Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**PT. MOHAN LAL S.D. COLLEGE FOR WOMEN, GURDASPUR**
Name of the head of the Institution	**Dr. (Mrs.) Neelam Sethi**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01874502651**
Mobile no.	**9855440665**
Registered Email	**ptmlsd@gmail.com**
Alternate Email	**iqac.sd@gmail.com**
Address	**Kahnuwan Road, Gurdaspur**
City/Town	**Gurdaspur**
State/UT	**Punjab**
Pincode	**143521**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Semi-urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Mrs. Daljinder Kaur**
Phone no/Alternate Phone no.	**01874242953**
Mobile no.	**8054403235**
Registered Email	**ptmlsd@gmail.com**
Alternate Email	**iqac.sd@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://ptmlsdc.ac.in/campus/iqac-report/

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://ptmlsdc.ac.in/campus/academic-calender/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**A**	**3.03**	**2016**	**17-Mar-2016**	**18-Mar-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**14-Jul-2008**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meeting	**18-Jul-2016** **6**	**13**

Academic and administrative Audit	12-Oct-2017 6	3
Feedback	31-Aug-2016 9	7
Increase industry interaction	26-Jul-2016 12	171

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)

10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)

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

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

Activities aimed to carry toward the cultural legacy and promotion of heritage were prepared.

Empowerment of women through various means; holding seminars, awareness programmes, skill building through workshops, exhibitions etc.

Welfare scheme for students including aid, incentives, scholarships and concessions.

New strategies for development of faculty and motivation to staff for Research projects.

Purchase of new books and journals for Library.

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

Plan of Action	Achivements/Outcomes
Planned to introduce B.Sc.(Fashion Designing) in college	Applied
The IQAC planned to purchase new books for library and customized software for office use	Books and Softwares were purchased and functioning well
To make the strenuous efforts for getting the college re-accredited from NAAC and get highest Grade	Accomplished
To furnish the Science Labs	Work accomplished
To motivate the faculty members to apply for minor and major research projects	Highly Motivated. 1 member selected for major research project.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Academic Council of College	23-Feb-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	22-Feb-2016
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	2017
Date of Submission	12-Apr-2017
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The College has partial MIS in operation. The library is partially automated. The administrative activities are fully computerized, right from the admission to the issue

of roll number. Large number of scholarship schemes are identified by the scholarship committee and enable the deserving and meritorious students to avail the benefits through systematized procedures.The Institutions official website provides necessary information to all the stakeholders. The budget is approved by management committee and forwarded online to the college. The payrolls and benefits under Employee Provident Fund and Pension Scheme are also provided online

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

- **The institute academic calendar is prepared by the college keeping in view the academic calendar supplied by the University. • The tentative dates of important events, seminars, workshops, departmental activities and festival celebrations are planned. • Before the commencement of the session all departments distribute the subjects among the faculty members according to their expertise and same is communicated to the time table co-ordinator. • To maintain the continuous learning class test/presentation/assignment are conducted by the faculty members individually.**

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year		
Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year		
Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Computer Science	19
BCA	Computer Application	27
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The college achieves the challenges by incorporating meetings and get together through various permanent and temporary bodies of the institution at certain frequencies. The feedbacks and the gathered information are then passed along through certain pipeline, ultimately reaching the highest concerned division. The College arranges regular meetings amongst its various faculty members. These meetings concern themselves with preventive measures against negative feedback. Upcoming exam schedules, attendance issues, planning of various activities, guidelines for various departmental teachers and students, among other issues, are often important topics discussed. http://ptmlsdc.ac.in/campus/feedbackanalysis/

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	500	309	309
BSc	Science	500	436	436
BCA	Computers	60	80	80
BCom	Commerce	75	74	74
MA	Punjabi	60	78	78
MSc	Computer Science	30	45	45
MCom	Computers	60	33	33

PGDCA	Computers	40	19	19
BCom	Professional	75	27	27
[View File]()				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	926	175	14	0	13

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Toolsand resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
59	41	116	4	4	3

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The IQAC had taken the initiative of implementing the mentoring of students to resolve day to day academic problems of the students. Students are categorized based on the streams of studies and also according to their core subjects. They are divided into groups of 30 students depending on the number of students and a teachermentor is assigned who would perform mentoring duties once a week. Tutors and Mentors continuously evaluate the data of the students related to weekly tests, assignments, cocurricular and extracurricular activities to assess the performance.This is a continuous process till the end of Academic career of the student. During the last semester of study, students are advised for higher studies.Many of our students from rural areas lack proper academic background and financial backup. Mentoring of students thus, is an essential feature to render equitable service to all our students having varied background. The major focus is: To monitor the students regularity discipline To enable the parents to know about the performance regularity of their wards. Improvement of teacherstudent relationship Counselling students for solving their problems and provide confidence to improve their quality of life. Guiding students to choose right career path for job, higher studies, Entrepreneurship, etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1101	59	1:30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
59	55	0	4	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2016	Mrs. Daljinder Kaur	Assistant Professor	Best Teacher Award, Govt. of Punjab
2016	Mrs. Poonam Seth	Assistant Professor	Best Teacher Award,Govt. of Punjab
2016	Mrs Seema Mahajan	Assistant Professor	Best Teacher Award,Govt. of Punjab
2016	Mrs Gurdeep Kaur	Assistant Professor	Best Teacher Award,Govt. of Punjab
2016	Mrs Pardeep kaur	Assistant Professor	Award of Honour, Guru Gobind Singh Study Circle Ludhiana
2016	Mrs Sandeep Kaur Goraya	Assistant Professor	Appreciation Cerificate,MHRD,Govt. of India
2017	Dr. Rama Gandotra	Assistant Professor	Appreciation Award, Journalist Society of India
2017	Mrs. Harsha	Assistant Professor	Guest of Honour,Sri Nangli School
2017	Mrs. Punita	Assistant Professor	Appreciation Award, District Child Protection Unit
2017	Mrs Samita	Assistant Professor	Appreciation Award, District Child Protection Unit
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	NA	Semester	07/06/2017	10/07/2017
BSc	NA	Semester	07/06/2017	10/07/2017
BCA	NA	Semester	10/05/2017	06/07/2017
BCom	NA	Semester	15/06/2017	11/07/2017
PGDCA	NA	Semester	20/05/2017	18/07/2017
MA	NA	Semester	02/06/2017	22/07/2017
MSc	NA	Semester	22/05/2017	03/07/2017
MCom	NA	Semester	31/05/2017	20/07/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Under the continuous internal evaluation system monthly class tests and MST exams are conducted during each semester. The answer books are shown to the students after evaluation. The parents teacher meet is a regular feature conducted once in a semester. Apart from this, in case there is poor performance or regular absence from tests then report is sent either telephonically or by mail to the parents of the students.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared in the beginning of every session and dully adhered to for the conduction of house examination(MST), seminars, workshops, cocurricular activities, IQAC meetings, celebration of national and international days, PT meet, convocation, farewell, departmental activities etc.In case of any unforeseen circumstances, either the scheduled events are postponed or dropped altogether. http://ptmlsdc.ac.in/campus/academiccalender

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://ptmlsdc.ac.in/campus/results/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BA	Arts	141	138	98.4
NA	BSc	Science	144	144	100
NA	BCA	Computer	27	24	91.4
NA	BCom	Commerce	11	9	82.7
NA	PGDCA	Computer	16	16	100
NA	MA	Punjabi	53	53	100
NA	MSc	Computer	19	19	100
NA	MCom	Commerce	10	10	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://ptmlsdc.ac.in/campus/feedbackanalysis/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Arts	6	00
International	Commerce	2	0

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Arts	32
Commerce	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	5	0	0
Presented papers	0	20	0	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
SEVEN DAYS CAMP A. Distribution of stationary to school students of different villages. B. Distributed woolen clothes to orphanage home. C. Distribution of Rashan to oldage home	Instructed by GNDU	3	4
Sawashta pakhawara cleanliness of village jaffarwal.	Instructed by DEO Office	2	20

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Examination	Shiromani Gurudwara Prabandhak Committee Prachar Committee.	Shiromani Gurudwara Prabandhak Committee Prachar Committee .	30
Examination Lecture	Moral Education Guru Gobind Singh Study Circle,Ludhiana	Moral Education Guru Gobind Singh Study Circle,Ludhiana	48
Giddha	Independence Day or Republic Day, instructed by	Independence Day or Republic Day, instructed by	15

	Deputy Commissioner Gurdaspur.	Deputy Commissioner Gurdaspur.		

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Teej	District Administartion	Teej celebration	3	15
Independedence Day	District Administartion	15th August	3	20
Folk Song Competition	Tehsil and District level	Folk Song competiton (Gold Medal)	2	2
Declamation Contest	Nehra Yuva Kendra (Ministry of Youth Affairs) District level	Declamation Contest (Gold medal 5000 cash prize)	1	1
Declamation Contest	State level	Gold Medal 25000 cash prize	1	1
Sweep activities	District Administartion	Poster Making/Quiz/Slogan/Essay Writing/ Speech Competition/Mehandi/ Rangoli	1	20
Lohri celebration	Jai Hind Sewa Club	Cultural Programme	4	14
Vivekanand jaynati	Bharat Vikas Parishad, Gurdaspur	Speech	2	2
Declamation Contest	Ministry of Youth Affairs and Sports and Hindi Bhavan, Delhi	Declamation Award/appreciation and titlePunjab Icon	1	1
National Voters day	District Administartion	Speech awarded with certificates	1	2
Republic day	District Administartion	Patriotic Choreography	4	15
Poetic Recitation	SSM College, Dinanagar	Overall trophy	1	2
Science Olympaid level exam	Science Olympaid Organisation	Gold, Silver and Bronze medal certificates	2	26

Reality Show: Talent Ka Mahasangram	DD National, Jalandhar	Trophy/cash prize 5100rs	1	3
Teachers day	Bharat Vikas Parishad, Gurdaspur	5th September	6	50
Seminar	Red Ribbon Club, Gurdaspur	AIDS Declamation/Poster Making Competition	8	56
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Temporary	Job Opportunities	Habibs Beauty Saloon,GSP	04/04/2016	04/04/2017	15
Temporary	Job Opportunities	Sandeep Dupatta House,GSP	04/04/2016	04/04/2017	20
Temporary	Job Opportunities	Amba Cloth House,GSP	04/04/2016	04/04/2017	18
Temporary	Job Opportunities	New Fashion Boutique,GSP	04/04/2016	04/04/2017	22
Permanent	Job Opportunities	ATech Education Society	27/07/2016	27/06/2017	21
Permanent	Job Opportunities	SIR Infosys	08/08/2016	08/06/2017	30
[View File](#)					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Habibs Beauty Saloon,GSP	04/04/2016	Job Opportunities	15
Sandeep Dupatta	04/04/2016	Job Opportunities	20

House,GSP			
Amba Cloth House,GSP	04/04/2016	Job Opportunities	18
New Fashion Boutique,GSP	04/04/2016	Job Opportunities	22
ATech Education Society	27/07/2017	Job Opportunities	21
SIR Infosys	08/08/2017	Job Opportunities	30
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
120000	122190

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LMS	Partially	2.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Digital Database	17	690	28	970	45	1660
CD & Video	5	250	24	1200	29	1450
Text Books	2357	390067	186	43872	2543	433939
Reference Books	1306	429793	328	136276	1634	566069
Journals	4	10950	1	4200	5	15150
Weeding (hard & soft)	90	9258	9	5500	99	14758
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platformon which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!		

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	107	5	2	1	1	1	1	10	0
Added	0	0	0	0	0	0	0	0	0
Total	107	5	2	1	1	1	1	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Blog	www.ravneetarora.blogspot.in
Slide Share	www.slideshare.net/KomalMahajan5

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
204500	161848	186000	141805

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has maintenance committee that ensures the maintenance of building,classrooms and laboratories. Adequate support staff is employed to meticulously maintain hygiene,cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staff room, seminar hall and Laboratories etc. are cleaned and maintained regularly by support staff assigned for each floor.Washrooms are well maintained. Dustbins are placed in every floor. The Green cover of the campus is well maintained by two full time gardeners. The campus maintenance is monitored through surveillance cameras. Every department maintains a stock register for the available equipment. Proper inspection is done and verification of stock takes place at the end of every year. Packing facility is well organized. Lab assistants under the supervision of HOD maintain the efficiency of the college accessories. Laboratories,library and computers are upgraded as per the guidelines of syllabus issued by Guru Nanak Dev University, Amritsar. A central purchase

committee invites the application for laboratory equipment upgradation, repair and maintenance. Library invites the book and journal requisitions from all the faculties for various subjects in the curriculum. A central Library committee is formed to address the various issues and smooth functioning. Number of computers on the campus is as the students ratio. Computers and Internet service is maintained IT club of the college. Cleanliness and hygiene are maintained in class rooms and all the places through housekeeping staff. Sports complex is open to all the students. Facilities are available for various sports and are maintained by Sports facility in charge. Various competitions and events are organized in this complex. Various seminars are held in the Seminar Hall throughout the year.Departmental Notice Boards are updated after every six months. Various achievements of the faculty and students are displayed in the Student centre where student spend their free lecture. Annual budget is allocated for the purchase, repair and maintenance and housekeeping facility. Budget is approved after scrutiny and approval of local management committee.

http://ptmlsdc.ac.in/campus/maintenance/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	fatherless,parentless,sisiter concession ,merit scholarships, sports,army, need based etc.	111	821600
Financial Support from Other Sources			
a) National	BR Amedkar post metric scholarship, Sikh Minority	84	1453001
b)International	NA	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
SOFT SKILL DEVELOPMENT	02/02/2017	50	COLLEGE AUTHORITIEES
BRIDGE COURSES	04/07/2017	30	COLLEGE AUTHORITIES
REMEDIAL COACHING	01/09/2016	40	COLLEGE AUTHORITIES
LANGUAGE LAB	11/08/2017	25	COLLEGE AUTHORITIES
PERSONAL COUNSELLING AND MENTORING	15/07/2016	50	COLLEGE FACULTY
YOGA AND MEDITATION	21/06/2017	20	COLLEGE FACULTY
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2016	CARRER COUNSELLING AND GUIDANCE	135	105	25	11

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
02	52	8	EMPLOYMENT FAIR AT SUKHJINDERA GROUP OF INSTITUTE	50	26

View File

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	119	B.COM,BCA,B.SC,ARTS,C.SC,ECONOMICS,MEDICAL ,NON MEDICAL	COMMERCE, COMPUTERS,SCIENCE,ARTS	HEI	IT,M.SC,MBA, MA,M.COM, B.ED,PDGCA

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4

View File

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants

TAEKWANDO	DIST. 1 TIME	8
TAEKWANDO	DIST. 2 TIME	7
TAEKWANDO	STATE	2
KICK BOXING	DISTRICT	4
KICK BOXING	STATE	2
KICK BOXING	JUNIOR STATE	2
VOLLEYBALL	DIST.1 TIME	12
VOLLEYBALL	DIST.2 TIME	12
VOLLEYBALL	DIST. 3 TIME	12
VOLLEYBALL	DIST.4 TIME	12
BOXING	DIST	3
BOXING	INTER COLLEGE	2
BOXING	DIST. RURAL GAMES	5
BOXING	STATE	3
WUSHU	DIST.	2
WUSHU	STATE	1
LOHRI CELEBRATION	COLLEGE	20
VIVEKANAND JAYANTI	COLLEGE	5
NAAC DAY CELEBRATION	COLLEGE	15
HINDI DIWAS	COLLEGE	8
DIWALI CELEBRATION	COLLEGE	20
TEEJ CELEBRATION	COLLEGE	16
NAVRATRI CELEBRATION	COLLEGE	12
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College creates a platform for the active participation of the students in the various academics and administrative bodies including other activities. This empowers the students in gaining leadership qualities and executive skills. The college has a well functional Central Association which takes care for augmentation of various infrastructural,academic and administrative activities for student benefit and welfare . The associatin organized a successful oath taking ceremony for various posts like Head Girl,Vice Head Girl , Secretary,Treasurer ,Swachh Ambassador and other elected student representatives of different committees. Each committee who are responsible for the smooth conduct of the association meetings and events.This association remains active throughout the year in college premises. All the members of

student Council are assigned duties according to their post. They perform discipline duties in their free lectures in college campus. • The Class Representatives bring forward the views and suggestions of the entire class with respect to the faculty ,subjects ,syllabus and other things related to the class. • Students members of the Association/Clubs/Committees also observe important days like National Festivals, Birth /Death Anniversaries of important leaders , Internatinal Women's Day, International Yoga Day ,Sports Day,Non -Violence Day ,Teacher's Day Farewell Day, World Literacy Day ,World AIDS Day etc. • The Central Association helps students share ideas,interest and concerns with lectures and principal .They often also help raise funds for various activites,includingsocial events,community projects ,helping people in need and college reforms. • Various cocurricular programs like Talent Hunt,Workshops and Seminars are organized in collaboration with Central Association every year. • Regular trips and tours are organized to the places of historical tourist and educational interest in which students participate with full enthusiasm We have formed 12 students Clubs/committees such as: • Library committee and Book Bank • Discipline Committee • Community Services Advisory Committee • Youth Welfare Club and Youth Festival • Environment Protection and Green Audit Committee • Red Ribbon and Red Cross Society • Science Club • Social Sciences Society • Sports Club • Young Speaker's Club • Rotaract Club • Commerce Club • IT Club • Central Association Club • Scholar's Club • Student's Welfare Club

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

260

5.4.3 – Alumni contribution during the year (in Rupees) :

5000

5.4.4 – Meetings/activities organized by Alumni Association :

1. The alumni who are real gems of cocurricular activities are invited for judgement of various events. 2. The alumni helps the students by donating books.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1.The decentralization is evident in every sphere as each department functions as a separate sub unit in deciding and implementing the student centric programs and activities. 2. The management is participative and regular meetings are convened amongst the management members, Principal, Faculty and the students in implementing efficient plans. 3..All the departments are requested to present their Annual Action Plan at the beginning of every academic year with a clear cut road map to deliver the same. 4. The matters at the department level are discussed by the HOD with the Faculty in consultation with the Principal. This gives the faculty an enormous sense of belonging and pride in the institution and this bring out the best in them. 5. Twice a year, a get together meeting between staff and governing council members is indeed a moment to cherish, where in all matters of importance including the strategic ones are discussed with an equal opportunity for all the staff members to

express their constructive suggestion to the council. 6. The meeting of the President with the staff at the beginning of every semester is indeed a reflection of the participative style of the management.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	1. Industrial and Educational Visits to IT Sector, High Courts, Walmart and Corporate world is a regular practice in the college. 2. MOU is sighned with various bodies. 3. Students of our college were given vocational training by cosmetology Department/ Home Science Department. 4. The college in collaboration with Career Launcher helps in polishing the skills of the students and makes them capable enough to excel in competitive exams. 5. The college in collaboration with ATECH provides software projects training to the students.
Admission of Students	Admission of students is made as per norms set by university. The college made all sincere efforts to promote admissions through advertisement, admission campaigns in near by schools and organizing admission melas etc. The students from low socioeconomic reasons are attracted by various scholarships schemes. Special incentives are provided to sports persons and meritorious students.
Curriculum Development	The various academic bodies of GNDU,Amritsar develop the curriculum and the college opts out of wide range of program option offered by them. the curriculum includes applicationoriented, skillbased papers and interdisciplinary electives along with core courses. two faculty members Mrs. Pardeep Kaur and Dr.(Mrs.) Sukhwinder Kaur, are members of board of studies of university. they play a colossal role in changing an updating concerned syllabi.
Teaching and Learning	The colleges forte is innovative teaching and unique student connect methods in order to transform pupils into leaders, achievers and winners. 1. Interactive and collaborative learning among the students was provided through

	audio visual aids,remedial coaching, LCD projector and computer based teaching learning methods and smart ICT enabled classrooms and well furnished laboratories and reading rooms. 2. Efforts are made by the faculty to evaluate the students through monthly test, assignments, group discussion, projects and extension lectures. 3. Workshops, tutorials and training programs for the faculty members and students. 4. Counselor training programs, mock interview, placement and employ ability tests are organised. 5. To improve the performance of the faculty, the feedback from the students are obtained from the students. 6. Peer teaching and remedial coaching and internal improvement examination for slow learner and week students. 7. Free internet access for faculty and students. 8. PublicPrivate partnership model to promote employ ability, small entrepreneurship model and social responsibility among the youth.
Examination and Evaluation	House examinations are conducted twice to monitor the performance of the students. Answer sheets are shown to students and results of students along with lecture statement are shown to parents in parentteacher meetings which are held after every examination. In addition to these assignments and monthly tests are also given in all the courses. group discussion, vivavoce, seminars, mini projects etc. were also organized.
Research and Development	In order to develop research, new strategies were made for the development of faculty and they were also motivated for taking up research projects. They were also stimulated to present papers in seminars and symposium. the institution regularly organizes conferences, seminars and workshops in which eminent researchers visit the campus and interact with teachers and students.
Library, ICT and Physical Infrastructure / Instrumentation	The college equipped with well stocked library. The library also has an advisory committee that decides the library budget department wise and recommends books to be purchased. Advisory committee suggest the faculty members to purchase high quality catalogues for the library. It helps the faculty members to purchase

	reference books for the library. It suggests the librarian to purchase good journals, magazines etc. The library notice board displays all activities for its users. The college makes all sincere efforts to provide information through various information networks. Easy access and free internet facility is available to all. Staff and students use this facility for increasing their knowledge on various subjects. New equipments like laptops, LCD, laser jet, 3DLED, LCD projector, printers were procured. The college has well equipped classrooms, seminar hall, edifice laboratories, a centrally located computerized administrative block, well stocked library and eco friendly botanical gardens add to the basic infrastructure. To make teaching learning systematic and organised, classes are run in separate departments.
Human Resource Management	The college ensures that human resources are encouraged and their potential is properly utilized in the overall growth of the college. Such members are honored in the main college functions so that they could work efficiently to the maximum of their capacity. The following are some of quality improvement strategies adopted for human resource management. The following measures were adopted 1.the review of the academic results was made. 2. recognition and awards from management 3. various community service schemes with the help of Rotaract club 4. financial assistance like loan to the staff, in need of time

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

E-governace area	Details
Planning and Development	1. The college annual budget is sanctioned by GGDSD society. 2. Monthly activities report is sent to GGDSD society. 3. Every teaching staff member has INFLIB account with which they get latest updation regarding their curriculum.
Administration	Biometric attendance of all college staff members is maintained and is emailed to GGDSD society every month
Finance and Accounts	1. EPF EPS: Under EPF EPS scheme the college sends details of the whole required information to the consultant

	appointed by the college. The consultant generate challan and then the amount is transferred to the government account. 2. Salary: Salary is directly paid into the bank account of all the college members as teaching staff, non teaching staff and support staff.
Student Admission and Support	Students admitted are registered with GNDU, Amritsar online as per the recommended procedure by university where students are granted student ID and login on GNDU portal.
Examination	Results of internal examination are forwarded to GGDSD society. During examination, a sudden change in pattern of Question papers or distribution of marks is also intimated by university online. Practical marks are uploaded on GNDU Portal.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Komal	Use of ICT in teaching	RRMK Arya College Pathankot	500
2016	Dinesh Sharma	Use of ICT in English	RRMK Arya College Pathankot	500
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	Team Building	Workshop on EPF	15/11/2017	15/12/2017	60	6
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development	Number of teachers who attended	From Date	To date	Duration

programme				
Refresher Course	9	02/06/2016	23/06/2016	21
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
19	40	6	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Contributory Provident Funds Scheme, Loan Facilities,Medical leave, Maternity leave for women staff, casual leave	Contributory Provident Funds Scheme, Loan Facilities,Medical leave, Maternity leave for women staff, casual leave	Student Welfare Fund, Book Bank Facility, Scholarships and Freeship, Health Facilities, Financial aids for minority communities and sportsperson

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Auditing is done once in every year. It is conducted by Chartered Accountant appionted by college society GGDSD. Every year in the month of May, the commerce department checks the physical stock taking .

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Hira Devi Trust, Lakshmi Devi Mansotra, Dr. Khushboo, Endowment Fund,Dr.(Mrs.)Neelam Sethi, Money Ohri, Lal Shah Mahajan, Sandeep Kaur Goraya	69700	Student Welfare
View File		

6.4.3 – Total corpus fund generated

11329259

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	GNDU, Amritsar	Yes	From Local auditors and auditors sent by GGDSD College Society

Administrative	Yes	GNDU, Amritsar	Yes	From Local auditors and auditors sent by GGDSD College Society Chandigarh

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parent teacher meet is organized twice in the session which helps in obtaining feedback from the parents for better functioning of the college. The parents are also guided about their wards performance in academics, extra cocurricular activities and their class behavior.

6.5.3 – Development programmes for support staff (at least three)

Various welfare measures have been taken for support staff 1. Efforts were made to promote studies along with their employment 2. Health facilities and other medical aids 3. Appreciation to good work done by the staff members. 4. Free accommodation to various staff members in the campus.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Career oriented courses were started to promote progression of student. 2. We started teaching learning process by power point process to make it student centric anytime anywhere. 3. WiFi enabled campus.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Contributed to the society by organizing outreach programmes	09/09/2016	09/09/2016	09/09/2016	40
2016	Earn while learn	17/10/2016	17/10/2016	17/10/2016	50
2016	Organized Ralley to aware society	22/11/2016	22/11/2016	22/11/2016	100

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the	Period from	Period To	Number of Participants

			Female	Male
programme				
Seminar cum workshop on "Rights of children"	24/08/2016	24/08/2016	64	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. The slips have been pasted on the switch boards instructing to switch off the lights and fans when not in use. 2. Temperature of ACs is maintained at 24 degree in order to minimise the carbon emissions. 3. Centralised Cooling has been adopted in the administrative block to reduce the emissions.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	13/08/2016	1	Distributed Fruits in maternity Ward, Civil Hospital Gurdaspur	Ethics values	10
2016	2	1	16/08/2016	7	Swacchhta Abhiyan in Campus	Clearliness	15
2016	2	1	19/08/2016	1	Tree Plantation Drive	Environmental protection	20
2016	2	2	08/12/2016	1	Drug Addiction	Environmental protection	15
2017	1	3	22/01/2017	1	Entrepreneurship Opportunities For women	Aspiring Women awareness for entrepreneuship	15

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Handbook	20/07/2017	The purpose of college handbook is to give the stakeholders like students, parents/guardians, alumni etc. an understanding of general rules and guidelines. This document is reviewed annually since policy and procedures adoption is an ongoing process.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Swacchhta Abhiyan	12/08/2016	12/08/2016	7
Feeding the poor	13/08/2016	13/08/2016	20
Observance of Swachhta Pakhwara	16/08/2016	31/08/2016	15
Teachers day celebration	06/09/2016	06/09/2016	300
Seminar on Aids	09/09/2016	09/09/2016	45
Environmental awarness	12/04/2017	12/04/2017	15

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

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: • Students and teachers are strictly instructed to switch off the lights and fans when not in use. Teacher incharges and Class Representatives see to it that these rules are duly followed. • Under the slogan "Grow Green and Save Planet Earth", plantation drive was organised by Environment Association in campus during rainy season. • The college has well placed eco friendly mechanism for the requisite disposal of hostel, kitchen, college mess and lab wastage. • Flower show Chrysanthemum is organised 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 from nearby areas participate enthusiastically. • The Environment Association remains active throughout the year. The College has initiated efforts to create ewaste awareness to make the campus ecofriendly.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practise I Title: "Instructional Skill Workshop" Objective of the Practice: The objectives of "Instructional Skill Workshop" are: • To recognize the importance of positive learning. • To practice a variety of instructional strategies and techniques in classrooms. • To increase participatory learning concepts. • To experience the diversity of contemporary classrooms • To connect and work closely with colleagues from range of disciplines to improve each other's teaching through Objective Feedback. The Context: Instructional Skills

Workshop (ISW) Programme is a comprehensive three tiered instructor development program that serves as the foundation for several professional development activities. The Instructional Skills Workshop is offered within a small group setting and is designed to enhance the teaching effectiveness of both new and experienced educators. Our GGDSD College Society has taken a first ever unique initiative offering opportunity to faculty members to participate in 'Instructional Skill Workshops' (ISW). This workshop is an internationally recognized FDP. Several Faculty members from our college have already taken the advantage by participating in these Workshops during recent months. The Practice: During the 56 day workshop, participants design and conduct three "minilessons" and receive verbal, written and video feedback from the other participants who have been learners in the minilessons. Using an intensive experiential learning approach, participants are provided with information on the theory and practice of teaching adult learners, the selection and writing of useful learning objectives with accompanying lesson plans, techniques for eliciting learner participation and suggestions for evaluation of learning. The workshop encourages reflection and examination of one's teaching practices with feedback focused on the learning process rather than on the specific content of the lesson. Effective feedback skills, practiced in the workshop, are useful for educators in the classroom and also as they conduct their regular institutional business. The ISW engenders participatory learning and the building of community that can transfer back into the classroom and the institution. Participation in a workshop creates an opportunity for new faculty to learn about the unique culture and value system of the organization and can also be a renewing and revitalizing activity for more seasoned members. Added benefits are a sense of collegiality, team building, self discovery, and learning new approaches to working with others. During the central days of the workshop, each instructor prepares and conducts three 10minute "mini lessons." The instructor then receives written, oral, and video feedback from the other participants on the effectiveness of the lessons, and then sets new performance objectives. Participants are encouraged to engage actively as learners while the other participants teach, and to give and receive honest, helpful, nonjudgmental feedback. Participants are strongly supported in their efforts to experiment with different teaching techniques and to teach from different learning domains, to different learning styles. Workshop Goals By the end of the workshop learners will be able to: • use instructional objectives to inform learners about what they are expected to learn and write a useful, practical lesson plane • evaluate what has been learned in relation to your instructional objectives use simple techniques during your lessons to test learning conduct a highly participatory classroom session • use the common instructional aids • use good questioning techniques during a classroom session • give objective feedback • feel more competent and confident as an instructor Evidence of success: Faculty from various departments has already attended these workshops to enhance their teachinglearning skills. In this workshop, each participant takes on the roles of both 'Instructor and Trainer'. During 'Tenminute Minilesson', every participant acted as Instructor and get positive feedback from learners about the effectiveness of the lesson at the end of the lecture. Faculty members are enthusiastically using 'BOPPPS' model and other models in their classrooms to improve and strengthen their classroom environment and make their lectures more innovative and participative. Best Practise II Title: "Altruism Drive: Adoption of Three Villages" Objective: The objective of Altruism drive of the college is to inculcate the spirit of Volunteerism among the students through the community interaction. "Be the Change you want to see in the world", said Mahatma Gandhi, the preeminent leader of the Indian Independence Movement and the father of the Nation. And we are proud to say that Pt. Mohan Lal SD College for Women, Gurdaspur is a private Post Graduate Degree college promoting Public service. The Context: The college has three units of NSS comprising 300 volunteers. Advising them to form a living contact

with the community, students are suggested to do something positive so that the life of the villagers might be raised to a higher material and moral level. Ergo, three villages 'Babowal, Kothe and Zafarwal' have been adopted by Pt. Mohan Lal SD College for Women over the past ten years. The Practice: The units have been organizing activities related to social problems of these villages widely. Specific programmes relate to: A. Environment i. Plantation Activities ii. Cleanliness Drives iii. Plastic Elimination Campaign B. Health and Hygiene: Workshop and Seminars by prestigious personage on various issues of society such as: i. Seminar on 'Personality Development'. ii. 'Each One Teach One' Programme about Infectious disease. iii. AIDS iv. Drug abuse v. Maintenance of Personal Hygiene C. Education: Instillation through programs such as i. Importance of Girls and women Education ii. Awareness of Fundamental Rights and Duties iii. Perspicacity of Government Policies iv. Preponderance of Voting D. Small scale Enterprise: Villagers are drilled to organize and operate a business venture through camps in which rustics/churls are learned: i. Various Recipes ii. To Make Products from waste materials E. Camps: One Day camps and one week camps are organized time to time in the college campus. In relation to these camps, NSS Units usually render in respective villages to donate i. Woolen Clothes ii. Eatables iii. Stationery to needy children F. Cavalcade: NSS Units organize Periodic marches on various issues and events. i. Beti Bachao Beti Padhao ii. Swachta Abhiyaan Evidence of Success: Our student volunteers are highly active to organize various activities to aware villagers about several social and economical issues. They are able to: • Understand the community in which they work. • Understand themselves in relation to their community. • Identify the needs and problems of the community and involve them in Problem Solving. • Develop a sense of social and civic responsibility • Gain skills in mobilizing community participation. • Practice national integration and social harmony.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://ptmlsdc.ac.in/campus/best-practices/

7.3 – Institutional Distinctiveness

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

Our vision is to empower women through Education. The college has a concrete, multilayered strategy to turn this vision into reality. To enhance the employability of young women and to make them entrepreneur in life, the institution runs a number of career oriented and vocational courses along with regular ones. The career guidance placement cell organizes various career counseling and guidance seminars and workshops. With the rare amalgamation of ancient vedia culture, Indian traditions Modern technology, the institution aims at creating the best human resources reservoir to produce world class professionals and citizens. The workshops for imparting of various skills and experiences are organized in the college. The workshop on Tally, Adobe Photoshop, Network Programming, Fashion Designing, Home Science are to name a few. Enactus Club also works for exploring business opportunities for the students to enhance their employability skills. The institution stress on outreach programmes and inculcates in its students an awareness of the value of a holistic education and empathy for the less privileged sections of society. An active NSS committee organizes outreach programmes for the student community also. Rotaract Club is worth mentioning here which inculcate the spirit of leadership and team work among the students in organizing "Neki ki Deewar", an initiative to provide necessary household items, eatables etc. to needy people.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1.To purchase new books and subscribe for journals and magazines for purpose of up gradation of library. 2. To up grade the computer labs with latest technology. 3. To start new course. 4. To organised more educational tips. 5. To continue with remedial classes for the improvement of results of the students. 6. To start more new best practices. 7. To introduce new recreational activities for staff members. 8. To establish more new clubs and committee. 9. To execute FDP for betterment of Faculty member. 10. To organised inter School Inter College Event to promote admission. 11. To Continue with Various Outreach Program for the Society . 12. To Add more Specimen in Science Laboratories. 7