The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2015 to June 30, 2016)

Part – A

AQAR for the year

2015-16

1. Details of the Institution

1.1 Name of the Institution

DAV College for Women

1.2 Address Line 1

Railway Road

Address Line 2

Ferozepur Cantt

City/Town

Ferozepur

State

Punjab

Pin Code

152001

Institution e-mail address

davwomen@yahoo.com

Contact Nos.

01632-244509

Name of the Head of the Institution:

Dr. Seema Arora

Tel. No. with STD Code:

01632-244509

Mobile:

9915993550

Name of the IQAC Co-ordinator:

Dr. Aradhana Bahri

Mobile:

9464446408

IQAC e-mail address:

Iqacdavwfzr@yahoo.com

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*

PBCOGN12069

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.davwfzr.org

Web-link of the AQAR:

www.davwfzr.org/aqar2015-16.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++		2004	5 Years
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   28/07/2011

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

   i. AQAR_____ _____ (DD/MM/YYYY)
   ii. AQAR_____ _____ (DD/MM/YYYY)
   iii. AQAR_____ _____ (DD/MM/YYYY)
   iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State [✓] Central [ ] Deemed [ ] Private [ ] [ ]

Affiliated College   Yes [✓] No [ ]

Constituent College   Yes [ ] No [✓]

Autonomous college of UGC Yes [ ] No [✓]

Regulatory Agency approved Institution   Yes [ ] No [✓]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [ ] Men [ ] Women [✓]

               Urban [✓] Rural [ ] Tribal [ ]

Financial Status   Grant-in-aid [✓] UGC 2(f) [✓] UGC 12B [✓]

       Grant-in-aid + Self Financing [✓] Totally Self-financing [ ]

1.10 Type of Faculty/Programme

   Arts [✓] Science [ ] Commerce [✓] Law [ ]   PEI (Phys Edu) [ ]

   TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

   Others (Specify) | Computer Applications |

1.11 Name of the Affiliating University (for the Colleges) | Panjab University, Chandigarh |

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

Autonomy by State/Central Govt. / University	x		
University with Potential for Excellence	x	UGC-CPE	x
DST Star Scheme	x	UGC-CE	x
UGC-Special Assistance Programme	x	DST-FIST	x
UGC-Innovative PG programmes	x	Any other (Specify)	x
UGC-COP Programmes	x		

2. IQAC Composition and Activities

2.1 No. of Teachers	05
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	10
2.4 No. of Management representatives	02
2.5 No. of Alumni	02
2.6 No. of any other stakeholder and community representatives	*
2.7 No. of Employers/ Industrialists	*
2.8 No. of other External Experts	1
2.9 Total No. of members	22
2.10 No. of IQAC meetings held	1

2.11 No. of meetings with various stakeholders: No. [2]   Faculty [1]

Non-Teaching Staff Students [2] Alumni [1] Others [0]

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

If yes, mention the amount [X]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [14] International [0] National [3] State [0] Institution Level [11]

(ii) Themes

National Seminar and Workshops

1. Maat Bhoomi athey Bhoomi de Anter Sambandh
2. Digital India: Prospects & Future Scenario
3. Need of Psychological Intervention in Global Society

Institutional Level Seminars

1. Human Trafficking
2. Save Water
3. Pranic Healing
4. Blood Donation
5. Mahatma Gandhi-Father of Nation
6. Career Orientation
7. Swami Vivekanand Ji

Institutional Level Workshops

1. Aroma Therapy
2. Cooking Skills
3. Dental Workshop
4. Exhibition on Punjabi Virsa

2.14 Significant Activities and contributions made by IQAC

- ❖ Meetings of Grievance Committee.
- ❖ Guidance for UGC to all P.G students.
- ❖ Proper distribution of S.C/O.B.C. stipends.
- ❖ Assist the principal in ensuring quality in day to day administration
- ❖ Organizing Parent-Teacher meetings and Management-Staff interactions.
- ❖ Better facilities for girls in Cafeteria
- ❖ Preparation and submission of AQAR
- ❖ Encourage the faculty for the research work.
- ❖ Skill based orientation programs for the students.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
❖ To strengthen Remedial Classes for slow learners.	❖ Remedial classes were organized for slow learners and the students belonging to S.C./B.C/O.B.C students round the year.
❖ To organize workshop/ seminars/ conferences in almost all the departments	❖ All the departments conducted the seminars and many more are still in the pipeline. We have conducted the following number of seminars: National Level : 2 State Level: 1 Institutional Level: 8
❖ Value based education classes to help the students inculcate moral values	❖ The students were provided value based education as a part of induction programme. Lectures on Environment, health and communication skills were delivered by the guest faculty.
❖ Addition of More Books ❖ Laptops for students to be purchased	❖ Books worth Rs 78871/- were added in the library. ❖ 10 Laptops amounting to Rs. 4,49,000/- purchased.
❖ IQAC plans to strengthen the use of ICT in teaching-learning process.	❖ Special Workshops are conducted to the train the teachers to use ICT.
❖ Class room furniture may be modernized.	❖ Furniture to accommodate all students has been purchased for classrooms.
❖ Provision for Green Board in the Classroom	❖ Green Boards to be purchased.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ☑   No ☐

Management ☑ Syndicate ☐ Any other body ☐

Provide the details of the action taken

----

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	X	X	X	X
PG	1	X	1	X
UG	3	X	2	X
PG Diploma	1	X	1	X
Advanced Diploma	4	X	X	4
Diploma	4	X	X	4
Certificate	4	X	X	4
Others	X	X	X	X
Total	17	X	4	12

Interdisciplinary	X	X	X	X
Innovative	X	X	X	X

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	5
Trimester	N.A.
Annual	N.A.

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

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

Please provide an analysis of the feedback in the Annexure

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

Syllabi revision (by the affiliated University)

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

No

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
13	9	04 Presently None (3 retired, 1 Transferred)	x	x

2.2 No. of permanent faculty with Ph.D.

05

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
x	10	x	X	x	x	x	x	x	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

27+4=31

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	2	31	
Presented papers	2	31	
Resource Persons			

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

- ❖ Use of ICT in teaching-learning process.
- ❖ Outlay of the session plan for each subject well before the commencement of each semester.
- ❖ Extra study material is provided to the students.

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

227

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

x

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

x

2.10 Average percentage of attendance of students   80%

2.11 Course/Programme wise
Distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA-II Sem	269	0	37.54%	19.33%	.5%	100%
BA-IV sem	169	0	48.52%	27.21%	0	100%
BA-III	143	0	50%	41%	2.80%	100%
B.Com-II sem	54	0	92.60%	7.4%	0	100%
B.Com-IV sem	50	0	54%	24%	0	100%
B.Com-III	33	0	78%	12%	0	100%
BCA-I sem	37	2	54%	12.5%	0	100%
BCA-II sem	37	0	48.64%	0	0	100%
BCA-III sem	31	0	54%	3%	0	100%
BCA-IV sem	31	0	58%	29%	0	100%
BCA-III	13	0	100%	0	0	100%
MA-I sem	60-6=54	0	11%	44%	0	100%
MA-III sem	60	0	46%	33%	0	100%
PGDCA (sem-I)	19	0	26%	0	0	47%

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

The IQAC monitors the classroom activities through the regular interaction with the teachers and the feedback of the students. The same results are evaluated in the meetings of the body wherein the chances of improvement of teaching as well as of learning skills are discussed.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	N.A.
UGC – Faculty Improvement Programme	N.A.
HRD programmes	N.A.
Orientation programmes	03
Faculty exchange programme	N.A.
Staff training conducted by the university	N.A.
Staff training conducted by other institutions	N.A.
Summer / Winter schools, Workshops, etc.	05

Others	N.A.

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	03	03	00	04
Technical Staff	00	00	00	01

Scanned with CamScanner

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The institution has a Research Committee comprising the following faculty members:

- ❖ Dr. Aradhna Bahri (Psychology)
- ❖ Dr. Anupma (Mathematics)
- ❖ Mr. Vinay Kumar (Computer Application) ✗ 27/12/16
- ❖ Mrs. Balween Kaur (Commerce)
- ❖ Dr. Amritpal Kaur (Punjabi)
- ❖ Dr. Nidhi Aggarwal (Commerce) ✗
- ❖ Dr. Chandanpreet Singh (Punjabi)

Initiatives :

- ❖ Applying for grants to organize seminars and workshops under the aegis of UGC, ICSSR and Panjab University.
- ❖ Inviting eminent academicians as resource persons for seminars and conferences.
- ❖ Motivating the faculty to enrol for PhD.
- ❖ Information to the faculty about new research schemes of UGC from time to time.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	X	X	X	X
Outlay in Rs. Lakhs	X	X	X	X

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	X	X	X	3
Outlay in Rs. Lakhs	X	X	X	3*300000

3.4   Details on research publications

	International	National	Others
Peer Review Journals	5	15	37
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range [X]   Average [X]   h-index [X]   Nos. in SCOPUS [X]

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

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

3.7 No. of books published   i) With ISBN No. | 5 | Chapters in Edited Books | X |

ii) Without ISBN No. | X |

3.8 No. of University Departments receiving funds from

UGC-SAP | X | CAS | X | DST-FIST | X |

DPE | X | DBT Scheme/fundsx | X |

3.9 For colleges   Autonomy | X | CPE | X | DBT Star Scheme | X |

INSPIRE | X | CE | X | Any Other (specify) | X |

3.10 Revenue generated through consultancy | X |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	3	0	0	0
Sponsoring agencies		1. Panjab Universtiy Chandigarh 2. UGC 3. Prachhi Association, Agra			

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

3.13 No. of collaborations   International ☐ x   National ☐ x   Any other ☐ x

3.14 No. of linkages created during this year ☐ x

3.15 Total budget for research for current year in lakhs :

From Funding agency ☐ x   From Management of University/College ☐ 30000

Total ☐ 30000

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	x
	Granted	x
International	Applied	x
	Granted	x
Commercialised	Applied	x
	Granted	x

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

Total	International	National	State	University	Dist	College
			5			

3.18 No. of faculty from the Institution
who are Ph. D. Guides ☐ x
and students registered under them ☐ x

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF ☐ x   SRF ☐ x   Project Fellows ☐ x   Any other ☐ x

3.21 No. of students Participated in NSS events:

University level | 200 | State level | x
National level | x | International level | x

3.22 No. of students participated in NCC events:

University level | 54 | State level | x
National level | x | International level | x

3.23 No. of Awards won in NSS:

University level | x | State level | x
National level | x | International level | x

3.24 No. of Awards won in NCC:

University level | x | State level | 3
National level | x | International level | x

3.25 No. of Extension activities organized

University forum | | College forum |
NCC | 3 | NSS | 4 | Any other |

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

Our institution conducts many activities round the year which includes organizing one day NSS Camp, blood donation camp, Visit to Orphanage Visit, Van Mahaotsav, Voters Day celebrations is a regular feature of the college. Most of these activities are tri-partite programs consisting of the institution, students and the members of the community/social organizations. The institute has built a strong relationship and a healthy rapport with the members of the community and the social organizations which is one of the major strengths of the institution to continuously organize extension activities all through the year.

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.5 arc	X	X	4.5
Class rooms	25	X	College	X
Laboratories	X	Fashion Designing Lab	College	X
Seminar Halls	X	X	X	X
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		10 Laptops	UGC	4,49,000/-
Value of the equipment purchased during the year (Rs. in Lakhs) (Furniture)	X	X	X	27200/-
Books	X	X	X	78871/-

4.2 Computerization of administration and library

Library Automation

Fee System Automation

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14198	Rs. 111729/-	425	Rs. 78871/-	14623	Rs. 190600/-
Reference Books						
e-Books						
Journals	16		6		22	
e-Journals						
Digital Database						
CD & Video						
Newspapers			12		12	
Magazine			10	Rs.40860/-	10	Rs. 40860/-
Periodical			11		11	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	70	03	512kbps *4	X	03	01	X	X
Added	10	00	00	X	X	X	X	X
Total	80	03	512kbps *4	X	03	X	X	X

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

Purchase of 10 Laptops for the research work of faculty.

4.6 Amount spent on maintenance in lakhs :

i) ICT — 138606/-

ii) Campus Infrastructure and facilities — 447245/-

iii) Equipments — 111210/-

iv) Others — 00

Total : 697061/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Updated prospectus with detailed information is published for the students.
>
> ❖ Conducting Orientation programme on student support services through Academic advisors.
> ❖ Training & placement assistance.
> ❖ Display of Placement brochures through Departmental Notice boards and Placement cell.
> ❖ Personality Development and Soft Skills training Programmes.
> ❖ Special assistance for slow learners.
> ❖ Lectures on Stress Management and Moral Education.
> ❖ Regular Hawans are performed in the college.

5.2 Efforts made by the institution for tracking the progression

> College have a full functional placement unit, actively involved in activities like:
>
> 1. Campus Placements
> 2. Career Opportunities, skill development workshops.
> 3. Constant feedback is collected from students regarding teaching methodology of staff and their views are considered and suitable steps are taken to promote and develop the teaching methodology.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
828	139	x	x

(b) No. of students outside the state

03

(c) No. of international students

00

Men
	No	%
	x	x

Women
	No	%
	967	100

Last Year 2014-15						This Year 2015-16					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	S T	OB C	Physically Challenge d	Total
431	232	3	123	0	786	487	353	2	127	0	967

Demand ratio- 100%   Dropout % - 4.8%

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

College motivate students for competitive exams like UGC, Civil Services etc along with their regular studies.

Guidance is provided to the students for competitive exams like CA,CPT,& Bank exams .

No. of students beneficiaries   24

5.5 No. of students qualified in these examinations

NET | x   SET/SLET | x   GATE | x   CAT | [ ]   CA | 1

IAS/IPS etc | x   State PSC | x   UPSC | x   Others | x   CPT | 20

5.6 Details of student counselling and career guidance

Students are given counselling and guidance related to the future avenues present in the work arena so that they can get better jobs and become empowered.

❖ A separate student counseling centre for training and placement of students is available with teacher counselor.
❖ Subject specialization, seminar, aptitude tests, soft skills, placement workshop, are organised from time to time.
❖ Students are also provided guidance and counselling for personal academic and social problems.

No. of students benefitted   40 approx

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
00	00	00	00

5.8 Details of gender sensitization programmes

College has fully functional grievance cell which organize Gender sensitization programmes regularly.

Awareness programme on rights of women and Violence against women are regular feature of the college.

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

State/ University level [X]   National level [X]   International level [X]

No. of students participated in cultural events

State/ University level   National level   International level

[51]   [X]   [X]

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

Sports : State/ University level [X]   National level [X]   International level [X]

Cultural: State/ University level [X]   National level [X]   International level [X]

Scanned with CamScanner

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	X	X
Financial support from government	319	1207301/-
Financial support from other sources	X	X
Number of students who received International/ National recognitions	X	X

5.11 Student organised / initiatives

Fairs : State/ University level [X]   National level [X]   International level [X]

Exhibition: State/ University level [X]   National level [X]   International level [X]

District level [16]

5.12 No. of social initiatives undertaken by the students [2]

5.13 Major grievances of students (if any) redressed:

Facility of common room is provided to the students. Educational tours and Industrial visits are organized this year.

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

DAV College for women is located in the border belt of Ferozepur which has been identified as "educationally backward". The college is being instrumental in transforming the scenario of women empowerment in the region. The institution is focused on imparting modern knowledge along with the spiritual core of vedic values to students. As part of the widespread DAV educational network, the emphasis is on guiding and motivating the girls to make a healthy transition from adolescence to a responsible adulthood. The college aims at inculcating life-long learning skills by building self-confidence, determination, perseverance and methodical thinking besides fulfilling the main aim of providing excellent facilities for gaining knowledge and achieving pedagogic heights.

Mission

To educate and empower women and make them economically independent.

❖ To provide education that enables our students not only to excel in the multifarious professions of their choice but to develop within them such sterling equalities as will give shape to a more just and egalitarian society.

❖ To imbibe moral values, professional attitude and communal harmony to make our students fine human beings.

❖ To ensure a holistic development of their personality through various academic and co-curricular activities.

❖ To cultivate a sense of discipline, dedication and commitment among the students.

❖ To develop critical and independent thinking to help them to fight against demonic social evils and tyranny of unjust customs.

❖ To provide right choice and training so that learners can emerge as a winner to face challenges of the competitive world.

❖ To sensitize our students towards environmental concerns, national and international issues.

6.2 Does the Institution has a management Information System

The Central body, DAV College Managing Committee, New Delhi, gives substantial autonomy to the Principal who is the academic and administrative head of the institution so that she is enabled to function in an independent manner and fulfill the vision and mission of the college. The Principal maintains a proactive role in encouraging and motivating all faculty members for overall academic growth and development of the college.

- ❖ The Principal of the college is the Head of the institution and ensures that all provisions of the university by-laws, statutes and regulations are observed.
- ❖ The college enjoys the collective leadership of a dynamic administrative team that includes officers such as Dean Academic Affairs, Controller Examination, Dean Students' Welfare, Bursar and Conveners of other committees.
- ❖ Regular meetings are held to discuss the needs of infrastructure, manpower, new developments for the ensuing academic session and accordingly approvals are accorded, keeping the need based requirements on priority. The Management, the Principal and the Faculty always work together for designing and implementation of policies and plans.
- ❖ Students are provided with quality infrastructure and updated facilities for better learning.

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

6.3.1 Curriculum Development

- ❖ Curriculum development is the sole authority of Affiliating University. However, the institution takes part in the curriculum development process through mechanism prescribed by the university.

- ❖ Feedback from teachers and students is collected and these suggestions and changes are incorporated in the institution. The institution also conveys these suggestions to the university through various mechanisms for further improvement in the curriculum.

6.3.2 Teaching and Learning

- ❖ Extensive use of ICT
- ❖ Before the commencement of each semester teachers design a course plan which is conveyed to the students on the start of academic year.
- ❖ Class tests and unit tests are conducted to evaluate the performance of students. Assignments and projects are given to students to make their learning process interesting. Seminars are conducted in College campus for students to apprise them about the latest research of the discipline.
- ❖ Innovative teaching methods like quiz, debate, presentation help instill confidence in students.
- ❖ Peer teaching to enhance the self confidence of students.

6.3.3 Examination and Evaluation

- ❖ The evaluation reforms of the university are strictly followed. The whole examination process is conducted diligently by faculty members and administration. In addition to these steps institution implements the self initiated reforms as well. Special attention is paid to the student feedback proforma to improve the system. University is the sole authority for implementation of reforms in examination and evaluation but faculty members actively campaign for reforms. Even then for bringing about a positive change in the evaluation practices, the institution adopts both formative and summative methods of evaluation. Formative approach to evaluation includes measuring the student's achievement through tests, group discussions, seminars. The evaluation through these approaches provides a lot of information about student achievement after teaching a particular unit.

- ❖ The summative evaluation is done during terminal tests. Even if some students don't perform well or clear the eligibility condition, then an extra chance is given to the student for his/her evaluation. Faculty members follow the formative approach to measure students' achievements & performance through

    i)   group discussion
    ii)   class test
    iii)   verbal test
    iv)   assignments.

    For summative approach terminal tests are held in the college. If any student fails to clear the condition of these terms tests then one special test is given to improve his performance for final examination.

6.3.4 Research and Development

- ❖ The college management permits teaching staff to pursue Ph.D degree from any recognized university.
- ❖ Various departments of the college also organize State level ICSSR sponsored and university sponsored seminars to create curiosity among the students as well as to get a chance to interact with the distinguished persons of the related area.
- ❖ ICT and library facility is available to all the students of the college. College is member of OPAC to consult various journals and research studies. To create the zeal among students and teachers, college has procured latest equipments, updated the library and subscribed the research journals.
- ❖ Seminars and workshops are regular feature of the college so that students keep themselves abreast with latest information of their discipline.

6.3.5 Library ICT

The college has a centralized library. Catalogues from different publishers are collected and the books are ordered from time to time to enrich the library with latest learning material. In this context teachers motivate students regularly to use the college library. The *Scholars Club* and *IQAC* provide academic mentoring and support to students in order to facilitate them in giving better performance in exams. For this purpose, special library sessions are held to familiarize them with different facilities and sections available in the library. The library staff also helps the students to use internet facility and E-journals. An ambience is created in the library so that students feel more inclined to spent time there. Additional facilities like internet, reprography and printer are made available in the college free of cost.

- ❖ Computerized Library with OPAC and inflibnet facility.
- ❖ Fully Computerized Administrative Block
- ❖ Three ICT Classrooms where the provision of OHPs, Multimedia learning and internet access is provided.
- ❖ College campus is fully Wi-Fi connected.
- ❖ College has installed smart boards in the Computer Labs.
- ❖ College has purchased new laptops under UGC grant.

6.3.6 Human Resource Management

- ❖ The College has good Human Resource Management.
- ❖ Eech year as per the requirement the faculty is recruited on need basis.
- ❖ Proper procedure is adopted for staff recruitment and Selection, training, performance appraisal and Human Resource Development.
- ❖ There is good performance Appraisal system of teaching and non-teaching staff.
- ❖ The college concentrate on efficient use of available Human Resources.

6.3.7 Faculty and Staff recruitment

The College Trust & Management Society keeps on working for the betterment of the institution. Despite ban on aided posts in Colleges by Government, College management has appointed 9 Assistant Professors. Management is giving full grade pay as per UGC norms, according to the Panjab University Chandigarh guidelines on regular basis in following disciplines:-

- ❖ Psychology-1
- ❖ Commerce - 4
- ❖ Maths-1
- ❖ Computer-1
- ❖ Punjabi-2

6.3.8 Industry Interaction / Collaboration

The college provides soft skill development and communication skills training to the students. The college organises field tours to various industries to give exposure to students. Students get first hand information of these industries and it gives a major boost to their self confidence.

6.3.9 Admission of Students

Admission of students are made as per the University / Punjab Government norms.

- ❖ Admission is done on merit basis in the courses where seats are limited.

- ❖ Admission notice is published in various leading newspapers before the commencement of every session.

- ❖ Pamphlets and advertisement in the form of flex boards are displayed at prominent places in the district.

6.4 Welfare schemes for

Teaching	PF
Non teaching	PF
Students	

6.5 Total corpus fund generated   Rs. 78,99115/31

6.6 Whether annual financial audit has been done   Yes [✓]   No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CA & Finance Deptt.	Yes	DAVCMC
Administrative	Yes	CA & Finance Deptt.	Yes	DAVCMC

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

For UG Programmes   Yes [ ]   No [✓]

For PG Programmes   Yes [ ]   No [✓]

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

> ❖ Coding of Answer scripts for evaluation.
> ❖ Entry of marks in OMR sheets.
> ❖ Re-checking and Re-evaluation of answer sheets
> ❖ Only main answer books are supplied supplementary answer books are restricted.

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

> The Affiliating University encourages the affiliated colleges to strive for the status of autonomous college.

6.11 Activities and support from the Alumni Association

❖ Alumni Meet is the annual feature of the college.
❖ Eminent Alumni interact with students on roll and actively participates in the various activities of the college.

6.12 Activities and support from the Parent – Teacher Association

❖ The College organises formal and informal Parent teacher meet to apprise the parents of their ward's progress, and to take feedback from them.

6.13 Development programmes for support staff

❖ Computer training to Administrative faculty .
❖ They also serve as members of different committees.

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

The campus of the college is eco friendly. The college is no- smoking zone.

NSS department of the college along with NCC & Eco Club organize "Van Mahotsav" every year. Cleanliness drives and rallies are organized in the college under 'Swach Bharat Abhiyan ' to make the campus clean and green. The college has installed Solar lights in its effort to promote 'Save energy' drive.

7. Innovations and Best Practices

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

> The college is strictly following rules and regulations for smooth and efficient working of college. Completion of syllabus, revision, tests and exams affect the functioning of college.

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

> **Kindly refer to point 2.15 on page No. 6**

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> ❖ Collaborative and peer teaching to boost the confidence and learning of the students.
> ❖ Free Books and liberal concessions to needy students.
> ❖ Lectures on overall personality development of the students.
> ❖ Awards are given to the students for their excellence in studies, sports and other cultural activities.
> ❖ Personality development and communication skill development workshops are organized.

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

7.4 Contribution to environmental awareness / protection

> ❖ Save Electricity Campaign (Installation of Solar Lights in the campus)
> ❖ Declaration of the college as a "No smoking zone".
> ❖ Van Mahotsav
> ❖ Swachh Bharat Abhiyan

7.5 Whether environmental audit was conducted?　　Yes ☐　　No ☑

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

SWOT ANALYSIS

Identified Strengths

- ❖ Premier College of the area
- ❖ Consistent academic performance
- ❖ Extensive use of ICT teaching
- ❖ Computerization and installation of OPAC in library.
- ❖ Participatory learning seminars/Workshops to train students for this competitive world.

Identified Weaknesses

- ❖ Lack consultancy services
- ❖ Need more skill oriented courses
- ❖ Inadequate infrastructure for research
- ❖ Being Cantt area and the land of the college is on lease there is little scope for the institutions to expand as construction is restricted in this area.

Identified Opportunities

- ❖ Scope for Inter Departmental Linkages
- ❖ To organize more skill oriented and entrepreneurship programmes

Identified Challenges/ Threats
- ❖ To produce skilled work force and make them employable
- ❖ To generate resources for efficient management of Institute.
- ❖ To make girls empowered and independent so that they can become respectable members of society.

---

8. Plans of institution for next year

- ❖   Promotion of teacher research incentives & recognition schemes.
- ❖   To start new skill oriented courses and impart practical training to students.
- ❖   Strengthening of alumni association.
- ❖   To conduct more seminars and workshops for students.
- ❖   Better e-govermance for administrative functions.
- ❖   To apply for more new courses to enhance strength of the college.
- ❖   To upgrade infrastructure and more better facilities to students.
- ❖   To recognize the research work of teachers and motivate them for quality research

Name   Dr. Aradhana Bahri   Name   Dr. Seema Arora

Aradhana

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

Principa
DAV College for Women
Ferozepur Cant

***

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****