

The Annual Quality Assurance Report (AQAR) of the IQAC 2016-17

Part – A

1. Details of the Institution

- 1.1 Name of the Institution : BBK DAV College For Women
- 1.2 Address Line : Lawrence Road
- City/Town : Amritsar
- State : Punjab
- Pin Code : 143001
- Institution e-mail address : bbkdavcw@gmail.com, info@bbkdav.org
- Contact Nos. : 0183-2221757
- Name of the Head of the Institution : Dr. Pushpinder Walia
- Tel. No. with STD Code : 0183-2221757
- Mobile : 9878422322
- Name of the IQAC Co-ordinator : Mrs. Rajni Mehra
- Mobile : 9463224632
- IQAC e-mail address : bbkdavcw@gmail.com, info@bbkdav.org
- 1.3 NAAC Track ID : PBCOGN11252
- 1.4 NAAC Executive Committee N. & Date : EC/66/RAR/129 Dated: Feb. 21st, 2014
- 1.5 Website address : www.bbkdav.org
- Web-link of the AQAR : <http://bbkdav.org/bbkdavwebsite/userfiles/file/AQAR2016-17.pdf>
- 1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A+	91.00%	2004	5 Years
2	2 nd Cycle	A	3.5	2014	5 Years
4	3 rd Cycle				
5	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year :

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

- i. AQAR 2012-13 submitted to NAAC on 28.05.2014

- ii. AQAR 2013-14 submitted to NAAC on 03-06-2015
- iii. AQAR 2014-15 submitted to NAAC on 22-06-2016
- iv. AQAR 2015-16 submitted to NAAC on 30-06-2017

1.10 Institutional Status

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

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI(Phy.Edu)	<input type="checkbox"/>						
TEI (Edu)	<input type="checkbox"/>	Engineering	<input checked="" type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>								
Others (Specify)	<table border="0" style="width: 100%;"> <tr> <td>(1) Visual & Performing Arts</td> <td>(2) Arts & Social Sciences</td> </tr> <tr> <td>(3) Faculty of Life Sciences</td> <td>(4) Faculty of Language</td> </tr> <tr> <td colspan="2">(5) Vocational Courses (B.Voc & Community College Scheme)</td> </tr> </table>									(1) Visual & Performing Arts	(2) Arts & Social Sciences	(3) Faculty of Life Sciences	(4) Faculty of Language	(5) Vocational Courses (B.Voc & Community College Scheme)	
(1) Visual & Performing Arts	(2) Arts & Social Sciences														
(3) Faculty of Life Sciences	(4) Faculty of Language														
(5) Vocational Courses (B.Voc & Community College Scheme)															

1.12 Name of the Affiliating University (for the Colleges)

Guru Nanak Dev University, Amritsar

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

Autonomy by State/Central Govt. / University	<input type="checkbox"/> NO		
University with Potential for Excellence	<input type="checkbox"/> NO	UGC-CPE	<input checked="" type="checkbox"/>
DST Star Scheme	<input type="checkbox"/> NO	UGC-CE	<input type="checkbox"/> NO
UGC-Special Assistance Programme	<input type="checkbox"/> NO	DST-FIST	<input type="checkbox"/> NO
UGC-Innovative PG programmes	<input checked="" type="checkbox"/>	Any other Specify)	<input type="checkbox"/> DBT Star Scheme
UGC-COP Programmes	<input checked="" type="checkbox"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="17"/>						
2.2 No. of Administrative/Technical staff	<input type="text" value="3"/>						
2.3 No. of students	<input type="text" value="2"/>						
2.4 No. of Management representatives	<input type="text" value="2"/>						
2.5 No. of Alumni	<input type="text" value="2"/>						
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>						
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>						
2.8 No. of other External Experts	<input type="text" value="1"/>						
2.9 Total No. of members	<input type="text" value="27"/>						
2.10 No. of IQAC meetings held	<input type="text" value="2"/>						
2.11 No. of meetings with various stakeholders: No	<input type="text" value="2"/>	Faculty	<input type="text" value="√"/>				
Non-Teaching Staff	<input type="text" value="√"/>	Students	<input type="text" value="√"/>	Alumni	<input type="text" value="-"/>	Others	<input type="text" value="√"/>

2.12 Has IQAC received any funding from UGC during the year? If yes, mention the amount

Yes No

2.13 Seminars and Conferences (only quality related)

I. No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC:

Total Nos. International National State Institution Level

II. Themes:

- Morphology & Feeding Habits of common Indian -
- Vermicomposting Techniques
- Life Saving Skills
- Interference RNA (iRNA)
- Probiotics and their Applications
- Differential staining Techniques
- Eco-genotoxicity of Nanomaterials at different trophic levels
- Gemini Virus
- Recent Trends in Botany and Importance of Basic Sciences in Research
- Digital Documentation and Conservation of Plants
- La Couture De La France
- Innovative Techniques and Media for Rangoli
- Nature Study
- Fashion Accessories with Macramé Technique
- Low calories and Low fat Diet
- Block Printing
- Men's Formal Wear
- Tie & Dye Techniques
- Handicrafts

- Poetic Discourse of NRI poet Dr. Mohinder Gill
- Aroma Magic
- Skin Treatment
- Haematopoiesis
- Clinical Diagnostics & Women's Health Care
- Earthquakes and Relationship between Science, Technology and Engineering
- Role of Physics in Medical Field
- Learning Physics through Experiments
- Fabrication of Extension Boards and Power Supplies
- Fiber optics spectroscopy of Chemical Analysis and Bio mineralization of Materials
- Artificial Receptors for Environment Monitoring, Food Safety and Biological Applications
- Sustainable Development for Organic Synthesis, Techniques and Applications
- Synthesis of Organic Compounds with Different Techniques and Their Applications.
- Kathak Dance
- Audio-Video Effects
- Human and Women Rights
- Rich Peace Software
- Fevicol Painting Techniques, Fabric Painting Techniques, Shilpkar Sculptures and Bottle Decoration.
- Barbie machine
- Birla Wall Care Putty and Birla white cement
- Designing Techniques
- Print Making & Plaster of Paris
- Landscape Painting
- Turning Waste into Art
- Charcoal Drawing Techniques
- Clean India
- Female Foeticide
- Globalization and Its Impact On Indian Economy
- Structural Changes in Indian Economy Pre and Post Globalized Era.
- Reporting for Print Media
- Fundamentals of Modern Radio Jockeying
- Importance of Personality Enhancement
- Human Rights and Media Politics
- Voting Behaviour
- Women Safety
- Interpreting Gender- A Psycho-analytical Perspective
- Thread Jewellery
- Various Aspects of Hospitality Industry
- Tourism - New Initiatives and Opportunities

2.14 Significant Activities And Contributions Made by IQAC

1. Providing ample opportunities to students to unravel their innate potential by organizing a host of activities like: Essay Writing Competition, Poster making Competition and religious education examination by Maharishi Dayanand Centre.
2. Honing and polishing students' potential and helping them use the same optimally by ensuring their participation in the multifarious activities of clubs and committees. All the clubs, committees, societies and departments of the college organized lectures, workshops, seminars conferences and other awareness programmes to acquaint the students and faculty with the latest developments in their subjects, specifically, and in the world around them, generally.
 - 'Shubhagman' Talent-hunt programme was organized by Youth Welfare Department to spot fresh talent and to groom it further.

- Technozia 2016: A Technology Festival was organized by P.G. Department of Computer Science and Applications.
 - Art Workshop- cum-Exhibition 'Jag Salona' organized by P.G. Department of Fine Arts.
 - Art Beat-The Annual Painting Exhibition organized by P.G. Department of Fine Arts.
3. Preservation and promotion of ancient Indian culture. Celebration of all important festivals and birth and death anniversary of great men and women.
 4. Infrastructural enrichment:
 - Updation and expansion of existing infrastructure.
 5. Instilling qualities of leadership and sense of responsibility in the students by involving them in decision making and implementation of college rules and regulations in many ways.
 6. Facilitating research by providing ample opportunities and incentives to the staff to undertake research work
 7. Organizing outreach activities to make the youth socially responsive and responsible.
 8. Holding counselling sessions, personality development programmes and placement camps to groom the students for job market.
 9. Organizing seminars, lectures, workshops and conferences (both state and national level) for every department and facilitating the faculty to attend the same across the globe.

2.15 Plan of Action by IQAC/Outcome

Following is the plan of action chalked out by IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year:

Plan of Action	Achievements
<p>Department of Zoology planned to organize workshops and seminars out of various grants received from UGC And DBT.</p>	<ul style="list-style-type: none"> • Dept. of Zoology organized a DBT and UGC sponsored workshop on Life Saving Skills on 31st Aug, 2016. Dr. Mohinder Pal Singh & his medical team from Ziqitza Healthcare Ltd., Mumbai, demonstrated life-saving skills in medical emergencies. • A workshop on Morphology & Feeding Habits Of Common Indian Carps was organized on 7th Aug, 2016 in which Dr. Arvinder Kaur, Prof. & Head, Dept. of Zoology, GNDU was the resource person. • A workshop on Vermicomposting Techniques was organized on 7th Aug, 2016 in which Dr. Arvinder Kaur, Prof. & Head, Dept. of Zoology, GNDU was the resource person. • A workshop on Haematopoiesis was organized on 17th Jan, 2017 in which Prof. (Dr.) Rahul Mannan, Dept. of Pathology, SGRD Institute of Medical Sciences & Research, Amritsar was the resource person.
<p>Department of Chemistry planned to organize DBT sponsored workshops and seminars.</p>	<ul style="list-style-type: none"> • A DBT-sponsored Seminar was organized on 'Artificial Receptors for Environment Monitoring, Food Safety and Biological Applications' by Dr. Navneet Kaur, Associate Professor, Dept. of Chemistry, Punjab University on 22nd Apr, 2017. • A DBT-sponsored Seminar was organized on 'Sustainable Development for Organic Synthesis, Techniques and Applications' by Dr. Narinder Singh, Associate Professor, Dept. of Chemistry, Indian Institute of Technology, Ropar on 22nd Apr, 2017. • A DBT-sponsored workshop was organized on 'Synthesis of

	<p>Organic Compounds with Different Techniques and their Applications' by Dr. Narinder Singh, Associate Professor, Dept. of Chemistry, Indian Institute of Technology, Ropar on 22nd Apr, 2017.</p> <ul style="list-style-type: none"> • Two Seminars were organized on 'Fibre Optics Spectroscopy of Chemical Analysis' and 'Biomineralization of Materials' by Dr. M.S Bakshi, Assistant Professor, Department of Natural and Applied Sciences, University of Wisconsin, Green Bay, USA on 29th July, 2016.
<p>Department of Physics planned to organize DBT sponsored workshops and seminars.</p>	<ul style="list-style-type: none"> • A Workshop was conducted on “Earthquakes” and “Relationship between Science, Technology and Engineering” by Prof. Hardev Singh Virk, Visiting Professor, Sri Guru Granth Sahib World University, Fatehgarh Sahib, on 14th Oct, 2016. • A Seminar was delivered on “Role of Physics in Medical Field” by Dr. Pardeep Garg, Assistant Professor, Radiotherapy Department, Guru Gobind Singh Medical College, Faridkot, on 17th Jan, 2017. • A Seminar was delivered on “Role of physics in Medical Field” by Dr. Rajeev Dhawan, Associate Professor, Radiotherapy Department, Government Medical College, Amritsar, on 17th Jan, 2017. • A workshop on “Learning Physics Through Experiments” was organized on 30th Jan, 2017 in which Dr. Jaswinder Singh, Lecturer in Physics, Shiksha Ratan Awardee was the resource person. • A workshop on “Fabrication of Extension Boards and Power Supplies” was organized on 15th Mar, 2017 in which Mr. Manjit Singh, Technical Trainer, Power Tool Company, Ambala, was the resource person.
<p>Department of Botany planned to organize DBT sponsored workshops and seminars.</p>	<ul style="list-style-type: none"> • A Seminar on Gemini Viruses was organized on 8th Sept, 2016. Dr. Sunil Kumar Mukherjee, Sr. Scientist, ICGEB, New Delhi, was the resource person. • A Seminar on Recent Trends in Botany and Importance of Basic Sciences in Research was delivered by Prof. Satwinderjit Kaur, Head, Dept. Botanical and Environmental Sciences, GNDU, Amritsar on 7th Mar, 2017. • A Seminar and workshop on Digital Documentation and Conservation of Plants was delivered by Prof. Avinash Nagpal, Dept. Botanical and Environmental Sciences, Guru Nanak Dev University, Amritsar on 15th Mar, 2017.
<p>Department of Biotechnology planned to organize workshops and seminars.</p>	<ul style="list-style-type: none"> • A Seminar on iRNA was organized on 8th Sept, 2016. Dr. Sunil Kumar Mukherjee, Sr. Scientist, ICGEB, New Delhi, was the resource person. • A Seminar on 'Probiotics and its Applications' was organized on 17th Sept, 2016. Dr. Amarjeet Kaur, Dept. of Microbiology, GNDU, Amritsar, was the resource person. • A workshop on 'Differential Staining Techniques' was organized on 17th Sept, 2016. Dr. Amarjeet Kaur, Dept. of Microbiology, GNDU, Amritsar, was the resource person. • A Seminar on 'Eco-genotoxicity of Nanomaterials at Different Trophic Levels' was organized on 17th Mar, 2017. Prof. Anita Mukherjee, University of Calcutta, was the resource person.

<p>Dept. of Punjabi planned to organize international seminar on Poetic Discourse of NRI Poets.</p>	<ul style="list-style-type: none"> • One day international seminar on Poetic Discourse of NRI Poet Dr. Mohinder Gill was organized on 12th Nov, 2016. Eminent poets from the world of Punjabi literature namely Prof. Satinder Singh, Former Pro-Vice-Chancellor, GNDU, Amritsar; Darshan Bulandavi, Poet and Secretary, Shabad Institute, South Hall, London, UK; Dr. Guralp Singh Sandhu, Punjab University, Chandigarh, Dr. Suhinderbir Singh, GNDU, Amritsar and Dr. Mohan Tyagi, Punjabi University, Patiala, participated in the seminar.
<p>Community College (Under UGC Scheme) planned to organize a National Conference</p>	<ul style="list-style-type: none"> • Two Day UGC and DBT-Sponsored National Conference on Clinical Diagnostics and Women's Health Care was organized on 30th - 31st Mar, 2017. Dr. H.S. Nagpal, Managing Director, Hartej Hospital, was the Chief Guest, while Dr. Geeta Sharma, Director cum Principal, Sri Guru Ram Das Institute of Medical Sciences and Research, was the Guest of Honour for the Inaugural Ceremony. Prof. (Dr.) R.K. Mahajan, Dean, College Development Council, GNDU, delivered the presidential address for the Inaugural Session.
<p>Department of Psychology planned to organize a national level ICSSR sponsored seminar.</p>	<ul style="list-style-type: none"> • A national level ICSSR-sponsored, interdisciplinary seminar on “Interpreting Gender – A Psycho-analytical Perspective” was organized on 28th Mar, 2017. The seminar aimed at providing an insight into the distinction between sex and gender in terms of social roles, socialization, interpersonal relations, prejudices, stereotypes and contemporary literature. Prof. R. K. Mahajan, Dean, College Development Council, Guru Nanak Dev University, Amritsar delivered presidential address and Prof. (Dr.) Guralp Singh, Dept. of Punjabi, Punjab University, Chandigarh was the keynote speaker.
<p>Dept. of Fine Arts planned to organize exhibitions and workshops on social issues under the head ‘Extension Activity’ of UGC CPE grant.</p>	<ul style="list-style-type: none"> • To promote Clean India Campaign, a UGC-sponsored three day workshop, Jag Salona was organized on 7th, 8th and 11th Feb, 2017. An exhibition was held on 18th Feb, 2017. The students showed great interest in the workshop & exhibition. • To call attention to the issue of female foeticide, a UGC-sponsored three day workshop- kul ki jyoti was organized in the Dept. from 8th to 10th Mar, 2017. Demo on the techniques of making colours & patua sheet was given by folk artist Mr. Rahim Chitarkar and his wife Mrs.Lutfa, from West Bengal.
<p>Department of Fine Arts planned to organize workshops on various painting and drawing techniques.</p>	<ul style="list-style-type: none"> • An Orientation Programme was organized on 2nd and 3rd Aug, 2016. Two workshops on print making and plaster of Paris were conducted on these days by Mr.Shailendra Pal and Mr. Naresh Kumar. The main focus of these workshops was on developing interest and appreciation for art among students. • One-Day workshop was organized on 9th Aug, 2016. Demo was given on landscape painting by artist Mr. Rakesh Sen from Pidlite Industries Limited. Mr Rakesh demonstrated step by step technique of oil, acrylic and water color painting in Landscape. • One Day workshop on 3-D design was organized in the Dept. on 9th Aug, 2016. Demo of turning waste plastic/glass bottles into figurative sculptures with the help of shilpkar was given by Mrs. Bharti Malhotra. • One Day workshop was organized on 12th Sept, 2016. Demo on charcoal drawing technique was given by eminent artist, Ritu

	Singh from Mumbai.
Department of Economics planned to organize seminars on Indian Economy in collaboration with Govt. Bodies.	<ul style="list-style-type: none"> • A quiz-cum-seminar was organized by Deptt. Of Economics in collaboration with NSSO (National Seminar Survey of India) on 22nd Feb, 2017. Students of B.Sc. Eco. participated in the Quiz. Associate Prof. and Head Dept. of Economics. In this competition, 25 best participants were selected and were given prizes. Mr. M.K. Kaul, Asst. Director, NSSO appreciated the efforts of the Dept. and the students. • A Seminar by Prof. Dr. Paramjit Nanda, Head, Punjab School of Economics, Guru Nanak Dev University, Amritsar, on the topic "Globalization and its Impact on Indian Economy", was delivered on 22nd Aug, 2016. Students of B.Sc. Economics, B.Com and M.Com attended the lecture. • A Seminar by Prof. Dr. Kuldip Kaur, Punjab School of Economics on the topic "Structural Changes in Indian Economy in Pre and Post Globalized Era" was delivered on 16th Sept, 2016. Students of B.Sc. Eco., Sem. I, II, III and M.Com attended the lecture.
Women Empowerment and Legal Literacy Club planned to organize seminar on awareness of voting, women rights and women safety in collaboration with Dept. of Journalism & Mass Comm.	<ul style="list-style-type: none"> • Legal Awareness seminar on Human & Women Rights was organized on 9th Mar, 2017 in collaboration with District Legal Services Authority, Amritsar. Sh. Gurbir Singh, District and Sessions Judge and Chairman, District Legal Service Authority was the Chief Guest. Legal Aid clinic was also inaugurated on this day. • A Seminar on Human Rights and Media Politics was conducted by Mrs. Bimal Bassi, Member, Lok Adalat. on 3rd Sept, 2016. • A Seminar on Voting Behavior under SVEEP (Systematic Voters Education and Electoral Participation) was conducted by the department on 21st Jan, 2017. It was conducted by Mrs. Bimal Bassi, Member, Lok Adalat. • An interactive seminar was organized on Women Safety in collaboration with Police Department, Amritsar on 19th Apr, 2017. The ADCP Gautam Singh, Civil lines and Ms. Rajwinder Kaur, SHO, A division, Amritsar, were the Key speakers. • A Seminar on "Women Safety" was organized on 19th May, 2017, in collaboration with Police Dept., Amritsar. Police Commissioner, S. S. Srivastava was the Chief Guest. ADGP Mr. Rohit Chaudhary (Law & Order) also accompanied him.
Department of Fashion Designing in collaboration with Home Science planned to conduct workshops on latest trends in Fashion.	<ul style="list-style-type: none"> • A seminar on 'La Couture De La France' was organized for PG students of H.Sc. Dept. on 12th Aug, 2016. Mrs. Jaswinder Kaur, faculty in French Language, was the resource person. • A workshop on Innovative Techniques and Medium for Rangoli was organized on 20th Aug, 2016 for B.A. Sem -1 students. Mr. Mukesh from D.A.V Public School, Amritsar was the resource person. • A workshop on Nature Study was conducted by Mr. Shailendra, Astd. Prof., Dept. of Fine Arts at BBK DAV College for Women, Amritsar, from 30th Aug, 2016 to 1st Sept, 2016 for M.Sc Sem.- I students. • A workshop on Fashion Accessories with Macrame Technique was organized on 5th Sept, 2016. It was conducted by Mrs. Ravi Lochan, Librarian of the college. Students later implemented this

	<p>technique in making utility articles of macrame.</p> <ul style="list-style-type: none"> • A workshop was organized on 8th Sept, 2016 on block printing at Neetu's Block Printing Unit. • Four day workshop on Men's Formal Wear was organized from 14th – 17th Nov, 2016. Mr. Arvind Sharma, an expert on men's formal wear, was the resource person. • A workshop on 'Tie -Dye' was organized by PG Dept. of Fashion Designing on 19th Dec, 2016. • Two day workshop on 'Handicrafts' was organized for the students of Home Science on 27th - 28th Jan, 2017.
Dept. of Home Science planned to conduct workshop on Healthy Life Style.	<ul style="list-style-type: none"> • A workshop on 'Low Calorie - No Fat' was organized by Havells Air Fryer on 7th Sept, 2016. Students learnt cooking of snacks with Air Fryer.
Department of Cosmetology planned to organize workshops and seminars on skin and hair treatment.	<ul style="list-style-type: none"> • A seminar sponsored by StreaX was organized on 10th Sept, 2016. • A seminar sponsored by Matrix and Cheryl's was organized on 20th Sept, 2016. • A seminar on Aroma Magic was organized on 1st Oct, 2016. • A seminar sponsored by Make-up Studio was organized on 27th Dec, 2016. • A workshop regarding skin treatment was conducted by StreaX on 14th Feb, 2017.
Department of Music and Dance planned to organize workshops for B.Voc. Students.	<ul style="list-style-type: none"> • Three Day Kathak Dance workshop was conducted by Mr. Dinesh, a renowned classical dancer from 21st to 23rd July, 2016. • Fifteen day workshop for the students of B.Voc. Theatre and Stage Craft was conducted by Music and Dance Dept. on the topic 'Audio-Visual Effects' on 17th Apr, 2017.
Department of Design planned to organize workshops and seminars for students of B.Voc. (Fashion Technology), B.D. (Fashion Designing, Interior Designing & Textile Designing).	<ul style="list-style-type: none"> • Three Day workshop on 'Richpeace', a fashion designing software was organized from 14th July, 2016 to 16th July, 2016. Mr. Mohan, a Software Engineer from Bangalore was invited to impart knowledge of software to students of B.D Fashion and B.Voc Fashion Technology. The students were taught shading techniques on Croquis, draping different garments/silhouettes, effects of various materials and their light shade effect on the Croquis. • A Grand Art workshop was organized from 3rd to 4th Aug, 2016. Mr. Raken Sen, a renowned Pindilite artist demonstrated various Fevicol painting techniques, fabric painting techniques, shilpkar sculptures, bottle decoration etc. The workshop aimed to teach the budding artists the art of using waste material and getting best out of the waste. • A workshop on BARBIE Machine was organized on 9th Aug, 2016, by Usha company for the students of B.D Fashion and B.Voc Fashion Technology. Mr. Sukhmeet, Instructor & Distributor, Usha, demonstrated to the students, functioning of stitches, fancy stitches, duppatta finishing, embroidery etc. • A seminar cum workshop on 'Birla Wall Care Putty' and 'Birla White Cement' was organized on 29th Aug, 2016. Mr. Surya Prabhat, Mr. Anik and Mr. Nitish conducted the seminar & workshop. The students of B.D Sem- III and Sem -V took part in

	<p>the seminar. They got experience in applying material of Level Blast and Powered Primer on the rough and damaged walls of the rooms.</p> <ul style="list-style-type: none"> • Four day Pidilite workshop was organized for the students of Fashion and Textile Design from 2nd to 3rd Feb, 2017 and 6th to 7th Feb, 2017. It was conducted by Mrs. Bharti Malhotra, a certified specialist for Art & Craft work, Pidilite company. It was organized to provide the students hands on experience on how to use various Pidilite products. They learnt various designing techniques using different types of paints and clay. They also learnt cut work using incense sticks. Students made coasters and patches using clay, 3-D tube and sarwoski. • A ‘Saree’ workshop was organized on saree draping on 16th Feb, 2017. It was organized by Mrs. Mahima Head of Cosmetology Dept., for the students of B.D and B. Voc. She introduced multiple ways of saree draping to the students. They were taught simple, Bengali, Devdas, Gujarati, Indo- western drapes of the saree.
<p>Department of Journalism & Mass Communication planned to organize workshops and seminars.</p>	<ul style="list-style-type: none"> • One-Day workshop was organized on Reporting for Print Media by Mr. Aseem Bassi, Principal Correspondent, Hindustan Times, Amritsar on 23rd July, 2016. • A workshop on Fundamental of Modern Radio Jockeying was conducted by RJ Simran, Programming Manager, 92.7 Big FM, Amritsar on 28th July, 2016. • A seminar on the Importance of Personality Enhancement was held by Gurseema Kaur HOD, English Department, Mission Deep Education Trust on 13th Aug, 2016.
<p>Department of Tourism and Travel Management planned to organize seminars in collaboration with hospitality industry.</p>	<ul style="list-style-type: none"> • A Seminar was organized on 5th Sept, 2016, Mr. Jagroop Singh Sekhon, Controller Examinations, Guru Nanak Dev University, Amritsar was the Chief Guest and Mr. Jasdev Singh, the Sales Manager of Country Inn and Suites by Carlson was the resource person. Students were made aware about the various aspects of hospitality industry and major software used in this industry. • A seminar on the theme “Tourism-New Initiative and Opportunities” was organized on 14th Mar, 2017. Mr. Jasdev Singh, the Sales Manager of Country Inn and Suites by Carlson and Mr. Abhishek Aggarwal, the Associate Professor in Geography, Hindu College, Amritsar were the resource person.
<p>Department of Gemology and Jewellery Design planned to organize workshops.</p>	<ul style="list-style-type: none"> • A workshop for students to learn different styles of thread work jewellery was organized on 1st Aug, 2016 Mr. Raghu Kumar, a well-known trader was the resource person. • An innovative workshop related to shilpkar techniques with various jewellery designs was organized on 4th Mar, 2017. Mrs. Bharti from Pidilite Company was the resource person.

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

Provide the details of the action taken

NA

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented Programmes
PhD	-	-	-	-
PG	11	-	10	-
UG	20	01	17	-
PG Diploma	03	-	03	-
Advanced Diploma	01	-	01	01
Diploma	06	-	06	06
Certificate	08	-	08	08
Others	-	-	-	-
Total	49	01	45	15
Interdisciplinary	-	-	-	-
Innovative	01	-	-	-

√ √

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	35
Trimester	-
Annual	-

1.3 Feedback from stakeholders

Alumni Parents Employers Students

Mode of feedback:

Online Manual Co-operating schools (for PEI)

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

- The college faculty contributed handsomely by revising and updating the syllabi of various subjects. In some cases, they have designed the total syllabus of the subjects that they wanted to introduce.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
53	28	25	-	01

2.2 No. of permanent faculty with Ph.D.

21

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

Assistant Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
164	-	-	-	-	-	-	-	164	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	164
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminar/Workshop	03	38	01
Presented Papers	13	69	01
Resource Persons	-	-	-

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

- Intensive use of Technology in and outside the class room e.g. audio-visual aids, projectors, smart boards, PPT presentations, virtual library, Language Lab.
- Reinforcement of traditional talk & chalk method with interactive teaching with greater involvement of students.
- Greater stress on 'learning by doing & seeing' than by reading from books.
- Field visits, nature study, outdoor activities & interaction with big shots from various walks of life.
- Boosting the spirit of enquiry and research & motivating the students to move from Known to Unknown.
- Greater stress on moral education, promotion & preservation of timeless Indian culture
- Making community service an integral part of the system.
- Building global competencies.

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

146

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

- Double valuation.
- Circulation of the best attempted questions among class students.

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

15	14	06
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2.10 Average percentage of attendance of students : - 77%

2.11 Course/Programme wise distribution of pass percentage:

Name of Class	Total students	Distinction %	I%	II%	III%	Pass%
BA	168	8.928	30.95	18.45	0.59	100
BA School of Hons. in Eng.	27	3.70	51.85	29.62	3.70	100
B.Sc.(Bio.Tech)	23	30.43	56.42	65.21	-	100
B.Sc. (Non.Med.)	76	13.15	42.1	36.84	-	100
B.Sc. Medical	87	22.98	48.27	10.34	-	100
B.Sc.Economics	38	13.15	26.31	47.36	-	100
B.Sc. Computer Science	41	7.31	36.58	34.14	-	100
B.Sc.IT	13	15.38	76.92	-	-	100
BCA	67	11.94	64.17	19.40	-	100
B.Com Regular	145	7.58	55.86	42.06	2.06	100
B.Com Professional	66	3.03	45.45	50	3.03	100
BBA	55	9.09	45.45	25.45	3.63	100
BFA	13	-	38.46	53.84	7.69	100
Bachelor of Design	54	-	22.22	35.18	25.95	100
Bachelor of Multimedia	23	8.69	52.17	34.78	8.69	100
B.Voc(Entertainment Tech)	08	37.5	50	12.5	-	100
B.Voc(Theatre and Stage Craft)	10	50	40	-	-	100
B.Voc Fashion Technoogy	11	63.64	-	-	-	100
B.J.M.C	18	16.67	61.11	22.22	-	100
M.Sc. Fashion Designing & Merchandising	16	87.5	6.25	-	-	100
MJMC	4	-	75	-	-	100
M.Com	54	31.48	57.41	3.70	-	100
MA Fine Arts	18	77.78	16.67	-	-	100
MA English	23	-	17.39	52.17	4.35	100
MA Punjabi	16	-	68.75	43.75	-	100
MA Commercial Art	07	-	-	-	-	100
Master in Tourism Management	13	38.46	46.15	-	-	100
Master in Multimedia	11	72.72	9.09	-	-	100
M.ScComp.Sci.	35	11.42	74.25	5.71	-	100
M.Sc Internet Studies	16	37.5	50	-	-	100
PGDCA	19	36.84	57.89	-	-	100
PG Diploma in Financial Services	16	18.75	56.25	6.25	-	100
PG Dip Fashion Designing Garment Construction	21	57.14	28.57	4.76	-	100
Diploma in Cosmetology	37	72.97	24.32	-	2.70	100

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

- Through feedback of students, the teaching and learning processes are improved and enhanced.
- Through feedback from various stakeholders, teaching and learning processes are monitored.
- Use of Advanced Teaching and Learning process as Smart Boards and Visual Aids.
- IQAC has organised a total of 66 Workshops, Seminars and Conferences on Teaching and Learning Processes.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programmes	02
HRD Programmes	-
Orientation Programmes	01
Faculty exchange Programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	08 Workshops
Others	-

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	09	-	-	35
Technical Staff	03	-	-	05

Criterion – III

3. Research, Consultancy and Extension

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

- Budget worth Rs.50,000 has been allocated by the institution for research and development.
- Staff members are motivated to apply for various fellowships and schemes provided by UGC.
- Workshops, Seminars and Conferences are regularly organised to boost research.
- To promote research work, various manual facilities, such as, Xerox facility, overnight issue of reference books, library, audio-visual resources and internet facility are provided. Moreover, online facility of free e-books and e-journals is made available through membership of UGC-NLIST programme of college.

3.2 .Details regarding Major Projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	01	0	0
Outlay in Rs. Lakhs	0	54,61,035	0	0

3.3 Details regarding Minor Projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	25	09	NIL
Non-Peer Review Journals	02	21	NIL
e-Journals	31	13	NIL
Conference proceedings	13	69	01

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects				
Industry sponsored				

Projects sponsored by the University/ College				
Students research projects(other than compulsory by the University)				
Any other(Specify)				
Total				NIL

3.7 No. of books published

- i. With ISBN No. Chapters in Edited Books
- ii. Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	01	NIL	NIL	
Sponsoring agencies	NIL	UGC & DBT	NIL	NIL	

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

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
46	01	06	08	08	23	NIL

3.18 No. of faculty from the Institution

who are Ph.D. Guides and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University Forum College Forum

NSS NCC Any other

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

- International Yoga day was celebrated on 21st June, 2016 by organizing a Yoga Camp in the College. Twenty three NCC cadets celebrated Yoga Day at Police DAV School, Verka and fifteen cadets celebrated Yoga Day on the College Campus on 21st June, 2016.
- Sixteen NCC Cadets participated in Mini Marathon held at Guru Nanak Dev University on 24th June, 2016.
- Funds were raised by selling Red Cross Flags to students and staff of the college and an amount of Rs.16,938 was sent to Indian Red Cross Society, Punjab Red Cross Bhawan, Chandigarh in July, 2016.
- Swacch Bharat Pakhwara was celebrated from 1st to 15th Aug, 2016, The volunteers formed a Green Brigade that took out a rally to spread awareness among the masses about keeping the environment clean. Poster making competition and speech competition were also conducted on the college premises. The volunteers also took swachhta pledge. NSS volunteers Shivani, M.Com, Sem-3 and Kajal, M.sc Comp Sci, Sem-1 gave lectures in Qilla Jiwan Singh to create awareness among the villagers to keep our environment clean.
- Sixty NCC Cadets attended a pledge taking ceremony and took out awareness rallies on drug addiction, dowry system and education awareness on 14th - 15th Aug, 2016.
- Thirty NCC Cadets participated in Traffic Awareness Day held on the College Campus on 14th Oct, 2016.
- NCC Cadets visited Pingalwara and Red Cross School For Special Children on 23rd Nov, 2016.
- NSS unit organized Seven Day Annual Camp from 19th to 25th Dec, 2016 comprising following awareness activities:
 - NSS Unit, in collaboration with the Home Science Department, organized One Day Workshop at the adopted village of college, Qilla Jiwan Singh. Assistant Professors in Home Science Department, Mrs. Benu, Mrs Harpreet Dhillion and Mrs Harpreet Aneja taught the students of Govt. High School the techniques of tie and dye. They also taught them techniques of marbling, pleating, knotting and dyeing the clothes.
 - NSS volunteers visited Govt. High School at village Qilla Jeewan Singh, Manawala on the third day of Seven Day NSS Camp. During the visit, a health awareness lecture was organized in which Dr. Gulneer Puri delivered a lecture on diabetes. A Workshop on CPR Technique was also organized in collaboration with Barkat Welfare Society.
 - A lecture on demonetization and movement towards cashless economy was held at the adopted village of College. Volunteers educated the people about the various modes of payment except cash. They acquainted them with the usage of ATM cards, Paytm, Debit and Credit cards. Volunteers also staged a drama to create awareness among the villagers. Asst. Professors Dr. Shefali, Ms. Alpana and Mr. Rajdeep emphasized the need of going cashless and explained how it would be a boon to our society. On the same day, tree plantation programme was also organized.
 - A yoga workshop was organized in which Shri Girdhari Lal, a renowned Yoga Guru taught various aasanas to the volunteers. After yoga, the volunteers visited Nishkam Seva School where Ms. Veerawali.

- NSS Volunteers visited Mother Teresa Home, Guntala on 23rd Dec, 2016. During the visit, the volunteers interacted with the girls at the orphanage and distributed blankets, chocolates, notebooks, clothes and diapers to the babies.
- NSS Unit organized Vitya Shakshrta Abhiyan from 6th to 10th Jan, 2017 comprising the following programmes:
 - Awareness Activities among the masses about Prime Minister's vision of cashless economy.
 - Activities for educating the people about digitalization.
 - Lectures for educating the residents of the adopted village about the various modes of e- payment, that is, debit card, Paytm and credit cards.
 - Awareness drive by 150 volunteers along with the teachers, by visiting local markets and interacting with the shopkeepers about the various modes of e-payments.
 - Lecture organized by NSS volunteers to give knowledge about the M-cash, net banking and e-wallet.
- National Voter's Day was also celebrated, on 25th Jan, 2017, in which the volunteers participated in a rally Walk for the Vote to create awareness among people about the right to vote and the need to exercise the right to vote.
- Women Empowerment and Legal Literacy Club organized Legal Awareness seminar on Human & Women Rights on 9th Mar, 2017 in collaboration with District Legal Services Authority, Amritsar. Sh. Gurbir Singh, District and Sessions Judge and Chairman, District Legal Service Authority was the Chief Guest. Legal Aid clinic was also inaugurated on this day.
- NSS Unit organized a blood donation camp in collaboration with Red Cross Unit and Youth Services on 16th Mar, 2017 during which 65 units of blood were donated.
- An Interdisciplinary Seminar was organized on 28th March, 2017 sponsored by Indian Council of Social Science Research to provide an insight into the distinction between sex and gender in terms of Social roles and to provide theoretical and practical knowledge about origin and concept of gender roles.
- The Youth Red Cross Unit organized a Blood Donation Camp on 5th Apr, 2017. Fifty five units of blood were donated during the camp. The camp was inaugurated by Cap. I.S.Dhami, Asstt. Director, Youth Services, Amritsar.
- An interactive seminar was organized on Women Safety in collaboration with Police Department, Amritsar on 19th Apr, 2017. The ADCP Gautam Singh, Civil lines and Ms. Rajwinder Kaur, SHO, A division, Amritsar, were the Chief Guests.
- A Charity program was organised by the department of Design at central jail, Amritsar on 2nd May, 2017. Garments stitched by the students were donated to the children, men and women residing in the jail.
- A Seminar on "Women Safety" was organized on 19th May, 2017, in collaboration with Police Dept., Amritsar. Police Commissioner, S. S. Srivastava was the Chief Guest. ADGP Mr. Rohit Chaudhary (Law & Order) also accompanied him.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	65,000 sq. Yards	0	College's own funds	65,000 sq. Yards
Class rooms	70	0	College's own funds	70
Laboratories	38	0	College's own funds	38
Seminar Halls	4	0	1-UGC,3- College's own funds	04
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	21	06	UGC+ DBT+ College's own funds	27
Value of the equipment purchased during the year (Rs. in Lakhs)	2,47,50,186.92	30,86,070.63	UGC+ DBT+ College's own funds	2,78,36,257.55
Others				

4.2 Computerization of administration and library

- All computers are interconnected through LAN with optical fibre backbone.
- The college is equipped with 423 computers with the latest configuration out of which 334 computers have been installed in 20 state-of-the art computer labs.
- Campus Internet is managed by using 'pfSense', a free open source firewall & router. The various features in pfSense are IP filtering, bandwidth management, multi-WAN load balancing & failover, users access & management via captive portal, proxy server, antivirus, IDS/IPS (Intrusion Detection & Prevention System).
- The network is managed and controlled by high end servers installed in the server room.
- The college provides round the clock internet facility through 6 high speed internet broadband connections.
- To help the students of various departments, the college continues to upgrade & procure a number of licensed software.
- Subscription of NLIST has been renewed.
- The 6.0 version of Alice software has been used for automation of library .It offers several services such as OPAC (searching books in library), management which involves cataloguing, accessioning, reports and circulation of books, journals.
- BSIM software in Accounts Office deals with account management and fee management.
- The above mentioned software is also being used in general office department for student management.
- Hostel Management System software helps in maintaining the records of hostellers.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books and Reference Books	64017	2,042,408.74	971	470446.15	64988	2512854.89
e-Books	9700	Included in Cost of e-Journals	00	Included in Cost of e-Journals	9700	Included in Cost of e-Journals
Journals	153	267382.00	00	14255.00	153	281637.00
e-Journals	6000	334655.00	00	5725	6000	340380.00
Digital Database	00	00	00	00	00	00
CD & Video	884	Free of cost	34	Free of cost	918	Free of cost
Others (specify)						

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	412	20	412	46	46	33	51	1
Added	11	0	11	1	1	1	3	0
Total	423	20	423	47	47	34	54	1

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

- Training for SPSS software is given to students.
- During summer vacation, seminars are organized to familiarize the support staff with the modern technology. They are trained to operate computers, printers and Xerox machines

4.6 Amount spent on maintenance in lakhs :

I. ICT	231,720
II. Campus Infrastructure and facilities	4,403,648
III. Equipment	487,986
IV. Others	653,470
Total :	5,776,824

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Holding meetings of course coordinators and class in-charges with meritorious students, differently-abled students, players & artists and apprising them of various facilities available to them.
- Interaction with members of various clubs and committees.
- Making announcements in the morning assembly.
- Providing information through the prospectus.
- Displaying information at the information corner.

5.2 Efforts made by the institution for tracking the progression

- A very active and vibrant Alumni Association that holds its annual meetings regularly.
- Database of outgoing students updated at regular intervals.
- Life long bonds between students & faculty.

5.3 (a) Total Number of students	:	UG	PG	Ph.D.	Others
		3839	448	-	119

(b) No. of students outside the state	:	22
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(c) No. of international students	:	-
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Men		Women	
No	%	No	%
-	-	4406	100

Last Year 2015-16						This Year 2016-17					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3794	281	01	248	-	4324	3836	314	01	255	-	4406

Demand ratio: 1 : 1.88 (M.Com)

Dropout: 3.236%

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

The institution took various steps in order to help students to prepare and perform well in various competitive examinations.

- Adjustments were made in the time table of such students so that they could get ample time to prepare for their competitive exams.
- College condones 15% of the total lectures in addition to the 25% exemption given by the university, in case of students preparing for competitive exams.
- Interactive sessions were organised with professionals and faculty members to give the students an edge during interviews and group discussions.
- GK Classes were conducted for Bank PO, SSC & MBA Entrance Exams.

No. of students beneficiaries :-

115

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	20
IAS/IPS	-	State PSC	-	UPSC	-	Others	22

5.6 Details of student counselling and career guidance

Details of student counselling and career guidance	No. of Beneficiaries
<ul style="list-style-type: none"> • Career counselling cell of the college provided psychological help to the students suffering from various psychological problems such as adjustment problems (with peer groups, parents), concentration problems, stress and anxiety. Various psychological tests (Paper Pencil test, Aptitude test, Intelligence test, apparatus test) were conducted. Multiple sessions were taken (at least 3-4) in which individual counselling was done. Feedback was taken from students through telephone or direct interaction. 	20
<ul style="list-style-type: none"> • Career Guidance was provided to the students regarding higher education, competitive exams, placements, scope of different courses in foreign Universities etc. 	115
<ul style="list-style-type: none"> • Entrepreneurship Development Program was organized by the Dept. of Commerce from 4th to 17th March, 2017, in collaboration with GRD Technical Centre to provide the knowledge regarding the concept of entrepreneurship and the skills required to become an entrepreneur. 	60
<ul style="list-style-type: none"> • One day workshop was organized by Dept. of Journalism and Mass Communication on "Reporting for Print Media" by Mr. Aseem Bassi, Principal Correspondent, Hindustan Times, Amritsar on 23rd July, 2016. 	70
<ul style="list-style-type: none"> • A Seminar was organized by Dept. of Journalism and Mass Communication on "The Importance of Personality Enhancement" by Gurseema Kaur, HOD English Dept., Mission Deep Education Trust on 13th Aug, 2016. 	50
<ul style="list-style-type: none"> • TOEFL and GRE sessions were conducted for the students by Mr. Rohit Mehra , Manager-Education Divison, Learning Links India- Official Resource Centre (ETS) on 10th March, 2017. 	83
Total No. of students benefitted	398

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
04	375	94	88

5.8 Details of gender sensitization programmes

- Women Empowerment and Legal Literacy Club organized Legal Awareness **Seminar** on Human & Women Rights on **9th Mar, 2017** in collaboration with District Legal Services Authority, Amritsar. Sh. Gurbir Singh, District and Sessions Judge and Chairman, District Legal Service Authority was the Chief Guest. Legal Aid Clinic was also inaugurated on this day.
- An Interdisciplinary Seminar, was organized on **28th March, 2017** sponsored by Indian Council of Social Science Research to provide an insight into the distinction between sex and gender in terms of social roles and to provide theoretical and practical knowledge about origin and concept of gender roles.
- An interactive **seminar** was organized on Women Safety in collaboration with Police Department, Amritsar on **19th Apr, 2017**. The ADCP Gautam Singh, Civil lines and Ms. Rajwinder Kaur, SHO, A division, Amritsar, were the Chief Guests.
- A Seminar on “Women Safety” was organized on **19th May, 2017** in collaboration with Police Dept., Amritsar. Police Commissioner, S. S. Srivastava was the Chief Guest. ADGP Mr. Rohit Chaudhary (Law & Order) also graced the occasion.

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	1348	₹ 8780520
Financial support from government	187	₹ 6519750
Financial support from other sources	-	-
Number of students who received International/ National recognitions	100	₹. 252500

5.11 Student organised / initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students :-

(International Yoga Day, Swach Bharat Pakhwara Celebrations, Visit to Qilla Jiwan Singh, Tree plantation, Yoga Workshop, Visit to Nishkam Seva School, Visit to Mother Teresa Home, Blood donation Camp, Workshop on E-Shopping , Visit to Local Markets to create awareness among shopkeepers about modes of e-payment, Rallies against drug abuse, Foeticide etc.)

5.13 Major grievances of students (if any) redressed:

- Infestation of termites in hostel resolved by spraying pesticides.
- Problem of cold sponging of sprains of players resolved by making provision of adequate refrigeration facilities.
- Power cuts in mess redressed by installing battery inverters and generators (24 Hours Power Backup).
- Repair of Hostel Cupboards & other Furniture.
- Water Chiller Facility.
- Time to time maintenance of RO.
- Reconditioning of Classroom Furniture.
- White/green boards provided as per requirement.
- Medical facility to the sports students.
- Special kitchen facility to the affected students (Wheat allergy) in hostel.
- Repairs of Air Conditioners.
- Special classes for slow learner and bright students.
- Condoning the shortage in case of sports persons, artists, married & working girls.
- Rates and quality of food in canteen and mess adjusted as per the genuine demand of the students.
- Zero tolerance in relation to bullying and ragging.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision and mission of the institution is to instil Vedic values in the students, inculcate the spirit to work independently as well as to induce a sense of discipline and professional skills among the girl students. Being a women college, it aims at empowering the girls socially and professionally so that they can make the best possible choices for their future.

Vision

- Provision of a comprehensive system of education which is a fusion of the traditional as well as modern values.
- Catering to institutional as well as individual requirements through instinctive understanding, perception and implementation of novel ideas.
- Going beyond the set standard limits through persistent work, careful planning and unwearied efforts.

Mission

- Provision of holistic education to the students which can help in instilling traditional and modern values.
- Enhancing the entrepreneurial skills of women by providing them need-based and job-oriented programmes.
- Creating participative, competitive and constructive environment.
- Familiarizing women with Indian Vedic tradition and Culture through different programmes.
- Instilling in them a feeling of discipline, dedication and social service that would contribute to nation building.

6.2 Does the Institution have a management Information System?

The institution has management information system like BSIM which is used to manage students general and accounts information. Institution also has ALICE, library management software and a Hostel Management System to manage information regarding students residing in hostel.

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

6.3.1 Curriculum Development

For curriculum development, course content of existing programmes is regularly updated. Feedback from all stake holders is taken into consideration at the time of developing the curriculum. Once the curriculum is drawn up, it is discussed in the meetings of Board of Studies and faculty meetings of the affiliating university so as to introduce new programmes according to the current market demands. New subjects and streams are introduced in sync with the mood of the job market.

6.3.2 Teaching and Learning

- The faculties of each department hold a meeting at the beginning of the academic session for division of syllabus and contents for the mid-term semester tests and for preparing a teaching module of that session. Activity calendar of the department for the current session is also prepared.
- To enlighten the students regarding diverse aspects of knowledge, seminars and guest lectures are organised by different departments.
- Air conditioned library, a reading room, a multi activity room and smart class rooms are provided to students.

- Students are given various tasks like report writing, press release writing, recording of programmes, so as to enhance their creative skills.
- To provide additional help to the students, extra classes are taken by the faculty in their free periods, Sundays as well as winter break.
- To make teaching/learning milieu interactive and entertaining, a number of modern and facilitative teaching aids such as projectors, CD players, computers, smart boards, tutorials, remedial coaching, audio visual aids are used.
- Students of English department are shown films based on the texts prescribed in their syllabus.
- Shift towards experiential learning
- Intensive use of information technology and advanced teaching/learning techniques.
- Interactive learning through lectures, seminars, workshops, conferences etc.
- Inclusion of peer learning.
- Customised lesson plans and study material for different categories of students.
- Lectures on 'Stress-management', 'Time-management' and 'Healthy-diet' for students.

6.3.3 Examination and Evaluation

- Mid-term tests are conducted regularly before the final semester examination of the university.
- The answer scripts of the Mid-term tests are shown to the students so as to familiarize them with their flaws and encourage them to work hard.
- Class tests are taken regularly.
- Double valuation.
- Circulation of the best attempted questions among class students.

6.3.4 Research and Development

- Research projects are applied for and taken by the faculty of various departments.
- The institution provides ample space and infrastructure support to the faculty for their research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Automation of the library service has been initiated through OPAC (used for searching books in library).
- Availability of internet service in the college round the clock.
- PG Departments of college have separate departmental libraries that ensure an easy access to books.
- The college has access to e-journals and e-books through NLIST programme.
- Latest books and journals are subscribed to and purchased every year.
- The institution has made various ICT resources available to its staff and students.

6.3.6 Human Resource Management

The college manages human resources in the manner given below:

- Allocation of duties and responsibilities to faculty in consonance with their aptitude, talents and ability. Every session begins with a meeting, with Principal in the chair, to spot the

unique talents and abilities of individual teachers and charge of various clubs & committees is handed over to them accordingly.

- Orientation sessions for fresh appointees. Every fresh appointee to the college is made to attend an interactive orientation session with the Principal and Head of his/her department whereby a clear understanding of the work culture and ethos is imparted to them. Such sessions are repeated at regular intervals.
- A congenial environment for staff for full blossoming of their potential. Eg.
 - i. Prompt Grievance redressal.
 - ii. Elected staff-representatives to act as a link between staff and administration.
 - iii. Unions of teaching and non-teaching staff to remove all irritants and smoothen the working of the college.
 - iv. Motivational workshops, lectures and the like to optimise the productivity of staff.
 - v. Leading by example: The head of the institution tries to inspire her staff through her own example.
 - vi. Providing best facilities to the staff to maximise their efficiency like housing facility for outstation staff.
 - vii. Organising seminars, conferences, workshops and lectures for updation of staff's knowledge and skills.
 - viii. Channels of communication are always kept open like through emails, mobile phone and other media.
 - ix. College has a Research Promotion Cell aimed at boosting research in various fields.
 - x. Regular meetings are held by Heads of the Departments with the staff and students to get their feedback and take the necessary actions accordingly.
- Incentives in the form of prizes, concessions and free hostel facility are given to the students who excel in academics, sports or cultural activities so as to keep the spirit of healthy competition alive among them. 616 prizes were awarded and an amount of ₹ 1,73,07,807 has been spent in the form of fee concessions.
- Students are involved in the process of decision making and planning. Depending on their aptitude and ability, students are assigned leadership roles like Head Girl, Assistant Head Girl, Class Representatives, and Library Volunteers.

6.3.7 Faculty and Staff recruitment

The college made 140 appointments on ad-hoc basis during 2016-17. Besides, 24 members were recruited on contractual basis. The recruitment of these posts is done through a proper channel. The posts are advertised in reputed national and regional newspapers. The applications are invited from eligible candidates satisfying UGC/GNDU norms. The staff is selected on merit. The contractual staff is recruited by DAV College Managing Committee, New Delhi while the Ad hoc staff is recruited at the college level by Selection Committee.

6.3.8 Industry Interaction / Collaboration

- B.D. Department organized an educational trip to Nanital, Jim Corbett and Delhi from 11th - 16th April, 2016 for the students of B.D. Foundation and B.D. Interior Designing. Students learnt outdoor sketching at different sites and witnessed the elements of arches, domes, doorways, gliding work and inlay techniques in marble.

- Department of Home Science organized a visit to Trillium Mall and Alpha-one Mall, Amritsar on 28th July, 2016. Students conducted a survey of various brands and their popularity among various age groups and economic levels.
- B.D. Department organized a site visit to Imperial City for Interior Designing students on 9th August, 2016, to understand architectural details of the construction.
- B.D. Department organized a visit to Oswal woollen mills, Ludhiana for the students of B.D. Fashion Designing and B.Voc. Fashion Technology on 20th August, 2016, to see the manufacturing process of wool. B.D. Department organized a visit to Wedding Asia Exhibition at Park Plaza, Ludhiana on 20th August, 2016 for students to get acquainted with the latest trends in colours, designs, silhouettes and workmanship in garments.
- Department of Tourism and Geography organized an educational visit to hotel “Best Western Merrion”, Amritsar on 23rd August, 2016 for the students of MTM and BA to gain practical knowledge of actual functioning of various departments of hotel like Front Office, Security, Food and Beverages, Housekeeping etc.
- B.D. Department organized an educational trip to Naina Devi, Virasat-e-Khalsa and Anandpur Sahib on 27th August, 2016 for the students of B.D, Interior Designing to understand the architectural techniques of temples along with the lighting systems.
- P.G. Department of Journalism & Mass Communication organized a three day educational visit to Chandigarh from 29th to 31st August, 2016. Students visited PTC Punjabi Channel, Mohali and The Hindustan Times, Industrial Area, Mohali.
- Department of Home Science organized a visit to ‘Block Printing Unit’ at Ranjit Avenue, Amritsar for students of M.Sc. Fashion Designing and Merchandising and Home Science on 8th September, 2016. Students learnt different techniques of block printing like single drop, double drop, corner making, double block, triple block, mixing of colours etc. Students also prepared articles like shirts, dupattas, stoles and cushions as a part of their curriculum.
- Department of Tourism and Geography organized an educational excursion on 30th January, 2017 to “Sadda Pind” to see the rich culture of Punjab.
- Department of Applied Art organized an educational tour to Agra – Surajkund – Delhi from 10th – 15th February, 2017 for students to enhance their art and craft, photography skills. They got advanced knowledge of printing and publishing by visiting Printing and Publishing units of “Dainik Jagran” at New Delhi.
- Department of Tourism and Geography organized an educational excursion to Virasat – e- Khalsa, Anandpur Sahib Gurudwara, Naina Devi Temple and Haveli at Jalandhar on 26th February, 2017.
- A visit to Botanical Garden and Central Instrumentation Lab of Guru Nanak Dev University, Amritsar on 7th March, 2017 for students of B.Sc.(Medical) and B.Sc.(Biotechnology). Students were made familiar with diverse plant species and advanced technologies used in scientific experimentation.
- Department of Commerce organized an industrial visit to Wave Beverage Private Limited, Amritsar on 16th March, 2017 to impart to the students knowledge about production and treatment of waste material & dispatching of products. Students were shown the process of washing, filling, capping, labelling and dispatching of the bottles.
- Department of Bio-Technology organized an educational tour on 21st April, 2017 to “Sifti-Aneja Food Products”, Khalsa, Amritsar as a part of curriculum to acquaint

students with various industrial food products like desi ghee, skimmed milk powder & others.

6.3.9 Admission of Students

- The college has a full-fledged Admission Committee with a senior teacher acting as a Dean. The following activities are undertaken by the committee to boost admissions:
 - i. Visits to schools in adjoining areas to acquaint the students with courses, subjects, facilities, infrastructure and the like available in the college.
 - ii. Every year new courses and subjects are introduced to cater to the demand of the job market.
 - iii. Course content is also reviewed and revised at regular intervals in sync with the requirements of the job market.
 - iv. Image make-over of the college is a top priority. Every effort is made to win the trust of parents and their wards. E.g. Safety & security of girls as well as provision of world class facilities & facilitators.
 - v. Counselling cells to provide guidelines to admission seekers in sync with their aptitude.
 - vi. Liberal incentives in terms of fee-waivers, freeships, scholarships, free hostel stay and medical facility to brilliant students, artists and sports women to attract and retain meritorious students.
 - vii. Using print and electronic media to project the achievements of the college from time to time.
 - viii. Advertising by word of mouth.

During the session 2016-17, 4457 students were admitted to various courses available in the college.

6.4 Welfare Schemes for Teaching and Non-Teaching

- Contributory Provident Fund.
- Medical assistance by the college's contribution of 4.75% in ESI Scheme for teaching and Non-teaching staff having salary up to 21,000.
- Health facilities like services of doctor, nurse during working hours, medical check-ups of the staff and aid to the under-privileged employees are provided generously.
- Concessional education is given to the wards of the teaching and non-teaching employees.
- Uniform and washing allowance is given to class IV employees.
- Non-teaching employees are given gifts on special occasions like Diwali.
- Hostel accommodation at nominal rates is provided to the teachers who do not belong to ASR.
- Gratuity cheques are given to the employees on the day of retirement without delay.
- Maternity leave of six months.
- Advance provided to the employees in case of emergency.

Welfare Schemes for students

- Placement facility
- Scholarships to merit holders and needy students.
- Counselling cell of the college helps the students to fight against maladjustment, stress and anxiety.

- Women Empowerment Forum provides all kinds of guidance & support to students to combat sexual harassment & exploitation etc.

6.5 Total Corpus fund generated :

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	GNDU	Yes	Member of Faculty
Administrative	Yes	GNDU	Yes	DAV Managing Committee

6.8 Does the University/ Autonomous College declare 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?

N/A

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

N/A

6.11 Activities and support from the Alumni Association.

- Alumni Association holds interactive meetings between Alumni and the college staff where the alumni give their suggestions and feedback.
- It organises interactive sessions between the distinguished alumni from various fields and students of the college so as to motivate the students to achieve greater heights in their lives like them.
- Lectures, workshops and the like are conducted by alumni who have specialized in various fields.

6.12 Activities and support from the Parent-Teacher Association

College holds meetings with parents so as to inform them about the performance of their wards. Such meetings ensure proper functioning of the college. Their suggestions and feedback are of great help in improving the functioning of the college

6.13 Development programmes for support staff

NIL

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

- Fluorescent tubes instead of incandescent bulbs are used.
- Compact fluorescent lamps (CFL) and LEDs have been installed.
- Management of e-waste like computer waste, electrical and chemical waste with the help of Waste Management Industry.
- Solar street lights have been installed in campus.
- In non-reading and non-working areas, reduced lighting (25 watts- 40 watts) is used.
- Trees and plants are added at a regular interval to make the campus eco-friendly.

- Active initiative was taken in the upkeep of the terrace garden in the Science Block.
- Two storage tanks have been made available and five bore wells have been dug for storage and ground water recharging of BD block and Hostel building.
- Rain water of main building is collected in the storage tank for multiple uses under rain water harvesting scheme.
- Waste chemicals in the chemistry labs are properly disposed of by dissolving them in water or by keeping them separately in protected sheets.
- Heavy waste furniture and drama sets are sent to the workshop for dismantling and recycling or re-using.
- Students of the Departments of Design and Fine Arts too use this material and create art pieces out of various waste items.
- Vermi Compost fertilizers are used for plants.
- A Herbal garden with a rich variety of medicinal plants has been created.

Criterion – VII

7. Innovations and Best Practices

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

- The College motivated the students to make cashless payments in pursuance of Prime Minister Modi's aim of replacing cash transactions with cashless ones. Consequently, many students paid their fees through NEFT/RTGS/DDs /Cheques which has created a very positive impact on administrative functioning of the college's Account Department.
- The College fixed library hours for students who were unable to attend classes because of some compelling circumstances. This step helps students make good their academic loss and has created a positive impact upon academic functioning of the college.

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

Under the umbrella of Internal Quality Assurance Cell (IQAC) various clubs & committees such as, Academic Council, Women Empowerment Forum, Legal Literacy Cell etc. worked in tandem to chalk out a plan of action in the beginning of session 2016-17 and took the following steps accordingly:-

Sr. No	Plan of Action	Action Taken Report
1.	Mobilization of research funding through various sources	Dr. Poonam Khullar, Dept. of Chemistry was sanctioned Major Research Project titled 'Synthesis of Functionalized Biomaterials with Biological Applications to Understand Protein-Protein Interaction' by Department of Science & Technology (DST), New Delhi under its Nano-Mission Lead with a funding of ₹ 54,61,035 for three years.
2.	Organization of various seminars and workshop	Various workshops and seminars have been organised during the academic session 2016-17 by different departments of the college. (Refer to 2.15 of IQAC Report 2016-17)
3.	Purchase of state of the art computers with the latest configuration	As per requirement of various departments, a sufficient number of computers has been purchased during the academic session 2016-17. (Refer to 4.4 of IQAC Report 2016-17)
4.	Other things required for upgradation and improvement of the institution	<ul style="list-style-type: none"> • For the better maintenance of library record, Alice Software has been upgraded from 5.9 version to 6.0 version during the academic session 2016-17. • For the upgradation of the labs equipment, such as, Wacom Cintiq companion, Elisa Washer, Elisa Reader, Touch Screen Fully Auto Hematology Analyser, HBAIC and Specific Protein PA: 50, has been purchased. (Refer to 4.1 of IQAC Report 2016-17) • For grooming the archery players for national as well as international events, Compound Bow Podium has been purchased. • Department of Fashion Design and Department of Textiles have been merged. • BA Honours, in English has been granted by GNDU.

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

I Best Practice

1. Title of the Practice: Students for Society

2. Goal

The college remains on its toes to instil a sense of social responsiveness and philanthropy in the students. The college keeps on planning multifarious activities for students to reach out to the underprivileged sections of the society. This practice motivates the students to contribute towards the noble cause of social welfare.

3. The Context

Large sections of our society are living a life of dearth and deprivation, while the affluent people indulge in various wasteful activities. Schools and colleges have to impart the values of fellow feeling, brotherhood, charity and compassion & propel students to extend the benefits of education, knowledge and awareness towards the disadvantaged sections of society.

4. The Practice

The college students are actively involved in social outreach programmes like:-

- Blood Donation Camps
- Donations for the needy
- Donations for the victims of natural disasters
- Interaction with Senior Citizens at Pingalwara and Old Age Homes.
- Activities for the disadvantaged sections of the society such as widows, orphans and disabled.
- Sensitization rallies, drives and plays on socially relevant themes like female foeticide, tree plantation, dowry, drug addiction, cleanliness, digitization etc.

5. Evidence of Success

Every year a good number of students participate in these activities to extend the benefits of their education, knowledge and awareness towards the disadvantaged sections of society.

Some distinct achievements during the academic session 2016-17:

- Sixty NSS Cadets enthusiastically participated in rallies on drug addiction, dowry system and education awareness on 14th - 15th Aug. 2016 and thus, raised their voice against evils prevalent in society. This created an impact on the society.
- The college instilled sense of responsibility towards the disadvantaged sections of society as a result of which our students visited Pingalwara and Red Cross School for Special Children on 23rd Nov. 2016 to ameliorate their abysmal condition. Likewise, the students visited Mother Teresa Home, Gumtala on 23rd Dec. 2016. During the visit, the volunteers interacted with the girls at the orphanage and distributed blankets, chocolates, notebooks, clothes and diapers to the inmates.
- As a result of inspiration from various programmes related to ecology initiated by the college, students planted saplings on 22nd April 2016 and, hence, responded to the problem of environmental pollution. Similarly, from 1st to 15th Aug, 2016, the college students formed a Green Brigade that took out a rally to spread awareness among the masses about keeping the environment clean. Students Shivani, M.Com, Sem-III and Kajal, M.Sc Computer Science, Sem-I gave a lecture in Qilla Jiwan Singh to create awareness among the villagers to keep our environment clean. It has changed the life style of the people.
- NSS Unit organized a blood donation camp in collaboration with Red Cross Unit and Youth Services on 16th Mar, 2017. 65 units of blood were donated.

- An awareness drive was organized by 150 students of the college along with their teachers. They visited local markets and interacted with shopkeepers to acquaint them with various modes of e-payment.
- On 25th Jan, 2017, the college students took out a rally, “Walk for the Vote” to create awareness among people about the right to vote and the need to exercise the right to vote.
- From 19th to 25th December, 2016 Volunteers visited Qilla Jiwan Singh Village and educated the people about the various modes of payment other than cash. They acquainted them with the usage of ATM cards, Paytm, Debit and Credit cards. They also organized a drama to create awareness among the villagers.

6. Problems encountered

The college students are forever geared for social outreach and philanthropic activities. While performing these activities, their classes are missed. However, by attending extra classes/remedial classes, they make good their loss.

7. Notes (Optional)

II Best Practice

1. Title of the Practice: Imparting leadership skills to students.

2. Goal

The college is committed to impart the values of responsibility, initiative and decision-making to its students. This practice inculcates leadership skills, such as commitment, dedication, accountability, honesty, vision and creativity in the students.

3. The Context

There is cut-throat competition in the current world. To survive in such a world, students need to develop global competencies to meet the demands of the changing scenario successfully. Schools & colleges have to inculcate leadership skills into students so that they are able to move in sync with the changing world.

4. The Practice

The college has constituted various committees, clubs and societies to develop leadership skills among the students. All the student bodies aim at grooming the future leaders of the country.

Student Council

The institution has a very vibrant Student Council functioning as a pyramid like structure with the Head girl on the top, followed by a joint head girl and 3 assistant head girls from different streams. The members of the student council are the elected class representatives who have, in turn, been chosen by the section representatives who are also on the body of the student council. Other members include merit holders and in charges of various clubs and societies. It is ensured that all the members of the student council are role-models. The major activities of the student council are:

- to organize functions like Talent Hunt and Farewell party for outgoing classes
- to conduct the assembly, maintain discipline and cleanliness in the institution
- to bring the grievances of the students to the notice of the authorities and give healthy suggestions for betterment of student community.
- to create a link between administration & students

Scholars Club

The scholars club comprises merit holders who have won top slots in the university examinations. The teachers of various faculties interact with the members of the club. The

members of the Scholars Club update the faculty regarding their academic progress, highlighting the problem areas where any kind of help from the institution is required.

Editorial Board

Every section of the college magazine has a Student Editor who helps source articles from the students and also assists in editing the college magazine *Shachi*. They write editorials on the crucial issues of life. These assignments add to their creative skills.

Library Committee

The library committee has a number of student volunteers who help the readers access books and ensure security and discipline in the library. The volunteers are always willing to lend a helping hand to the differently-abled. These tasks inculcate leadership qualities and instil a sense of responsibility in them.

Hostel Committee

The hostel committee has a number of student representatives who take decisions regarding the functions to be organized, maintenance of discipline & cleanliness in the hostel. The student representatives are also involved in planning the menu of the Hostel Mess. They work in close cooperation with the wardens of the college hostel. By the time they leave hostel, they are full-fledged leaders.

Discipline Committee

This is a student force that is always on its toes helping in the routine functioning of the college by maintaining discipline on the college campus during their free periods. They also contribute to maintenance of discipline in all the important functions and activities of different departments of the college. While discharging their discipline duty, they acquire those special leadership skills required for running big institutions.

Mess and Canteen Committee

Members ensure that healthy food cooked in hygienic conditions is served to students at reasonable prices.

5. Evidence of Success

Every year a good number of students act as in charges of various committees, clubs and societies and carry out various activities and, develop various leadership skills, such as, commitment, dedication, accountability, honesty, vision and creativity.

During the academic session 2016-17, members of Student Council assisted in organizing functions like *Shubhagaman* Freshers Fiesta 2016, 47th Annual Awards Day, 46th Convocation, Sports Awards Day, SHE-ROES! etc. Members of Discipline Committee maintained discipline during these events. Besides, Members of Discipline Committee maintained discipline in the corridors during classes. Similarly, Student Editors of the college magazine *Shachi* helped source articles from the students and also assisted in editing during the academic session 2016-17. Members of the Library Committee helped the readers access books and ensured security and discipline in the library. Members of the Scholars Club held meetings with the teachers in charge & updated the faculty regarding their academic progress, highlighting the problem areas where any kind of help from the institution is required. Members of the Hostel Committee helped in the maintenance of discipline & cleanliness in the hostel. Members of mess and canteen committee made a huge contribution in maintaining the quality of food and rates.

During the academic session 2016-17, the students developed and exhibited the qualities of commitment, integrity, dedication, accountability and decision-making required being creative.

Some distinct achievements during the academic session 2016-17:

- Agrima, BA Sem-I, Mehak, B.Com. Sem-III, Rupali, B.Com. Sem-III, Shreya, B.Com. Sem-V, and Rajita B.Com. (Honours) Sem-III, organized a 7 Day Camp at Qilla Jivan Singh.
- Savleen Kaur, BA Sem- III & IV, Vidhi Sharma, MA (English) Sem- I & II and Kareena, BBA Sem- III & VI, discharged their duty as Incharge of Property for Play Team.
- Suman, Diploma in Cosmetology, and Amanpreet Kaur, Bachelor of Business Administration Sem-V& VI, discharged their duty as Off Stage Member of MIME team
- Exhibiting leadership skills of responsibility, initiative, decision-making, vision and creativity, Navneet, B.Voc (Theatre & Stage Craft) III,
 - Became Semifinalist in *Laughter Da Master 3* PTC Punjabi
 - Anchored the 'Voice of Punjab', 'Chota Champ' and 'Voice of Punjab' at PTC Punjabi
 - Bagged '*Jaspal Bhatti*' award
 - Performed in '*Kudesan*' play at Tagore Theatre, Punjab University Chandigarh and Punjabi University, Patiala & won acclaim.
 - Participated in a Hindi Show '*Hasne Ka Mukhiya Kaun*' on DD National and got 4th position
 - Worked in a feature film '*Do Bol Punjabi*' released in Canada and England
 - Participated in '*Sach ki Adalat*' in Australian Channel, Global Punjab.
- Exhibiting leadership skills of responsibility, initiative, decision-making, vision and creativity, Neha, BA III,
 - Performed in 'Mirch Masala', 'Teesri Jang', 'Kuch Tan Karo Yaro', 'Jhansi Ki Rani' plays in Punjab Naatshala
 - Worked in Punjabi Serial 'Diary Dil Di' with Baljit Kaur Johal
- Leadership skills of responsibility, initiative, decision-making, vision and creativity imparted to students are visible in the events like Diwali Fiesta organised by departments of Design, Fine Arts, Home Science and Jewellery Designing in the college premises. Showcasing their leadership skills students exhibited theme of tie and dye, block and screen printing, upholstery and utility items, murals, heena art, nail art, apparel accessories, scarves, stoles, dupattas, paper lanterns, mirrors, candles, *diyas*, various artefacts depicting *Ganesha*, *jharokhas* etc. Besides this, the students displayed stalls of various food items including pizza, pasta, *dhokla*, sandwiches, *golgappas*, cakes and chocolates.
- During 2016-2017, the following students of Multimedia performed leadership roles:
 - Harman of B.Voc third year, Samridhi of B.Voc second year, Nandani, Charu & Pallavi of B. Design second year did videography and photography of all the important events of the college.
 - Harman B.Voc 3rd Year and Samridhi, B.Voc, 2nd year did videography & editing of Swachh Bharat Abhiyan Video.
- During 2016-2017, PG Dept. of Journalism & Mass Communication honed the leadership skills of the following students as a result of which:
 - Samiksha worked as Radio Jockey in 104.8 FM Amritsar during her studies.
 - Vrinda Talwar worked as Cabin Crew, Indian Airlines during her studies.
 - Gursharan Kaur worked as Radio Jockey in 104.8 FM, Amritsar.
 - Geetanjali Mehta worked as IELTS Tutor, Edify Institute, Amritsar.
 - Komal worked as Anchor, Channel No-1 Ludhiana.
 - Harsimran worked as Entertainment Anchor, DAAH Film Production House, Chandigarh.
 - Gagal worked as Content Writer, Avant Media Technologies, Amritsar.
 - Kashish worked as Content Writer, Rock IMS, Amritsar.
 - Deeksha Sabarwal worked as freelance writer, Teacher Tuli Academy, Amritsar.
 - Kajol worked as Content Writer, Avant Media Technologies, Amritsar.
 - Ishina worked as Content Writer, Avant Media Technologies, Amritsar.

6. Problems encountered

While carrying out these activities, they sometimes have to miss the classes. However, with the generous help of teachers in free periods, they make up their academic loss.

7. Notes (Optional)

7.4 Contribution to environmental awareness / protection

The college adopts environment friendly practices and takes necessary steps such as energy conservation, rain water harvesting, waste recycling, carbon neutrality etc.

Energy Conservation

- Most of the doors and windows in Computer Labs have been thermally sealed and are kept closed on entry/exit to maintain the required temperature.
- Members of Faculty, Student Council and Discipline Committee remain vigilant to check the wastage of electrical energy by ensuring that lights and fans are switched off in the classrooms or laboratories when not required.
- Computers, printers, copiers etc., which are not in use, are switched off and disconnected at the end of the day.
- N- Computing Thin Client is used in computers for conservation of Energy
- Fluorescent tubes instead of incandescent bulbs are used.
- Compact fluorescent lamps (CFL) and LED Lamps have already been installed and are used inside the college for street lighting.
- Electronic equipment and gadgets are shut off during non-working hours.
- Split units in all Labs and central ACs in Auditorium and Labs have been installed which are compatible to the occupancy level.
- All the office windows are covered with blinds or curtains to reduce heat conduction.
- Unit settings for all ACs are at around 25°C.
- All transformers are disconnected when not in use.
- 4 automatic pump controllers have been installed on the campus.
- The college is gradually switching over to energy efficient LED lights. 150 LED lights have been installed in Computer Labs, on College Campus, Seminar and Conference Halls.
- For outdoor lighting, high pressure sodium or metal LED lamps are used.

Use of Renewable Energy

- Solar thermal devices are used for effective conservation of renewable energy.
- The following devices have been installed in the college as an alternative to electrical appliances:
 - Four solar water heaters in hostel
 - Eight solar lights on campus

Water Harvesting

- In the playground, rain water percolates through the soil.
- Rain water of main building is collected in two storage tanks and also enters the borewell for ground water recharging.
- One storage tank has been installed and eight bore wells have been dug for storage and ground water recharging of BD block, Hostel Building, Main Building, Sports Hostel and Commerce Block.

Carbon Neutrality

- The greenhouse gas emission has been reduced by encouraging the employees and students to pool their conveyances.

- The college has invested in green technologies such as solar power, water harvesting to reduce its carbon footprint.
- Plantation of trees has been increased to sequester CO₂ emitted in the atmosphere. About thirty five plants of species such as Neem, Amla and Gulmohar have been planted.

Plantation

- A terrace garden has been developed outside the Science Block of the college. It has different varieties of ornamental plants, such as, *Ratanjot, Theeja, Ocimum, Aloe vera, Ficus Species, Cycas, Alstonis, Palms* and *Euphorvia*.
- The garden and kitchen waste of the college is converted into vermicompost and then utilized as a natural fertilizer in the area near BD Department.
- A herbal garden having different varieties of medicinal plants, such as, *Tinospore, Lemongrass, Sweet Basil, Ashwagandha, Stevia, Curry Leaf Tree, Thuja* and other seasonal plants like *Jamun and Raat ki Rani* are grown in the college.
- The college has planted about 1000 ornamental and seasonal plants on the campus.
- The college has an organic vegetable patch in the first lawn opposite the Commerce Block.

Waste Management

- Students of the Department of Design use leftover pieces of fabric to make innovative garments, utility items and jewellery pieces.
- Heavy waste furniture and drama sets used in different activities of the college are sent to the workshop for dismantling and recycling or re-using.
- Waste chemicals in the chemistry labs are properly disposed of by dissolving them in water or by keeping them separately in protected sheets.
- Students of the Department of Fine Arts use waste material like bottles waste papers, waste clothes, automobile waste, cardboards etc. to create pieces of art.
- The college has hired the services of Waste Management Industries, Industrial Focal Point(New), Mehta Road, to dispose of electronic waste, such as, computers, Cabinets (CPU), Monitors CRT, Monitors TFT, Printers (Dot Matrix, LaserJet), Scanners, Motherboards, SMPS, Keyboards, Mouse, Hubs & Switches, Hard Disks, CD/DVD Writers, UPSs, Speaker Set and Vacuum Cleaners.

Tree Conservation

- Latest printers, having the facility of two sided printing (manual and automatic) have been added to save paper and conserve trees. Similarly, college tries to maintain maximum data in digital form and thus save papers and conserve trees. SMS service used for general messages/ notices is another initiative taken in this regard.

7.5 Whether environmental audit was conducted? Yes No

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

The college has the following strengths:

- Environment-friendly campus
- Championship galore in academics, sports and cultural activities
- State-of-the-art infrastructure
- Competent, dedicated and zealous staff
- Latest equipment
- Huge array of subjects and courses, covering various fields
- Conducive research environment with various major and minor research projects undertaken from time to time

- Alumni network inspiring the students
- Very effective outreach programmes.
- Healthy Teaching/Learning practices /evaluative system.
- A Vibrant placement Cell.
- Earn while learn programmes

The college provides the following opportunities:

- Introduction of Add-on Courses in accordance with the need of hour.
- Vast scope for introduction of more vocational and career-oriented courses
- Room for revenues to be generated through certain departments like Cosmetology Service Unit
- Immense leeway for placements

The college has the following weaknesses:

- Lack of space for accommodating new courses
- Shortage of funds for creating additional infrastructure as majority of courses are funded by the institution itself.
- Out of total expenditure on salaries of the staff (both teaching and non-teaching), only 34.27% is funded by the government through its scheme of grants. Rest of the 65.73% is borne by the college through its internal sources. However, out of govt. funding only 78% has been received in 2016-17.

8. Plans of institution for next year

The college has the following plans:

- Mobilization of research funding for Major Research Projects through various national and international bodies.
- Organization of various seminars, workshops and faculty development program
- Purchase of new state of the art computers with latest configuration keeping in view the new trends
- Purchase of the latest audio visual equipment to improve teaching-learning process
- Initiatives to be taken in accordance with Swachh Bharat Abhiyan
- Purchase of new books for the enrichment of the knowledge of the library users
- Introduction of new syllabus
- Lab upgradation of various departments to improve teaching-learning process
- Anything else required for upgradation and improvement of the institution

Mrs. Rajni Mehra
Coordinator, IQAC

Dr. Pushpinder Walia
Chairperson, IQAC

Date: May 23, 2018.