- Competitive books & magazines facility is provided.
- Computer with net facility is provided.
- e. Medical assistance to students: health centre, health insurance etc.**
- The college's medical room caters to the health problems of the students & provides them with medical aid.
- In case of emergencies, college has tie-up with the Oberoi Hospital.
- A qualified doctor visits the college regularly.
- f. Organizing coaching classes for competitive exams**
- Special coaching classes are taken and guidance is given.
- Career coaching classes are taken.
- Competitive books & magazines facility is provided.
- Computer with net facility is provided.
- g. Skill development (spoken English, computer literacy etc.)**
- Following Add-On Courses are offered to the students for the Skill development:
  - 1 Certificate, Diploma and Advance Diploma course in Banking and Insurance.
  - 2 Certificate, Diploma and Advance Diploma course in Functional English.
  - 3 Certificate, Diploma and Advance Diploma course in Bio-Tech.
  - 4 Certificate, Diploma and Advance Diploma course in Apparel Designing.
  - 5 Certificate, Diploma and Advance Diploma course in Cosmetology.
  - 6 Certificate, Diploma and Advance Diploma course in IT.
  - 7 Certificate, Diploma and Advance Diploma course in Basic Cooking and Catering.
  - 8 Hobby classes during vacations
- h. Support for “slow learners”**
- Peer learning-Meritorious students are asked to help the slow learners.
- Remedial classes are organised for such slow learners.
- Their daily homework is checked to monitor their progress.
- They are guided to take coaching from specialists in the field.

- They are referred to the counselling cell which diagnoses their problems and suggests psychological steps especially in cases of acute stress, depression, low self-esteem etc.
- Simplified versions of books are recommended to them.
- Special tests are conducted for them.
- Certain Add-on courses are introduced to hone their skills.

**i. Exposure of students to other institutions of higher learning/ corporate/business houses etc.**

- Industrial visits are arranged to export houses, Trade Fairs, Radio and T.V. channel houses to expose the students to the business environment.
- Discussions with managers of various financial institutions and corporations are arranged to inspire and enlighten our students.
- Interactive sessions with faculties from GNDU, Amritsar, Punjabi University Patiala, PU Chandigarh, Company Secretaries, Chartered Accountants, Income Tax Commissioners and other professionals are organized to ignite the students' desire for new ventures.

**j. Publication of student magazines**

- The college regularly publishes its Magazine 'Amar Samriti' which gives a platform to the students to show their literacy skills. Their articles are published in the magazine every year.
- News are updated regularly on the website.

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

The college adopts various measures to develop entrepreneurial skills among the students:

- Entrepreneurial Events like Diwali Mela, Mehndi competition, Pidilite workshop are organized by the Fine Arts, Fashion Designing, Home Science and Cosmetology departments in which students are prepared to sell their products.
- "Earn while you learn" facility is provided for the students for creating opportunities for the students.
- Industrial visits are arranged to Trade Fairs, Radio and T.V. channel houses to expose the students to the business environment.
- Discussions with managers of various financial institutions and corporations are arranged to inspire and enlighten our students.

- Interactive sessions with Chartered Accountants, Income Tax Commissioners and other professionals are arranged to ignite the students' desire for new ventures.

#### **Impact of these efforts**

- Our students have been employed in public and private sector as teachers, in companies, as Asst. Profs. in colleges, in banks, Police Forces etc.
- Our students have ventured out to set up their boutiques etc.
- Skill enhancement opportunities provided by the college paved their way for higher education in prestigious institutes inside India.
- Professionalism has been instilled in them.

#### **5.1.6 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.**

- **additional academic support, flexibility in examinations**
- **special dietary requirements, sports uniform and Materials**
- **any other**

The institution has a broad mission to develop the whole student. Student participation in extracurricular activities has been identified as an important aspect of the higher education experience. Students get involved in extracurricular activities not only for entertainment, social and enjoyment purposes but most important is to gain and improve skills. A wide and diversified range of extracurricular activities exists on college campus meeting a variety of student interests. The college focuses on extracurricular activities to ensure the all round development of students. Along with Academics, students are encouraged to participate and involve in activities within the college, at State Level and National Level. They participate in various literary and cultural events. Most of the departments of college have Associations, clubs, cells, societies and forums which cater to students' divergent taste. The students also participate in inter college and Intra college competitions. The students actively prepare items for Zonal & Inter- Zonal Youth Festivals. The college invites experts to improve the performance of the students in different items so that they can excel at local, Zonal and National level. The students are advised to participate in many cultural programmes and competitions like Essay writing, Quiz, Story writing, poetry, singing, dancing, acting, painting, modelling, mobile Quiz, Debate, Elocution, slogan writing and poster-making. They also celebrate important days of national

importance. The students in collaboration with various NGO's like Rotary, Innerwheel, Lions clubs organise many events like Tree Plantation, Blood Donation, Traffic awareness seminars, female foeticide awareness rallies, Say No to Drugs campaign and many other programmes. These activities encourage interpersonal interactions which are good for building a strong civil society. The students who participate in extracurricular activities throughout the year are given special attention by the teachers in their studies. They get awards and recognitions from the college authorities and are given concessions /incentives.

- **Additional Academic Support**

1. Reservation in admission
2. Certification
3. Special Coaching classes and guidance is given
4. Remedial coaching
5. Peer learning

- **Flexibility in Examination**

1. Adjustments in the house test

- **Special Dietary Requirements**

1. Special diets are available in the canteen for sports persons to meet their special needs.
2. The members of the Youth Welfare Club are given special meals during their practice and performance.

- **Sports uniform and Materials**

1. Facilities for more than four games and sports activities
2. Sports kit
3. Sports Material like Volley Ball, Netball, Gymnastics, Kick Boxing and Hapkiddo Boxing etc.

- **Any other**

1. Various incentives and concessions such as freeships, scholarships & free hostel accommodation is arranged for the above said students.

**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 institution goes all out to facilitate and support students for appearing and qualifying in various competitive examinations.

Number of students who have cleared the above said exams - 08

- They are given compact time tables so as to leave them with ample time for preparation for their competitive exams.
- Special coaching is arranged on request.
- Various interactive sessions with professionals are organized to equip them for interviews and group discussions.
- Programmes for personality development and enhancing interpersonal and communication skills are also organized.

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

Number of counseling services has been established for academic, psycho, social and career counseling. The faculty also participates in personal counseling:

- To help students to chalk out academic roadmaps for themselves, Academic Council is established.
- To guide them with various career options through seminars by the Guidance Counselling and Placement Cell.
- To address problems related to stress, anxiety, examination phobia and peer pressure is established by the Pshychology Deptt.
- Periodic reports are shared with parents whenever necessary.

**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).**

Yes, the institution has a structured mechanism for career guidance and placements of its students in the form of the Admission Committee, Career Councelling Cell and the Placement & Employment Cell. The placement cell is headed by Placement coordinator, Mrs. Poonam Seth who is assisted by various Placement officers like Mrs. Preety Sharma, Mrs. Jyoti Saini and Miss.Sandeep kaur Goraya etc.

**Services provided by Admission Committee**

- The students are guided and directed regarding the choice of stream/ subjects.

- Seminars and Career Fairs are organized for disseminating information among the students and counselling them regarding career options.

**Services provided by Guidance Counselling and Placement Cell**

- The students are helped to identify job opportunities.
- The students are prepared for interviews.
- The Principal has addressed the students on the topic “How to appear in an Interview”.

**Students Selection by different employers**

<b>Courses</b>	<b>Employers</b>	<b>%of students selected</b>
Computer Science	IBM,Wipro BPO,HCL,colleges,Banks	10%
B.Com(Prof.)&B.Com(R)	IBM, Muthoot Fin. Corp. ,Wipro BPO	02%
B.Sc(Eco)	IBM	02%
BA/B.Sc	Schools/Police Forces/Banks	05%
MA/M.Sc	Colleges	08%

**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.**

There is a regular, well established and fair procedure for redressing grievances regarding academic matters, hostel accommodation, health services, library, transportation and other central services. A cell is functioning under the able guidance of Mrs. Daljinder kaur (Asst.Prof.in Political Science)

**It's Aim:**

- To encourage the students to express their grievances freely and frankly.
- To address the basic problems of boarders regarding mess and other amenities.
- To promote healthy student-student and student-teacher relationship.
- To promote and maintain a conducive and unprejudiced educational environment.
- To uphold the dignity of the college by ensuring stress free atmosphere in the college.

**The following mechanism takes care of the Grievance of the student:**

The complaint box has been installed in the campus and in the hostel. The grievance is taken up by the members of the committee, the case studied and discussed by the team and the grievance redressed.

**Grievance Redressed in the last four years:**

- Students preparing for CA were having problems with their time-table. Since their problems were genuine, their classes were rescheduled and they were given compact time-table.
- Grievance of the students staying in the hostel regarding the mess.
- Grievance of the students regarding bus routes to the city and adjoining areas

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

Yes, there is a sexual harassment cell in the college. It constitutes a senior lecturer, the head girl of the college and class representatives of various classes along with the Principal. It actively works for the benefit of the girl students and readily addresses complaints. All the complaints are redressed timely. Also, being a women college, lady lecturers usually guide the students about such problems from time to time.

**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?**

Ragging is banned in the college. The college has adopted the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions in 2009 & has constituted an Anti-Ragging Committee governed by the senior staff members of our college. No instances of ragging have been reported during the last four years.

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

- The college provides financial aid to the needy students. Merit-holders are awarded scholarships, free books, free ships and fee concessions are also given to the students.
- Different games and sports activities are organized throughout the year to keep the students physically fit to take on the challenges of life.
- The students are provided canteen facility in the college at subsidized rates.

- The student, especially the outgoing students are provided counselling facilities by experts in the subjects to enable them to pursue the right choice regarding their future career.
- There is a facility for degree classes to join the Add-On course in Dress Designing and tailoring /Apparel Designing. Students are also given training in Cookery, Handicraft classes to enable them “EARN WHILE THEY LEARN”. For their better communication skills, there is Functional English as an Add-On course is given to the 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?**

The college has an Active Alumni Association formed in the year 2001. It functions under the guidance of an Executive Committee comprising of the following:

<b>Co-Ordinator</b>	Mr. Rajwant Saini
<b>Team Members</b>	Mrs. Mitali Mahajan Mrs. Kamlesh Ms. Manpreet Mrs. Rekha Mrs. Baljeet

**Activities during the last two years:**

The Alumni identified areas where they could contribute to the development of the institution.

**Contribution of alumni to the growth/development of the institution:-**

- The alumni of the college are roped in to lend their professional expertise. Alumni who are now professional designers and artists hold workshops with the students.
- Alumni are even involved in the extension activities of the institution. They are very generous in contributing to the cause of helping the disadvantaged.
- The college is proud to have distinguished alumni like Ms. Gulwinder, Ms. Sarabjeet, National Gold Medallist in Gymnastics, Ms.Ekta Sharma, an Olympian, Ms. Radhika, Ms. Rajni Bala, Miss. Simmi Bala, Ms. Mandeep Kaur, Miss. Davinder kaur won number



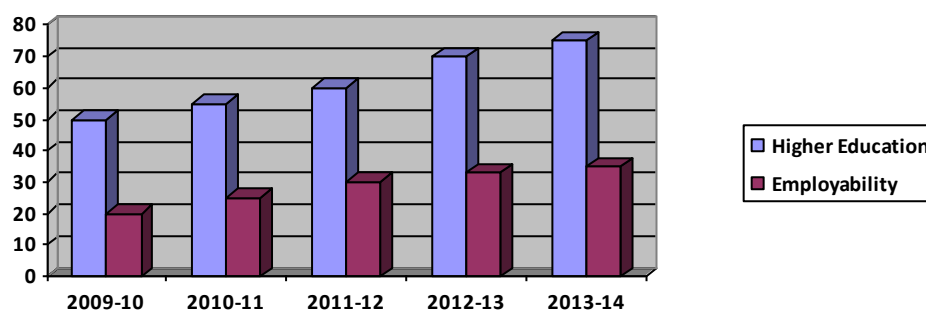
of medals in different sport activities.

- The alumni also work in Banks in various public and private sectors and also as coaches in sports departments of various schools and colleges.
- Disseminating knowledge in schools and colleges as teachers.

## 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.

Given below is the percentage of students progressing to higher education or employment (for the last four Batches):



Large number of our graduate students are absorbed into the Post graduate degree and diploma courses ( M.Sc. Computer Science, MA Punjabi , PGDCA, PGDDT etc.) run by our college.

### 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.

The students of SD College are nurtured by an ideal combination of facilities and facilitators. Much ahead of their peer group in other institutions, they manage to capture the top slots in academics and in almost all the streams in the GNDU Examinations.

#### Programme wise pass percentage and completion rate for the last four years

Given below is the Programme wise pass percentage and completion rate for the last four years.

**Self Study Report,Pt. Mohan Lal SD College For Women Gurdaspur**

<b>Programme wise details</b>				
<b>Programme</b>	<b>2013-14</b>	<b>2012-13</b>	<b>2011-12</b>	<b>2010-11</b>
B.A.-I	90	95	90	95
B.A.-II	100	100	100	95
B.A.-III	100	100	100	100
B.Sc. Non-Medical Part-I	97	100	76	75
B.Sc. Non-Medical Part-II	100	100	100	91.6
B.Sc. Non-Medical Part-III	95	83.33	100	100
B.Sc. Medical Part-I	95	100	86.6	92.3
B.Sc. Medical Part-II	97	91	100	100
B.Sc. Medical Part-III	100	100	100	100
B.Sc. Economics Part-I	85	80	74.07	92.30
B.Sc. Economics Part-II	100	100	86.66	100
B.Sc. Economics Part-III	100	100	100	100
B.Sc. (Comp. Sci.) Part-I	85	80.97	78.35	73.33
B.Sc. (Comp. Sci.) Part-II	85	78.9	74.76	76.66
B.Sc. (Comp. Sci.) Part-III	98	94.6	94.4	100
B.C.A. Part-I	96	100	94.59	73.43
B.C.A. Part-II	98	100	94.91	100
B.C.A. Part-III	100	100	97.46	93.02
B.Com Regular Part-I	94	100	82	92
B.Com Regular Part-II	90	83	92	84
B.Com Regular Part-III	100	100	100	85
B.Com Professional Part-I	85	75.8	95	89
B.Com Professional Part-II	95	95	100	89
B.Com Professional Part-III	98	97	100	-
PGDCA	100	100	100	100
M.Sc (Comp.Sci.) Part-I	100	100	100	-
M.Sc( Comp.Sci.) Part-II	100	100	-	-
M.A. Punjabi Part-I	96	94.44	87.82	89.13
M.A. Punjabi Part-II	96	93.75	90.56	86.84
Diploma Stitching & Tailoring	100	100	100	100

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

The institution is constantly engaged in encouraging the students towards successful completion of their courses and progression to higher level of education. In pursuance of this aim, the college takes the following steps:

- Merit concessions are offered to bright students.
- Special concessions are provided to students which come under sports quota, army quota, handicapped students, fatherless students and sister's concession.
- Fee Concessions to needy and meritorious students and sportspersons.
- Availing all new scholarships from State / Central Governments and Private bodies.
- Moral and social education is imparted in the tutorials to make students good citizens
- Peer learning encouraged to help the students clear their exams.
- Employment news and Economic Times are Hyperactive in the Institution.
- Subjects like Psychology, Fine Arts and Music have been introduced in the curriculum of B.A and even we have applied for the Tourism and Hotel Management as an elective subject in the curriculum of BA.
- The institution has its finger on the pulse of society and hence keeps updating its courses to retain its relevance in today's fast changing scenario. The 7 Add-On courses have also been introduced in our college
- Hobby classes during Vacations
- Educational trips and tours are organized each year for the benefit of the students.

#### **Guidance, Counseling and Placement Cell:**

Keeping in mind, the importance of career guidance in the life of students, the college guidance committee systematically regulates the functioning of the entire set up. The college prides itself on associating with highly intelligent, inspired and hardworking personalities and experts of their respective fields who visited our college from time to time.

#### **Innovative Clubs & Societies:**

The College follows many innovative and ideal practices that aim at the holistic development of students as well as promote quality and excellence in all areas of its

activity. For inculcating innovative spirit among our students, the college clubs and societies make them persona and proud. The College has following clubs and societies:

**IT Department:**

- The Computer Deptt is conducting 3-4 days National Employability Test(AMCAT)from consecutive 3years in which students participated with full zeal and zest and came out with placements in Top National and International MNC's.
- Workshops on Career Guidance, Software Development, Network & Hardware Technologies, Graphics and Animation and Ethical Hacking etc were organized.
- Special Guest Lectures by organizing plenary talks from various universities for UG and PG students.
- Inter College Technical Festivals in the college Campus.
- Industrial Visits and Educational Trips were organized each year.

**Science Department:**

- Flower show 'Chrysanthemum' was organized in collaboration with 'Garden Lovers Association' and Environment Protection Society, Gurdaspur.
- National level Science Aptitude Test was conducted by ADSAT, Chandigarh in which 45 students of Science Department participated and one of our student bagged first position and three students won gold medal.
- Science Fair and Educational Trips to Science City were organized.

**Commerce Department:**

- Commerce Deptt. organised Seminar in which KAVY Institute of Retail Management, Gurdaspur presented views on the topic"Retail Cutlet Management and job oportunities in various malls".
- The Deptt. of commerce organsied a seminar on'Banking operations, opening accounts and taking loans'etc.
- The Commerce deptt organized seminar on 31<sup>st</sup> jan, 2014 in which 'GNA-IMT Institute of Management and Technology' Phagwara gave information about Career guidance and Employment Opportunities to students.
- Visit to Commercial companies and Corporate World.
- The Commerce department organized a lecture on "Personality Development"

**Social Sciences Department:**

- The college in collaboration with District History Association, Gurdaspur organized Martyr's Day.
- The Deptt. of social sciences organised seminar regarding 'Legal Literacy and Protection of Women and Girls students 'Sexual Harassment' and taught the techniques of Self Defence in the college by District Legal Services Authority, Gurdaspur.
- Philosophy Deptt. of the college organized a seminar which was sponsored by Indian Council of Philosophical Research, New Delhi on the topic "Existentialism and Phenomenology".
- Home Science and Stitching & Tailoring Deptt. organized 7 days workshop in the college campus. During the workshop, students were informed about Art and Craft.
- Cosmetology Deptt organized 8 days Mehendi workshop. On the occasion, trainers of Orane Company, Chandigarh addressed the students about the scope of Cosmetology as a subject in future.

**Languages Society:**

- English Department organizes workshops on 'Communication Skills' and 'Personality Development' for students.
- Punjabi Department organizes Kavi Darbar, Exhibitions on Punjabi Culture and Books Exhibitions each year.
- Punjabi Department celebrates Punjab Day each year.
- Punjabi Department organizes seminars and plenary talks from various universities.
- Hindi Deptt. of the college celebrates 'Hindi Diwas' each year.
- Hindi Deptt. organizes various seminars by inviting experts from various universities

**Clubs:**

**(a) IQAC Cell:**

The College has Internal Quality Assurance Cell ( IQAC) with Mrs. Daljinder Kaur as an incharge,Asst Prof in Pol. Sci. and a team of members who hold time to time meetings for taking measures to improve quality in all spheres. The functions of IQAC are as follows:

- Development and application of quality benchmarks/parameters in various activities of the institution.
- Dissemination of information on quality aspects.
- Organization of discussions, workshops, seminars and promotion of quality circles.

- Recording and monitoring quality measures of the institution.
- Acting as a nodal agency of the institution for quality-related activities.
- Preparation of the Annual Quality Assurance Report and such other reports as may be decided from time to time.

The Coordinator of the IQAC and the secretary have a major role in implementing these functions and to facilitate institution towards academic excellence and institution may adapt them to its specific needs.

**(b) Student Central Association:**

The College has central student council in the College headed by Head girl with Vice-Head girl, Secretary and Board of Executive members as its members. Mrs. Punita Sehgal, Asst Prof in Hindi, acts as Incharge, Student Central Association. Executive members comprise of representatives from all classes, students having merit positions, representatives of various club, societies and members of Editorial Board. These members are nominated by the Advisory Board of the College. It acts as coordinator between head of the Institution, faculty and students. It helps in overall maintenance of discipline and beautification of the college. It plays important role in holding the functions of the college.

**Miscellaneous:**

- Inaugural Havan is organized at beginning of the session every year.
- Teachers' Day is celebrated as 'Guru Puja' in the college campus each year.
- To pay our sincerest homage to revered Late Pandit Mohan Lal ji, founder president of the college, Havan Yajna followed by floral tribute was performed on his death anniversary.
- The college in collaboration with India International Rural Cultural Center and Heritage Society, Gsp organized a cultural show in which world renowned dancer B. Saumya came all the way from Vijaywada,Andhra Pradesh and enthralled the audience with various Mudras of Kucchipudi dance.
- Kerala's dance show 'Satriya' was organized at the campus.
- The college in collaboration with Chinmaya Mission organized a spiritual discourse on 'Art of Dynamic Leadership'.
- The college annually publishes a college magazine "Amar Samriti".
- Women's Day Celebration and Other National Days are also celebrated.

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

Following special support is provided to students who are at risk of failure and drop out:

- Poverty concessions are offered to students in order to minimize the dropout rate and encourage them to pursue their studies.
- Remedial coaching is arranged and peer learning encouraged to help the weak students to clear their exams.

### **5.3 Student Participation and Activities**

#### **5.3.1 List the range of sports, games, cultural and other extra-curricular activities available to students. Provide details of participation and program calendar.**

The institution through its Youth Welfare Club, the Sports Wing & NSS Wing of the college makes available to its students the following range of sports, games, cultural and other extracurricular activities:

##### **Student Central Association:**

The College has Central Association in the College headed by Head girl with Vice-Head girl, Secretary and Board of Executive members as its members. It acts as coordinator between head of the Institution, faculty and students. It helps in overall maintenance of discipline and beautification of the college. It plays important role in holding the functions of the college.

##### **Scholar's Club:**

The College is a student centric college. The Scholar Club tries hard to help students financially through various GO's and NGO's. Presently we are seeking such help from HRD ministry, Social Welfare Deptt. Punjab, Sita Ram Jindal Trust, New Delhi and Inner Wheel etc. Various Scholarship Schemes running in the College are:

- HRD Ministry Sponsored Scholarship for Higher Education to meritorious students.
- Post Matric Scholarship for Minority Students from Govt. of Punjab.
- Asheerwaad Scheme for SC/BC students from Govt. of Punjab.
- Sita Ram Jindal Foundation-Scholarships for meritorious students.
- Endowment fund of Rs. 50,000 each year in association with family of Late Pt. Mohan Lal ji, for needy students.
- Scholarships funds by Principal and staff member for meritorious students.

### **Rotaract Club:**

Mrs Punita Sehgal & Ms Jagjeet Kaur as incharges of Rotract Club are working with full of zeal for past five years Projects like Rashan Distribution to widows, clothes distribution to people living in slums, stationary distribution at rural schools and social awareness programmes like Drug Awareness, AIDS Awareness etc are carried out.

### **Activities of the Rotaract Club during last years:**

- Participated in youth festival **2012** held at GNDU, Amritsar in poetical symposium contest.
- Our team appeared in 6<sup>th</sup> National Commerce Talent Search Examination Test organised by CTSE on **28<sup>th</sup> Feb, 2012** and bagged overall 25<sup>th</sup> rank.
- Our team won 1<sup>st</sup> Prize in Declamation Contest which was organized at Prasthan Ashram, Pathankot on the life of Vinibha Bhaway dated **11th Sept, 2012.**
- **On 5 Nov, 2012** our team participated in Declamation contest organized at RR Bawa DAV college for Girls, Batala by Punjab Legal services Authority & Deptt. of Higher Education, Govt. of Punjab in Legal Literacy Youth Festival.
- From **21<sup>st</sup> Dec. to 23<sup>rd</sup> Dec., 2012** RYLA ( Rotary Youth Leadership Awards ) was organized where Rtr. Komal Mahajan won Miss. RYLA Award. The function was organized at Partap College of education, Ludhiana by Rotaract Distt. 3070.
- Youth Leadership Training Camp organised by GNDU, Amritsar at Dalhousie from **4<sup>th</sup> to 10<sup>th</sup> May,2013** in which team won Ist prize in Poetry & 2<sup>nd</sup> prize in Debate , IIIrd prize in Singing & IIIrd Best Camper.
- Our team won ‘Outstanding Rotaractor Award’ in Distt. Conference cum Award function organized by Lyallpur Khalsa College, Jalandhar by Rotary Club Distt. 3070 on **2<sup>nd</sup> June, 2013.**
- **14<sup>th</sup> July,2013:** Ration distribution was done by the Rotract Club of the College to the widows of the city Gurdaspur at Ram Singh Dutt Hall, Gurdaspur .
- **25<sup>th</sup> July, 2013:** Red Cross Flags provided by Indian Red Cross Society were purchased by Rotaract Club of the college. The money collected was used for organizing Blood Donation Camps and providing free medicines to the poor patients.



- Our team was honoured by Deputy Commissioner, IAS, Dr. Abhinav Trikha for being “Best Orator”.
- **3<sup>rd</sup> August, 2013**: Tree Plantation was done by Rotaract Club in collaboration with Forest Department and Environment Society, Gurdaspur in the college campus. Rotaractors were addressed by the guests present regarding importance of the trees in protecting the environment.
- **16<sup>th</sup> August, 2013**: A declamation contest was organized in the college campus in the collaboration with Rotary club, Gurdaspur in which various issues like Women empowerment, Female Foeticide, Rural Women Education were considered. On this occasion, Rtn. Lalit Mahajan (President, Rotary club, Gurdaspur), Rtn. Vinod Malhotra (Secretary, Rotary Club, Gurdaspur), Rtn. Samarth Mahajan (Former President) and Rtn. Vinod Gupta were present. Rotaractors participated with a lot of enthusiasm and Rtr. Komal Mahajan and Rtr. Kajal Mahajan bagged IInd and IIIrd prize respectively. Our team won 2nd Prize in Declamation Contest also.
- **31<sup>st</sup> August, 2013**: A seminar on communication skills was organized in the college campus in which the students and Rotaractors were taught how to improve their communication skills.
- **11 September, 2013**: A declamation contest was organized on the life of Vinobha Bhavey at Prasthan Ashram, Pathankot in which Rtr. Komal Mahajan bagged 1<sup>st</sup> prize.
- **25 September, 2013**: Hindi Diwas was celebrated in the college campus in order to make the students aware of the value of the national language Hindi in each and every field of life. Prof. Harminder Singh Bedi (Rtd. Prof. in Hindi Department, GNDU Amritsar) addressed the students. The competition of poster making, Slogan writing, signature writing and story writing were organized in which Rtr. Komal Mahajan bagged 2<sup>nd</sup> prize in story writing and essay writing respectively.
- **12 October, 2013**: Competitions of Poster making, Slogan writing and Essay writing were organized in collaboration with the District election officer of Gurdaspur to raise awareness among the youth to participate in the elections to tell them about the value of their votes. Rtr. Komal mahajan, Rtr. Sunita and Rtr. Taranjot bagged 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize respectively

- **15<sup>th</sup>-17<sup>th</sup> Oct, 2013**: Our club keeps searching the hidden talents among the Rotaractors and provides them platform to show their talents. In youth Festival held at Shanti Devi Arya Mahila College, Dinanagar, our Rotaractors performed in various items. Rtr. Manpreet, Rtr. Bharti sharma, Rtr. Harmeet and Rtr. Priya bagged IInd prize in the skit, Rtr. Parul mahajan, Rtr. Priya and her team bagged 2<sup>nd</sup> prize in Mime, Rtr. Shabnam and her team bagged 1<sup>st</sup> prize and 2<sup>nd</sup> prize in Group Bhajan and Group Song respectively and Rtr. Komal Mahajan bagged IIIrd prize in both Poetical symposium and Elocution.
- **5<sup>th</sup> November, 2013**: A Seminar on Traffic rules and regulatios was organized in the college campus in which District Transport Officer, Dr. Jagwinderjit Singh Grewal was present as a Chief Guest. In this seminar, students were made aware of the rules and regulations while using road.
- **13th November, 2013**: The installation ceremony of our club was organized in the college campus in which our esteemed guest Rtn. Vinay Joshi ( Astd. Governer), Rtn. Vinod Gupta and Rtn. Aman Sharma were present. The last year team was honoured for the brilliant job done by them. Rtr. Komal Mahajan was accredited with the post of president and Rtr. Harsimran with the post of Secretary. A project of stationery distribution was also done on the same day to the needy students of village Kotha of Distt. Gurdaspur.
- **14<sup>th</sup> November, 2013**: Our club celebrated children's day with the children of the village Kothe and at the orphanage and distributed clothes, fruits and sweets among them.
- **15<sup>th</sup> November, 2013**: Our club contributed the amount of Rs. 1500 for the payment of monthly fees of a needy student of the college.
- **20<sup>th</sup>-22<sup>nd</sup> December 2013** : Rotary youth leadership awards was organized by the Rotary club, Pathankot at Aman Bhalla Institute, Pathankot. All the Rotaractors of the club put their best efforts in the various cultural events and interactive sessions organized there. Rtr. Komal Mahajan bagged 'Best Cooperation Award'. Rtr. Sapna bagged Best Group's Member Award.
- **24<sup>th</sup> December, 2013**: "Each one, Teach one" project was done by the Rotaractors of the club where each rotaractor taught one student at Kotha village to promote education among the future of our nation.

- **30<sup>th</sup> December, 2013**: Paper reading contest on AIDS was organised by NSS unit of the college in collaboration with red ribbon society, Gurdaspur in which Rotaractors too took part. Rtr. Komal Mahajan, Rtr. Kajal Mahajan and Rtr. Harsimran bagged 1<sup>st</sup>, IInd, IIIrd prize respectively.
- **30<sup>th</sup> January, 2013**: A declamation contest on the life of Mahatma Gandhi was organized at Prasthan Ashram, Pathankot in which Rtr. Komal Mahajan won 2<sup>nd</sup> prize in inter college contest.
- **25<sup>th</sup> January, 2014**: Voter's day was celebrated in the college campus by club of the college in order to raise awareness of their votes. A paper reading contest was organized in this regard in which Rtr. Kajal mahajan and Rtr. Harsimran presented their views. Rtr. Komal Mahajan gave her performance in paper reading session organized at Panchayat Bhawan, Gurdaspur and was honoured by Deputy Commisioner, IAS, Dr. Abhinav Trikha.
- **4<sup>th</sup> February, 2014**: The festival of Basant Panchmi was celebrated in the campus in which the Rotaractors and others were given chance to perform in Basant contest in order to explore some hidden talents among them and to raise awareness among them about our deteriorating culture. A kite festival was also organized on this occasion.
- **22<sup>nd</sup> February,2014**: An Inter College Poetical Recitation Contest was organized at SSM College, Dinanagar where Rtr. Komal Mahajan won 1<sup>st</sup> prize in Hindi language and Rtr. Kajal Mahajan won Consolation prize in Punjabi language .
- **7<sup>th</sup> March, 2014**: A Commerce quiz was organized by Rotaract Club in the college premises to increase knowledge of the students. Rtr. Kajal Mahajan organized the whole show
- **10<sup>th</sup> March, 2014**: The financial help of Rs. 1000 was provided to a peon of the college for her medical treatment by Rotaract Club of the college
- **22<sup>nd</sup> March, 2014**: An international Awareness Project on World Water Day was done by the Rotaract club of the college to raise awareness among public to save water.
- **Dr.(Mrs.) Neelam Sethi has also been associated with Rotary & Rotaract for past 30 years and has been adorned with the title "Rotaract Mother"**.

**Environment Association:**

The College has organised environment society to maintain a clean and green campus. Mrs Preety Sharma acts as Incharge of this society having a team from Science Deptt. This society conducts green audit and various activities.

#### **NSS Unit:**

The NSS unit of the college organizes the following extension and outreach programmes:

- The unit is putting efforts for making the life of local community better .The visits to the villages Kothe, Babowal and slum areas of Gsp. by our students has indeed raised the quality of life of these villagers.
- The NSS camps are organized every year for 7 days besides various one day camps for various social causes organized. During these camps, participants use their best skills to improve the shabby looks of the area adopted.
- Apart from organizing one day camps, our NSS units carried out plantation drive “**My Earth, My Duty**” pot painting and sapling plantation in the campus and also there is an Environment Association established in the Institute which is contributing in the safety of environment.
- The unit of the college observes the scheme of the Ration Distribution to Widows as a monthly feature in collaboration with Chinmaya Mission, Gsp.
- Visits to Vridh Ashram, Nasha Chadao Kendra and observation house of orphan children celebrating festivals like rakhi and diwali by raising funds for the imamates of these homes, distributing clothes and eatables on special days. In this way, our students bring a ray of light in the lives of the disadvantaged.
- Seven days NSS camp is organized by our college every year in which experts from various fields give lectures on diseases related to Women folk, Awareness about AIDS, Female foeticide, Art of living, Mental health, Environment protection etc.

#### **Youth Welfare Club**

- The Youth Welfare club of the college undertakes various youth oriented programmes which help students to grow into multidimensional personalities.

#### **Sports & games:**

Our institution enjoys the coveted distinction of being the Alma mater of scores of Sports persons, District, University and Intervarsity Championship, National and State Record

Holders. The college provides an appropriate infrastructure, specialized coaching and lot of incentives to help budding players grow and acquire the highest standard in the arena of sports. The College is well known for its sports in the region. The College offers:

- Freeships to its sportspersons.
- To impart training to our sportspersons, the college uses its courts & grounds in the campus as well as Gymnastic hall of Gurdaspur.
- The college sends its sportswomen to Summer Coaching Camp organized by Sports department, GNDU, Amritsar in vacations at Dharamshala etc.
- Besides providing indoor & outdoor facilities, the college offers scholarships and other facilities like transports & medical concessions to its players.
- To give a pat on the back of our sports persons for performing excellently throughout the year, Our Gymnastics team and Ms. Samita Sharma, Asst. Prof. in Physical Education were honoured by the Management of our college with cash prize of Rs 5000/-each.

**The games are as follows:**

- Gymnastics
- Volley -ball
- Net-ball
- Kick Boxing
- Hapkiddo Boxing

**I. Sports Achievements**

We are proud possessors of GNDU's Sports Champion's Trophy. Our Gymnastics team has proved itself many times by bringing laurels to the institution.

**Sports Achievements (2010-11)**

- 36<sup>th</sup> Women National Gymnastics Championship held at Chattisgarh from 6<sup>th</sup> to 9<sup>th</sup> Dec, 2010 in which our team bagged 1<sup>st</sup> position.
- Federation Cup Gymnastic Championship held at New Delhi from 21<sup>st</sup> -26<sup>th</sup> Aug, 2010 and team bagged 2<sup>nd</sup> position.
- Our team bagged 1<sup>st</sup> position in Basket Ball Tournament organized by District Sports Department held at Gurdaspur.
- Our team bagged 1<sup>st</sup> position in District Women Basket Ball Tournament.
- Our team bagged 1<sup>st</sup> position in Net Ball Tournament organized by District Sports Department held at Gurdaspur.

- Inter College Volleyball Tournament held at G.N.D.U. Amritsar and team bagged 1<sup>st</sup> position.
- Our team bagged 1<sup>st</sup> position in Open Volleyball Tournament organized by District Sports Department held at Gurdaspur.
- Our team bagged 1<sup>st</sup> position in Pt. Mohan Lal Memorial Open Volleyball Match held at Gurdaspur.

#### **Sports Achievements (2011-12)**

- 37<sup>th</sup> Women National Gymnastics Championship held at Bhopal from 25th-28th, Nov 2011 and our team bagged 1<sup>st</sup> position.
- All India Inter University Gymnastic Championship held at Patiala and our team stood 3<sup>rd</sup> .
- 51<sup>st</sup> Senior State Gymnastics Championship held at Kapurthala from 17th-18thDec, 2011in which our team bagged 1<sup>st</sup> position.
- Our team bagged 1<sup>st</sup> position in Open Volleyball Tournament organized by District Sports Department held at Gurdaspur.
- Our team bagged 1<sup>st</sup> position in Pt. Mohan Lal Memorial Open Volleyball Match held at Gurdaspur.

#### **Sports Achievements (2012-13)**

- All India Inter University Gymnastic Championship held at Amritsar from 5th-9th Nov2012, our team got 1<sup>st</sup> position.
- 52<sup>nd</sup> Senior National Gymnastics Championship held at Allahbad from 22nd-26th Mar, 2012.Our team bagged 2<sup>nd</sup> position.
- All India Inter University Gymnastic Championship held at Kurukshetra from 5th-9th Nov, 2012 and our team bagged 1<sup>st</sup> position.
- Inter College Gymnastics Championship held at G.N.D.U. Amritsar in June 2012 in which our player got 6 gold, 3 silver and 1bronze medal.
- Punjab State Women Festival Championship held at Amritsar in Oct 2012, our players got 1gold and 1 silver medal.
- Got Gymnastics wing from Govt. of Punjab.
- Gymnastics team won Cash Prize of Rs. 96000 from worthy vice chancellor, G.N.D.U. Amritsar at Annual Sports Prize Distribution Function.
- Our team bagged 1<sup>st</sup> position in Open Volleyball Tournament organized by District Sports Department held at Gurdaspur.

- Our team bagged 1<sup>st</sup> position in Pt. Mohan Lal Memorial Open Volleyball Match held at Gurdaspur.

### **Sports Achievements (2013-14)**

- Our team brought laurels to the college by securing 2<sup>nd</sup> position in “Senior state Gymnastics Championship” held at Khanna on 15<sup>th</sup> & 16<sup>th</sup> Feb,2013.
- Our College team got 2<sup>nd</sup> position in “Senior National Gymnastics Championship” held at Patiala from 13<sup>th</sup>-15<sup>th</sup> March, 2013.
- Our team bagged 1<sup>st</sup> position in Vaulting Table, 1<sup>st</sup> position in Uneven Bars & 2<sup>nd</sup> position in Balancing Beam & 3<sup>rd</sup> position in Floor Exercise in Inter college Gymnastics tournament held at GNDU,ASR.
- Our team bagged 3<sup>rd</sup> position in Senior National gymnastic Championship held at Ranchi from 3<sup>rd</sup> to 7<sup>th</sup> June,2014.
- Our two students Naginder and Simran got Punjab Government Sports Wing of Gymnastic in June,2014.

Apart from our students, Ms. Samita Sharma, Asst Prof in Physical Education also acted as Judge in Sr.National Gymnasts Championship at Patiala from 13<sup>th</sup> -15<sup>th</sup> March, 2013 and Junior National Gymnastic Championship held at Allahabad on 30<sup>th</sup> -31<sup>st</sup> March, 2013. She was selected as Chief Judge in ‘All India Inter University Gymnastics’ held at Kurukshetra from 7<sup>th</sup> -9<sup>th</sup> Nov, 2013 and Judge at National Gymnastic Championship held at Agra from 29<sup>th</sup> Jan-2<sup>nd</sup> Feb,2014.

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

#### **Youth Festivals Achievements:-**

Our students also excel in the field of co-curricular activities. Carrying the trend of adding new feathers in its cap, our students participated in different items of youth festival organized by GNDU, Amritsar. There were all cheers for our institute at Zonal/Inter Zonal Youth Festivals.

#### **Youth Festival Achievements (2010-11)**

- Our College bagged overall 3<sup>rd</sup> Championship Trophy by mesmerizing the Jam packed audience and winning their applaud.

- The college bagged first positions in Group Song, Poetical Recitation, Mimicry, Collage and Elocution.
- Our Mime team bagged third position
- Ms. Priya added to the galaxy of achievements by becoming University Topper in Elocution.

#### **Youth Festival Achievements (2011-12)**

- The College bagged 1<sup>st</sup> position in group song and Mime.
- Bagged 2<sup>nd</sup> position in Dry Flower Arrangement and Rangoli.
- 3<sup>rd prize</sup> in Fresh Flower Arrangement, Group Bhajan, Elocution and Poetical Symposium.
- Five students of our college participated in Hiking and Tracking Camp organized by Youth Welfare Deptt. of GNDU at Dalhousie. They brought us laurels by winning first position in Extempore, Debate, Elocution and Poetry.

#### **Youth Festival Achievements (2012-13)**

- Our College bagged 1<sup>st</sup> position in group song for the consecutive 3<sup>rd</sup> time and made Hatrick.
- We bagged 2<sup>nd</sup> position in mimicry.
- 3<sup>rd</sup> position in Group Bhajan, Folk dance, Mime and Rangoli.

#### **Youth Festival Achievements (2013-14)**

- The College bagged “2<sup>nd</sup> overall Runner Up Trophy” in Zonal youth festival.
- We bagged 1<sup>st</sup> position in Mimicry & 1<sup>st</sup> in Group Bhajan
- 2<sup>nd</sup> position in Poster Making, On the spot painting, Rangoli, Mime, Skit, Group Song and Phulkari.
- 3<sup>rd</sup> position in Cartooning, Poetry, Elocution and Fancy Dress.

#### **Outside participation:**

##### **International Level:**

- Our tribal folk dance ‘Sammi’ participated in the cultural program organized to welcome Queens Baton at Pathankot. It was an International event.
- The same dance group participated with full enthusiasm and vigour at Delhi Heart during Common Wealth Games, an International event. It was a call to our team from Punjab Tourism and Cultural Affairs.



- Our college student Amritpal kaur made us feel proud by being a part of international event. She was invited by Dyal singh research and Culture forum, Lahore( Pakistan) to participate and presented an article on the occasion of 543<sup>rd</sup> Birthday celebration of Guru Nanak dev Ji.
- 2<sup>nd</sup> Pearls World cup Kabaddi was organized in sport stadium of Govt. College, Gurdaspur on 3<sup>rd</sup> Nov,2011 in which Principal ,Pt. Mohan lal SD College, Gsp, Dr. (Mrs.) Neelam sethi, our 3 lecturers and 13 students were members of Reception Committee to receive galaxy of VIP's , Ministers of Punjab, International teams Viz., Spain, Argentina, U.S.A. , Norway, Pakistan etc.

**National level:**

- 15 students from Science department brought laurels to us by winning “National Science Olympiad Test”.
- National level Science Aptitude Test was conducted by ADSAT, Chandigarh in which 45 students of Science Department participated and one of our student bagged first position and three students won gold medal. Other students fetched above 80% of marks and came in merit positions.
- National Commerce Aptitude Test was organized by CTSE in which 30 students of our college participated, out of which 7 students were placed amongst first 25 ranks of the country.Students were awarded trophies, wrist watches and certificates by the same body.
- Our National group song ‘Ek din bhi jee magar tu taj bankar ji’ bagged 1<sup>st</sup> prize in National group song competition organized by Bharat Vikas Parishad, Gurdaspur on 13<sup>th</sup> Sept, 2011.

**State Level:**

- Recently our folk dance Sammi performed at opening ceremony of Shaheed-E-Azaam Bhagat Singh Punjab Games at Ludhiana after getting a call from North Zone Cultural Center (NZCC). Our sammi team performed at National Craft Mela organized at KalaGram, Chandigarh and from the stage of Punjabi University, Patiala on their establishment day.
- In the chain of extention activities, our college students participated in Hiking and Tracking camp at Dalhousie organized by ‘Youth Welfare Department’ GNDU, Amritsar. During the camp our student was chosen ‘Best camper’ among various colleges affiliated to GNDU.

- Our students Ms. Aarti mahajan and Ms. Priya Mahajan bagged 1<sup>st</sup> position in Declamation Contest on ‘Vinoba Bhave’s Life , Bhagat Singh and his works’ organized by Prasthan Ashram, Pathankot.
- Ms Rajnish Kaur of our college brought laurels by bagging many awards & titles at Ms World Punjaban Contest organized by PTC at Ludhiana.
- On 30<sup>th</sup> jan .2014, a declamation contest on the life of Mahatma Gandhi was organized at Prasthan Aashram , Pathankot in which Komal Mahajan and Akshdeep got 2<sup>nd</sup> prize and 3<sup>rd</sup> prize respectively.

**Zonal Level:**

- Our students bagged Overall Running Trophy in Poetical Recitation held at SSM College, Dinanagar.
- On 25<sup>th</sup> jan 2014, District Level Voters day was celebrated at Pancayat Bhawan, Gurdaspur in which Ms.Komal Mahajan and Akshdeep presented papers and were honoured by worthy Deputy Commissioner.

**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?**

The institution has the following effective mechanism to seek and use data and feedback from its graduates and employers to improve the performance and quality of the institution.

- Students give their feedbacks verbally to the teachers in the class rooms.
- Students put their valuable suggestions in the suggestion box available in the college.
- Students also give feedback through the questionnaires provided in feedback performa.
- Annual Confidential Report (ACR) of regular employees is filled by the principal every year. Increments are given to the teachers on the basis of these reports.
- 

**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.**

The institution involves and encourages students to publish materials like catalogues, wall magazines, college magazine, and other material in the following ways:

- A chief editor is given charge of guiding and supporting students in the publishing of a college magazine “Amar Samriti” which give opportunities to students to express their

literary skills.

- Students also publish wall magazines and other material under the guidance of Ms. Kirandeep, Incharge of Fine Arts Deptt.
- Project Reports are also published by the students of BCA and M.Sc (Comp. Sc.).

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

Yes, the college has a student council called as the Central Association which includes all the representatives of each class.

#### **Selection and Constitution:**

This committee is headed by the Head girl with Vice-Head girl, student General Secretary and other members. These members comprise of representatives from all classes, students having merit positions, representatives of various club and societies. These members are nominated by the advisory board of the college.

#### **Activities of the Central Association:**

The major activities of the student council are:

- It acts as coordinator between Head of the institution, faculty and students.
- It helps in overall maintenance of discipline and beautification of the college.
- It plays important role in holding the functions of the college.

#### **Funding of this council:**

Most of the financial requirements of the Central Association are met by the college.

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

Students have specific role in bodies like:

#### **Academic Bodies:**

- **Scholars' Club**

The scholars club comprises merit holders who have won top slots in the university examinations. This club holds 2-3 meetings in year with the teachers incharge.

- **Students Editors of various sections of College Magazine**

Every section of the college magazine has a Student Editor who helps source articles from the students and also assists in editing the college magazine 'Amar Samriti'.

- **Library Committee**

This committee consists of 08 members. Five are from the teaching faculty, the librarian and two students are part of it. This Committee is constituted under the headship of the faculty members who are incharge of the library. The Committee is responsible for the maintenance of library books and journals, easy access of the students to the library facilities, students' facilities in the library such as reading room, uninterrupted power supply, opening and closing times of library, availability of daily newspapers and the maintenance of library records. Suggestions are invited from the students and other readers for making the library atmosphere congenial.

**Administrative Committee**

- **Central Association**

This is the main student body that helps in smooth running of the college and is involved in many activities ranging from conducting assembly, organizing functions, maintaining cleanliness and listening to the problems of the students.

- **Hostel Committee**

The hostel committee has a number of student representatives who take decision regarding the functions to be organized, maintenance of discipline and cleanliness in the hostel. The student representatives are also involved in planning the menu of the hostel mess. They work in close cooperation with the warden of the college hostel.

- **Discipline Committee**

This is a student force that is always on its toes helping in the routine functioning by maintaining discipline in the corridors during classes and also in the seminar hall during functions.

- **Youth Welfare Club**

This Committee is constituted to promote the cultural activities among the students. Culturally talented students are spotted by committee members and the efforts are made to develop their skills and talents by encouragement, right training and performances. The committee consists of 5 members, two of which are students.

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

The college organizes alumni meet twice in a years. The faculty members who have worked in the institution in the past visit the college often to interact with management and give valuable suggestions for improvement. They also commend the system, work ethics, job satisfaction, quality and discipline maintained in our college. We also invite former faculty in college functions.

## **Criterion VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 Institutional vision and Leadership**

#### **6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics 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.?**

**Our Vision:** To emerge as a premier institution to empower women through holistic education.

**Our Mission:** To disseminate knowledge that nurtures students to meet the highest standards of competence and professionalism along with grounding them firmly in a sound value system.

#### **Institution's Distinctive Characteristics**

The mission statement of the college reflects the distinctive characteristics of the college since it seeks to serve the girl/women students of the border belt of Gurdaspur. The mission statement reflects the desire to address the issues related to imparting higher education to the women of this relatively backward region. It reflects the values that the college has been promoting the standards that it aspires to set and the tradition that it seeks to create.

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

GGDSD Society Chandigarh, as it looks after the affairs of six of its own educational institutions, keeps alive the spirit of healthy competition and creates the environment of growth. The governing body of the college takes active role in the design and implementation of the quality policy of the college. In fact, it takes the ultimate decisions on matters of quality policy and plans. The Principal leads a team of faculty members, along with other stakeholders in implementing policies and plans. These are to be regularly approved by the governing body.

#### **6.1.3 What is the involvement of the leadership in ensuring?**

- The policy statements and action plans for fulfilment 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.

#### **The policy statements and action plans for fulfilment of the stated mission**

The leadership takes stock of the implementation of policy statements and action plans for fulfilment of the stated missions periodically. It also reviews the achievements of the college in terms of results, participation in community matters and other constituents of the society.

#### **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

The Principal, with due consultation with governing body, leads in formulating all action plans which in turn are incorporated in the institutional strategic plan. The Principal is responsible for ensuring that the action plans are always in tune with the strategic plan.

#### **Interaction with stakeholders**

The Principal ensures that all the stake holders are involved in implementing stated vision and mission statements. Regular interactions with stakeholders ensured through Alumni meetings, governing body meetings and teacher meetings are conducted.

#### **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**

The institutional policies and planning are properly supported through need analysis, research inputs and consultation with the stakeholders. For this purpose, the Academic Council and Research Promotion Committee have been entrusted with the task of studying the contemporary research findings for imparting quality higher education.

#### **Reinforcing the culture of excellence**

Our college aspires to uphold a center of excellence through creating an environment of competitive Academic activities and Personality Development. The Principal, along with the other leading stakeholders, always encourages the teachers, students and non teaching staff to earnestly continue the quest for excellence.

#### **Champion organizational change**

- The leadership of the college has been managing planned changes in the organization. There are continuous efforts for providing better infrastructure, updated technology supports as well as changes in terms of curricular reformation. There is a continuous improvement in the teaching – learning- evaluation process.

#### **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 college has adopted some effective procedures and formulated bodies for monitoring and evaluating its policies and plans:

- The concerned departments take care of the implementation of the Academic policies.
- The Maintenance Committee looks after the infrastructural needs of the college.
- Academic Council is the authority to plan, implement and monitor Academic policies.
- IQAC of the college is the main body for monitoring and evaluating the Academic policies of the college.
- The Research Committee takes care of the research activities of the college.

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

The top management, GGSDS College Society Chandigarh is an inspirational and motivational body that encourages faculty to develop innovative insights and incorporates them in the programmes of the institution. Through open discussions held during its meetings with the head of the institution and time to time interaction of its members with the faculty, the top management enthuses dynamism among the faculty and creates an environment conducive for the academic growth by introducing new innovative programmes and skill based courses.

#### **6.1.6 How does the college groom leadership at various levels?**

The college sends its faculty members every year in good number to attend orientation programmes held by various agencies, universities and other academic institutions. It keeps them abreast of the latest information and knowledge in the concerned area and enables them to take the lead role in developing and implementing Academic, Cultural and Sports programmes.



To inculcate leadership among the students, the Management, the Principal and the Faculty remain intensively engaged throughout the year. All the fronts –regional, national and international are open for the growth of the students. As a result, the college students remain in the forefront in all the Academic, Cultural and Sports activities at all levels. They also make their strides in the national level competitions.

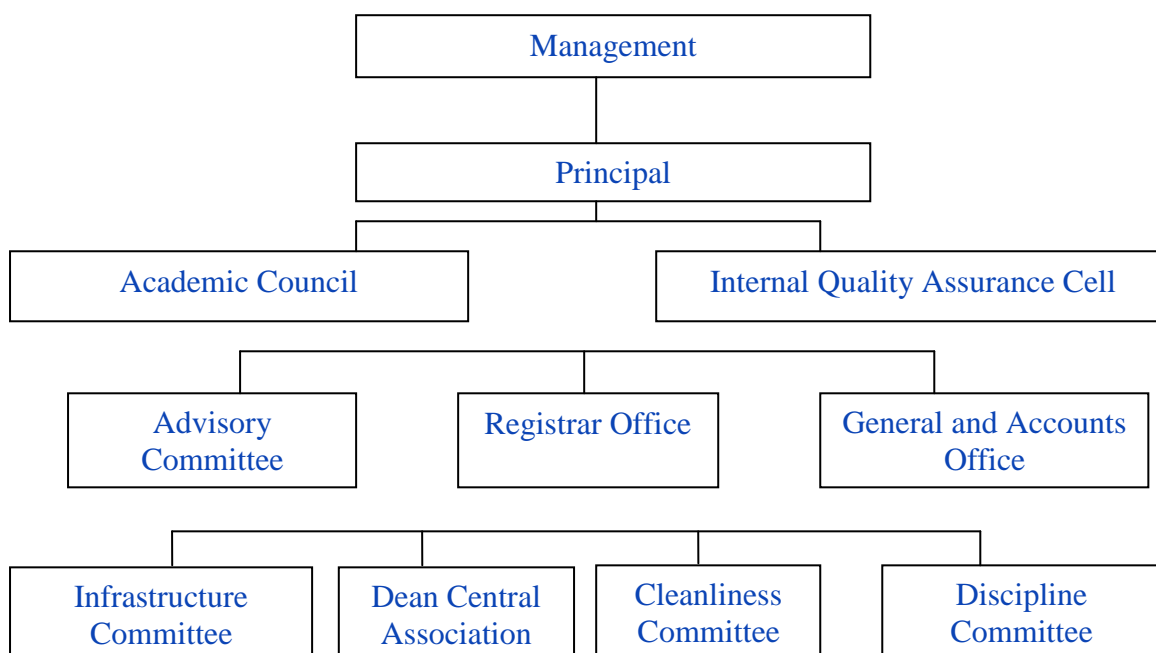
**6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?**

The college has various components, departments, clubs and societies and delegates authority to their heads, to work independently and chalk out all programmes consulting other faculty members. Within the departments, clubs and societies, the teachers and students work in a co-operative spirit helping and motivating each other and encouraging every individual to grow.

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

The college has a democratic set-up where each unit is given fullest freedom to innovate and plan its perspectives of development, yet it operates through a structured organization for disciplined and smooth functioning. The line of hierarchy is maintained and the code of conduct is implemented to bring harmony and unity in its various cells.

The following chart presents the organisational structure and its hierarchy:



## **6.2 Strategy Development and Deployment**

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

Following its vision and mission statement, the College has framed a quality policy which views the learner as a dynamic being responding to the challenges that the complex and competitive world holds for her. Thus, all efforts are made to train her; to nurture her critical thinking and develop creativity so that she works efficiently and creates a 'niche' for her in her chosen profession. In short, the institution aims at giving the nation, 'quality human resource'.

The detailed instructions regarding the policy are given to each member of the faculty by the Principal and Head of departments. The students' performance is reviewed after every terminal exams and changes are incorporated where required. Special attention is given to the high achievers as well as the low performers.

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

The perspective plan of the college in the different functional areas is to introduce need based new courses. The faculty participates and presents papers in various State/National seminars and conferences for which the college provides them duty leave. They are allowed to attend Orientation, Refresher courses and Research workshops organized by university from time to time. The faculty is also allowed to take leave for advanced study and research in their respective subjects. Apart from this, some of the teachers are members of various professional associations which help them in their professional development. The college library has subscribed journals in various subjects which can be accessed by faculty to update their knowledge. The teachers from each department are motivated to present research papers in different seminars.

### **6.2.3 Describe the internal organizational structure and decision making processes.**

The college has developed efficient internal coordinating and monitoring mechanisms. According to educational needs and demands of the nation in general and beneficiaries of the college in particular, the goals are set through collaborative and collective efforts of various components of the institution. The different teaching departments are entrusted with the duty and are given sufficient liberty to take necessary decisions. After

the target is achieved by the dedicated effort of the faculty involved and intensive monitoring by the administration, the response of the beneficiaries of that project is taken as a measure of its success.

In the college, each unit is given fullest freedom to innovate and plan its perspectives of development; yet it operates through a structured organization for smooth functioning. The line of hierarchy is maintained to bring harmony and unity in its various cells.

- 1. Academic Council:** It is chaired by the Principal. The Vice Principal, the Coordinator of the IQAC and the Head of the Departments are its members.
- 2. Internal Quality Assurance Cell:** Constituted as per instructions from the NAAC, most members of the faculty constitute it. Time to time meetings are held to adopt ways and means to improve quality in Academics, Sports, Cultural activities and in over all Administration.
- 3. Infrastructure maintenance Committee:** It takes decisions in matters of infrastructural needs and development of the college.
- 4. Various Management Bodies like the following look after specific areas and requirements**
  - Hostel Committee.
  - Library Committee
  - Disciplinary Committee
  - Student Welfare Club
  - Information Technology Cell
  - Admission Committee
  - Time Table Committee
  - Examination Committee

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

- **Teaching & Learning**
- **Research & Development**
- **Community Engagement**
- **Human Resource Management**
- **Industry Interaction**
-

### **Teaching & Learning**

The review of the academic results, the mutual sharing among the faculty and the regular feedback from the students enable the teachers to keep improving their teaching strategies. ICT based new methods are developed to make the learning more effective.

### **Research & Development**

Faculty Members are encouraged to undertake research projects and to publish research findings in referred journals.

### **Community Development**

The college has been adopting various measures to bring in community orientation in its activities. Several programmes have been conducted to bring the community closer to the college. For example, workshops and other programmes are organized on Human Rights, Environmental Awareness, eradication of women's illiteracy, women's health and hygiene, Female foeticide, Drug abuse, Aids etc.

### **Human Resource Management**

The administration has developed mechanisms to watch each and every employee closely; at the same time it takes care to keep his/her at a comfort level, so that he/she could work efficiently to the maximum of her capacity. The faculty is being provided with a well maintained and functional office, departmental rooms, staff room, library, reading room and canteen.

### **Industry Interaction**

The placement cell, along with various departments of the college, remains on its toes to develop ties with the industry at local, regional and national level.

## **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 Principal, who plans and implements all the institutional programmes, keeps in touch with the Management through correspondence and presentation of reports in the management meetings. She also sends written reports of the growth of the institution and its achievements in various fields, monthly, term wise and annually. Adequate information is published in the prospectus and the College Website for public view. Newspaper reports and city cable too keep the information channel open.

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

The College Management ensures involvement of the staff in improving the effectiveness and efficiency of the institutional process by encouraging and supporting a culture of team work. During the session, the visits of Managing Committee enable them to interact with the staff and apprise them of the goals and objectives of their various programmes.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

- In the meeting of Managing Committee held on 23-06-13, a decision of construction of M.Sc. - lab 2<sup>nd</sup> floor, Functional English lab and Bio-tech lab was taken and now the college makes use of these labs for courses. In the same meeting, it was decided to install 34KVA Generator in hostel, Construction of Scooter stand, Construction of Boundary wall along with the road side main wall.
- The meeting of Managing Committee was held on 23 -08-13 and in this meeting annual budget had been approved.
- In the meeting of Managing Committee held on 05-04-14, a decision was taken to apply for a new course i.e. Travel & Tourism.

**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?**

Yes, the university makes a provision for according the status of autonomy to the college. We are just developing and it will take time to be a developed college. A time will come when we will apply for autonomy.

**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?**

There is an active Grievance Redressal Cell in the college to attend and arrange for resolving grievances and complaints. The Complaint Box is attended to regularly and resolutions are ensured through the intervention of relevant cells and Discipline Committees, Incharge Central Association directly deals with the students and their parents

in case of complaints / grievances, and handle all their problems with the help of other faculty members. Viable solutions to the problems are found out to the satisfaction of all. If need be, the Principal is also involved.

**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 decisions of the courts on these?**

There is no instance of any court case against the institute.

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

The institution values students' feedback substantially and after analysing it, takes steps and measures for better performance. Some of the major institutional responses to the students' feedback are:

- Steps have been initiated to provide sufficient classrooms, toilets, drinking water, parking space.
- Date-Sheet and Time-Tables are set according to the convenience of the students coming from far off places.
- Number of books, periodicals and newspaper in library has been increased.
- Number of Computers has been raised.
- Quality food services are made available to the students in canteen and hostel mess.
- Extra classes for hostel students are arranged in the premises of the college hostel.
- Beauty Services have been made available in the campus in the Cosmetology lab.

**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?**

Our institution believes that the courage and dedication for developing high performance work systems can only be achieved if teachers are willing to give their best. Here, learning is viewed as a life long process So, teachers are encouraged to have the best possible skills which can bring improvements in student learning. Teachers are encouraged to attend seminars, workshops, orientation courses and refresher courses to update their existing

knowledge. Evaluation processes respect learning and growth. Need based computer training is given to Non Teaching staff to enhance their computer skills for the better management of their office.

**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?**

Our college believes that high performance work system can only be achieved if teachers are willing to give their best. Teachers are motivated to attend seminars, workshops, orientation courses and refresher courses to update their existing knowledge. Apart from this, Faculty Development Programmes are conducted monthly in the college to inculcate the value of teaching in them.

**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.**

Self-assessment proformas are filled by each and every member of the faculty at the completion of every session. This exercise makes every individual alert and motivates her to upgrade teaching and research. The feedback received from the students and Annual Confidential Reports by the Principal to Management help in making a comprehensive appraisal of the faculty members.

**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?**

The review of the performance appraisal facilitates the Management to give annual increments. The efficient teachers are appreciated and honoured. Underperformers are motivated to work better. Annual reports of the college are read out at the Annual Function and Convocation to apprise the stakeholders about the remarkable feats done by the staff members.

**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 Management is always working towards the welfare of its employees.

- The college has adopted Provident Fund Scheme.
- Funds are also collected to facilitate any individual member of the staff in his/her emergency.
- Three Months Maternity leave for the expecting mothers.
- Upto 3 years study leave for upgrading qualification.
- Duty leaves for attending workshops, seminars, orientation and refresher courses.
- A good percentage of teachers has availed such leaves.

### **6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

For retaining the faculty, a conducive work environment is provided. An increment in salary is given on due date each year. Incentive and benefits are provided for doing Ph.D, M.Phil, research publications, presenting papers etc. Those who are employed on adhoc basis are offered better pay scale and assurance of job. Additional increment is also paid to a candidate with good skills and qualification.

## **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 finances of the institution are judiciously allocated and effectively utilized. The Principal and the Management allocate funds according to the demand of a particular department or for the Physical infrastructure of the college. The tenders and quotations are asked from different agents and the ones, providing the best quality and best price, are hired.

### **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 Management Committee appoints a Chartered Accountant, who along with his team conducts internal audit regularly. The external audit is done periodically by GNDU.
- There were no significant objections raised by the auditors. Some minor mistakes were found which were sorted out.



**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 main source of funding to the institution is the income from the fees. Various grants under the UGC schemes are other sources of receipts. The audited income and expenditure statement is attached for reference.

For Income Expenditure statement

Kindly refer to Annexure 9-V

- Total Corpus fund generated ( 2010- 2011) - 69,02,592/-
- Total Corpus fund generated ( 2011- 2012) - 74,32,364/-
- Total Corpus fund generated ( 2012- 2013) - 84,95,579/-
- Total Corpus fund generated ( 2013- 2014) - 90,74,219/-

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

Additional funding is gathered through UGC grants by the institution. Many a times, sponsorships from public and private sector also provide institution with the funds for helping needy students, for holding various seminars, workshops and other cultural programmes in the college.

**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?**
- b. **How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**
- c. **Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**
- d. **How do students and alumni contribute to the effective functioning of the IQAC?**
- e. **How does the IQAC communicate and engage staff from different constituents of the institution?**

- a. Yes, IQAC has been formed to enhance quality and frame policies. The IQAC has been actively monitoring and participating in quality assurance within the existing Academic and Administrative system. The cell has regularly assessed the process.

Following are the committee members of IQAC of our college.

Mrs.Daljinder Kaur

Mrs.Pardeep Kaur

Dr. Rama Gandotra

Mrs. Jyoti Saini

Ms. Sandeep Kaur Goraya

Mrs. Money Puri.

- b. The IQAC regularly suggests recommendation to the management for the improvement of the institution.We invite GNDU staff and Regional Campus staff for FDPs', Orientation, Refresher courses etc. The members of IQAC in consultation with clubs and committees frame a standard operational plan in the beginning of Academic session.An activity calendar is prepared and implemented.
- c. Dr.Harmohinder Singh Bedi (Ex.Prof.Head, Dept.of Hindi, GNDU) & Dr. Rajesh Kumar, Asstt.Prof. Dept. of Social Sciences, GNDU (Asr.) are the external members of IQAC.They are the guiding force behind the events held in college like conferences, workshops or seminars and enables the college to upgrade its Academic infrastructure. Besides, they encourage research activities and publications with in the institution.
- d. The students and alumni play an important role in the effective functioning of the IQAC. The feedback on teachers and curriculum by the students has helped the college to improve the teaching methodology and introduction of new courses. Academic and Administrative planning in the institution move hand in hand.
- e. All strategies of IQAC are formulated with consultation of other faculty members. Further at the time of execution of the plans, the staff members and students are involved in Cultural, Academic and Sports activities to be held throughout the session which contribute to the effective functioning of the college.

**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 IQAC conducts meetings to discuss several quality enhancement initiatives to be adopted which are implemented after discussion in the general staff meeting. Faculty members undertake many quality enhancement steps in teaching learning and evaluation and counsel students to improve their academic performance and overall personality. A strict view and analysis of output is made to seek further improvement.

**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 institution makes it a point that all the staff members are acquainted with the latest techniques of the quality assurance. First, the goals are set through collaborative and collective efforts of various components of the institution and then responsibilities are assigned to individual teachers and departments. The training is provided to the teaching as well as the non-teaching staff where it is required. The process of reinventing ourselves goes on, as learning is a lifelong continuous process. Time to time computer training is provided through short term courses to the staff. Several faculty development programmes are conducted regularly.

**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?**

The college does its academic audit from time to time by analysing results in house tests and university exams. Students who get university positions are given freeships and scholarships to motivate them to work harder. After analysis, strategies are evolved to raise the graph of achievements. The review of results brings out the low, average and high performance. Thereafter each student is taken care of according to her capacity. Remedial courses are conducted for the weak students and special guidance is provided to the high performers. Each department keeps on adding equipment, books, journals and computers, laptops, projectors, printers etc. for the benefit of the students.

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

The college follows all university rules, UGC guidelines and maintains standards in Teaching-Learning process and conduction of examination & evaluation. Our college

avails many welfare schemes and conducts Academic and Co-academic programmes as per the calendar of the university.

**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?**

Various methodologies are reviewed to strengthen the teaching–learning process viz; feedback from the students about their difficulties regarding courses and the performance of the teachers, self appraisal of teachers, observations of teaching process by members of the IQAC, use of innovative techniques adopted by teachers(eg. Use of ICT).

In addition, feedback from the parents and Alumni help in improving the quality of teaching learning process. Examination results are reviewed to examine the learning process of the students and on the basis of the review, special tests are taken and instructions are given to the students to enhance their performance.

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

The institution communicates its quality assurance policies through college prospectus, Annual reports, Parent-Teachers meetings and reading out of the annual report by the Principal on Annual Prize Distribution function and Convocation and news releases of highlighted activities.

## CRITERIA 7: INNOVATIONS AND BEST PRACTICES

### 7.1 ENVIRONMENT CONCIOUSNESS

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

College has organised Environment Association to maintain a clean and green campus. This Association conducts green audit and various measures are taken up as follow up of these audits. The college Botanical Garden has been declared on 2<sup>nd</sup> position in district Gurdaspur by Environment Protection Society, Gurdaspur. Students are not allowed to bring polythene bags in campus .The Environmental Association has undertaken the following audits:

##### **Water Audit**

The Audit team checks the quality of water from time to time.Various measures have been taken to check the wastage of water due to leakage and overflow.

##### **Waste Audit**

The college campus is polythene free zone. So many green, blue and yellow bins are placed in campus having directions, “What to put or not to put” on it. The dress designing department of college uses the waste material and produces so many usable materials from it. Plant litter and hostel waste has been used in Vermicomposting.

##### **Energy Audit**

Audit team has done an enormous job in reducing the energy consumption in college campus and hostel.

##### **Biodiversity Conservation**

The college has taken various steps to develop the healthier biodiversity. A well planned botanical garden is there which has so many medicinal, ornamental, wild, sacred and economical plants. A vegetable patch has been developed recently. Use of pesticides and herbicides is also banned in college premises. A rabbit house and vermicomposting are the addition to college biodiversity.

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

- **Energy conservation**
- **Use of renewable energy**
- **Water harvesting**
- **Check dam construction**

- **Efforts for carbon neutrality**
- **Plantation**
- **Hazardous waste management**
- **e –waste management**

### **Energy conservation**

One of the major concerns of the college is to make campus green, eco-friendly and imparting education for green future. For this college has taken various steps to reduce overall energy consumption:

1. Proper care is taken to check the unnecessary energy consumption by deputing adequate personnels.
2. Proper placement of windows and skylights as well as use of architectural features that reflects light into college and hostel building has reduced the need for artificial lighting.
3. Renovation of older electrical equipments and gadgets.
4. Lights are switched off when they are not in use. Written directions are given on switch boards to switch off the lights.
5. All Electronic equipments like computers, printers, ovens, microwave etc are closed down when not in use and disconnected at the end of the day.
- 6 Central air conditioner has been installed in the college to reduce the energy consumption.
- 7 Those electrical gadgets are used which have the power saving mode.
- 8 Sound less generator has been installed in the hostel which reduces the air and noise pollution.
- 9 CFLs have been introduced in hostel.

### **Use of Renewable energy**

The solar cooker has been used in college hostel as alternate to LPG.

### **Check dam construction**

-

### **Efforts for carbon neutrality**

- College campus is full of flora as these plants help in reducing atmospheric CO<sub>2</sub>.
- CFLs are installed in college which help in carbon neutrality.
- Lights are switched off when not in use.
- Both sides of paper have been used in every academic and administrative work.
- Computers, printers and all equipments are switched off and disconnected when not in use.

- The college hostel uses the LPG instead of using firewood so that emission of carbon can be reduced

### **Plantation**

- “Grow Green” and “Save Planet Earth” under these slogans plantation drive is performed by Environment Association every year in campus during rainy season.
- Many outside bodies like Rotary, Rotaract, Forest dept., lions club, Bharat Vikas Parishad, Garden Lovers Club, Environment Protection Society, Inner wheel Club have been collaborated with college for plantation.
- A well planned botanical garden and lush green lawns are the beauty of college including so many medicinal, economical, ornamental, sacred and wild plants.
- Environment Day is celebrated every year in the college to make students aware about the environment. Lectures, debates, discussions on the burning issues in environment concern are delivered on this day to the students.
- College campus has a green house having so many plants.
- Meritorious students are honoured by giving them plantlets.
- A vegetable patch has been grown in hostel.
- The students of Environment Association have been given responsibility of particular plants under “Plant Adoption Scheme”.
- Flower show Chrysanthemum, a very unique feature of this college which is organised every year in college campus in collaboration with Garden Lovers Association and Environment Protection Society, Gurdaspur. The day adds richness and colour in campus. On this occasion various competitions like flower show, rangoli, painting, fresh flower and dry flower arrangements are organised in which different colleges of area participate enthusiastically.

### **Hazardous waste management**

- **Solid waste management:** Vermicomposting has been adopted in the college. A unit has set up in the college campus for the waste management. Leaf litter and hostel waste are used for Vermicomposting. The organic manure obtained from Vermicomposting is used in the college gardens and vegetable garden.
- Dress designing department of the college uses the waste material and makes the decorative articles which are exhibited from time to time for purchase.

- Chemicals and glassware are put in different bins. Blue and yellow bins are placed in labs. Blue bins are used for dumping non reacting chemicals and yellow bins are for tubes, bulbs, towels, gloves and pippets.

### **E-waste Management**

The College has initiated efforts to create e-waste awareness to make the campus eco-friendly. All electronic equipments are put to optimum use; the minor repairs are set right by the staff and the Lab attendants; and the major repairs, by the professional technicians, and are reused. Electronic goods like UPS Batteries are recharged / repaired / exchanged by the suppliers or local dealers. The waste equipment like compact discs are used by students for decoration and participation in competitions on 'Art from Waste'. When they fall out of use, they are handed over to agent of suppliers of electronic equipments.

## **7.2 Innovations**

### **7.2.1 Provide details of innovations introduced during the last five years which have created a positive impact on the functioning of the College.**

The College takes all sincere efforts to continue to concentrate on imparting value based education. The college has introduced several innovations in Academics, Administration and other levels of the college's functioning to foster global competencies among the students. The mission of the college being the promotion of women education, the college encourages the girls to achieve greater heights. The details of the innovations are given below:

- (a) **Innovations in Curricular Aspects:** To make the institution of higher learning globally competitive leader, the college updates itself from time to time with latest courses. The curriculum includes application-oriented, skill-based papers and Interdisciplinary electives along with core courses.
- Introduction of new interdisciplinary courses in core and elective at UG Level.
  - The college has started Masters in Computer Science from the session 2011-12.
  - The college has introduced Psychology, Music and Fine Arts as a vocational subject in the curriculum to make students self-employed and have also applied for Hotel Management and Tourism as an elective subject.
  - UGC sponsored Career Oriented Add on Courses under Dual Degree Programmes, Certificate, Diploma and Advanced Diploma courses viz. Apparel Designing, IT,



Cosmetology, Basic Cooking and Catering, Banking and Insurance, Functional English and Bio-Technology are also part of curriculum.

- New appointments of the faculty members are made in accordance with the new needs of the curriculum.
- Environmental studies and value education are included in the curriculum to create environmental awareness and social concerns.
- For bringing quality in curricular aspects, the college has been imparting Tutorials on every month during the session in which the teacher guides students on different aspects of life.
- Term-wise teaching plan of the faculty.
- **Innovations in Teaching, Learning and Evaluation:** The College's forte is innovative teaching and unique student connect methods in order to transform pupils into leaders, achievers and winners.
- ICT enabled classrooms.
- Web assignments & E-Portals.
- Free Internet access for faculty and students.
- Workshops, Tutorials and training programmes for the faculty and students.
- Personality development programmes are organized to improve soft skills of the students.
- Mock Interviews, Placement & Employability Tests are organized.
- Peer teaching, Remedial coaching & Internal Improvement Examination for slow-learners & weak students.
- To improve the performance of the faculty, the feedbacks from the students are obtained.
- Efforts are made by the faculty to evaluate the students through monthly tests, assignments, group discussions, projects and extension lectures.
- Public –Private partnership model to promote employability, small entrepreneurship model and social responsibility among the youth.
- SC/ST/BC/ Merit scholarships for students.
- Conduct of annual workshops/seminars/conferences in all departments at the National level.
- Alumni association has been formed to maintain the relationship between the college and the old students.

- Faculty Development Programme :FDP is a unique endeavour of college aiming at inculcating among our faculty members the desire to analyze and to enhance their personalities , responsibilities and their teaching skills by imbibing words of wisdom of National / International dignitaries .This strengthens their capabilities to work with redoubled zeal, zest and vigour.
- (c) **Innovations in Research, Consultancy and Extension:** The College believes in enhancement of faculty in their career by pursuing research projects and by attending seminars, symposia, workshops, conferences, GOCs and Refresher courses:
- Minor/Major research projects funded by UGC.
  - National/International Paper presentations & Publications.
  - The faculty members frequently contribute to international peer-reviewed national and international journals.
  - Publication of books by faculty members.
  - The college also provides proper adjustment during leave for Pre Ph.D course for research scholars.
  - Projects by M.Sc. (C.Sc.) & BCA students for the creation of database for the college administration office, the examination system and the hostel.
  - Extension activities are carried out by the college such as voting awareness camp, promotion of culture and language and donation of funds toward the Prime Minister's Relief Fund for the relief measures of people affected by natural calamities.
- d) **Innovations in Infrastructure and Learning Resources:** Apart from adopting traditional methods of teaching, a number of innovative methods have been devised to make the teaching learning process effective ensuring better understanding of the concepts. To make learning efficient as well as effective, the college has innovative amenities to make the learning process interesting:
- Campus WI-Fi facility.
  - Establishment of new Administrative Block with internal cooling system.
  - Establishment of new PG Computer Science Block.
  - Establishment of two new Computer Labs.
  - Bio-Technology lab has been constructed.
  - Establishment of Functional English modern lab.

- Bar -coding system in the central library.
  - **A home away from home:** Triple Storey Women’s Hostel with UGC grant
  - Customized softwares have been developed and are being used for the efficient functioning of the General office and Accounts office to made it easy for the office to maintain their records.
  - Set up of Digital Smart Classrooms.
  - Use of White boards/LCD Projectors in classrooms.
- (e) **Innovations in Students’ Support and Progression:** The college is actively engaged in undertaking various seminars and different important celebrations in the campus that help to inculcate the spirit of enthusiasm among the students. To provide our students the best aids in all forms, various student support schemes and scholarships schemes are applied and availed from time to time.
- Fee concessions to needy and meritorious students and sportspersons.
  - Availing all new scholarships from State / Central Governments and Private bodies.
  - Moral and social education is imparted in the tutorials to make students good citizens.
  - Voters ID/UID’s for students.
  - The college celebrates Inaugural Hawan Ceremony, seasonal festivals like Teej, Lohri, Basant, Diwali and National festivals like Independence Day, National Voter’s Day, Bal Diwas, Republic Day, Teachers Day etc. to promote National Integration.
  - Youth Leadership and Hiking Tracking Camps.
  - Daily Morning Prayer is permanent feature of the college schedule to inculcate spiritual values amongst students.
  - For improving the personality of the students, personality development programmes are organized.
  - Educational trips and tours are organized each year for the benefit of the students.
  - Grievance boxes at various places.
  - Computerization of student profile.
  - Facility for degree classes to join the hobby classes and Add-on course in various subjects to enable them to ‘Earn while they learn’.

(f) **Innovations in Governance, Leadership and Management:** Principal as the leader of the college is steering the college onto the path of development. Management intervention in the functioning of the college is negligible and so the faculty is making every possible effort to show good results to the management.

- The administrative office is computerized and manned by experienced and skilled personals.
- Telecom and Internet connection almost to all the departments.
- Better cooperation and coordination among staff and various departments.
- Giving opportunity to each member to put forward his/her views.
- Innovative ideas are promoted in teaching-learning process.
- Timely over viewing the students performance and efforts to make necessary improvements

### 7.3 Best Practice

**7.3.1 Give details of any two practices which have contributed to better academic and administrative functioning of the college.**

#### **Best Practice – I**

##### **Title of the Practice: “Student Care”**

##### **Objective:**

"Education process" is one of the most important means of empowering women with the knowledge, skills and self-confidence necessary to participate fully in the development. Along with goal of excellence in Academics, the college believes that each student is special & has the potential to excel in many different ways. Every aspect of students is taken care of whether it is physical well being or intellectual personality or Academic performance. The college aims at the All round and balanced growth of each and every student.

##### **The context:**

The fact of college being the promotion of women education, the college aims to produce methodological mindset women so that everybody is able to build own holistic and integral understanding and find their own place in this system. We look ahead from the perspectives of contemporary needs of women and meet the aspirations of women of tomorrow. Our fort is towards capacity building for Entrepreneurships, improved quality of life and overall development of our students.

**The Practice:**

The college aims at imparting Character building education to the young women of this area. We impart formal education with a difference through carefully crafted interaction & activities within & outside the classroom. We provide experiences that help the students to discover innate capabilities, set lifelong goals and pro-actively work towards their fulfilment.

**Evidence of Success:**

The College has many programmes to monitor and nourish various aspects involved in a student's growth and development:

**Safe Environment:**

The college campus is built in a safe and peaceful area with high boundary walls. A well trained gateman along with security guard is provided on the main gate of the college. The college provides 24 hour gate security to gives its students' safe atmosphere.

**Freeships & Scholarships:**

The college provides financial aid to the needy students. The college offers free ships to Meritorious students and to its economically weaker students. Liberal concessions and incentives are available to deserving students in Academics, Sports and Extra-curricular fields. Books and Uniforms are also provided to the deserving students.

We also seek financial help from various NGOs like Hiradevi Trust, Rotary, Innerwheel etc to help the needy students. Full fee concession is given to students securing 90% or more marks. Free books, scholarships, free ships and fee concessions are also given to economically weak students. Various Govt. and Private Scholarship schemes are:

- HRD Ministry Scholarships for Meritorious students.
- Post Matric Scholarship Scheme for Minorities.
- Punjab Govt. Asheerwaad Scheme for SC/BC/ST students.
- Sita Ram Jindal Foundation.
- Nishkam Sikh Welfare Society.

**Physical Fitness Camps:**

Youth Leadership, Yoga and spiritual camps are organized to make our students' soul fresh and healthy. Different games and sports activities are organized throughout the year to keep the students physically fit to take on the challenges of life.

**Insurance Policy:**

Student Safety Insurance Scheme is available. All students are covered under "Accidental Insurance".

**Student Centre & Cafeteria:**

Student centre and cafeteria are available for their recreation. The students are provided canteen facility in the college at subsidized rates.

**Free Medical assistance to students:**

Free medical check up facility is also available for them in the campus. Dr. Ashok Hastir, a General Physician visits the campus. First aid box is available in the college and various Medical check up Camps are also arranged in the college from time to time.

**Educational Trips & Tours:**

Travelling is a good medium of education. Realizing its importance, almost all the subject societies take their students to historical places, Academic institutions, scientific research centres and other places which are relevant to their syllabi. Trips & tours are arranged to give them refreshing effect & to give them firsthand knowledge of life. Free Industrial and Educational visits are also organized for students. At least three faculty members always accompany the student groups for their proper guidance & security.

**Transport facility:**

Transport facility is also available to facilitate the students under the supervision of teachers. Even small vehicles have been arranged for the students coming from the remote areas.

**Students to participate in various competitions:**

Along with Academics students are encouraged to participate and involve in literary and cultural activities, at State Level and National Level. Subject Societies, Associations, clubs, cells, and forums cater to students' divergent taste. The college invites experts to improve the performance of the students in different items so that they can excel at local, Zonal, State and National level.

**Skill development and PDP Programmes:**

Along with the regular studies, provision for hobby classes is also there in career oriented courses. The college shapes not only the future but also the personalities through skill development Certificate programmes in Personality Development, Spoken English and Computer literacy etc. Add-On Courses like Functional English, IT, Basic Cooking and catering management, Banking & Insurance, Apparel Designing, Biotechnology etc. are offered.

**Support for slow learners:**

Remedial classes are organized for slow learners. Special tests are conducted for them. Improvement Periods have been created for this purpose. Teachers give extra coaching to students without any remuneration.

**Publication of student magazine:**

College Magazine “Amar Samriti” is a periodical of students and staff which contains articles and stories of general interest besides the college news. It offers a chance to the students to manifest their creative and critical potential. The student Editors of English, Hindi, Punjabi, Commerce, Computer Science and Science sections etc of the college magazine are selected on the basis of written tests. Student’s creativity finds adequate expression and release through the articles, write ups for the college magazine and Wall Magazine maintained by different departments.

**Entrepreneurial skills:**

The college encourages and develops entrepreneurial skills among students in the following ways:

- Organizing exhibitions by Fashion Designing department.
- Organizing Fashion Shows.
- Organizing industrial visits & trainings for our students.
- Event Management of various functions by Home Science students.
- Free Workshops for students by departments of Cosmetology, Home Science, Dress Designing and Fine Arts etc.
- Organized Seven Day IT workshop on ‘Networking & Internet’ and ‘PC Assembling’.

**Student Help Desk:**

The college provides student help desk to solve the students’ queries related to Academics, financial and social problems.

**Suggestion box:**

Suggestion box is also there which is opened by Incharge Central Association every Friday; A committee reviews these suggestions and acts accordingly.

**Tutorials:**

Tutorials are also there for student progression. 20 -25 students are allotted to each teacher who keeps an eye on the gradual development of the student.

**Morning Prayer:**

Daily Prayers are a very good source for spiritual growth of the students. The daily morning assembly is undertaken to pray to the lord to give us strength for the right cause and to perform good actions.

**Festival Celebrations:**

The college celebrates seasonal festivals like Teej, Basant, Lohri, Diwali, Women's Day and National festivals like Independence day, Bal Diwas, Teachers Day, Republic day etc. to promote National Integration among students..

**Student Central Association:**

The College has central student council in the College headed by Head girl with Vice-Head girl, Secretary and Board of Executive members as its member. It helps in overall maintenance of discipline and beautification of the college. It plays important role in holding the functions of the college.

**Building Confidence And Competitive Spirit among students:**

The students are advised to participate in many cultural Programmes and competitions like Essay writing, Quiz, Story writing, poetry, singing, dancing, acting, painting, modelling, mobile Quiz, Debate, Elocution, slogan writing and poster-making. They also celebrate important days of national and international importance. The students in collaboration with various NGO's like Rotary, Lions, Innerwheel, and many more organise many events like Tree Plantation, Blood Donation, Traffic awareness seminars, female foeticide awareness rallies, —Say No to Drugs campaign and many other programmes. These activities encourage interpersonal interactions that are good for building a strong civil society.

**Career Guidance and Placement:**

Students are quite often not clear about career options and opportunities. They need mature guidance for sorting out their confusions and dilemmas. To advise them in this matter, a cell has been set up in the college under the dynamic leadership of senior members of the staff. The college has Career Guidance and Placement Cell to help students with career



choice and placements. The cell not only offers career counseling services to the students but also helps in developing skills that employers look for by conducting trainings and workshops. National Employability Test (NET) by AMCAT is organised for students to avail the employment opportunities.

**Guest Lectures/Plenary Talks for students:**

Subject experts of high repute are occasionally invited by all departments to share their expertise with the students on various aspects of the subject. This has been made a regular practice of time table, especially for post-graduates classes. Interactive sessions with faculties from GNDU, Amritsar, Panjab University Chandigarh, Punjabi University, Patiala, Chartered Accountants, District Legal Authority Officers and other IT and Trade professionals are organized to ignite the student's desire for new ventures.

**S.T.D/P.C.O/Bookshop & Photostat machine:**

S.T.D/P.C.O & Photostat machine is also available to facilitate students. A bookshop is inside which caters to the needs of students.

**“Earn while they learn” Scheme:**

There is Facility for degree classes to join the hobby classes and Add-on course in various subjects to enable them to “earn while they learn”.

**Free counselling and testing:**

Free counselling and testing for students and staff members was carried out Quiz contests, I.Q. Test, EQ Test Conducted to enable the students to cope with their personal, emotional, academic and social problems by psychology department.

**Parent-Teacher Meeting:**

Parent teacher meeting twice in the session helps in obtaining feedback from the parents. Parents/guardians are informed about the students' progress, so that they too can monitor the academic pursuits of their wards.

**Alumni Meet:**

The staff interacts with Alumni Association to obtain feedback regarding staff, courses, curriculum and campus. Some of the alumni have been directly engaged in leading the college, still others contribute to the growth and development of the Institution in the following ways:

- Bringing their career experience to the classroom as guest faculty.
- Providing valuable inputs in curriculum design to make learning more meaningful.

- Rendering useful services for women empowerment.
- Participating in exchange of ideas on Academic, cultural, and social issues of the day.

**Involvement of students in various clubs:**

Every Department has its own Club under which students take up many developmental activities like Quiz competitions, Debates, Group Discussions etc from time to time. Faculty guidance and assistance is provided for all such activities.

**Orientation Programme:**

New students embark on a programme of orientation planned to make them familiar with new work surroundings, and to prepare them for the year ahead. They are taken in groups to the library and instructed how to make the best use of it. They are acquainted with various rules and regulations which they must observe. In addition to the general orientation programme, a classroom oriented programme has been devised. Under this programme, the students are acquainted with internal assessment system, house examinations, syllabus, the method of taking down notes and other important matters.

**Women Cell:**

There is a women cell in the college which organizes programmes giving awareness to the girl students about their legal rights, human rights etc.

**Grievance redressal cell:**

The institution has a grievance redressal cell. This cell has been formed to look into the grievances of the students. Boxes have been installed for the students to put their complaints in. They are opened every week and the complaints are looked into by the committee members.

**College Hostel (Home Away From Home):**

The College offers Hostel Accommodation for the outstation students surrounded by green, clean and serene environment. The hostel provides modern amenities with an conducive environment for studies and is build with an aim to provide best environment to girl students hailing from far off villages. 24 hour gate security is there to give students safe atmosphere. Duly trained lady security at night is there in the hostel.

**Problems encountered and resources required:**

Our endeavour is to provide the best facilities, faculty and formative experiences to the students for their wholesome growth and development. College has to manage all the expenditure incurred on the training and providing facilities to the students. As the college

does not get any support from state government, so the college has to search all its pockets to maintain position and has to make extra efforts to seek help from NGOs, individual-political leaders and philanthropists.

### **Best Practice-II**

#### **Title: Morning Assembly**

#### **Objective of the Practice**

The objective of morning assembly is:

- To inculcate equality among students
- To impart sense of social integrity, unity and equity
- To impart patriotism
- To arouse social awareness
- To make a connection between man and God
- To impart value based education
- To arouse sense of punctuality
- To enhance secularism
- To inspire students for active participation
- To contribute to national development

#### **The Context**

The assembly is a platform to express the thoughts, feelings and display talents. It acts as medium for communicating matters of significance from one generation to another. Knowing that the values are imbibed rather than taught, the college has adopted this practice to counsel the students and inculcate those values that are needed to live in a pluralistic society. It powerfully nurtures the development of intrapersonal intelligence. Students exchange their ideas and views about different aspects of daily lives as well as world around.

#### **The Practice**

In Pt. Mohan Lal S.D. College for Women, Gurdaspur Morning Assembly is a regular and important feature. An Assembly is started when the whole community including Principal, faculty members, students, and non teaching staff meet together in morning for act of collective worship. Following are some important aspects of Morning Assembly:

### **Monday Uniform**

All the students as well as faculty members dressed up in a uniform of white suits and pink dupattas on Monday Morning Assembly. White colour of suits is a symbol of peace and pink colour of dupatta is symbol of feminism as it is a women college. This common uniform in a heterogeneous assembly is to arouse the sense of secularism, equality, equity, unity and social integrity.

### **Prayers and Anthem**

Students of Music department are trained with instruments for singing so many religious songs and bhajans of all the communities. These students with music instructors become the pioneer of the assembly on stage and whole assembly recites the same. Uttering of Shlokas is an beautiful addition to the assembly. These Song, shalokas and bhajans help the students to connect them with supreme power God. This collective worship arouses respect in students for the other religions and keeps them away from social discrimination. At last of the assembly National Anthem “Jana-Gana-Mana” is being sung with nationalistic fervour. This anthem arouses a sense of patriotism among students.

### **Thought For The Day**

Thought for the day is given to instill values among students and arouse intellectual consciousness of students. The thought provoking captions, words and collective counselling prepares every student and raise herself intellectually and morally to face realities and hardships of life with confidence and courage.

### **Interesting Facts**

This college is multy Faculty College having so many streams. One student daily from each stream is invited to tell an interesting fact about her own field. By knowing such facts whole assembly become equipped with interdisciplinary knowledge.

### **News Headline of the day**

In assembly a student daily announces the international and national news headlines of the day. This practice makes the students up to date with the knowledge from north, west, east and south. In this way the students are also given the opportunity to address the assembly so that they may develop public speaking skills.

### **Special assembly**

Special assembly is held on every Monday .This special assembly is of longer duration because in special assembly some more activities are performed with the normal as following:

- **Award and honouring**

The students who excel in the curricular and co-curricular fronts are awarded in assembly to inspire and motivate the other students. Their honouring acts as spark for the others so as they can think and aim high .One of the major concerns of the college is to make a clean and green environment, so meritorious students are awarded with plant saplings to make them aware about the environment. Faculty members are also awarded for their achievements in the assembly so that students can fix them as role models.

- **Collective counseling**

Assembly is the place where all the important announcements are communicated to the students collectively. These include intimation about student welfare programmes, scholarship schemes, upcoming events, intra-college or inter-college competitions, rules and regulations of the college, any changes in time table, coming holiday etc. Students are also given official instructions in the assembly. In special assembly monthly progress report is being read out to make whole college community aware about the college activities.

- **Festival celebration**

India is a country of festivals. On each festival knowledge about the same is given to the students by the faculty members so as the students can respect and celebrate the festivals of all religions collectively.

- **Coduction of assembly**

One of the most promising feature of Pt. Mohan Lal S.D. College For Women is its Central Association. Mrs. Puneeta Sehgal is the incharge of this association with a team of 100 members. The responsibility of conduction of morning assembly is upon the students of this association .They are deputed on several duties like set up of musical instrument and

assembly addressing system, keeping discipline, supervision of cleanliness, making record of special events of assembly etc .

### **Evidence of success**

A high quality College Assembly is one of the most important aspects of our college curriculum. It powerfully nurtures the development of intrapersonal intelligence. Assembly makes a positive contribution to pupil self development and therefore be at the heart of raising achievements and standards. Assembly has been developed by planning to encourage pupils to reflect upon a set of universal values, such as love, peace, truth, cooperation and respect. These values act as the foundation for the development of personal, social and health education. The practice has put a great motivational impact on the student community. The students are recognizing their potentialities, shedding their hesitations and come forward to participate in various activities organized by the college. The achievements of the competent teachers in their respective fields further fire them to give their best and outperform.

### **Problems encountered and resources required**

The problems encountered only in the area of time table. The time table gets prolonged, the duration of each lecture has to be increased to prevent any academic loss, so some difficulty is faced by the students coming from remote and border areas on the day of special assembly as it took more time than normal days.

## **Evaluative Report of the Departments**

## Evaluative Report of the Departments

- 1. Name of the department:** - Department of Arts
- 2. Year of Establishment:** - 1995
- 3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D.,Integrated Masters; Integrated Ph.D. etc UG, PG**
- 4. Names of Interdisciplinary courses and the departments/units involved:-**

Add-on Courses in following subjects:

1. Cosmetology
  2. Apparel Designing
  3. Basic Cooking and Catering
  4. Functional English
  5. Information Technology
  6. Bio-Technology
  7. Banking & Insurance
- 5. Annual/ semester/choice based credit system (programme wise):- Semester**
  - 6. Participation of the department in the courses offered by other departments:-**  
Science, Computer, Commerce
  - 7. Courses in collaboration with other universities, industries, foreign institutions, etc.:-**  
--
  - 8. Details of courses/programmes discontinued (if any) with reasons:-**  
PGDDT due to less number of students.
  - 9. Number of Teaching posts**

10.

Name of Teaching post	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	28	28

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



**Self Study Report,Pt. Mohan Lal SD College For Women Gurdaspur**

<b>Name</b>	<b>Qualification</b>	<b>Designation</b>	<b>Specialization</b>	<b>No. of Years of Experience</b>
Mrs. Daljinder Kaur	M.A, M.Phil, B.Ed.	Asst. Prof.	International Politics	18 years
Mrs. Pardeep Kaur	M.A, M.Phil	Asst. Prof.	Punjabi, History	23 years
Dr.(Mrs.) Rama Gandotra	M.A, M.Sc, (Gold Medalist) NET, B.Ed, Ph.D	Asst. Prof.	Rural development and PRIS	16 years
Mrs. Jyoti Saini	M.A, NET	Asst. Prof.	Micro-economics	12 years
Dr. (Mrs.)Sukhwinder Kaur	M.A, B.Ed, Ph.D.	Asst. Prof.	Critical Analysis of Literature	11 years
Mrs. Harjit Kaur	M.A, M.Phil.	Asst. Prof.	Folk Lore	18 years
Dr.Rajwinder Kaur	M.A, M.Phil, Ph.D.	Asst. Prof.	Punajbi Lok Kahanian	17 years
Mrs. Savita Nanda	M.Sc, NET	Asst. Prof.	Linear Algebra	14 years
Neeru Gupta	M.A, B.Ed, NET	Asst. Prof.	Vocal Music	4 years
Miss Kirandeep	M.A Fine Arts, M.A History of Arts, B.Ed, NET	Asst. Prof.	Landscape painting & Abstract Art	3 years
Mrs. Punita Sehgal	M.A, B.Ed, M.Phil.	Asst. Prof.	Kavya Natak	10 years
Mrs. Harsha	M.Sc. (Fashion Designing and Merchandising	Asst. Prof.	Fashion Designing	11 years
Miss Jagjeet Kaur	M.Sc. (Fashion Tech)	Asst. Prof.	Fashion Designing	9 years

**Self Study Report,Pt. Mohan Lal SD College For Women Gurdaspur**

Mrs. Paramjeet	B.Ed, M.Sc (Fashion Tech)	Asst. prof.	Fashion Designing	7 years
Mrs. Sunita Kumari	M.A, B.Ed.	Asst. Prof.	History of Punjab	10 years
Mrs. Kusum Mahajan	M.A, M.Phil	Asst. Prof.	Literature (Novel)	4 years
Miss Samita Sharma	D.P.Ed, M.P.Ed.	Asst. Prof.	Gymnastics	10 years
Miss Maninderjit Kaur	M.Sc and P.G Diploma (Food and Nutrition)	Asst. Prof.	Food & Nutrition	5 years
Miss Rajinder Kaur	M.A, M.Phil.	Asst. Prof.	Traditional Philosophers	6 year
Mrs. Babita	M.A, B.Ed, NET	Asst. Prof.	Puratan Vartak	5 years
Mrs. Kanta Kumari	M.A (Psych- ology, Hindi), B.Ed, M.Phil, M.Ed.	Asst. Prof.	Psycho Pharmacology	2 years
Mrs. Dinesh Sharma	M.A, B.Ed, M.Phil.	Asst. Prof.	Literature (Novel)	11 years
Mrs. Kulwinder Kaur	M.A (Political Science), B.Ed, PGDiploma in Cosmetology, PG Diploma in Dress Designing	Asst. Prof.	Skin Treatment	4 years
Mrs. Mitali Mahajan	M.Sc, B.Ed, M.Phil	Asst. Prof.	Statistical Mathematics	5 years
Mrs. Manjinder Kaur	M.Sc, B.Ed, M.Phil	Asst. Prof.	Pure Mathematics	6 years
Mrs. Rekha	M.A, M.Ed.	Asst. Prof.	Kissa-Kaav	2 years

Miss Baljeet Kaur	M.A, B.Ed.	Asst. Prof.	Punjabi culture	2 Years
Mrs. Neetu Gupta	M.A, M.Phil.	Asst. Prof.	English Drama	6years
Mrs Jatinder Kaur	M.A, B.Ed (Certificate course in Communication S	Asst. Prof.	English Poetry	4years

**11. List of senior visiting faculty:-**

- Dr. M.S Gill, Prof. G.N.D.U, Asr.
- Dr. Rajesh , Prof. G.N.D.U, Asr.
- Dr. Kuldeep, Prof. G.N.D.U, Asr.
- ADC,Mr Rajinder Pal Singh, Gsp.
- S. Gurnam Singh Dhillon,PCS, Gsp.
- Dr Sukhdev Singh Khera, Prof GNDU,Asr.
- Dr. Harmohinder Singh Bedi,GNDU,Asr.
- Dr. Hukum Chand Rajpal,Punjabi University,Patiala
- Dr. Krishan Kumar Rattu,Director Doordarshan,Chd.
- Mrs Sahshi Bala,GNDU ,Asr.
- Ms. Anu Kandhari,GNDU,Asr.
- Mr. Neeraj Kumar Sharma,BUC, Batala
- Dr. Harcharan Bedi,Prof,GNDU,Asr.
- Dr. Jagroop Singh Sekhon,GNDU,Asr
- Dr Manjit Kaur,GNDU,Asr
- Mrs Davinder Kaur,GNDU,Asr
- Dr. Madan lal, Chung College, Voltoa.

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

58.8%

**13. Student -Teacher Ratio (Programme wise)**

Sr. No.	Course Name	Ratio
1.	B.A	14:1
2.	M.A	32:1
3.	Stitching and Tailoring	15:1

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

Administrative Staff: - 01

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

Sr. No.	Name of Teacher	Qualification
1.	Dr. (Mrs.) Rama Gandotra	M.A., M.Sc. (Gold Medalist),NET, B.Ed, Ph.D.
2.	Dr. (Mrs.) Sukhwinder Kaur	M.A, Ph.D, B.Ed.
3.	Dr. (Mrs.) Rajwinder Kaur	M.A, M.Phil, Ph.D, NET
4.	Mrs. Daljinder Kaur	M.A, M.Phil, B.Ed.
5.	Mrs. Pardeep Kaur	M.A, M.Phil.
6.	Mrs. Harjeet Kaur Kalsi	M.A, M.Phil.
7.	Mrs. Punita Sehgal	M.A, M.Phil., B.Ed.
8.	Mrs Neetu Gupta	M.A, M.Phil.
9.	Miss Rajwinder Kaur	M.A, M.Phil.
10.	Mrs. Kusum	M.A, M.Phil.
11.	Mrs. Mitali Mahajan	M.Sc, M.Phil, B.Ed.
12.	Mrs. Manjinder Kaur	M.Sc, M.Phil, B.Ed.
13.	Mrs. Dinesh Sharma	M.A, M.Phil, B.Ed.
14.	Mrs. Kanta	M.A, M.Phil, M.Ed.
15.	Mrs. Jyoti Saini	M.A, NET
16.	Miss Neeru Gupta	M.A, NET, B.Ed.
17.	Miss Kirandeep	M.A, NET, B.Ed.

18.	Mrs. Harsha Sharma	M.Sc. (G.N.D.U)
19.	Miss Jagjeet Kaur	M.Sc.
20.	Mrs. Paramjeet Kaur	M.Sc.
21.	Mrs. Sunita Kumari	M.A
22.	Miss Maninderjit Kaur	M.Sc.
23.	Mrs. Babita	M.A, NET
24.	Mrs. Rekha	M.A, M.Ed.
25.	Mrs. Baljit Kaur	M.A, B.Ed.
26.	Mrs. Kulwinder Kaur	M.A, B.Ed. PG Diploma in Cosmetology
27.	Miss Samita Sharma	D.PEd, M.P.Ed.
28.	Mrs. Jatinder Kaur	M.A B.Ed. (Certificate course in Communication Skills)

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

--

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

1. Our Asst. Prof. Dr. Rama Gandotra has received a grant of Rs. 45,000 as contingency for Teacher- fellowship & 3, 27,096 for salary and substitute teacher has been availed from UGC.
2. She has also received grant of Rs. 1, 30,000/-for minor research project from UGC.

**18. Research Centre /facility recognized by the University:-**

--

**19. Publications:**

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

- **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.)**
- **Monographs**
- **Chapter in Books**
- **Books Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**
- **SNIP**
- **SJR**
- **Impact factor**
- **h-index**

#### **Papers Published in Referred Journals**

**Dr. Rama Gandotra,**

**Asst. Prof. in Sociology**

- Published paper on “Panchayati Raj Institutions and Rural Development in Punjab”, Asian Journal of research in social sciences and humanities, vol.2, issues in 2012.
- Empowering women through education Issues & Impediments, Research Journal of Arts, Management & Social Sciences, Special Issues, 2010.
- Medical Tourism in India-Growth and Prospects in Global Perspective, Diviner, Vol.6, No.1, Jan-June, 2009.
- Retail banking in India: Emerging Customer Centric Competitive Strategy in the Globalised Scenario, Economic Challenger, Vol.44, No. 11, July-Sep. 2009.
- Women participation in PRIs-For Empowering Rural India, Research Journal of Social and Life Sciences, July-Dec, 2008.

**Dr. Rajwinder Kaur**

**Dept. Of Punjabi:**

- Paper entitled “Manukh ne same nu kive nathya” published by Jan Sahit, Bhasha Vibhag Punjab and Punjabi Tribune, Chandigarh in April, 2010.

- Paper entitled “Kal di gayaki de shabashe, ajj di gayaki fajool”, published by Jago International, Malwa Research Centre, Patiala in Oct-Dec.2010.
- Paper entitled “Ki Reesa hun kadi nhi paingian” published by Jago International, Malwa Research Centre, Patiala in Oct-Dec.2010.
- Paper entitled “Bazigarān dian bazian kithe gaiyan” published by Punjabi Dunia, Bhasha Vibhag, Punjab and Punjabi Tribune, Chandigarh in 2010.
- Got published one article in “Jago International Magazine” by Malwa research centre, Patiala on the topic “Haye, Punjabi gayaki te geetkari kidhar nu” in April-Sept, 2012.
- Paper entitled “Risdi Akh” vichardhara adhiyen, published in Maanvi Chetna by Tarlochan Publishers, Chandigarh in 2013.
- Paper entitled “Simrtian/yadan da sahit roop” published by “Jago International Magazine” in Oct.2013 & june2014
- Paper entitled “Bhagat Ravidaas di baani de much vishae” published in “Bhasha te Sahit” Vol. II by post raduate Punjabi Dept., Shanti Devi Arya Mahila College, Dinanagar in 2014.

**Ms.Rajinder Kaur,**

**Asst prof. in Philosophy**

- Paper entitled “Ahinsa Sansar ki Neeti” has been published in the proceedings of UGC sponsored National seminar on “Philosophy and Ideology of Mahatma Gandhi ji” organised by “Gandian Studies Centre” under the UGC scheme of Epoch making Social thinkers of India at R.R.Bawa DAV College for Girls, Batala on 26<sup>th</sup> Feb. 2011.

### **Edited Books**

**Dr. Rama Gandotra,**

**Asst. Prof. in Sociology**

- She has edited Panchayti Raj Institutions and Saakshar Bharat- An Appraisal in the Context of empowering Rural India, Creeds of Lifelong Learnings: Dilemmas and Strategies, Lambert Academic publishing Co. Germany.
- She has edited Information technology and banking Sector, Banking with Technology, New Century Publications, New Delhi, 2008

- She has edited Decentralized Natural Resource Management-Key Issues and Implications for Development, Information and Technology and Environment Management, MD Publications Pvt. Ltd., 2008.

**Mrs Punita Sehgal,  
Asst. Prof. Deptt. of Hindi**

- Mrs Punita Sehgal, Dept. of Hindi has Published Book entitled “Nashon ki daldal” by Red Cross Nasha Chudao and Rehabilitation centre, Gurdaspur in Feb.2010.

**Chapters in Books**

**Dr. Rajwinder Kaur,  
Asst.Prof.Deptt. of Punjabi**

- Published Article in “Jan-Sahit” in April 2010 by Bhasha Vibhag ,Punjab.
- Published article in Jaago International Malwa research centre ,Patiala in Oct-Dec 2010 & Oct- Dec 2011.
- Published article in Punjabi Duniya in April –Sept 2012 & 2013 by Bhasha Vibhag,Punjab
- Published Chapter in Book entitled “Manvi-Chetna” edited by Dr. Sarabjit Kaur in 2013
- Published article in Jaago International Malwa research center ,Patiala in Oct 2013 -14
- Published Chapter in Book entitled “Bhasha te Sahit-II” in 2014 edited by Dr. Prabhjeet Kaur
- Published chapter in book entitled “Vedna-Sumvedna” in 2014 edited by Dr. Harjeet Virk.

**Dr. Sukhwinder Kaur,  
Asst.Prof.Deptt. of Punjabi**

- Article entitled “Punjabi sufi kaav da nikas te vikas” published in “Bhasha te Sahit” Vol. II by post graduate Punjabi dept. Shanti Devi Arya Mahila College, Dinanagar in 2014.
- Paper entitled “Baisakhi da Tyohar” published in Jaago International Malwa Research Centre, Patiala in Oct-Dec 2010 & Oct-Dec 2011.
- Published Article in “Santaap Cho Manukhi Santaap” in 2014 by Tarlochan Publications, Chd.
- Published Article in “Rang Mandal” in 2014 by Tarlochan Publications, Chd.

**20. Areas of consultancy and income generated**



Consultancy is provided free of cost in the areas like:

- Sociology dept of our college works with full zeal for girls of Border area and give them free education regarding women empowerment.
- English dept also works for girls of far off villages by providing them free education for their betterment.

**21. Faculty as members in**

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

—

**22. Student projects**

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

100% (EVS Project)

**b) Percentage of students placed for projects in organizations outside the institution**

**I.e.in Research laboratories/Industry/ other agencies:-**

--

**23. Awards / Recognitions received by faculty and students**

- Mrs Pardeep Kaur ,Asst. Prof. in History honored by DC with appreciation award in function which was organized by Pt Mohan Lal S.D College ,Gsp in collaboration with History Association ,Gsp to pay homage to Martyrs of 1947
- Mrs Pardeep Kaur ,Asstt Prof in History got appreciation award in Moral Education Examination conducted at Pt Mohan lal S.D College for Women by Guru Gobind Singh Study Circle,Ldh
- Dr. (Mrs.) Rama Gandotra was awarded teacher fellowship from UGC to Complete UGC.

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

- Dr. Rajesh Kumar Asst. Prof. Pol Sci G.N.D.U, Asr.
- Mrs. Devika Cosmetology Instructor (Life Long Learning Dept.) G.N.D.U, Asr.

- Dr. Kuldeep Singh Prof. Pol. Sc. G.N.D.U, Asr.
- Dr. Harmohinder Singh Bedi Hindi Dept.G.N.D.U, Asr
- Dr. M.S Gill Dept. Of Sociology G.N.D.U, Asr.
- Dr. Hukam Chand Rajpal Dept.of Hindi, Pbi. Uni. Patiala
- Dr. Krishan Kumar Rattu Director DoorDarshan Chandigarh
- Dr. Shashi Bala, Asst. Prof. in Philosophy, G.N.D.U, Asr.
- Miss Anu Kandari Asst. Prof. in Philosophy, G.N.D.U, Asr.
- Mr. Neeraj Kumar Sharma Asst. Prof. in Philosophy (Baring Union Christion College, Batala
- Miss. Amledeep Kaur Asst. Prof. in Philosophy (Baba Bandha Singh Bahadur College, Dhariwal)
- Dr. Bikram Singh Ghuman Asst. Prof. in Punjabi G.N.D.U, Asr.
- Dr. Harchand Singh Bedi Asst. Prof. in Punjabi G.N.D.U, Asr.
- Dr. Suhindubeer Singh Asst. Prof. in Punjabi, G.N.D.U, Asr.
- Dr. Raj Kumar Dept. of History Govt. College, Gurdaspur.

**25. Seminars/ Conferences/Workshops organized & the source of funding a) National  
b) International**

- An ICSSR sponsored seminar was organized by Indian Council of Social Sciences Research Northwestern Regional Centre by Sociology dept.
- A seminar was organized by Indian Council of Philosophical Research by Philosophy dept. of the college.

<b>Sociology Department</b>	<b>Names of Resource Persons</b>
Dr. Jagroop Singh Sekhon	GNDU,Asr.
Dr. Manjit Kaur	GNDU,Asr.
Mrs Davinder Kaur	GNDU,Asr.
Dr. Madan lal	Chungh College,Voltoa,Tarntaran
<b>Philophy Department</b>	<b>Names of Resource Persons</b>
Mrs Shashi Bala	GNDU,Asr.
Mrs Anu Kandhari	GNDU,Asr.
Mr Neeraj Kumar Sharma	BUC,Batala

**26. Student profile programme/course wise:**

Name of the Course/progr (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A	375	375	--	375	95%
M.A	95	95	--	95	100%

Diploma in Stitching and Tailoring	15	15	--	15	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%	5%	-
M.A	100%	-	-
Diploma in Stitching and Tailoring	100%	-	-

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

NET 5%

**29. Student progression**

Student Progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	10%
PG to Ph.D.	2%
Ph.D. to Post-Doctoral	--
Employed • Campus selection • Other than campus recruitment	5% 40%
Entrepreneurship/Self-employment	

**30. Details of Infrastructural facilities**

a) Library:

**Total Books of Arts: 7345**

b) Internet facilities for Staff & Students: - Yes

c) Class rooms with ICT: - Yes

d) Laboratories: - 06

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

150 approx.

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

Session	Workshops/Special Lectures/Seminars	External Expert
<b>2009-10</b>	Career Guidance seminar on	Career launchers
	Hindi Diwas	Dr. Harmohinder singh Bedi, GNDU ,Asr.
	Martyrs Day	History Society,Gsp.
<b>2010-2011</b>	Personality development Programme	Frankfinn Institution
	Art of Oratory	Dr. Rashmi Khurana
	Punjabi literature	S. Rajinderpal Singh,ADC ,Gsp.
	Hindi Diwas	Dr. HukumChand Rajpal,Punjabi Uni,Patiala
	Martyrs Day	History Society,Gsp.
<b>2011-12</b>	Motivation & Career Guidance	ICFAI School
	Career Guidance	SIR INFOSYS
	Vocational Training	Cosmetology dept.
	Lecture on Rights Of Women & Women empowerment	Mrs Indu Verma from Doordarshan , Jalandhar
	Seminar on “Problems of Border Villages	ICSSR
	Hindi Diwas	Dr. Krishan Kumar Rattu, Director Doordarshan,Chd
	Adhunik Hindi kavita	Dr. Harmohinder Singh Bedi GNDU,Asr.
	Parvasi Punjabi Sahit & Punjabi Novel	Dr Harcharan Singh BediGNDU ,Asr.

	Heer d Waris vich Karamati Chinh	Dr. Sukhdev Singh KheraGNDU,Asr.
	Martyrs day	History Society,Gsp.
	Punajbi Kisse da Nikaas te Vikaas	Dr. Vikram Singh Ghumman,GNDU, Asr.
	Adhunik Poetry	Dr. Surinderbir Singh GNDU,Asr.
<b>2013-14</b>	Seminar on “ Sexual Harassment”	S. Gurnam Singh Dhillon,PCS,Gsp.
	Workshop on “ Mehendi Designing”	Cosmetology dept.
	Workshop on “ Art & Craft”	Home Sc.dept.
	Hindi Diwas	Dr. Harmohinder Singh Bedi
	Workshop on “ Pidilite”	Ms Meenu ,Pidilite
	Workshop on “ LG Microwave”	S.Jorawar Singh,Health expert,Jalandhar
	Workshop on “ Clay Modeling Art”	Dr. Naresh Kumar,BBK DAV,Asr.

### 33. Teaching methods adopted to improve student learning

- Lecture Methods using Visual aids (Blackboards, Projectors,Transparencies)
- Workshops, Seminars
- Group Discussions
- Power Point Presentations
- Online study materials
- Tutorials

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

Our students as members of various committees voluntary participate in different activities such as:-

**National Service Scheme:** It's a matter of elation, that our college is caring the National service Scheme with three units at its disposal. Apart from organizing camps our NSS unit carried out plantation drive, Ration distribution, Campaign against Female Foeticide , Drug Addiction , AIDS, Environmental pollution and various projects like Each One Teach One, cleanliness of surroundings etc. Through this scheme the college aims at creating in the

students a sense of participation in Nation Building.

**Rotaract Club Activities:** The Rotaract club of the College with aim of “Fellowship through Service” keeps humming with activities throughout the year. It takes diversified projects of service to mankind under Club service, Community service, Professional service and International service Programmes.

**Youth Welfare Clubs:** Youth Welfare club of the college undertaken various youth oriented programmes in order to help the students discover and strengthen their capabilities and to work towards personal fulfillments. Our students proved the quote “Only passions, great passions, can elevate the soul to great things”.

**Environment Association:** The Environment Association of the College comprises many students from our department which take part in number of activities in the favour of environment protection like Debates, Exhibitions, Declamations and Poster making.

**Extension activities:**

#### **2009-10**

- The college Rotaract Club got seven prizes in Annual Prize distribution function ‘ABHAAR’ and 7 awards for commendable service in the district Assembly 3070.
- NSS Unit organized ten days camp.
- The college bagged 6 positions in Zonal Youth Festival.

#### **2010-11**

Our college students bagged 3<sup>rd</sup> position in Zonal Youth Festival and 1<sup>st</sup> position in Elocution in Inter Zonal Youth Festival . In Hiking and Tracking camp organized by Youth welfare Department of GNDU , Our students brought us laurels by winning 1<sup>st</sup> position in Extempore, Debate, Elocution and Poetry for the past three years. The Rotaract club of the college has been constantly declared the Best institution Based Club of the District 3070.The college has three NSS units comprising of 300 volunteers and it is a matter of pride and honour for the college

that our student Ms.Rinki got selected for NSS Mega camp .

### **2011-12**

In Zonal Youth Festival our students bagged eight positions. Our student Rtr. Arti was declared “Best Rylia” at Rotary youth leadership award camp held at DAV college Jalandhar. Various social welfare projects were carried out by NSS unit. The college music team gave folk presentations in Rotary Assembly of district 3070 and was honored by governor Rtn Upkar Singh Seth Ji. Our students bagged 1<sup>st</sup> prize in national group song competition organized by Bharat Vikas Parishad Gurdaspur. Our student Amritpal kaur has made us feel proud of being the part of International event. She was invited by Dyal singh Research and culture Forum Lahore to present an article on the occasion of 543<sup>rd</sup> birthday celebration of Guru Nanak Dev Ji.

### **2012-13**

It is pride mentioning here that our college bagged second overall runner up trophy in Zonal Youth Festival organized by GNDU Amritsar.

In Inter-Zonal Youth Festival our mimicry became University topper by bagging first prize.

In the Hiking and Tracking camp our college bagged third position. The Rotaract club was declared outstanding club, Early Bird Registration Award and also awarded for their cultural representation.

Our tribal dance SAMMI performed at Golden Jubilee celebrations of Punjab and Haryana High Court and International Minjar Mela at Chamba.

Two days Fine Arts workshop was organized in college campus by Somi Art Centre Gurdaspur.

A team of UNESCO filmed the folk performances of this college and also recorded views of Principal and Faculty. Hobby classes are being conducted in the college in Cosmetology and Communicative Skills.

### **2013-14**

In Youth Festival our college bagged so many positions Rotaract Club as always remained humming with activities like Rashan distribution, plantation etc . Hindi Diwas was celebrated in campus every year to make the students aware of the value of National language Hindi.

## **35. SWOC analysis of the department and Future plans:**

The college is humming with extension activities and the aim is all round development of the students.

**Strengths:**

- Highly qualified & laborious team spirit staff
- Well equipped laboratories.
- Educational tours for students to gain first hand knowledge.

**Weakness:**

- Because of low socio-economic belt people are not aware about the importance of girl education.

**Opportunities:**

- Girls students are opting Arts Stream to qualify competitive exams after completing UG and PG in various subjects.

**Challenges:**

- Mushrooming of private institutions & academes offering same courses
- Ignorance of girl education among rural people is one of the major challenges.

**Future Plans:**

- To add to over existing potential ,following are the future palns:-
- To apply For MA in Sociology & Public Administrative as an elective subject at Degree level in GNDU, Asr.
- To organize National/Regional Seminars & workshops for the development of faculty & students.
- To apply for more Minor Research Projects in various subjects.



## Evaluative Report of Departments

1. **Name of the department:** - Department of Science
2. **Year of Establishment:** - 2004
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)**  
UG
  - B.Sc. (Non – Med.)
  - B.Sc. (Med.)
  - B.Sc. (Eco.)
  - B.Sc. (Comp. Sc.)
4. **Names of Interdisciplinary courses and the departments/units involved**
  - Add on Course in IT
  - Add on Course in Cosmetology
  - Add on Course in Apparel Designing
  - Add on Course in Bio -Tech
  - Add on Course in Functional English
  - Add on Course in Basic Cooking and Catering Management
  - Add on Course in Banking and Insurance
5. **Annual/ semester/choice based credit system (programme wise)**  
Semester System
6. **Participation of the department in the courses offered by other departments**  
Science Department actively participates in courses offered by Arts, Commerce and Computer science.
  - Department of Physics teaches Electronics in B.C.A.
  - Bio-Tech Department is involved in taking Add on Courses to students of B.A., B.Sc., B.Com and B.C.A.
  - EVS is taught to students of 3<sup>rd</sup> & 4<sup>th</sup> Sem. of B.A., B.Sc., B.Com.,B.C.A.
  - Department of Mathematics teaches Maths to students who opt for it.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**  
--
8. **Details of courses/programmes discontinued (if any) with reasons.**

--

### 9. Number of Teaching posts

Name of Teaching post	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	10	10

### 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
Mrs.Parminder Kaur	M.Sc. B.Ed.,Ph.D.	Asst.Prof.in Chemistry	Inorganic Chem.	10
Mrs.Mridula Dogra	M.Sc. B.Ed.,M.Phil.	Asst.Prof.in Physics	Nuclear Physics	10
Mrs.Preety Sharma	M.Sc. B.Ed.,M.Phil.	Asst.Prof.in Zoology	Entomology	06
Mrs.Gurdeep Kaur	M.Sc.,B.Ed.	Asst. Prof.in Chemistry	Organic chemistry	06
Mrs.Palwinder Kaur	M.Sc.,B.Ed.	Asst. Prof.in Zoology	Genetics	04
Mrs.Sukhwinder Kaur	M.Sc.,B.Ed.	Asst.Prof.in Chemistry	Physical chemistry	04
Ms.Amesha	M.Sc.,B.Ed.	Asst.Prof.in Bio-Tech	Enzymes	02
Ms.Harpreet Kaur	M.Sc.,B.Ed.	Asst.Prof.in Botany	Sustainable agriculture	02

Ms.Sangeeta Pathania	M.Sc.,B.Ed.	Asst.Prof.in Botany	Forensic Sciences	1.5
Mrs.Pankaj Bala	M.Sc.,B.Ed., Ph.D.	Asst.Prof.in Physics	Radiation& Nuclear Physics	02

### 11. List of senior visiting faculty

S.No.	Visiting Faculty	Name of Institution
1	Dr.T.S Lobana	GNDU, Amritsar
2	Dr. Manoj Kumar	GNDU, Amritsar
3	Dr. R.K Mahajan	GNDU, Amritsar
4	Dr. Palwinder	GNDU, Amritsar
5	Asst. Prof. Karandeep singh	(PAU) Regional Campus Gurdaspur
6	Prof.Taminder Singh Bhatia	Khalsa College ,Asr.
7	Dr.Parminder Singh	IIT Delhi
8	Prof. Harjit Kaur	Govt. College, Gurdaspur
9.	Prof.S.K.Jaitley	S.L.Bawa DAV College,Batala
10.	Prof.G.S.Kalsi	Govt.College,Gurdaspur
11.	Dr. Jatinder Singh	Punjabi University, Patiala

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

45%

### 13. Student -Teacher Ratio (programme wise)

S.No.	Class	Ratio
1	B.Sc. Sem. I&II	16:1
2	B.Sc. Sem. III&IV	12:1
3	B.Sc. Sem. V&VI	10:1

--	--	--

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

01

Mrs. Navjot Kaur

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

S.No	Name	Qualification
1	Mrs.Parminder Kaur	M.Sc., B.Ed., Ph.D.
2	Mrs.Mridula Dogra	M.Sc.B.Ed., M.Phil.
3	Mrs.Preety Sharma	M.Sc.,B.Ed.,M.Phil.
4	Mrs.Gurdeep Kaur	M.Sc.,B.Ed.
5	Mrs.Palwinder Kaur	M.Sc.,B.Ed.
6	Mrs.Sukhwinder Kaur	M.Sc.,B.Ed.
7	Ms.Amesha	M.Sc.,B.Ed.
8	Ms.Harpreet Kaur	M.Sc.,B.Ed.
9	Ms.Sangeeta Pathania	M.Sc.,B.Ed.
10	Mrs.Pankaj Bala	M.Sc., B.Ed., Ph.D.

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

--

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

National Seminar sponsored by UGC has been conducted by science department in year 2010 on “Importance of solid/Solution State Techniques in Chemistry.”

**The Resource persons were**

**Dr. Tarlok Singh Lobana (GNDU, Asr.)**

**Dr. R.K Mahajan (GNDU, Asr.)**

**Dr. Manoj Kumar (GNDU, Asr.)**

**18. Research Centre /facility recognized by the University**

--

**19. Publications:**

- **Publication per faculty**
- **Number of papers published in peer reviewed journals (national / international) by faculty and students**
- **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.)**
- **Monographs**
- **Chapter in Books**
- **Books Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**
- **SNIP**
- **SJR**
- **Impact factor**
- **h-index**

**Dr Parminderjit Kaur**

- Synthesis of An Unprecedented Bi-capped Adamantoid  $[Cu_6(\mu_2-I)(\mu_3-I)(\mu_4-I)(m-tolyl_3P)_4(CH_3CN)_2]$ cluster Tarlok S.Lobana,**Parminderjit Kaur** and Takanori Nishioka, **Inorg. Chem.**, 43, 3766 (2004).
- Synthesis and crystal structure of cis, cis, trans: N,N;P,P;S,S [bis(triphenylphosphine) [bis(pyrimidine-2thiolato)]ruthenium(II)TarlokS.Lobana,**Parminderjit Kaur**,Alfonso Castineiras,**J.Coord.chem.**,(2004)
- Flexibility of Pyrimidine-2-thione in theformation of unusal N,S-bridged  $[Cu_2(\mu-I)_2(PPh_3)_2(\mu-N,S-pymSH)]$  Dimer versus S-bonded  $[CuX(\eta^1-S-pymSH)(PPh_3)_2]$

(X=Cl,Br,I)Tarlok S.Lobana,**Parminderjit Kaur**, Alfonso Castineiras,Peter Turner, and Timothy Fails, **J.Structural chemistry**,727-733, (2004).

- Synthesis of Pd<sup>II</sup>/Pt<sup>II</sup> Complexes [M( $\eta^2$ -N,S-pymS)( $\eta^1$ -S-pymS)(PPh<sub>3</sub>)] and [M( $\eta^1$ -S-pymS)<sub>2</sub>(L-L)] with variable Bonding Modes of Pyrimidine-2-thione in presence of Tertiary Phosphines Tarlok S. Lobana,**Parminderjit Kaur**, Geeta Hundal, Ray.J.Butcher, and Alfonso Castineiras,**ZAAC**, 747-753,(2008).

**Dr.Mrs Pankaj Bala**

<b>1. Publications in International/National Journals</b>				
<b>Sr. No</b>	<b>Year</b>	<b>Title of the Paper alongwith all authors Vol. /Page No.</b>	<b>Publishers</b>	<b>Impact Factor</b>
1.	2014	<b>Pankaj Bala</b> , Rohit Mehra, R.C.Ramola. <i>Distribution of natural radioactivity in soil samples and radiological hazards in building material of Una, Himachal Pradesh.</i> Journal of Geochemical Exploration, Vol. 142, pp.11–15.	Elsevier Publishers	2.328
2.	2014	<b>Pankaj Bala</b> , Rohit Mehra. <i>Long-term simultaneous measurement of indoor concentration of radon and thoron progeny in the dwellings of Una and Hamirpur district of Himachal Pradesh.</i> Indoor and Built Environment, DOI: 10.1177/1420326X14537006	Sage Publications	2.00
3.	2013	Rohit Mehra, <b>Pankaj Bala</b> . <i>Estimation of annual effective dose due to Radon level in indoor air and soil gas in Hamirpur district of Himachal Pradesh.</i> Journal of Geochemical Exploration. Vol. 142, pp.16–20.	Elsevier Publishers	2.328
4.	2013	Rohit Mehra, <b>Pankaj Bala</b> . <i>Assessment of radiation hazards due to the concentration of natural radionuclides in the environment.</i> Environ Earth Sci DOI 10.1007/s12665-013-2493-x.	Springer	1.45
5.	2013	Rohit Mehra, <b>Pankaj Bala</b> . <i>Effect of ventilation conditions on the annual effective dose due to indoor radon concentration,</i> Advances in Applied Science Research, 4(1):212-215.	Pelagia Research Library	0.766
6.	2013	Rohit Mehra, <b>Pankaj Bala</b> . <i>Estimation of Annual Effective Dose from Indoor Radon/Thoron Concentrations and Measurement of Radon Concentrations in soil.</i> Radiation Protection Dosimetry DOI: 10.1093/rpd/nct191.	Oxford Journal	0.96
7.	2013	Rohit Mehra, Komal Badhan, <b>Pankaj Bala</b> . <i>Assessment of radium and radon exhalation rate in soil and building material samples using LR-115 plastic track detectors.</i> Journal of Environment Science and Engineering Vol./Issue-55/02 pp: 175-180.	Neeri publications	0.4

8.	2011	Rohit Mehra, Pankaj Bala, Komal Badhan,R.G.Sonkawade. <i>Assessment of Radiation dose due to natural radionuclides in various cement samples</i> ,International Journal of Low Radiations vol. 8 No.2,pp. 156-168.	Inderscience Enterprises	0.517
----	------	--	--------------------------	-------

## 20. Areas of consultancy and income generated

The Department of Science runs Environment Society. Students and surrounding community are made aware of healthy environment from time to time. Besides this, free education is provided to students in the subjects of Physics, Chemistry and Biology after college hours in science laboratories.

The Faculty works with missionary zeal and doesn't expect any remuneration.

## 21. Faculty as members in

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

–

## 22. Student projects

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

100 %( Project of EVS in B.Sc. 3<sup>rd</sup> and 4<sup>th</sup> Sem)

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

--

## 23. Awards / Recognitions received by faculty and students

- Ms. Arshdeep Kaur of B.Sc. –III made us proud by bagging 11<sup>th</sup> position.
- An essay writing competition & declamation contest was held in college campus by Punjab Rural. Our student Ms. Aarti bagged 1<sup>st</sup> position at state level competition held at Asr.
- Ms Aarti was declared best orator of Punjab State.

## Self Study Report,Pt. Mohan Lal SD College For Women Gurdaspur

- Ms. Aarti also availed an opportunity for anchoring at various stages of GNDU for Zonal Youth Festival.
- Ms. Aarti bagged 1<sup>st</sup> position in declamation contest on Vinoba Bhave's Life & works organized by Prasthan Ashram, Pathankot on 11<sup>th</sup> Sept., 2011.
- National Level Science Aptitude Test was conducted by ADSAT, Chandigarh in which 45 students of Science Department participated & 3 students won gold medals. Many other students fetched more than 80% marks.
- Our shining star Ms. Simaranjit Kaur, B.Sc-I bagged 1st position in "Vaulting Table".

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

S.No.	Visiting Faculty	Name of Institution
1	Dr.T.S Lobana	GNDU, Asr
2	Dr. Manoj Kumar	GNDU, Asr
3	Dr. R.K Mahajan	GNDU, Asr
4	Dr. Palwinder	GNDU, Asr
5	Asst. Prof. Karandeep singh	(PAU)Regional Campus,GSP
6	Prof.Taminder Singh Bhatia	Khalsa College ,Asr
7	Asst. Prof. Durgesh Nandini	Khalsa College , Asr
8.	Prof. Harjit Kaur	Govt.College,Gurdaspur
9	Prof.S.K.Jaitley	S.L.Bawa DAV College,Batala
10	Prof.G.S.Kalsi	Govt.College,Gurdaspur
11	Asst.Prof.Rohit Mehra	Beant College of Engineering and Technology,Gur

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

#### a) National

UGC Sponsored National seminar was organized by chemistry department.

#### b) International



--

**26. Student profile programme/course wise:**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. - I Sem	216	216	-	F	75%
B.Sc. - II Sem	168	168	-	F	82%
B.Sc. -III Sem	138	138	-	F	98%

\*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. (Sem.I&II)	100%	-	-
B.Sc. (Sem.III&IV)	99%	1	-
B.Sc. (Sem.V&VI)	99%	1	-

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

--

**29. Student progression**

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	5%
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
<b>Employed</b> • Campus selection • Other than campus recruitment	20%

Entrepreneurship/Self-employment	20%
----------------------------------	-----

**30. Details of Infrastructural facilities**

- a) Library - 475 (Approximately)
- b) Internet facilities for Staff & Students - Yes
- c) Class rooms with ICT facility - Yes
- d) Laboratories – There are five well furnished Science laboratories with latest equipments.

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

50

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

S.No.	Visiting Faculty	Topic	Name of Institution
1	Dr.T.S Lobana	Importance of Solid/Solution Techniques in Chemistry	GNDU, Asr
2	Dr. Manoj Kumar	Importance of Solid/Solution Techniques in Chemistry	GNDU, Asr
3	Dr. R.K Mahajan	Importance of Solid/Solution Techniques in Chemistry	GNDU, Asr
4	Dr. Palwinder	Importance of Solid/Solution Techniques in Chemistry	GNDU, Asr
5	Prof.Taminder Singh Bhatia	Radioactivity and its applications	Khalsa College ,Asr
6	Asst. Prof. Durgesh Nandini	Surfactants	Khalsa College , Asr
7	Asst. Prof. Pawan Malik	Importance of Solid/Solution Techniques in Chemistry	S.L.Bawa DAV College,Batala
8	Prof. Harjit Kaur	Experimental Techniques	Govt. College, Gurdaspur

**33. Teaching methods adopted to improve student learning**

Following methods have been adopted for the improvement of student learning process:-

- Overhead Projector
- Lecture method
- Group Discussion
- Project Method
- Net Surfing
- Field Study method
- PPT
- Experimental Methods

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

#### **Science Club**

- Science club includes teachers and students from science department. Science club has organized so many educational trips i.e trip to Science city, Zoo, Botanical gardens, Agriculture University Palampur, Science Express, Agriculture Field and Tissue Culture Laboratory etc to explore and uplift the horizon of students every year.
- This club helps the needy and financially weak students from its treasure.
- Students of science club imparts adult education by making trips to adjoining villages and make them aware about basic problems originate from pollution , unhygiene , AIDS ,water born diseases and feminine problems etc.
- Students help the people to clear their myths and to understand the realities by telling them scientific facts.
- As Gurdaspur is a agriculture dominating area, use of pesticides ,herbicides and fertilizers has contaminated the ground water of this region.Students and teachers of club by making outdoor trips to fields have been educating the farmers about the harmful effects of these chemicals like biomagnifications ,Eutrophication, Underground water pollution ,Cancer and Arthritis etc.
- As adjoining belt of Gurdaspur is forest lined, science students always disseminate the information about the harmful effects of deforestation like global warming and green house effect etc .Science club is associated with Ribbon Club of PUSHPA GUJRAL SCIENCE CITY. AIDS Awareness Programme was organized by same body in a mobile van to educate students about the causes, spread, symptoms and preventions of this disease.

- Many Faculty members and students of science club are the active participants of National Service Scheme running in college premises. Members participate in many important activities of NSS concerned to social welfare in collaboration with Rotaract Club. .During camps students visited Senior Citizens Home, Deaf and Dumb School, Observation house of Orphan children. The main activities which are performed slum cleanliness, Village adoption, Stationary distribution, Rashan Vitaran and organization of medical camps etc.
- Workshops and seminars- National seminar sponsored by UGC has been conducted by science department in year 2010 on “**Importance of solid /Solution State Techniques in Chemistry**”.
- Prof. Taminder Singh Bhatia visited to college premises to deliver a lecture on “**Radioactivity and its application**”.
- Asst.Prof. Durgesh Nandini visited to our campus to deliver valuable knowledge about “**Surfactants**”

#### **Environment Association-**

- Environment Association of the college comprise many students and faculty from science department works in collaboration with Environment Protection Society and Garden Lovers Club Gurdaspur. Environment Association in collaboration with so many bodies i.e inner wheel club, Lions club, Forest department, Bharat Vikas Parishad , Rotaract club perform so many activities in favour of environment protection like plantation, organization of debates ,Exhibitions, Declamation and Poster Making etc .Environment day has been organized every year in college premises to make students aware about importance of environment. Chrysanthemum show is organized every year in which various competitions like Rangoli, Dry flower arrangement, fresh flower arrangement, poster making etc are held.

### **35. SWOC analysis of the department and Future plans**

#### **Strengths**

- Hard working faculty members with supportive administration are one of the major strength of the department. As the students come from adjoining rural areas, faculty works with full zest and teaches by going at the level of the students. Many upper meritorious positions and sustained good results are the evidence in support.
- Faculty worked hard to develop scientific aptitude and attitude among students.

- All students who complete their graduation have the knowledge requisite to pursue a variety of career. Every year, so many students go in for the higher education to university and other various fields.
- Department believes in learning by doing
- Well furnished and fully equipped labs help in developing the practical knowledge among students which make them more realistic.
- Working practical units like vermiform compositing, green house etc make a bridge between practical and theoretical knowledge of students.
- Science club strengthens the department in various fields as it is mainly related to development of scientific attitude and social welfare of society and helps the students in making more realistic.
- Environment association of science department is the active unit of the college as its major concern is environment protection.
- Trips are organized to educational places, research laboratories from time to time to get student explored to world around.
- Workshops and seminars are organized on various burning topics of science to enhance the knowledge.
- Well maintained departmental library having so many books related to science subjects help the students to become more equipped with scientific knowledge.

### **Opportunities**

- There are many opportunities in science department during Academic year. Science club organized so many trips in which the members went to adjoining villages to make people aware about many problems like unhygiene, sanitation, AIDS, Cancer, harmful effects of chemicals used in fields, water borne diseases, Global Warming and Pollution etc. Here they get a platform to interact with people and come to know about their problems which help in emerging their pluralistic point of view and understanding about the real scenario of local fauna. Here students are given opportunities to address the people so that they may develop public speaking skills. It also raises them intellectually and morally to face realities and hardships of life with confidence and courage.
- Science club helps the financially needy students so as they can continue their studies.
- So many scholarship schemes are there which help the meritorious, financially weak and students related to minority groups .

- Well equipped laboratories give the opportunity to students to have practical experiences about the theoretical laws and principles which they have learned previously.
- In educational trips, students get opportunity to explore their knowledge and give them more practical and realistic experiences.
- Participation in various workshops make them more confident and understanding.
- Departmental library issues the books for throughout the year to the needy students so that they can continue their studies.

### **Weakness**

- College is situated in a semi rural belt. Students are coming from very interior and border line areas. Scanty transportation facility hampers their studies as they spend too much time in travelling.
- People are not aware about the girl education in this particular border area so they avoid educating girls especially in science fields as it needs more attention, time and money.

### **Challenges**

- Juggling college attendance, Family obligation and scanty transportation is a constant challenge for students. Therefore in addition to traditional time table periods, the department has offered classes in Sundays & vacation also.

## Evaluative Report of the Departments

- 1. Name of the department:** Commerce Department
- 2. Year of Establishment:-** July 2006
- 3. Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**

B.com I, II, III (Regular)

B.com I, II, III (Professional)

Add-On Course in Banking and Insurance

- 4. Names of Interdisciplinary courses and the departments/units involved**

<b>Courses</b>	<b>Departments involved</b>
B.com , B.Com ( P)	Arts , Computer science
Add On Courses	
1. Functional English	English Department
2. Information Technology	Computer Department
3. Apparel Designing	Dress designing Department
4. Basic cooking & Catering	Home Science Department
5. Cosmetology	Cosmetology Department
6. Bio-Tech	Science Department

- 5. Annual/ semester/choice based credit system (programme wise)**  
Semester system in all programmes
- 6. Participation of the department in the courses offered by other department**  
--
- 7. Courses in collaboration with other universities, industries, foreign institutions, etc.**  
Course of Accounting package 'Tally' in collaboration with Tally Champs technical services Pvt. Ltd. Mumbai.
- 8. Details of courses/programmes discontinued (if any) with reasons**  
--

**9. Number of Teaching posts**

Name of Teaching post	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	07	07

**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
Ms.Seema Mahajan	M.Com, M.Phil, NET	Asst. Prof.	Marketing	8 Years
Ms.Money Ohri	M.Com, M.Phil,NET	Asst. Prof.	Accounting& Finance	9Years
Ms.Samita Khajuria	M.A,(ECO),B.Ed	Asst. Prof.	Economics	7Years
Ms.Ruchi Mahajan	M.Com,M.Phil,B.Ed	Asst. Prof	Marketing	5Years
Ms.Manpreet Kaur	M.Com	Asst. Prof	Accounting& Finance	2Years
Ms.Megha Mahajan	M.Com	Asst. Prof	Accounting& Finance	4 Months
Ms.Karamjeet kaur	M.Com	Asst. Prof	Accounting& Finance	4Months

**11. List of senior visiting faculty**

Seminars and from Guest Lectures make Teaching-Learning a successful venture. These are held in the college from time to time in which many renowned personalities grace the campus with their visits.

Following is the list of senior visiting faculty:

- Mr. Navdeep Gandotra, lecturer in P.G.Deptt. of Commerce at Layalpur Khalsa College, Jalandhar.



- Dr. N.K. Sahni, Head, P.G. Deptt. of Commerce at GGSDS college, Chandigarh.
- Mr. Ranjeev Honda, Professor, GNA institute of management and technology.
- Mr. Kuldeep Sharma, Head, Department of Commerce, Govt. College, Gurdaspur.
- Mr. Balwinder Singh Sekhon, Asst. Prof. in Commerce, Govt. College, Gurdaspur.
- Ms. Diksha Thakur, Asst. Prof. in Commerce, GGSDS College, Chandigarh.
- Mr. Rishiraj Sharma, Head, Department of Commerce, Regional Campus, Gurdaspur.
- Mr. Arvinder Singh, Asst. Prof. in Commerce, Regional Campus, Gurdaspur.

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

57%

**13. Student -Teacher Ratio (programme wise)**

19:1

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

01

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

M.Phil	03
P.G.	07

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

--

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

--

**18. Research Centre /facility recognized by the University**

--

**19. Publications:**

- **Publication per faculty**
- **Number of papers published in peer reviewed journals (national / International) by faculty and students**
- **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.)**

- **Monographs**
- **Chapter in Books**
- **Books Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**
- **SNIP**
- **SJR**
- **Impact factor**
- **h-index**

**Publication per faculty**

Apart from teaching whole heartedly, our faculty also believes in enhancing their career opportunities by pursuing research project and by attending Seminars, Symposia, Workshops, Conferences, GOCs and Research courses.

**Mrs. Seema Mahajan**

- Published paper on Topic “Quality in higher education” in seminar organized by IQAC at Shanti Devi Arya Mahila College, Dinanagar.

**Mrs. Money Ohri**

- Published paper on “Green Marketing” in National Conference held at GNA- IMT, Phagwara on 15<sup>th</sup> march, 2014.
- Published paper on Topic “E- commerce- issues and challenges” in UGC Sponsored seminar at Shanti Devi Arya Mahila College, Dinanagar.
- Published paper on “Retail Management” at GNA IMT, Phagwara.
- Published Paper on Topic “Quality in higher education” in seminar organized by IQAC at Shanti Devi Mahila College, Dinanagar.
- Attended GOC’88 in GNDU campus, Amritsar in May 2012.

**Mrs. Ruchi Mahajan**

- Published Paper on Topic “E-commerce” in UGC Sponsored seminar at Shanti Devi Arya Mahila College, Dinanagar.

**Ms. Manpreet Kaur**

- Published Paper on Topic ‘M-commerce’ in UGC Sponsored seminar at Shanti Devi Arya Mahila College , Dinanagar.

**20. Areas of consultancy and income generated**

Mrs. Ruchi Mahajan , Asst. Prof. in Commerce, provides consultancy services of Tally to the students of all the streams of the college. As the faculty works with missionary zeal, nothing is charged from the students.

**21. Faculty as members in**

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

<b>Name of faculty</b>	<b>Name of the body/organisation</b>
Mrs.Seema Mahajan	Life member of Indian Commerce Association
Mrs. Money Ohri	Life member of Indian Commerce Association

**22. Student projects**

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

100 % (B.comIII sem)

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

--

**23. Awards & Recognitions received by faculty & students.**

Constant and sincere endeavors of teachers and students have consistently brought laurels to the institution.

**Awards & recognition received by students** are:

National Commerce Aptitude Test was organized by CTSE in which 30 students of our college participated, out of which 7 students were placed amongst first 25 ranks of the country. Ms.Neha Puri secured 5th rank at National level, Neha Gupta got 10th rank, Parul Mahajan got 13th rank, Richika secured 19th rank, Ms.Pooja secured 22nd and Ms. Heena

and Ms.Komal bagged 25th rank in this test .The students were awarded trophies, wrist watches and certificates by the same body. Besides Academics our students also excel in the field of various Co-curricular activities and bring laurels to the college by their brilliant performances in various events.

**Ms Komal Mahajan, B.Com (Prof.)**

- Won appreciation awards in Declamation Contest in Legal Literacy Youth Festival.
- Awarded The Best Orator Award by DC, IAS, Dr.Abhinav Trikha.
- Won Best Camper Award in hiking and Trekking Camp Organised by Youth Welfare Department, GNDU, Amritsar in May 2014.
- Won Ms. Ryla Award at RYLA held at Ludhiana.
- Won Best Cooperation Award at RYLA.
- Won Outstanding Rotaractor Female Award.
- Won Student Of The Year Award in 2013-2014.
- Won Appreciation Award in Teej Festival.

**Ms Kajal Mahajan, B.Com ( Prof.)**

- Won Appreciation Award at Teej Festival.
- Won 1st prize in Declamation Contest at Prasthan Ashram, Ptk.
- Won 1<sup>st</sup> prize in both Elocution & Poetical Symposium in Zonal Youth Festival, GNDU, Asr.

**Ms Kritika Abrol, B.Com (Prof.)**

- Won 3<sup>rd</sup> Best Camper award in RYLA at Palampur.

**Ms Ravinder Kaur, B.Com (Prof.)**

- Won 3rd prize in group bhajan & 1<sup>st</sup> in group song at Zonal level in youth festival, GNDU, Amritsar in 2011-12.
- Won 3<sup>rd</sup> prize in group bhajan & 1<sup>st</sup> in group song at Zonal level in youth festival, GNDU, Amritsar in 2012-13.

**Ms Navjinder Kaur, B.Com (Prof.)**

- Won 3<sup>rd</sup> prize in group bhajan & 1<sup>st</sup> in group song at Zonal level in youth festival, GNDU, Amritsar in 2011-12.

**Ms Amanjot, B.Com (Prof.)**

- Won 3<sup>rd</sup> prize in Mime at Zonal level in youth festival, GNDU , Amritsar in 2011-12.

**Ms Manpreet Kaur, B.Com (Prof.)**

- Won 2<sup>nd</sup> prize in Skit in Zonal youth festival in 2014-15.

**Ms Manpreet Sarangal, B.Com**

- Won 1<sup>ST</sup> prize in group bhajan & 2<sup>ND</sup> in group song at Zonal level youth festival.

**Ms Ranbir, B.Com**

- Won 1<sup>ST</sup> prize in mimicry, she made a hatrick at inter zonal & Zonal level in youth festival.

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

Various eminent Academicians and Scientists visit the college time to time in order to enhance the skills of the faculty and Students.

**List of eminent Academicians and Scientist/Visitors to the department is as follows:**

- Mr. Ranjeev Handa, GNA-IMT Institute of management and technology.
- Ms. Nisha & Mr. Sahil, Frankfinn Institute of Air Hostess from Amritsar
- Ms. Chavi Mahajan & Ms. Vandana Mahajan, KAVY Institute of retail management Gurdaspur.
- Mr. Krishan & Mr. Chitranjan Dass Jannu, Bank of Maharashtra
- CA Rahul Garg, CA, CS, CMA, 36-C Chd.
- CA Princy Mahajan, Chartered Associates, Gurdaspur.
- Mr. Anirudh Mahajan, Mr. Vikas Goel and Mr. Aman, Tally champs Technical services limited, Gurdaspur.

#### **25. Seminars/ Conferences/Workshops organized & the source offunding**

**a) National      b) International**

The department conducts various seminars from time to time in order to enrich the students' knowledge. The topics are listed below:

## Self Study Report,Pt. Mohan Lal SD College For Women Gurdaspur

- Personality Development
- MBA as Career
- Job opportunities in Aviation section and Hotel Industry
- Retail Outlet Management and job opportunities in various malls
- Banking operations, opening accounts and taking loans
- Career guidance and Employment Opportunities
- Income tax and e-filing of returns
- An interactive session for career openings in professional courses
- Tally- a software package
- AMCAT- National employability test
- 2 days workshop on ethical hacking

### 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 1 <sup>st</sup> (Prof.) 2 <sup>nd</sup> sem	29	29		F	82.75%
B.com 1 <sup>st</sup> (Reg.) 2 <sup>nd</sup> sem.	6	6		F	72%
B.com 2 <sup>nd</sup> (Prof.) 4 <sup>th</sup> sem	33	33		F	87.87%
B.com 2 <sup>nd</sup> ( Reg.) 4 <sup>th</sup> sem	21	21		F	71.43%
B.com 3 <sup>rd</sup> (Prof.)	37	37		F	97.29%
B.com 3 <sup>rd</sup> (Reg.)	10	10		F	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 (Prof) 1 <sup>st</sup> Year	96.55	3.45	-
B.COM (Prof) 2 <sup>nd</sup> Year	100	-	-
B.COM (Prof) 3 <sup>rd</sup> Year	100	-	-
B.COM (Reg.) 1 <sup>st</sup> Year	100	-	-
B.COM (Reg) 2 <sup>nd</sup> Year	100	-	-
B.COM (Reg) 3 <sup>rd</sup> Year	95.83	4.17	-

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

- Ms. Manjeet Kaur cleared SBI test
- Ms. Gurpreet Kaur cleared police department test
- Ms. Heena Mahajan cleared CA-inter
- Ms. Arzoo Aggarwal cleared CA- inter
- Ms. Kajal Mahajan cleared CPT
- Ms. Arshdeep Kaur cleared CPT
- Ms Prabhjot kaur Sekhon cleared CA- Inter.
- Ms. Ruchika Goel cleared CA- Inter.

**29. Student progression**

Student progression	Against % enrolled
UG to PG	95%
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-

<b>Employed</b>	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	<p>10%</p> <p>60%-70%</p>
Entrepreneurship/Self-employment	15%

**30. Details of Infrastructural facilities**

The college maintains best infrastructure conducive for Academics and to support various activities. The college provides significant facilities to its students so that they can attain the status of empowered women in society.

**Details of Infrastructural facilities is given below:**

- a) **Library:** - The College has main library where students can avail books related to Commerce. There are 354 text books and Reference books in library. In addition to this, Commerce Department has its own ‘Departmental Library’ from where the books are issued to the students for the whole session.
- b) **Internet facilities for Staff & Students:** - Students can avail internet facility in the computer lab.
- c) **Class rooms with ICT facility:** - The department has a presentation room which is equipped with projector and laptop to facilitate teaching in classrooms. Smart Class Rooms with Smart board are also there in the college.
- d) **Laboratories:** - There is an accounting lab in college in which students gets practical knowledge about various aspects of accounting and software package Tally.

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

100 students got financial assistance from the government, college etc.

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

- Organized a lecture on “Personality Development” by Dr. N.K Sahni, Deptt of Commerce, GGSDS College, Chandigarh during 2009-10.



- A Career Guidance Seminar was organized by ‘Career Launchers’ on ‘MBA as Career’ on 15<sup>th</sup> Nov, 2009.This seminar provided information about various entrance tests conducted by different B-school & universities like CAT, MAT, XAT and SNAP etc.
- Organized seminar in collaboration with frankfinn institute on the topic ‘Job opportunities in Aviation section and Hotel Industry’ dated 29<sup>th</sup> Nov.2013
- Organized Seminar in which KAVY Institute of Retail Management, Gurdaspur presented views on the topic ‘Retail Cutlet Management and job oportunties in various malls’.
- Organized a seminar in which resource persons were Mr.Chitranjan Dass and Mr.Krishna Ishwar from Bank of Maharashtra. They informed the students about ‘Banking operations, opening accounts and taking loans’ etc. on 28<sup>th</sup> Jan, 2014.
- Organized seminar on 31<sup>st</sup> jan, 2014 in which ‘GNA-IMT Institute of Management and Technology’ Phagwara gave information about “Career guidance and Employment Opportunities” to students.
- Organized a seminar on ‘Income tax and e-filing of returns’ in which Ms. Princy Mahajan, CA was key speaker on 28<sup>th</sup> Aug. 2014.
- Organized a seminar on the topic ‘An interactive session for career openings in professional courses’ by Rahul garg (CA, CS, CMA) on 29<sup>th</sup> Sept, 2014.
- An Exhibition on ‘Tupperware products’ was organized in campus on 6<sup>th</sup> Sept. 2014.
- A seminar on ‘Tally- a software package’ by Tally Champs Technical services Ltd. Gsp. on 12<sup>th</sup> sept. 2014 was organized in the campus.

### **Educational Visits**

The college arranges Educational visits for the students thus providing them first hand knowledge of things.

- 35 students from department visited Alpha One Mall, Amritsar for having practical Knowledge about retail management in Oct. 2012.
- 30 students from the department visited GNA- IMT for having practical knowledge about manufacturing of duro auto parts on 18<sup>th</sup> feb. 2014
- 25 students visited Verka Milk Plant, Gurdaspur for having practical knowledge of manufacturing operations in Nov. 2014.

### **33. Teaching methods adopted to improve student learning**

To make Teaching-Learning process an interesting exercise the teachers make use of several Teaching methods to improve student learning, viz:

- Lecture method
- Open discussion
- Group discussion
- Student seminar
- Workshop/ Seminar
- Project / Assignment
- Audio Visual aids

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

#### **Institutional Social Responsibility (ISR)**

The college has an impressive record of extension activities and various ISR Programmes:-  
The active participation of our students in ISR and extension activities leads to their development into considerate and sympathetic responsible human beings. Our students are members of various clubs and committees and voluntarily participate in different activities.

- NSS
- Rotaract Club
- Red Ribbon club
- Environment Association
- Youth Welfare Club
- Commerce Club

#### **Extension activities**

- Organized a Quiz competition by Commerce Club on 7<sup>th</sup> March, 2014.
- Celebrated new semester by inviting Madam Principal Dr. (Mrs.) Neelam Sethi and organized a chart making competition relating to various thoughts by Commerce club of the college.
- Held a group discussion among the students of commerce department by commerce club. Students from commerce dept. also participate in different extension activities

#### **Ms Kajal mahajan, B.Com (Prof.)**

- Presented paper on voters day at Panchayat Bhawan, Gurdaspur.
- Presented Cultural Item at District Rotary Assembly, Palampur.

## **Self Study Report,Pt. Mohan Lal SD College For Women Gurdaspur**

- Presented Poetry at Utsav Resort at Pathankot during Rotary installation. Honoured by Bharat Vikas Parishad for presenting poem on Teachers day in 2014-15.
- Won consolation Prize in poetical Symposium at SSM College, Dinanagar.
- Won 3<sup>rd</sup> prize in Bangles wearing competition in teej festival at Australian Farm, Gurdaspur.
- Participated in paper reading contest on AIDS organized by NSS Unit of college in collaboration with Red Ribbon Club, Gurdaspur.

### **Ms Komal Mahajan B.Com (Prof.)**

- Appointed as ZRR ( Zonal Rotaract reoesentative of Zone B in Year 2013-14 in Non Profit Organisations Rotaract District 3070,
- Appointed as District Secretary Admin of Rotaract district 3070 in year 2013-14
- Appointed as a head Girl of the college during 2013-14.
- Awarded by Education Minister for Sammi Participation.
- Won 1<sup>st</sup> in Poetry,2<sup>nd</sup> in Debate,3<sup>rd</sup> in Singing in hicking and Trekking Camp organised by Youth Welfare Department, GNDU, Amritsar in May 2014.
- Won Ist prize in Declamation contest at Prasthan Ashram, Pathankot in 2012 on death Anniversary of Vinoda Bhave.
- Won I<sup>st</sup> prize in essay writing competition organized by Rotaract club in collaboration with District election office, Gurdaspur.
- A declamation contest on the life of Vinoba Bhave was organized at Prasthan Aashram, Pathankot in which Ms.Komal bagged 1<sup>st</sup> position in the college level on 11<sup>th</sup> Sept, 2013.

### **Ms Priya, B.Com (Prof.)**

- Participated in youth festival in Gidda.

### **Ms Manpreet Srangal, B.Com (Prof.)**

- Particaipated in youth festival in Sabhad Gayan and Group Song.

### **Ms Poonam, B.Com (Prof.)**

- Particaipated in youth festival in Sabhad Gayan and Group Song.

### **Ms Ranbir Kaur, B.Com (Prof.)**

- Participated in Sangam singing competition & became finalist in three consecutive years (2011-14) in which nearby 1000 contestants were there. 45 were shortlisted and She was one of them.

### **35. SWOC analysis of the department and Future plans**

#### **Strengths of the Department**

- Qualified, dedicated and competent staff
- State-of-the-art Infrastructure
- Accessibility to **INFLIBNET** i.e. Information and Library Network
- Industrial visit and practical exposure of manufacturing operation
- Well equipped Accounting lab

#### **Weaknesses**

- Lack of awareness regarding higher education.

#### **Opportunities**

- The increasing interest of students in the commerce stream.
- Rising awareness among rural people to educate girls.
- The improvements in technology giving birth to opportunities like video conferencing, on line tests.

#### **Challenges**

- Mushrooming of private institutions offering same courses at lower cost and lower quality.

#### **Future Plans**

To add to our existing potential and to meet higher targets in the interest of our students and stakeholders, we wish to further the status and glorious image of the institution.

Following are the future plans:

- To apply to G.N.D.U for M.Com.
- To organize Regional Conference on Retail Management for the development of faculty as well as students.
- To develop e-content and increase role of technology in teaching methods.
- To develop E-skills among students through power point presentations.

## Evaluative Report of the Departments

1. **Name of the department :-** Computer Science Department
2. **Year of Establishment :-** 1998
3. **Name of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :-** Under graduate, Post graduate.
4. **Name of Interdisciplinary courses and the departments/units involved:-** M.Sc. (CS), B.Sc.(CS),BCA, PGDCA, Add on IT.
5. **Annual/ semester/choice based credit system(programme wise):-** Semester System
6. **Participation of the department in the courses offered by other department :-** Commerce , Arts, Science Departments
7. **Courses in collaboration with other universities, industries, foreign institutions,etc.:-**

--

8. **Details of courses/programmes discontinued(if any) with reason:-**

--

9. **Number of Teaching posts**

Name of Teaching post	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	10	10

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

Name	Qualification	Designation	Specialization	No. of Year of Experience	No. of Ph.D Students guided for the last 4 years
Mrs Poonam Seth	MCA	Asst. Prof.	DBMS	12 years	-

**Self Study Report,Pt. Mohan Lal SD College For Women Gurdaspur**

Ms. Rajwant Kaur	MCA	Asst. Prof.	C ,C++,HTML	8years	-
Ms. Sandeep Kaur	MCA	Asst.Prof.	JAVA,TOC	5years 6months	-
Ms. Navpreet Kaur	MCA	Asst.Prof.	C Programming	5years 6months	-
Ms. Gurwinder Kaur	MCA	Asst. Prof.	C++	4 years 6months	-
Ms. Richa	MCA	Asst.Prof.	DBMS	4years 6months	-
Ms. Isha Mahajan	M.Tech., GATE(CS), Pursuing Ph.D.	Asst.Prof.	Cloud Computing, DataStructure, Discrete Mathematics	5years	-
Mrs. Kamlesh	MCA	Asst. Prof.	Computer Fundamentals	6 years	-
Mrs. Raveen	MCA	Asst. Prof.	Computer Architecture	5years 6months	-
Mrs. Rajni	MCA	Asst. Prof.	ASP.NET, DBMS	3years 6months	-

**11. List of senior visiting faculty**

S.No	Visiting Faculty	Name of Institution
1	Dr Sandeep Sood	GNDU Regional Campus, Gurdaspur
2	Mrs Harjot Kaur	GNDU Regional Campus, Gurdaspur
3	Mrs. Sandeep Kaur	GNDU Regional Campus, Gurdaspur
4	Mr. Amitpal Singh	GNDU Regional Campus, Gurdaspur

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

22.2

**13. Student -Teacher Ratio (programme wise)**

S.No	Course Name	Ratio
1	BCA & PGDCA	13:1
2	B.Sc (Comp Sci. and Eco)	26:1
3	M.Sc (Comp Sci.)	15:1

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

01

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

S.No	Name of Faculty	Qualification
1	Ms.Poonam Seth	MCA, B.Ed
2	Ms.Rajwant Kaur	MCA
3	Ms.Sandeep Kaur Goraya	MCA
4	Ms.Navpreet Kaur	MCA
5	Ms.Richa Abrol	MCA
6	Ms.Gurwinder Kaur	MCA
7	Ms.Isha Mahajan	M.Sc( Comp. Sci), M.Tech, GATE(CS) ,Pursuing Ph.D
8	Ms.Kamlesh	MCA
9	Ms.Raveen	MCA
10	Ms.Rajni	MCA

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

--

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

UGC sponsored National Seminar was organised by Computer Science Deptt. on the topic 'Societal impact of Computers' dated on 29<sup>th</sup> Jan, 2011. It was attended by 10 resource persons and 100 delegates who came from far and wide. We received grant of Rs 56,250/- for the seminar

**18. Research Centre /facility recognized by the University**

--

**19. Publications:**

- **Publication per faculty**
- **Number of papers published in peer reviewed journals (national /International) by faculty and students**
- **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social SciencesDirectory, EBSCO host, etc.)**
- **Monographs**
- **Chapter in Books**
- **Books Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**
- **SNIP**
- **SJR**
- **Impact factor**
- **h-index**

**Publication per faculty**

**Deptt. of Computer Science:**

**Mrs. Poonam Seth**

- Paper entitled 'Cyber-crime & E-Commerce' has been published in the proceedings of UGC sponsored national seminar on 'E-Commerce' on 30<sup>th</sup> oct.,2010 at SDAM College, Dinanagar.
- Paper entitled 'Mobile Technologies'has been published at UGC sponsored national conference EMT-10 at Hindu College Asr. Dated 13<sup>th</sup> Nov.,2010.



- Published paper entitled ‘Emerging trends & New Opportunity in Data Mining and Warehousing’ in proceeding of national conference ‘**Emerging Trends in Computing and IT(ETCIT 2011)**’ .
- Paper entitled ‘Social networking sites-Boon or Bane’has been published in the proceedings of UGC sponsored National Seminar at PCMSD College, Jalandhar on 17<sup>th</sup> Oct, 2011.
- Abstract Published in the proceedings of International Conference-‘India in the Emerging Order-A Potential Market for World’, Impact of Globalization on Indian Banks /Feb. 2011.
- Published paper in the proceedings of National Seminar: ‘ALMANAC 2011’ on ‘Business opportunities and Challenges in M-Commerce’ ISBN-978-93-5017-314-5, Vol.1, pp: 377-380/ALMANAC-January 2011
- Published paper in ETIT 2014 on ‘Microwave & Satellite Communication’ ISBN-978-93-82068-25-9, pp: 91-94/ETIT-Challenges and Strategies/Jan. 2014.
- Published paper on ‘Dynamic Behavior of Software Agents’ in International Conference on Future & Challenges of Computational and Integrated Sciences at HMV, Jalandhar on Nov. 7<sup>th</sup> & 8<sup>th</sup>, 2014

**Ms. Rajwant Saini**

- Paper entitled ‘Business model for Internet Base E-Commerce’ has been published in the proceedings of UGC sponsored national seminar on ‘E-Commerce’ on 30<sup>th</sup> oct., 2010 at SDAM College, Dinanagar.
- Paper published on ‘Socio-Economic problems of Border Villages’ on 11<sup>th</sup> Feb, 2012 at Pt.MLSD College for women, Gsp.
- Paper Entitled ‘Research issues of cloud computing’ published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan 2014.

**Ms. Sandeep Kaur Goraya**

- Published Paper in the proceedings of National Seminar: ‘ALMANAC 2011’ on ‘Business opportunities and Challenges in M-Commerce’ ISBN-978-93-5017-314-5, Vol.1, pp: 377-380/ALMANAC-January 2011
- Abstract Published in the proceedings of International Conference-‘India in the Emerging Order-A Potential Market for World’, Impact of Globalization on Indian Banks /Feb. 2011.

- Published Paper in the proceedings of International Conference: ‘ETCSIT- 2011’ on ‘Neural Networks’ /Feb. 2011
- Published Paper in WEBTROVERT 2011 on ‘Digital Technology & Social Networking’ SNS-B/B 2011, ISBN-978-81-9227-096, pp: 198-201/Social Networking Sites-Boon or Bane/Oct. 2011
- Published Paper in ETIT 2014 on ‘Microwave & Satellite Communication’ ISBN-978-93-82068-25-9, pp: 91-94/ETIT-Challenges and Strategies/Jan. 2014.
- Published paper entitled ‘Emerging trends & New Opportunity in Data Mining and Warehousing’ in proceeding of national conference ‘Emerging Trends in Computing and IT (ETCIT 2011)’.
- Published 03 Research Papers in National Seminar/Conference proceedings of various Colleges.

**Ms. Isha Mahajan**

- Paper Entitled ‘Research issues of cloud computing’ published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan 2014.
- Paper published on ‘Socio-Economic problems of Border Villages’ on 11<sup>th</sup> Feb, 2012 at Pt.MLSD College for women, Gsp.
- Paper published in National Conference on topic ‘Evaluating Usability Metrics’ at Doaba College, jalandhar on 9<sup>th</sup> March, 2012.
- Paper entitled ‘Impact of cloud computing in healthcare’ published in the proceedings of UGC Sponsored National Seminar on ‘Cloud Computing’ at GNDU, Regional Campus, Gsp on 7<sup>th</sup> & 8<sup>th</sup> Feb,2014.

**Ms. Gurwinder Kaur**

- Paper entitled ‘Artificial Neural Networks’ published in proceedings of national conference at Guru Gobind Singh Khalsa College, Sarhali on 5<sup>th</sup> March 2011.
- Published paper in Regional seminar at Pt.MLSD College for Women, Gsp. On 11<sup>th</sup> Feb, 2012.
- Paper Entitled ‘E-learning attributes and technologies’ published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan, 2014.

**Ms. Richa Abrol**

- Published paper on ‘Computer & Information ethics’ at Pt.MLSD College for Women, Gsp. on 29<sup>th</sup> Jan, 2011.
- Published paper on ‘Emerging Technologies in Computing’ in National seminar at Dev Samaj College for Women, Ferozpur on 30<sup>th</sup> Nov, 2011.
- Published paper in Regional seminar at Pt.MLSD College for Women, Gsp. On 11<sup>th</sup> Feb, 2012.
- Published paper in National Conference on ‘Software Engineering’ at Doaba College, Jalandhar on 9<sup>th</sup> March, 2012.
- Paper entitled ‘ Research issues of cloud computing’ published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan, 2014
- Published Paper on ‘Resource Provisioning in cloud computing’ at National seminar GNDU, Regional Campus, Gurdaspur on 7<sup>th</sup>-8<sup>th</sup> Feb, 2014.
- Published Paper on ‘Dynamic Behaviour of Software Agents’ in international Conference on Future & Challenges of Computational and Integrated Sciences at HMV, Jalandhar on Nov.7<sup>th</sup> & 8<sup>th</sup>, 2014.

**Mrs. Kamlesh**

- Paper published in the proceedings of UGC sponsored national seminar on ‘E-Commerce’ on 30<sup>th</sup> Oct., 2010 at SDAM College, Dinanagar.
- Published paper on ‘Computer & Information ethics’ at Pt.MLSD College for Women, Gsp. on 29<sup>th</sup> Jan, 2011.

**Mrs. Raveen Kaur**

- Paper Entitled ‘E-learning attributes and technologies’ published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan, 2014.

**Mrs. Rajni**

- Paper Entitled ‘Automation of web services in cloud computing’ published in the proceedings of UGC Sponsored EIIT-14 at GGSDS College, Chandigarh on 31<sup>st</sup> Jan, 2014
- Paper entitled ‘Experimental work on Load Balancing using GA and Back-propagation Techniques’ published in TARAKSH PUBLISHERS: Volume 1, Issue 1 July – Aug 2014.

**20. Areas of consultancy and income generated**

The faculty works with the missionary spirit and gives consultancy free of cost.

Areas of consultancy:

- A workshop conducted on the topic 'Installation of PC'.
- 1 hour is set for all the layreaders and faculty from different streams to learn basics of computer. Two teachers are always there to help those students in the lab.

## 21. Faculty as members in

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

--

## 22. Student projects

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

50%

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

--

## 23. Awards / Recognitions received by faculty and students.

**Priya Mahajan:**

- 1<sup>st</sup> position in poetry in Zonal and Interzonal Youth Festival GNDU Asr.
- 1<sup>st</sup> position in Zonal and Interzonal Elocution and Declamation competitions.
- Declared best Camper in GNDU Camp.
- Won outstanding Rotaractor Female Award.

**Priya Sharma:** 1<sup>st</sup> position in Group Song at Youth Festival GNDU Asr.

**Anu:** 1<sup>st</sup> position in Zonal and Interzonal Youth festival GNDU, Asr.

**Megha:** 1<sup>st</sup> position in Zonal and Interzonal Youth festival GNDU, Asr.

**Diksha:** 1<sup>st</sup> position in Zonal and Interzonal Youth festival GNDU, Asr.

**Divya:** 1<sup>st</sup> position in Mime in Youth Festival held at GNDU, Asr.

**Parmjit, Jaspinder and Arvinder** participated in Giddha at Youth Festival held at

GNDU, Asr.

Some of faculty achievements of the computer department are as follows:

- Ms Sandeep Kaur Goraya, Asst Prof in Comp Sc. got Appreciation Award from Indo Global Technosoft Ltd USA for her contribution to IT sector.
- Mrs Poonam Seth and Ms Sandeep Kaur Goraya got appreciation certificate from Arena Animation in regard of their efforts to positively influence students towards animation world.
- Aspiring Minds Pvt Ltd, Gurgaon presented appreciation certificates to three faculty members: Mrs Poonam Seth, Ms Sandeep Kaur Goraya and Ms Gurwinder for successfully organizing National Employability Test.
- Three Faculty members Mrs Poonam Seth, Ms Rajwant Saini and Ms Sandeep Kaur Goraya attended “Orientation Programme” at Guru Nanak Dev University.
- Miss. Gurwinder Kaur from Computer Sc. dept. attended 6 day an ISW( Instructional Skill Workshop) organized by the Canadian University (University of Fraser Valley).

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

- Dr Gurwinder Singh, DCSE, GNDU Amritsar
- Dr Sandeep Sood, DCSE, GNDU Regional Campus Gurdaspur
- Dr Hardeep Singh, DCSE, GNDU Amritsar
- Dr Vishal Goyal, DCSE, Punjabi University Patiala
- Dr Nirmal Singh, DCSE, GNDU Amritsar
- Dr Gurpreet Josan, DCSE, Punjabi University Patiala
- Mrs Rupali, Infosys Chandigarh
- Mrs Harjot Kaur, DCSE, GNDU Regional Campus Gurdaspur
- Dr. Lalit Sen, DCSE, Jammu University Jammu
- Dr. Yogesh Chabba, DCSE, Guru Jambheshwar University of Science & Technology, Hisar,
- Mr. Amitpal Singh ,DCSE, GNDU Regional Campus Gurdaspur
- Mrs. Sandeep Kaur, DCSE, GNDU Regional Campus Gurdaspur
- Mr. Aashish Mahajan, Aspiring Minds Pvt Ltd. Gurgaon
- Mr Varinder Kumar, Asst Prof, GGDSG College Chandigarh
- Mr Gurwinder Singh, MD, Arena Animation Amritsar

- Mr. Rahul Tyagi from Tech-Defence Ahemdabad.

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

### a) National

- One day UGC sponsored National seminar on “Societal Impacts on Computers” was organize on 29<sup>th</sup> Jan 2011.
- AMCAT –National Employability Test was organized in session 2012-13 and 2013-14, sponsored by Aspiring Minds Pvt. Ltd., Gurgaon.
- 2-day Workshop on Ethical Hacking in collaboration with Tech-Defence.

### b) International

--

## 26. Student profile programme/course wise:

Name of the Course/program (refer question no. 4)	Applications received	Selected	Enrolled	Pass percentage
			*M *F	
BCA-I	27	27	F	98%
BCA-II	44	44	F	100%
BCA-III	45	45	F	99%
BA(Comp.App)-I	20	20	F	93%
BA(Comp.App)-II	27	27	F	97%
BA(Comp.App)-III	40	40	F	98%
B.Sc(Comp.Sc.)-I	83	83	F	94%
B.Sc(Comp.Sc.)-II	78	78	F	97%
B.Sc(Comp.Sc.)-III	33	33	F	100%
M.Sc-I	15	15	F	100%
M.Sc-II	35	35	F	100%
PGDCA	19	19	F	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
BCA-I	100%	--	--
BCA-II	100%	--	--
BCA-III	100%	--	--
BA(Comp.App)-I	100%	--	--
BA(Comp.App)-II	100%	--	--
BA(Comp.App)-III	100%	--	--
B.Sc(Comp.Sc.)-I	100%	--	--
B.Sc(Comp.Sc.)-II	100%	--	--
B.Sc(Comp.Sc.)-III	100%	--	--
M.Sc-I	100%	--	--
M.Sc-II	100%	--	--
PGDCA	100%	--	--

**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	87%
PG to M.Phil.	02%
PG to Ph.D.	02%
Ph.D. to Post-Doctoral	-

<b>Employed</b>	
• Campus selection	16%
	26%
Entrepreneurship/Self-employment	10%

**30. Details of Infrastructural facilities**

- a) Library: Approx 959 books. Apart from college main library, there is also departmental library which provides books to needy students and staff for throughout the year.
- b) Internet facilities for Staff & Students: Yes, There are 50 systems with internet facility. One Internet Lab remains open till evening hours to access internet for staff and students.
- c) Class rooms with ICT facility: Yes, There are 04 ICT enabled classrooms. Teachers try to make better use of *ICT* in their *classrooms*.
- d) Laboratories: There are 04 computer laboratories with latest equipments.

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

135

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

- Seminar on Pipelining by Dr.Sandeep Sood, Dean, GNDU Regional Campus, Gsp.
- Seminar on Communication Skills by IBS Hyderabad.
- Seminar on Software Agents by Mrs Harjot Kaur, Asst. Prof. in GNDU Regional Campus, Gsp.
- Seminar on Placements and Future Career Guidelines by Aashish Mahajan, Aspiring Minds Pvt. Ltd. Gurgaon.
- Seminar on TCP/UDP by Mrs Sandeep Kaur, Asst. Prof., GNDU Regional Campus, Gsp.
- Seminar on Machine Translation by Dr. Vishal Goyal,Asst. Prof., DCSE, Punjabi University Patiala.
- Seminar on NLP by Dr Gurpreet Josan, Asst. Prof., DCSE, Punjabi University Patiala.
- Seminar on E-Commerce by Dr, Yogesh Chabba, Associate Prof., DCSE, Guru Jambheshwar University of Science & Technology, Hisar.

**33. Teaching methods adopted to improve student learning**



**Following methods have been adopted to improve student learning:**

- Lecture Methods using visual aids (blackboard, projectors, transparencies etc.)
- Workshops and Seminars
- More Emphasis on Practical Knowledge
- Project Work
- Viva-Voce Practice
- Group Discussions
- Power Point Presentations
- Tutorials and Online study materials

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

Our students as members of various committees voluntarily participate in different activities such as:

**IT Club:** The IT Club of the College comprises many students and faculty from computer department which organize number of activities like Seminars, workshops and Tech Fests for the healthy development of the society. The students of this club participate in voter awareness rally in the neighbouring villages.

**National Service Scheme:** It's a matter of elation, that our college is caring the National service Scheme with three units at its disposal. Some students from Deptt. of Computer Science are members of NSS unit which, apart from organising camps ,carried out plantation drive, Ration distribution, Campaign against Female Foeticide , Drug Addiction , AIDS, Environmental pollution and various projects like Each One Teach One, cleanliness of surroundings etc. Through this scheme the college aims at creating in the students a sense of participation in Nation Building.

**Rotaract Club Activities:** The Rotaract club of the College with aim of "Fellowship through Service" keeps humming with activities throughout the year. Many students from Computer Science deptt. are members of the Rotaract club which takes diversified projects of service to mankind under Club service , Community service , Professional service and International service Programmes.

**Youth Welfare Clubs:** Some students from Deptt. of Computer Science are members of Youth Welfare club of the college which undertakes various youth oriented programmes in order to help the students discover and strengthen their capabilities and to work towards

personal fulfillments. Our students proved the quote “Only passions, great passions, can elevate the soul to great things”

**Environment Association:** The Environment Association of the College comprises many students from computer department which take part in number of activities in the favour of environment protection like Debates, Exhibitions, Declamations and Poster making.

**Extension Activities of Computer department:**

**2009-10**

- A Seminar was organized on “Software Development” by Sir Infosys on 7<sup>th</sup> Dec, 2009.They guide our students in various project development processes and mobile networks.
- A seminar was organized on the topic “Advanced Network and Hardware Technologies” by IIHT in collaboration with IBM, where students got information on Advanced Technologies.
- The Computer department of the college organised IT Fair, which consists of slide shows, model making and presentation by the students.

**2010-11**

- UGC sponsored National Seminar on ‘Societal impact of Computers’ on 29<sup>th</sup> Jan 2011 by the department of computers of the college.Following eminent personalities attended the Seminar as Key Speakers.
- Dr Gurwinder Singh, DCSE, GNDU Amritsar
- Dr Sandeep Sood, DCSE, GNDU Regional Campus Gurdaspur
- Dr Hardeep Singh, DCSE, GNDU Amritsar
- Dr Vishal Goyal, DCSE, Punjabi University Patiala
- Dr Nirmal Singh, DCSE, GNDU Amritsar
- Dr Gurpreet Josan, DCSE, Punjabi University Patiala
- Mrs Rupali, Infosys Chandigarh
- Mrs Harjot Kaur, DCSE, GNDU Regional Campus Gurdaspur
- Dr. Lalit Sen, DCSE, Jammu University Jammu
- Dr. Yogesh Chabba, DCSE, Guru Jambheshwar University of Science & Technology, Hisar.
- Mr. Amitpal Singh ,DCSE, GNDU Regional Campus Gurdaspur
- Mrs. Sandeep Kaur, DCSE, GNDU Regional Campus Gurdaspur

**2011-12**

- AMCAT-National Employability Test was organized in collaboration with Aspiring Minds Pvt. Ltd. Gurgaon in 30<sup>th</sup>Jan-2<sup>nd</sup> Feb 2012.
- Seminar on effective Communication Skill.
- Seminar on Motivation and Career Guidance by ICFAI School.
- Seminar on Career Guidance by Career guidance by Career Leaders and Sir Infosys

**2012-13**

- Seminar on “Communication Skills” by IBS Hyderabad on 31<sup>st</sup> August,2013.
- Workshop on ‘Information Security & Cyber Crime’ was organized by Tech Defence, Ahmedabad on 18<sup>th</sup> & 19<sup>th</sup> Sept.2012 in College Campus.
- The Computer Department organized “Inter College Technical Festival” in which students from nine colleges participated in Powerpoint Presentations, IT Quiz, Poster making etc.
- AMCAT-National Employability Test was organized in collaboration with Aspiring Minds Pvt. Ltd. Gurgaon in 29<sup>th</sup>Jan-1<sup>st</sup> Feb 2013.

**2013-14**

- The Computer Department organized “Inter College Technical Festival” in which students from six colleges participated in Fast message typing, Powerpoint Presentations, IT Quiz, Art Gallery etc.
- A 6 day workshop on ‘Networking and Internet’ was organised by the computer dept. in college campus.

**35. SWOC analysis of the department and Future plans**

**Strengths**

- The Department is strengthened with highly qualified faculty approved from G.N.D.U Amritsar.
- It has an up-to-date infrastructure and latest equipments. Team-spirit, dedication of students and faculty towards work and well equipped laboratories are strength of this department.
- In order to meet the growing demands of IT industry, department is successfully running ADD on courses viz certificate in IT, diploma in IT and advanced diploma in IT.

## **Self Study Report,Pt. Mohan Lal SD College For Women Gurdaspur**

- We emphasize on practical knowledge of students for enhancing placement of students. The department plans to provide better job opportunities for its students.
- The department also plans to organize UGC sponsored National Seminar in the nearer future on 3G and Wifi, it will be matured in the month of Jan Eminent speakers from different Universities will be invited. Grant for same is sanctioned by UGC.

### **Weaknesses:**

- Border area belt, reach to college is not easy for various reasons.
- Due to backward area, the people are not enlightened about the difference between regular and correspondence study.
- Due to low Socio-Economic belt, Parents can not afford their wards for higher education.

### **Opportunities:**

- High Demand for computer based courses.

### **Challenges:**

- Fast change of trends in IT

### **Future Plans:**

- To organize National seminars and Workshops for the development of faculty and students.
- To apply for the minor research projects.
- Installation of cameras and Bio-Metrics.
- Making whole campus Wi-fi.













