Yearly Status Report - 2017-2018

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.) Neeru Sharma**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01874502681**
Mobile no.	**9463284185**
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.	**01874502681**
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/aqar

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-calendar/

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**
1	**B**	**2.62**	**2009**	**29-Sep-2009**	**30-Sep-2014**

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	**17-Jul-2017**	**14**

	3	
Academic and Administrative Audit	22-Jan-2018 6	3
Feedback	02-May-2018 9	357
Increased Industry interaction	27-Jul-2017 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
Pt. Mohan Lal S.D.College For Women	MPLAD	Deputy Economic & Statistical Officer	2017 1	1000000
Philosophy Department	Seminar for Research Promotion	ICPR	2017 1	10000
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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)

Addition of new courses in the college as per the needs and requirements of students, preferably with an inter disciplinary approach

Execute faculty development programs for betterment of faculty development

Purchase of new books and journals for Library

IQAC put forth the proposal for up- gradation of college website and Facebook page regularly

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

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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
To make the students aware regarding Gender Sensitisation	Accomplished
To organise Offline TEDx sessions for students to imbibe moral values in them	4 sessions were organised
To organise Seminars, workshops and guest lectures by each department of the college	Organised
To promote vocational training by Cosmetology, Home Science, Fine Arts and Fashion Designing Departments	Accomplished
To make the students aware regarding Women Empowerment and Security by Women Cell	Accomplished
To contribute in Swacchh Bharat Mission by NSS in Kothe Village and surrounding areas of the campus	Accomplised
To promote the campaign of "BEAT PLASTIC POLLUTION" throughout the city by Central Association and Rotaract Club in collaboration with Rotary and Innerwheel Club	Organised
To organise trips and tours to promote the sense of respect for culture and heritage among the students	Organised
To organise Industrial visits to enhance the practical knowledge of the students	Organised
To conduct the surveys on "Stress among students" and "Economic conditions of the students"	Conducted
To organise the various Sports tournaments in the college	Organised
To promote outside participation in various events at District, State and National level by Youth Welfare Club	Participated
To organise extra-curricular activities	Organised

in the college to ensure overall development of the students	
To help the needy students through scholarships and fee concession programmes	Assisted
Planned to introduce B.Voc (Fashion Styling and Grooming), B.Voc in Retail Management and Diploma in Food Production in the college	Applied
The IQAC planned to purchase new books and Journals for library	Books and Journals were Purchased.
Floor Work in Classrooms and Cafeteria	Work accomplished successfully
To organise FDPs for the overall development of the faculty	Organised
To motivate the faculty members to apply for minor and major research projects	Motivated. 1 member applied for major research project.
To organise Commerce and Tech Festival " PRAYAAS 2K18"	Organised
To organise "Interactive Week" by Computer Science Department and "Insight Week" by Commerce Department	Organised
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Academic Council of college	12-Jul-2018

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 institutional 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
Cosmetology	NIL	12/07/2017	6	Beauty Parlour	Make up Artist

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Fashion Designing	05/07/2017
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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
Number of Students	6	0

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
NA	01/07/2017	0
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
BCA	Computer Science	17
MSc	Computer Application	21
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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
On a regular basis the feedback is collected from the parents Teacher Meetings that are organized by each and every department of the college. Suggestions and comments given by the guardians are also taken into account for future development. The staff meetings and Governing Body meetings are frequently organized, to discuss advancement and future strategies. These meetings ensure the routine functioning of the college. The Alumni Association offers an interactive platform where the ex students exchange ideas and information. Link is given below: http://www.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	300	300
BSc	Science, Economics	500	338	338
BSc	Fashion Designing	50	17	17
BCA	Computer	60	87	87

BCom	Commerce	75	97	97
MA	Punjabi	60	38	38
MSc	Computer science	30	39	39
MCom	Commerce	60	51	51
PGDCA	Computer	40	20	20
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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
2017	839	148	41	0	16

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
57	49	110	4	4	3

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

The College adopts an effective mentoring system which provides academic and personal guidance to students. Students are categorized based on the streams of studies and also according to their core subjects. They are divided into groups of 30 to 35 students depending on the number of students and a teacher mentor is assigned who would perform mentoring duties twice a month. 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. The Placement and Guidance Cell regularly organise Career Guidance seminars through which students are motivated to go for higher studies and competitive exams. Every faculty member is expected to create a rapport with the student mentee, encourage her to ask questions, attempt to clarify doubts and facilitate counselling on different issues. A mentor is expected to focus on the mentee's holistic development by guiding her in areas like academics, co curricular, sports and career choices etc. Mentors are also required to focus on developing the interpersonal Skills among their mentees. Each mentor keeps complete record of student performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
987	57	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
58	49	0	8	1

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
2018	Mrs. Pardeep Kaur	Assistant Professor	Award of Honour, Guru Gobind Singh Study Circle, Ludhiana
2018	Dr. Rama	Assistant Professor	Award of Honour, Chinmay Mission
2018	Mrs Poonam Seth	Assistant Professor	Award of Honour, Seva Bharti
2018	Mrs Sandeep Kaur Goraya	Assistant Professor	Appreciation Certificate, Arena Animation, Amritsar
2018	Mrs Kulwinder Kaur	Assistant Professor	Award of Honour, DTC Cultural Education, Gurdaspur
2018	Dr. Dinesh	Assistant Professor	Brahaman Sabha, Gurdaspur
2018	Mrs Punita	Assistant Professor	Award on Swacchh Bharat, Misssion, MC, Gurdaspur
2018	Ms Jagjeet Kaur	Assistant Professor	Award of Honour, Bharat Vikas Parishad, Pathankot
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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	09/06/2018	09/07/2018
BSc	NA	Semester	09/06/2018	09/07/2018
BCA	NA	Semester	15/05/2018	02/07/2018
BCom	NA	Semester	08/06/2018	03/07/2018
PGDCA	NA	Semester	17/05/2018	20/07/2018
MA	NA	Semester	31/05/2018	26/07/2018
MSc	NA	Semester	19/05/2018	27/07/2018
MCom	NA	Semester	15/05/2018	13/08/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Under the continous 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 teachers 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 duly 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.

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
	BA	Arts	72	69	96.5
	BSc	Science, Economics	109	109	100
	BCA	Computers	17	16	95.4
	BCom	Commerce	28	24	85.9
	PGDCA	Computer	17	17	100
	MSc	Science	21	21	100
	MA	Arts	14	14	100
	MCom	Commerce	21	21	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/feedback-analysis/

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
Total	0	Nil	0	0
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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
Nil	Nil	01/07/2017

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
NA	NA	NA	01/07/2017	NA

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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
0	NA	NA	NA	NA	01/07/2017

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Nil	0

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	4	0
International	Commerce	3	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	24
Commerce	3
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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
Nil	Nil	Nil	2017	0	Nil	0

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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	Name of	Title of journal	Year of	h-index	Number of	Institutional

Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
Nil	Nil	Nil	2017	0	0	Nil
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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	11	0	0
Resource persons	0	1	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. Lecture was given on the topic "How to make healthy and tasty food quickly.	With community through NSS	4	6
Chabeel	Served to Society (municipal committee of the city)	4	10
Swacchhta Pakhwara (Municipal Corporation of the city)	Instructed by DEO Office.	4	30
Nutrition Month: Distribution of fruits, wheat, Biscuits, Dalia etc. in Old age home, Gurdaspur.	Instructed by DEO Office	2	10
Speech was delivered by students on "Prali Project"(Stubble Burning)	Instructed by GNDU	4	10

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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

				49
Examination	Shiromani Gurudwara Prabandhak Committee Prachar Committee.	Shiromani Gurudwara Prabandhak Committee Prachar Committee .		49
Examination Lecture	Moral Education Guru Gobind Singh Study Circle, Ludhiana	Moral Education Guru Gobind Singh Study Circle,Ludhiana		30
Giddha	Independence Day or Republic Day, instructed by Deputy Commissioner Gurdaspur.	Independence Day or Republic Day, instructed by Deputy Commissioner Gurdaspur.		20
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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
Tree plantation and Shakti app	Environment Association, Gurdaspur	tree plantation and awareness about Shakti app	15	100
Independence day	District Administration, Gurdaspur	gidda	3	20
Aghaaz Techzone Science fest	DBT, Govt. of India, New Delhi	speech/poster/quiz/ rangoli and 5 prizes/certificates	2	9
IT department and Commerce Department participated in Intercollege technovilla Prog.	Pt. Mohan Lal SD College, Fatehgarh Churian	paper presentation/ mimicry/poster making and quiz/ certificates	3	9
classical Belly dance	District Heritage Society, Gurdaspur	Belly dance	2	60
seminar on Career Guidance	IBT Pvt. Ltd. Amritsar	seminar	5	80
Declamtation contest	Distict level Nehru Yuva Kendra	declamation contest	1	2
DST Inspire Science camp	Ministry of Science and Technology, Govt. of India organised by SDAM College,	different competitions	2	11

	Dinanagar			
Vivekanand Jayanti	Jai Hind Sewa Club and Bharat Vikas Parishad	Speeches	1	2
National Voters day	District Administration, Gurdaspur	declamation contest	1	2
Republic day	District Administraion, Gurdaspur	Giddha	3	20
Poetical Recitation Contest	RR Bawa DAV College, Batala	1st and 2nd prize	1	2
Inter college Poetical Recitation Contest	SSM College, Dinanagar	overall trophy	1	2
Inter college Quiz and debate contest	Pt. Mohan Lal SD College, Fatehgarh Churian	1st in quiz and 2nd in debate	3	3
National Youth day	RRMK Arya College, Pathankot	1st in declamation, 2nd in englsih writing, 2nd in poster making	2	3
orientation Programme in college	Commerce Department	motivational lecture on topic How to attain happiness?	8	40
orientation Programme in college	Science Department	Motivtional Speech on enviromental protection and Plantation	4	60
Environment Association of college	Environment Association, Gurdaspur	tree plantation	3	10
Teachers day	Central Association of college	cultural programme/ speech by head girl	60	60
Nutrition campaign	Home science department of college	vegetarian recipe of Indian/Chinese/Italian Cuisines	1	15
Hindi Diwas	Hindi dept. of college	speech by ExHOD, GNDU, Asr	1	50
Exhibition	FD Dept. of college	Handmade ornaments on	4	20

		the eve of KarvaChauth		
Workshop	Psychology and Sociology dept	Memory Enhancing speech	2	30
International Anti stress day	Social Science dept	Talk on causes and types of stress	8	50
Neki ki Deewar	Rotaract Club of the college	distribution of various items to needy persons	3	20
Career guidance	Computer, Commerce and Economics dept. of the college in collaboration with IBT pvt. Ltd., Amritsar	Speech	10	50
Guru Teg Bahadur Jayanti	Bharat Vikas Parishad, Gurdaspur	Inter school declamation	1	2
Spiritual video displayed	Chinmaya Mission, Gurdaspur	video	2	50
RYLA	CT Group of institutions, Jalandhar	cultural items	3	6

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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
NA	0	NA	0

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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
Permanent	Interaction with industary Experts	CBA, INFOTECH	04/10/2017	04/10/2018	7
Permanent	Training/lectures/worksh	Institute of Banking	03/08/2017	03/08/2018	13

		ops	Services Pvt. Ltd.			
Temporary	Jobs Training	Signature Beauty Academy, GSP	26/10/2017	26/10/2018	17
Temporary	workshops	Hyper city	11/10/2017	11/10/2018	11
Temporary	seminars	wave Beverages pvt. ltd, Amritsar	10/10/2017	10/10/2018	13
Temporary	workshops on Job programs	Institute of Banking Services pvt.ltd	03/08/2017	03/08/2018	15
Temporary	Jobs Training	DMART, GSP	29/09/2017	29/09/2018	12
Temporary	Job Opportun ities	Habib Beauty Saloon	04/11/2017	04/11/2018	14
Temporary	Job Opportun ities	Orane Beauty Academy, GSP	21/10/2017	21/10/2018	13
Temporary	Job Opportun ities	Anamica Beauty Saloon, GSP	26/10/2017	26/10/2018	11
Temporary	Job Training	Pretty women Boutique, Pathankot	26/10/2017	26/10/2018	7
Temporary	Extension Education wo rkshops/semi nars	Software institute of Research Infosys.	26/07/2017	26/07/2018	11
Permanent	Training/lec tures/worksh ops	ATECH Education Society	03/08/2017	03/08/2018	11
Temporary	Job Training	Queen Tailor Batala	26/10/2017	26/10/2018	5

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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
Signature Beauty Academy, Gsp.	26/10/2017	Jobs Training	17
CBA,INFOTECH	04/10/2017	Interaction with industary Experts	7
Queen Tailor Batala	26/10/2017	Job Training	5
Anamica Beauty Salon,GSP	26/10/2017	Job Opportunities	11
Pretty women	26/10/2017	Job Training	7

Boutique, pathankot			
Software institute of Research Infosys.	26/07/2017	Extension Education workshops/seminars	11
ATECH Education Society	03/08/2017	Training/lectures/workshops	11
Institute of Banking Services pvt.ltd	03/08/2017	Training/lectures/workshops	13
Hyper city	11/10/2017	workshops	11
Wave Beverages pvt.ltd, Amritsar	10/10/2017	seminars	13
Institute of Banking Services pvt.ltd	03/08/2017	workshops on Job programs	15
DMART,Gsp	29/09/2017	Jobs Training	12
Habib Beauty Saloon, Gsp	04/11/2017	Job Opportunities	14
Orane Beauty Academy,GSP	21/10/2017	Job Opportunities	13

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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
200000	180368

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2543	433939	134	49443	2677	483382

Reference Books	1634	566069	11	3610	1645	569679
Journals	5	15150	1	4200	6	19350
Digital Database	45	1660	34	1520	79	3180
CD & Video	29	1450	35	1750	64	3200
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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
Nil	Nil	Nil	01/07/2017

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
215000	293398	185000	83115

 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)

    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, repairs 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 per the students ratio. Computers and Internet service is maintained by IT club of the college. Cleanliness and hygiene are maintained in class rooms and all the places by 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 by local management committee. 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 on 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. Lab assistants under the supervision of HOD maintain the college equipment and accessories.

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, SISTER CONCESSION,MERIT,ARMY, SPORTS, NEED BASED, SCHOLARSHIP	93	548200
Financial Support from Other Sources			
a) National	DR. AMBEDKAR POST MATRIC SCHOLARSHIP(STATE)	71	761050
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
YOGA AND MEDITATION	21/06/2018	26	COLLEGE AUTHORITIES
SOFT SKILL DEVELOPMENT	20/03/2018	40	A TECH. GSP.
BRIDGE COURSES	03/07/2017	40	COLLEGE AUTHORITIES
LANGUAGE LAB	30/11/2017	25	COLLEGE AUTHORITIES

PERSONAL COUNSELLING AND MENTORING SEMINAR	17/07/2017	35	COLLEGE AUTHORITIES
REMEDIAL COACHING	04/09/2017	68	COLLEGE AUTHORITIES
	View File		

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
2017	CAREER COUNSELLING AND CAREER GUIDANCE	80	120	25	54
	View File				

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
12	12	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
04	87	5	EMPLOYMENT FAIR AT GOLDEN GROUP OF INSTITUTES, GURDASPUR	20	7
	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
2017	125	B.COM,BCA,B.SC,B.A,MEDICAL,NONMEDICAL,COMPUTER,ECONOMICS	ARTS,SCIENCE,COMPUTERS,COMMERCE	HEI	IT,M.SC,M.COM,PGDCA,M.A etc.
	View File				

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
Any Other	7
View File	

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

Activity	Level	Number of Participants
GEETA JAYANTI	COLLEGE	20
GURU GOBIND SINGH JI BIRTHDAY	COLLEGE	30
GURU TEGH BAHADUR JI JAYANTI	COLLEGE	25
YOUTH FESTIVAL	INTER COLLEGE	32
NAVRATRI CELEBRATION	COLLEGE	22
DIWALI CELEBRATION	COLLEGE	38
KARWACHAUTH CELEBRATION	COLLEGE	10
KARATE	NATIONAL	3
KARATE	STATE	4
VOLLEYBALL	DIST.	12
VOLLEYBALL	INTER COLLEGE	12
TAEKWANDO	DIST.1	8
TAEKWANDO	DIST.2	8
TAEKWANDO	STATE 3	2
TAEKWANDO	INTER COLLEGE 4	5
BOXING	INTER COLLEGE	4
TANGSOODO	NATIONAL 1	1
TANGSOODO	NATIONAL 2	1
WUSHU	INTER COLLEGE	4
GATKA	INTER COLLEGE	6
KICK BOXING	INTER COLLEGE	11
KICK BOXING	INTER UNIVERSITY	1
CLASSICAL BELLY DANCE	COLLEGE	28
GEETA JAYANTI	COLLEGE	10
GURU GOBIND SINGH JIs 350TH BIRTHDAY	COLLEGE	15
GURU TEG BAHADUR JIs BIRTHDAY	COLLEGE	18
DIWALI CELEBERATION	COLLEGE	20
FAREWELL PARTY	COLLEGE	30
TEEJ CELEBERATION	COLLEGE	12
PRAYAAS	COLLEGE	25

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
2017	SILVER MEDAL	National	1	0	NIL	KIRANPREET

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 academic 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 Association organized a successful oath taking ceremony for various posts like Head Girl, Vice Head Girl, Secretary, Joint Secretary, Treasurer , Co Treasurer, Swachh Ambassador, Public Relation Officer, Book Bank Incharge and other elected student representatives of different committees. Each committee member is responsible for the smooth conduct of the Associations meetings and events. This association remains active throughout the year in the college premises. All the members of Central association 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 and Gurus , International Women's Day, International Yoga Day ,Sports Day,Non -Violence Day ,Teacher's Day ,Farewell Day, World Literacy Day ,World AIDS Day,Environment Day ,Hindi Divas ,Geeta Jayanti,Religious Events and Cultural Events like Diwali, Lohri, Navratra, Teej,Karwachauth etc. • The Central Association helps students share ideas,interest and concerns with lecturers and Principal .They often also help raise funds for various activities, including social events,community projects, Neki ki Deewar 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 importance 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 • Enactus Club • Science Club • Social Sciences Society • Sports Club • Young Speakers Club • Rotaract Club

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

211

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

6000

5.4.4 – Meetings/activities organized by Alumni Association :

1. Alumni who excelled in academics are invited to deliver guest lecture on different topics . 2. The youth festival winners are invited to train the prospective participants for youth festival .

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 studentcentric 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 a 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 suggestions 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
Curriculum Development	The various academic bodies of GNDU,Amritsar develop the curriculum and the college opts out of wide range of programmes offered by them. the curriculum includes application oriented, skill based 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. The colleges forte is innovative teaching and unique student connect methods in order to transform pupils into leaders, achievers and winners.

Teaching and Learning	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 employability 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 weak students. 7. Free internet access for faculty and students. 8. Public Private partnership model to promote employability, 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 parent teacher meetings which are held after every examination. In addition to these assignments, 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 is 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 equipment like laptops, LCD, laser jet, LCD projector, printers were procured. The college has well equipped classrooms, seminar hall, edifice laboratories, a centrally located computerised 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
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 signed 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 nearby schools and organizing admission melas etc. The students from low socioeconomic regions are attracted by various scholarships schemes. Special incentives are provided to sports persons and meritorious students.

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

2018	Dr Khusbhoo	National seminar On GST	AV College Ludhiana	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)
2018	Net Banking	Document Sharing and Printing	12/04/2018	12/04/2018	57	6
2018	Trends in Higher Education	Tally	12/10/2018	12/10/2018	57	6
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short term course	1	04/10/2017	11/10/2017	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	37	6	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Contributory provident fund schemes, loan facilities, medical leave, maternity leave for women staff, casual leave	Contributory provident fund schemes, 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)

The institute has a mechanism for internal and external audit. We have our own internal audit mechanism in addition to the external auditors to verify and certify the entire Income and expenditure and the capital expenditure of the

institute each year. In the month of May, a team of commerce teachers under Bursar works on this project. In addition to this Bursar checks the records at the end of month throughout year. An external audit is also carried out on quarterly basis. The institutional accounts are audited regularly by both external and internal auditor. Every year suggestions are given by GGDSD society to be followed in future regarding accounts.

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
Mr. Kondal, Lal Shah Mahajan, Baldev Sachdeva, Kedar Nath, Mr. Inderjit Singh Bajwa, Mr. Prem Parkash soni, Mr. Parshotam Lal, Mr. Ashok Kumar Puri, Dr. Sunaina Sachdeva, Bharat Vikas Parishad, Sh. Rajesh Arora, ATEC Computer Centre, Hira Devi Trust	93200	Student Welfare

[View File](#)

6.4.3 – Total corpus fund generated

10318534

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 Chandigarh
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 students. 2. We started teaching learning process by power point presentations 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
2017	INTRODUCTION OF NEW VOCATIONAL COURSES	03/07/2017	03/07/2017	03/07/2017	10
2017	ROTARACT CLUB ORGANISED NEKI KI DEEWAR	23/11/2018	23/11/2018	23/11/2018	50
2018	TO PROMOTE ENVIRONMENT FRIENDLY TRANSPORTATION, CYCLE RIDERS ARE HONOURED IN THE COLLEGE ASSEMBLY	17/01/2018	17/01/2018	17/01/2018	5
2018	TEDx SESSIONS ARE ORGANISED TO MOTIVATE STUDENTS IN DIFFERENT WALKS OF LIFE	06/02/2018	06/02/2018	06/02/2018	800

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Lecture on "Art of Supportive	09/08/2017	09/08/2017	35	0

Leadership"					
Seminar on "Nutrition among Women"	08/03/2018	08/03/2018	45	0	
Seminar cum Workshop on "Adolescence Women Health	08/03/2018	08/03/2018	39	0	
Self Defence Training	03/05/2018	03/05/2018	38	0	
Workshop on "Adolescence Behavior"	03/05/2018	03/05/2018	40	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 minimize 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
2017	1	2	17/08/2017	1	Charity	Neki ki Deewar	20
2018	1	1	06/01/2018	7	Project	Women Empowerment	26
2018	2	2	23/03/2018	1	Rally	Nasha Mukti Divas	40
2018	1	1	05/06/2018	1	Project	End Plastic pollution	35

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,

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Environment Protection	09/07/2017	09/07/2017	35
Lecture on How to attain happiness	21/07/2017	21/07/2017	28
Neki Ki Deewar	17/08/2017	17/08/2017	20
Guru Teg Bahadur Jayanti	25/11/2017	25/11/2017	30
NSS Camp	06/01/2018	12/01/2018	80
Women Day	08/03/2018	08/03/2018	28
Water Day	22/03/2018	22/03/2018	45
Nasha Mukti Divas	23/03/2018	23/03/2018	40
World Red Cross Day	08/05/2018	08/05/2018	40

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 in charges and Class Representatives see to it that these rules are duly followed. • Under the slogan "Grow Green and Save Planet Earth", plantation drive was performed by Environment Society 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. • The Environment Association remains active throughout the year. The College has initiated efforts to create e waste awareness to make the campus ecofriendly.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practise I Title of the Practice: "Student Care" Goal: "Education process" is one of the most important means of empowering women with the knowledge, skills and selfconfidence necessary to participate fully in the development. 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 wellbeing or intellectual personality or Academic performance. The Practice: The college imparts formal education with a difference through carefully crafted interaction activities within outside the classroom. We provide experiences that help the students discover innate capabilities, set lifelong goals proactively work towards their fulfillment. Evidence of Success: The college has many programs to monitor and nourish various aspects involved in a student's growth and development: • The college campus is built in a safe and peaceful area with high boundary walls. Security guard is deputed on the main gate of the college. The college provides 24 hours security to students.

CCTV cameras have also been installed in the campus. • The college provides financial aid to the needy students. The college offers free ships to meritorious students. Liberal concessions and incentives are available to deserving students in Academic, sports and extracurricular fields. Full fee concession is given to students securing 90 or more marks. Free books, scholarships and fee concessions are also given to economically weak students. Various Govt. and Private Scholarships 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. ? Nisham Welfare Sikh Society. ? Pt. Mohan Lal Hira Devi Trust, Chandigarh. ? Pt. Dhirat Ram Memorial Scholarship. ? Smt. Bhagwan Devi Memorial Scholarship. ? Smt. Hira Devi Memorial Scholarship. ? Sh. Dharam Dutt Sharma Memorial Scholarship. ? Smt. Ram Pyari Memorial Scholarship. • Youth Leadership, Yoga and spiritual camps are organized to refresh the students. • Student general insurance scheme is available. • Student centre and Cafeteria are available for their recreation. The students are provided canteen facility in the college at subsidized rates. • Industrial and educational visits are also organized for students. All the subjects' 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. • Safe transport facility is also available to facilitate the students under the supervision of teachers. • Students are encouraged to participate and involve in literary and cultural activities at State 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 events so that they can excel at Local, Zonal and National Level. • 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. Addon courses like Functional English, IT, Basic Cooking and catering management, Banking and Insurance, Apparel Designing, Biotechnology etc. are offered. • Remedial classes are organized for slow learners. Special tests are conducted for them. • College magazine 'Amar Samriti' is a students and staff magazine which contains articles and stories for general interest besides the college news. It offers a chance to the students to manifest their creative and critical potential. The student's editors of English, Hindi, Punjabi, Commerce and Computer Science and Science sections of the college magazine handle their sections respectively. • Suggestion box is also there which is opened by Incharge every Friday. A committee reviews these suggestions and acts accordingly. • Tutorials are also there for student progression. 3035 students are allotted to each teacher who keeps an eye on the gradual development of the student. • The college celebrates seasonal festivals like Teej, Basant, Lohri, Diwali and National festivals like Independence Day, Republic Day etc. to promote National Integration among students. • The important days of world and national level like Women's Day, Earth day, AIDS Day, Red Cross Day, National Youth Day etc. are celebrated. • The college has Central Association in the College headed by Head girl with ViceHead girl, Secretary and Executive members as its members. It helps in the overall maintenance of discipline and beautification of the college. It plays an important role in holding the important functions of the college and provides a platform to the students to raise their concerns and give suggestions. • 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. • S.T.D/P.C.O Photostat machine is also available to facilitate students. A bookshop is inside the campus which caters

to the needs of the students. • There is facility for Degree classes to join Hobby classes and Addon courses. • Parent teacher meeting twice in the session helps in obtaining feedback from the parents. • The staff members interact with Alumni Association to obtain feedback regarding staff, courses, curriculum and campus. • Every department has its own Club under which students take up many development activities like Quiz competitions, debates and group discussion etc. from time to time. Faculty guidance and assistance is provided for all such activities. • The institution has a Grievance Redressal cell. This cell has been formed to look into the grievance of the students. Suggestion Box has been installed for the students to put their complaints in. It is opened every week and the complaints are looked into by the committee members. • The college offers Hostel accommodation for the outstation students. Surrounded by green, clean and serene environment, the hostel provides modern amenities with a conducive environment for studies and is built 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. • Best Wishes, greetings, blessings are given to students during their exams to keep their morale high. 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 diseases. 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 iii. Stitching and Tailoring 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 iv. Crockery F. Cavalcade: NSS Units organize periodic marches on various issues and events. i. Beti Bachao Beti Padhao ii. Swachta Abhiyaan iii. Voting Rights 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
http://ptmlsdc.ac.in/campus/vision-and-mission/

8.Future Plans of Actions for Next Academic Year

1. To purchase new equipments for science laboratories . 2. To improve the present infrastructure and add new one to meet college requirement . 3. To purchase new Books and Subscribe For journal and Magazines for the Library Upgradation. 4. To executive the Various Faculty Development Programme. 5.Computer Department is planning to organise the workshop on Skill Development . 6. To initiate the Course as per needs Requirement of Students .