The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for ex	cample 2013-14	2016-17					
1. Details of the Institu	ıtion						
1.1 Name of the Institution	Dasmesh Girls College, Chak Alla Baksh, G.T.Road Mukerian.						
1.2 Address Line 1	Dasmesh Girl	s College, Chak Alla Baksh					
Address Line 2	G.T.Road Mukerian, Distt- Hoshiarpur						
	Mukerian						
City/Town							
	Punjab						
State	3						
Pin Code	144211						
Till Code	111211						
Institution e-mail addres	dgc_c	chakallabaksh17@rediffmail.com					
Contact Nos.	Contact Nos. 01883-247895/ 247995						
Name of the Head of the Institution: Dr.(Mrs) Ravinder Chadha							

Tel. No. with STD Code:	01883-247895/ 247995
Mobile:	9815713459
Name of the IQAC Co-ordinat	or: Dr.Meetu
Mobile:	9417358776
IQAC e-mail address:	dgc_iqac@rediffmail.com

1.3 NAACTrack ID(For ex. MHCOGN 18879)

PBCOGN21223

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate) EC(SC)/11/A&A/6.1

Date: 19-01-2016

1.5Website address:

www.dgcmukerian.org

Web-link of the AQAR:

dgcmukerian.org/aqar/

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

1.6 Accreditation Details

C1 No	Cyrolo	Crado	CGPA	Year of	Validity
Sl. No.	Cycle	Grade	CGPA	Accreditation	Period
1	1 st Cycle	A	3.18	2016	2021
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC:

22/01/2016

1. AQAR	2015-16	(04/ 11 /2016)	
ii. AQAR	·	(DD/MM/YYYY	Y)
iii. AQAR		(DD/MM/YYYY	Y)
iv. AQAR		(DD/MM/YYYY	<i>Y</i>)
1.9 Institutional Status			
University State Cer	ntra / eemed [Private	
Affiliated College	Yes 🗸	No	
Constituent College Yes	s No 🗸		
Autonomous college of UGC	Yes No	•	
Regulatory Agency approved I	Institution Yes	No 🗸	
(eg. AICTE, BCI, MCI, PCI, N	CI)		
Type of Institution Co-ed	lucation Men	Women /	
Urban	Rural 7	Гribal	
Financial Status Grant-in-aid	UGC 2 UGC 12B	✓	1
Grant-in-aid + S	elf Financing	lly Self-financing	1
1.10 Type of Faculty/Programm	ne		
Arts Science	Commerce	Law Plys Edu)	~
TEI (Edu) ✓ ring Hea	al nceManagement		1

2. IQAC Composition and Activities

2.1 No. of Teachers	8					
2.2 No. of Administrative/Technical staff	1/1					
2.3 No. of students	2					
2.4 No. of Management representatives	1					
2.5 No. of Alumni	1					
2. 6 No. of any other stakeholder and	3					
community representatives		1				
2.7 No. of Employers/ Industrialists	-					
2.8 No. of other External Experts	2					
2.9 Total No. of members	19					
2.10 No. of IQAC meetings held	4					
2.11 No. of meetings with various stakeho	olders: No. 6 Fa	aculty 2				
Non-Teaching Staff Students 2	Alumni 1 Oth	ners 1				
2.12 Has IQAC received any funding from	m UGC during the yea	nr: Yes No				
If yes, mention the amount	NA					
2.13 Seminars and Conferences (only quality related)						
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC						
Total Nos 01 International Na	ational State	Institution Level				
(ii) Themes Methods and Ma	nners: For Effective G	overnance of IQAC				

 ${\bf 2.14\, Significant\, Activities\, and\, contributions\, made\,\, by\,\, IQAC}$

- IQAC chalks out an Academic Plan in the beginning of the session which helps the faculty and students in making the teaching-learning more effective.
- The College has started **Research Project under Guru Gobind Singh Research Centre** with 1 Lakh amount.
- The college has organised **Faculty Development Programme** which enhance the knowledge of the teachers.
- The Department of Punjabi has organized one day National Seminar on Guru GobindSingh: Jeevan Te Darshan to celebrate the 350th Birth Anniversary of Guru Gobind Singh ji.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
 Applied for B.Sc Fashion designing. Applied for M.A. Political Science and Punjabi. 	 Panjab University inspection team was visited. Panjab University inspection team was visited.
3. The college has planned for the construction of a new building.	3. 5 Rooms were constructed.
During the session college has decided to purchase new books and journals on various Departments.	4. College has purchased 1081 books and 9 Journals (2016-17) in various subjects.
5. To impart proper physical training to the students by encouraging their participation in games.	5. The Participation of the students in games and other extracurricular activities has been increased.
6. To provide assistance to the students for choosing the right career and help them out for job placements.	6. Visit of CT institution and IBT areorganised by the college.

^{*} Attach the Academic Calendar of the year as Annexure.

Academic Calendar attached of the year as Annexure-I

2.16 Whether t	No	/		
Management	Syndicate	Any other body		

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	04		04	
UG	05	01	06	
PG Diploma	01		01	
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	10	01	11	
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Choice Based Credit System	No
Core	Yes
Elective Options	Yes
Open Options	Yes

(ii) Pattern of programmes:

Pattern	No.of Programme	PG	UG	Diploma
Semester	-	M.A. Music	B.A /B.Com/	PGDCA
		M.A. Hindi	B.A/B.Ed, BSc	
		M.A. History	Non Medical,	
		MCom.	B.B.A, B.C.A	
Total	-	04	06	01

1.3 Feedback from stakeho		Alumni (laspects)	/	Parents	>	Employers S 🗸 ts	✓
Mode of feedback	:	Online	Manua	1 🗸	Co	-operating schools (for PEI)	

^{*}Please provide an analysis of the feedback in the Annexure-II

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

 Revision/update of regulation or syllabi based on instructions of Panjab University, Chandigarh

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

- College has got extension of affiliation to fine art BAIII in U.G. programme.
- College has got affiliation of B.A B.Ed. 4-year integrated course.
- College has got affiliation of Fashion Designing as elective subject in B.A.

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
24	24			

2.2 No. of permanent faculty with Ph.D.

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

	Asst. Profes	ssors		Associated		Prof	fessors	Other	s	Tota	l
	R		V	R	V	R	V	R	V	R	V
Part time	Permanent	Temporary/ Adhoc									
3	5	34									

2.4 N	o. of	Guest	and '	Visiting	faculty	and T	Fempora i	rv faculty
		C C C C C C	****	1 10101115	Incur,		LCIIIPOLGI	, incurry

		34
--	--	----

2.5 Faculty participation in conferences and symposia

No. of Faculty	International Level	National Level	State Level
Attended			
Presented Papers		1	
Resource Persons			

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

- In this age of digitalization, the chief purpose of the college remains to create students who know the technique of cashless and paperless economy. For it students are taught the know-how of making cashless transactions through workshops.
- The smart classrooms are helpful in providing the latest techniques and knowledge to meet the demands of the growing society.
- Every department of the college adopts the innovative method of imparting lectures through PPT's/Presentation through smart equipment's placed in the Conference room. The main motive of the college is to prepare the students globally.
- Special arrangements have been made by the college authorities in providing labs, like Language lab, Maths lab, Psychology lab, ICT lab to make the students abreast of the latent developments in the world.

				_			
3 7	Total No.	- P 4 1	4 1		-1	41	

า	Λ	7
_	u	/

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

Examination and Evaluation is conducted strictly as per the university's standardized norms. Total transparency and secrecy has been maintained.

2.10 Average percentage of attendance of students

88%

2.11 Course/Programme wise distribution of pass percentage :

Title of the	Total no. of students			Division		
Programme	appeared	Distinction %	I %	II %	III %	Pass %
BCA Sem I	40	27.5%	90%	NA	NA	97.5%
BCA Sem II	39	7.6%	74.3%	NA	NA	97.4%
BCA Sem III	26	NA	34.6%	34.6%	NA	88.4%
BCA Sem IV	23	NA	17.3%	30.4%	NA	100%
BCA Sem V	31	NA	96.7%	3.2%	NA	100%
BCA SemVI	31	9.6%	51.6%	NA	NA	100%
B.ScSem I	46	41.3%	93.4%	4.3%	NA	97.8%
B.ScSem II	45	48.4%	95.5`%	NA	NA	97.7%
B.ScSem III	42	40.4%	76.19%	11.9%	9.5%	100%
B.ScSem IV	42	47.6%	100%	NA	NA	100%
B.ScSem V	51	5.8%	54.9%	29.4%	5.8%	96%
B.ScSemVI	51	13.7%	68.6%	3.9%	NA	100%
B.ComSem I	75	1.3%	50.6%	20%	NA	100%
B.ComSem II	75	17.3%	84%	4%	NA	93.3%
B.ComSem III	64	60.25%	54.68%	9.3%	NA	100%
B.ComSem IV	64	21.8%	95.3%	3.1%	NA	100%
B.ComSemV	74	6.7%	79.7%	17.5%	NA	98.6%
B.ComSemVI	73	5.4%	68.4%	NA	2.7%	100%
BBA Sem I	20	NA	35%	NA	NA	95%
BBA Sem II	-	-	-	-	-	-
BBA Sem III	15	NA	53.3%	6.6%	NA	100%
BBA Sem IV	15	6.6%	93.3%	NA	NA	93.3%
BBA Sem V	17	11.7%	100%	NA	NA	100%
BBA Sem VI	17	5.8%	58.8%	NA	NA	94.1%
BA Sem I	178	1.1%	48.8%	19.1%	5.6%	95.5%
BA Sem II	167	11.9%	74.25%	8.3%	NA	99.4%
BA Sem III	209	2.8%	44.4%	23.9%	14.3%	95.2%
BA Sem IV	200	5%	70.3%	15.5%	01%	98.5%

BASemV	232	3%	59.4%	21.9%	2.1%	99.5%
BA SemVI	230	0.8%	45.6%	7.3%	NA	98.6%
MA (His) Sem I	46	6.5%	80.4%	6.5%	NA	97.8%
MA (His) Sem II	46	4.3%	78.2%	10.8%	NA	97.8%
MA (His) Sem III	22	NA	22.7%	59%	4.5%	100%
MA (His) Sem IV	22	NA	54.5%	27.2%	NA	100%
MA (Hin) Sem I	38	5.2%	36.8%	7.8%	NA	89.4%
MA (Hin) SemII	36	13.8%	72.2%	2.7%	NA	11.1%
MA (Hin) Sem III	23	30.4%	91.3%	4.3%	NA	95.6%
MA (Hin) Sem IV	22	13.6%	90.9%	4.5%	NA	100%
MA (MUV) Sem I	08	50%	100%	NA	NA	100%
MA (MUV) Sem II	08	87.5%	100%	NA	NA	100%
MA (MUV) Sem III	08	50%	100%	NA	NA	100%
MA (MUV) Sem IV	08	12.5%	100%	NA	NA	100%
M.Com Sem I	33	9%	30.3%	NA	NA	100%
M.Com Sem II	-	-	-	ı	-	-
M.Com Sem III	32	21.8%	93.7%	NA	NA	32%
M.Com Sem IV	32	18.7%	15.6%	NA	NA	93.7%
PGDCA Sem I	07	57.1%	71.4%	NA	NA	85.7%
PGDCA Sem II	06	83.3%	83.3%	NA	NA	100%

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

- ➤ The academic plan for the session is prepared and distributed among the faculty members. Faculty members are maintained their diaries of every semester according to academic plan.
- ➤ IQAC has introduced PPT to keep the students abreast of the latest trends in different subjects. The teachers are expected to present their lectures through PPT.
- > Students are encouraged and motivated to come prepared and present their paper to the juniors or their classmates. This helps them to grow mentally and intellectually efficient.
- The students of the various classes are asked to prepare their assignments on the topics assigned to them.
- Projects are allocated to the students in groups.
- ► House tests are conducted to evaluate the grasping power of the students
- Feedback forms of the students and teachers helps the administrations to incorporate the necessary remedial actions.
- All the records of PPT presentations, student presentations, student assignments, test reports and examination (House and Final) results are maintained, monitor and used for evaluating the teaching & learning processes.

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	06	_	_	_
Technical Staff	06			

3. Research, Consultancy and Extension

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

- 1. The teachers are advised and encouraged to participate in various conferences/Seminars/Workshops etc.
- 2. Financial assistance from college extended to the Department of Punjabi for the publication of book.
- 3. Department of Fashion Designing and Fine Art organised one-day workshop.
- 4. Department of Punjabi organised One-Day National Seminar.
- 5. Department of Music (Vocal) Organised One Day Workshop on *Bandishes*.

3.4 Details on research publications

	International	National	Others
Peer Review Journals and e-journals	01	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

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	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	March, 2016	Sri Guru Gobind Singh Educational Trust	1 Lakh	
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	01	01	1 lakh	

3.7 No. of books publishedi) With ISBN	No.	03	Chapters in Edited Book	-
ii) Without ISBN No.	NA	-			

3.11 No. of conferences/seminars organized by the Institution

Level	International	National	State	University	College
Number					01
Sponsoring					Sri Guru Gobind
agencies					Singh Educational
					Trust

3.15 Total budget for res	earch for cur	rent year in la	akhs:		
From Funding agency		From Mana	gement of Univ	versity/College	2 1 Lakh
Total	1 Lakh]			
3.21 No. of students Part	icipated in NS	SS events:			
		Un	iversity level	- State	e level -
		Na	tional level	50 Inter	national level -
3.22 No. of students part	ticipated in N			- G.	.11
			niversity level ational level		e level -
3.25 No. of Extension act	ivities organiz	zed			
University forum	1	College forum	ı		
NCC	06	NSS	07	Any other	14

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

NSS

- General Awareness Programmeorganized on 29 December 2016.
- Cleanliness Drive organized on 30 December 2016.
- Environment Day Celebrated on 31 December 2016.
- A visit in Adopted Village for Medical Camp on 1 January 2017.
- A lecture Delivered on Health and Hygiene Day on 2 January 2017.
- A visit in school in adopted village for conducting Painting Competition among students on 3 January 2017.
- Exhibition of Candles and Divas on occasion of Diwali in collaboration of Asha Kiran
 Welfare Society(Hoshiarpur) on 25th Oct 2016

(Annexure III)

NCC

- Two Annual Training Camps (for 10 days) on Cultural Sports Firing and other activities at NCC Academy Ropar in October and December 2016.
- One Day Camp on Swachh Bharat Abhiyaan in college on 4 Feb 2017.
- Tree Plantation organised in college premises on 20 April 2017.
- Social Awareness Programme on Waste Management on 25 April 2017.
- Essay Competition organised in college on topic Energy Conservation on 2 May 2017.
- Celebration of International Yoga Day on 21 June 2017.

(Annexure IV)

Red Ribbon Club

- Poster Making and Drawing Competition on topic "De- addiction, Blood Donation and AIDS prohibition" organised on 20 August 2016 in College.
 - Cartoon Making Competition on topic HIV, AIDS and Drug Addiction held on 28
 October 2016 in College.
 - A seminar on topic HIV AIDS Awareness organised in College on 29 October 2016.
- Oath Ceremony organised on the "Importance of Right to Vote "on 25 January 2017 in College.
 - A documentary Film Shown on "Cancer" to PG Classes on 25 February 2017.

 (Annexure V)

Women Development Cell

• A Seminar on "The Importance of Vote" under Women Development Cell organised on 16 September 2016 in College.

Extension Activities

- Department of Visual and Performing Art organised a Basant Festival on 1 February, 2017.
 - Department of Punjabi has organized a National Level Seminar on "Guru Gobind Singh: Jeevan Te Darshan" on 16 February, 2017
 - Department of English organised Literary Quiz on 10 March, 2017.
 - Department of Computer Science organised "IT FEST" on 7 April, 2017.
 - Department of Mathematics organised an Extension Lecture on 8 April, 2017.
 - Annual Art exhibition organised by Department of Fine Arts on 18 April, 2017.
 - Department of Education organised an Extension lecture on Educational Psychology and Teaching Learning process on 20 April, 2017.
 - Department of Music (Vocal) Organised One Day Workshop on *Bandishes*

Criterion- IV

4. Infrastructure and Learning Resources

4.1Details of increase in infrastructure facilities:

Facilities	Existing(2015- 16)	Newly created	Source of Fund	Total
		(2016-17)		
Campus area	20272.3sqm (5.01acre)	-	Self Financed	20272.3sqm(5.01acre)
Class rooms	39	05	Self Financed	44
Laboratories	13		Self Financed	13
Seminar Halls	01		Self Financed	01
No. Of important equipments purchased (≥ 1-0 lakh) during the current year.		502	Self Financed	1766
Value of the equipment purchased during the year (Rs. In Lakhs)	1728448	416844	Self Financed	214529
Others	989592	32359	Self Financed	1021951

Sr. No.	Rooms	Existing 2015-2016	New 2016-2017	Total
1.	Class-Rooms	39	05	44
2.	Computer-Labs	03	-	3
3.	Conference Hall	01	-	01
4.	Seminar Hall	01	-	01
5	Library	01	-	01
6.	Full A.C Principal's Room	01	-	01
7.	Full A.C Trust Room	01	-	01
8.	Full A.C office	01	-	01

9.	Staff Room of Social-Science	01	-	01
10.	Staff Room of Language	01	-	01
11.	Staff Room of ComputerDept	01	-	01
12.	Staff Room of Science Dept.	01	-	01
13.	Staff Room of Commerce Dept.	01	-	01
14.	Chemistry Labs	02	-	02
15.	Physics Labs	02		02
16.	ICT Lab	01	-	01
17.	Psychology Lab	01	-	01
18.	Main Staff Room	01	-	01
19.	Language Lab	01	-	01
20.	Maths Lab	01	-	01
21.	Music Room	02	-	02
22.	Examination Room	01	-	01
23.	Common Room	01	-	01
24.	Playgrounds	04	-	04
25.	Sports Room	01	-	01
26.	Health Centre	01	-	01
27.	Canteen	01	-	01
28.	Open Stage	01	-	01
29.	IQAC Office	01	-	01
30.	NCC/Youth Welfare Room	01	-	01
31.	Fine Arts Lab	01	-	01
32.	Fashion Designing Lab	01	-	01

4.2Computerization of administration and library

With the aid of Computers, the speed and accuracy of work has increased. Computers are not only user-friendly, but also reduce a lot of manual work and reduce the scope for errors. We can store a large amount of data in computer's memory, printout the documents and much more. It has become easier to find all the information/data on the computer. Administrative office is automated for keeping records, preparing salary statements of employees, application forms, admissions, examination forms, scholarship forms, library enrolment and other administrative work. The library is fully converted into digital library. The following Apps are used for this purpose:

- Biblio Software
- Use of OPAC
- DELNET
- Dropbox
- British Council Library

4.3Library services:

		Previ	ous Records	2	2016-2017	
Library Ho	Library Holdings		Total Cost	Number	Total Cost	
Text Books/Reference Books	Stock	7417	1809143.25	7417	1809143.25	
	Addition			1081	452237	
	Total	7417	1809143.25	8498	2261380.25	
Journals/ Periodicals	Stock	59	70884	59	70884	
	Addition			9	11859	
	Total	59	70884	68	82743	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	office	Depart- ments	Others
Existing (2015-16)	70	03	2P,2WF, 4Modem	01		05		Language lab , ICT Lab
Added (2016-17)			wow					
Total	70	03	2P, 2WF, 4Modem, Wow	01		05		

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

Department of Computer Science organized an Extension Lecture on "Lifi Technology" for faculty and students on Feb 6, 2017.

4.6 Amount spent on maintenance in lakhs:

S. No.	Different Categories	ifferent Categories Existing(2015-16) New (2016-17)		Total		
1	ICT	36416	58462	94878		
2	Campus Infrastructure and Facilities	1165682	2873832	4039514		
3	Others	182505	32359	214864		
4	Total	1384603	2964653	4349256		

Criterion - V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- 1 Established of internal Quality Assurance Cell (IQAC).
- 2. The information about curricular and co-curricular activities is disseminated through College Website, notices, notice board and college prospectus
- 3. The students are encouraged to participate in National competitions in the field of academics, sports and co-curricular activities. They are provided with travel facilities, boarding and lodging facilities, refreshments etc. as per the norms.
- 4. Departments are also encouraged to organise class presentations to enhance presentation skills of students.
- 5. Slow learners are provided with extra classes, tests and assignments. Meetings with parents of slow learners are also carried on regularly.
- 6. The students are encouraged to exhibit their talent /hidden potentials through their writings "Dharat" an annual college magazine.
- 7. SC/OBC and Economically weaker sections of society are given scholarships and fee concession as per the government and university norms.
- 8. Moral education is provided to the students through *Dharma Sikhya* Examination and Sehaj Path.

5.2 Efforts made by the institution for tracking the progression

The data of undergraduate students who progress to postgraduate programmes of the college is available. At present the student progression rate is 7.11% which is significant keeping in view the national target, whereas data of the students who leave the institution to pursue PG courses in other institutions is unavailable.

Student progression	2016-2017
UG to PG	7.11%
PG to M.Phil	NA
PG to Phd.	NA
Others Jobs	NA

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1181	214	-	7(PGDCA)

(b) No. of students outside the state	_
(c) No. of international students	

Last Year (2015-2016)							This `	Year (2	016-2017)		
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
722	169	-	466	-	1357	751	187	-	464	-	1402

Demand Ratio: Dropout %

Name of the programme	Demand Ratio	Name of the programme	Dropout
BBA	40%	BBA	5.5%
BCA	67.44%	BCA	20.51%
BSC B.E.D	54%	BA	3.31%
		MA(HIS)	24.31%
		M.COM	8.57%

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

- 1. There are no formal arrangements of coaching classes for competitive examination. But students are given the opportunity to prepare for the examinations.
- 2. Faculty guides the students with regard to various competitive examinations and related books, newspapers, magazines and journals available in the library.
- 3. Quiz competition is organised in the college.

5.6 Details of student counselling and career guidance

The career Guidance cell of college is guided the students about the various career options available to them and what should they do opt for the respective career options. College has a student council in which the representatives from various classes are selected. Regular meeting of CR's with Principal and with the in charges of Student Council is held to discuss their issues regarding syllabus, examinations and other any issues etc. So they may be resolves at earliest.

5.8 Details of gender sensitization programmes

- 1. "Women Development Cell" was established in college which was actively participated all the issues related to women.
- 2. During this year a seminar was organised on importance of "Voting Rights" by Women Development Cell to make the students aware about physical health.
- 3. A specific paper on "Gender Issues on Modern India" was opted in MA (HISTORY) SEM -III to Aware the rights regarding women.
- 4. Every year college celebrates Teej festival and Lohri festival with great fervour.
- 5. College ensures every year that the single girl child students should apply for the government scholarships.
- 6. Sports students of the college have actively performed Gataka so that girls can do self defence improper their strength & power.
- 7. Department of Fine Arts organized exhibition to empower girl students as the budding women artist.
- 8. College has also given fee concession to single girl Child.

5.9 Students Activities

5.9.1No. of students participated in Sports, Games and other events					
State/ University level 20	National level	International leve			
No. of students participated in	cultural events				
State/ University level 125	National level	International level			
5.9.2 No. of medals /awards won by st	udents in Sports, Games ar	nd other events			
Sports: State/ University level 14	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	257	1681340			
Financial support from government	97	Amount is not received			
	(SC-63 BC-34)	yet			
Financial support from other sources	NA	NA			

Number of students who received	NA	NA
International/ National recognitions		

5.12 No. of social initiatives undertaken by the students

5

Five Social initiatives work done by students:

Date	Activities to Be Conducted
	General awareness Day
29 th Dec 2016	1.Benefits of Yoga in our daily life
	by Mr. R.K Dogra, Talwara
	2.Lecture on "Relation between Health and
	Physical Activity"
	Cleanliness Drive
30 th Dec 2016	Cleanliness of the campus
	Cleanliness of the surroundings Area of the
	Campus
	Environmental Day
31 Dec 2016	Tree plantation
	Beautification of campus
	Visit in adopted village
1 Jan 2017	1, Medical Camp in Abdullapur
	2. Cleanliness of the area
	3. Cleanliness of the Mandir in Abdullapur
	Visit of School in Adopted Village
3 rd Jan 2017	1.To teach the students about environment clean
	and make our life healthy
	2. Conduct painting competition among students

5.13 Major grievances of Students (if any) redressed:-

- 1. Regarding the need of stay of college girls during youth festival.
- 2. Regarding the cleanliness of washrooms.
- 3. Need of more dustbins.
- 4. New more buses like SalyaalMansar started by the college on demand for the students.
- 5. Demand of CCTV camera by students at outside of library so that illegal activities can be prohibited.

Redressal of the Grievances;

- 1. Facility provided by college management for stay of college girls during youth festival in faculty hostel.
- 2. More sanitizers were used to keep the washrooms clean.
- 3. More dustbins were installed in the various places of the institution.
- 4. A new bus was purchased to meet the growing demand of the commutation of the girl student.

5. One peon has sat outside the library.

Criterion VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the Institution

VISION

- To encourage teachers and students to maintain the concept of higher education and also to promote their intellectual acumen.
- To promote effective and smart classrooms technology.
- To help the students to grow intellectually by hosting seminars as also to encourage them in Group Discussions and preparing them Interviews.
- To hold educational/historical trips and scientific excursions for developing the intellectual growth of the students.
- By encouraging the students to take part in Extra-Mural activities and Sports.
- Injecting awareness among students regarding Women Empowerment, Female Foeticide and atrocities heaped upon weaker sections of society, especially on women.

MISSION

- To remain one of the best Institutes through strenuous hard work and honesty.
- To compete not with others but with ourselves.
- To inculcate global and spiritual development among students through holistic learning.
- To facilitate sustainable development by following the norms of University and UGC.
- To stimulate professional competence among teaching and non-teaching faculty members through Faculty Development Programme.
- To motivate teachers for Research work by allowing them to participate in research work/Seminars/UGC-sponsored programmes.
- To invite Business Corporates for promoting students for MNCs.
- To establish a congenial and harmonious relationship between teachers and taught,
 parents and teachers and to motivate the elite of society for guiding the institution.

6.2 Does the Institution has a management Information System

Automation of the records such as admission procedure, computerization of library, salary of the faculty and staff, attendance of students etc. are handled through various software.

6.3 Quality improvement strategies adopted by the institution for each of the following: **6.3.1** Curriculum Development

The curriculum for various classes is designed by Board of studies of various departments of Panjab University Chandigarh.

6.3.2 Teaching and Learning

- Teachers with good Academic record are appointed annually as per the requirements of the departments.
- The academic calendar is prepared at the beginning of the session.
- New books suggested by faculty members are introduced in the library every year.
- Students are encouraged to use library to inculcate habit of reading.
- Teachers are also provided facilities to take up research projects, attend workshops, seminars and faculty development programmes.
- Good results are appreciated by the college and the managing committee.
- Use of Audio-Visual aids in teaching is another step in quality improvement.
- Student feedback form is used to take feedback from the students regarding the quality of teaching.
- Student centred methods are used to educate the children.
- Students are encouraged for self-learning through books, journals and internet.

6.3.3 **Examination and Evaluation**

The college abides by the norms of Punjab University, Chandigarh with regards to annual and semester examination. These include theory, practical, viva-voice and project work. The examination and evaluation system include:

- Monthly tests, unit tests
- Formative and summative assessment
- Continuous and comprehensive evaluation
- Continuous internal assessment based on attendance, house tests, presentations, projects, assignments of students.

6.3.4 Research and Development

- Teachers are provided with infrastructural support in terms of computer & internet Access, Journals and Books.
- Guru Gobind Singh Research Centre of our college has assigned one lakh rupees to Dr.Sarbjot Singh for the project work under the title 'Guru Gobing Singh Ji and Khalsa'.
- Teachers are encouraged to take up research projects approved by UGC for developing academics and professionalism.
- Revis The college has a research committee which strives to inculcate research atmosphere among the faculty members and students.
 - Facilities are provided to the teachers to attend seminars/conferences/ workshops.
 - The college has published annually one research journal i.e. VISION: An International **Journal on Humanities and Management** and magazine 'DHARAT' to encourage the

6.3.5 Library, ICT and physical infrastructure / instrumentation

The library and administrative block are fully computerized and annually paid by the college. Software DELNET is used in the library which is expeditions and user friendly. The software is library friendly in many ways:

- Advanced searching of books is done on various criteria.
- 1081 books, 9 journals are added to the existing stock in library.
- Bar code reader is used to get details of the issue and return books.
- Reports of various activities can easily be generated.
- Two musical instruments are added in Department of music and ten items are purchased by department of fine arts.
- Gatka ground and Ball badminton team of 10 students has been prepared by the college and every facility has to be provided to the students. For the preparation of these games,

6.3.6 Human Resource Management

- The HRM maintains the records for the faculty and staff and recommends the incentives to the faculty and staff.
- Handling the recruitment process.
- It motivates the faculty and encourages them to do research work.
- It encourages the teachers to enrol for various faculty development programmes like refresher courses, orientation programs, short term courses etc.

6.3.7 Faculty and Staff recruitment

- Recruitment of regular faculty is done strictly according to the rules and regulations done by UGC and Panjab University, Chandigarh. It is done by panel of experts.
- Advertisement is given in local and national newspapers for the recruitment of faculty on ad-hoc basis vacant posts.

6.3.8 Industry Interaction / Collaboration

• Department of commerce arranged oneday excursion trip to an industry.

(Annexure VII)

6.3.9 Admission of Students

- Students of all streams are enrolled on the basis of merit.
- Advertisements related to admission is given in newspapers as well as in college website. The prospectus contains all the necessary information regarding admission process.
- The college gives fee concession to the needy students and needy students.

6.4 Welfare schemes for

Teaching	For the welfare of teachers, college provides the facility of Duty leave, Provident fund, Maternity leave and fee concession to the wards of the staff members.
Non teaching	Medical facility for on-duty mishappening, Provident Fund and fee concession to the wards of the staff members and Free uniform to the substaff members every year by the college to the non teaching staff.
Students	Students are provided Fee concession, free refreshments to the students participating in sports, NCC, NSS. Youth festival and other curricular activities. The college provided Rs. 2000 per month and freeship to sports students.

6.5 Total corpus fund generate

NA

6.6 Whether annual financial audit has been done	Yes	✓	No	

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

Audit Type	External		Int	ernal
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	Principal

Administrative	-		-	Yes	Management	
6.8 Does the University	y/ Autonomo	us College d	leclares re	sults within 30	days?	
	For UG Pro	grammes	Yes	No	✓	
Programmes	Yes	No			√	
6.9 What efforts are m	ade by the U	niversity/ A	utonomou	s College for E	 xamination Reform	ns?
 The staff m there is an members ta Principal D 	embers of th y mistake in ke action agai or (Mrs.) Rav ad contribute	e college al question p inst through vinder Chac es for the pu	so played papers, syl mail a lett dha is the archasing o	labus, examina er to Panjab Uni member of th of the criteria o	setter and evaluate tions etc., then fair tions etc.	aculty i. nittee
6.11 Activities and sup	port from the	e Alumni A	ssociation			
Regular meetings Function for their				•	ne old students on	Annual

6.12 Activities and support from the Parent – Teacher Association

- The college holds regular meetings with Parents to find a viable solution to problems that students face when they join college.
- A meeting with parents arranged by the college and they requested for the new bus routes for their wards and college provided three new routes for the children.
- The objective of this association is to increase interaction between teachers and parents since the onus of finding solutions to the student's problems lies on both.
- We aim to create conductive environment for the student's holistic growth and to induct them into college life in the best possible manner.

6.13 Development programmes for support staff

- Support staff is provided knowledge about banking access and is given knowledge about their children's education.
- Traffic lectures and rules are also given to drivers and conductors by the transport incharge of buses.

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

 Tree plantation is a regular feature. Two gardeners are appointed to maintain the lawns and gardens. NSS volunteers Class Representatives are appointed for managing the cleanliness, discipline and electricity usage. College has issued some specific amount for maintaining the lawns and gardens.

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.

Innovation introduced during this academic year which have created a positive impact on the functioning of the institution. Details as below:

- Introducing new Software in computer Lab.
- Opening of a Research Centre.
- Books exhibition organized by Library Department.
- 'Wow' internet introduce in Library.
- Celebration of 350th Birth Anniversary of Sri Guru Gobind Singh Ji.

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

- Extension Lectures/ Seminars/workshops.
- Different programmes conducted by NCC/NSS/Red Ribbon.
- An extension lecture organized by Women Development Cell.
- B.A.B.ED. integrated 4 years course and B.A. Fashion Designing course have been introduced during 2016-17 session.
- Opening of new labs under B.A.B.ED. integrated 4 years course.
- The college has constructed a dining room for faculty

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

- Inaugurated a Research Centre. (See Annexure VIII)
- Sensitizing students towards social responsibility. (See Annexure IX)

7.4 Contribution to environmental awareness / protection

- One Day Camp on "Swacch Bharat Abhiyaan" organised by NSS wing of college.
- Tree Plantation drive undertaken by NSS.
- Essay Competition on "Energy Conservation" by NCC wing of College.
- Social Awareness Programme on "Waste Management" by NCC Volunteers. Dustbin have been placed at different corners for the collection of garbage and maintaining cleanliness in the campus

7.5	Whether environmental audit was conducted?	Yes	No	✓	

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

STRENGTHS-

- College has highly qualified and dedicated staff.
- It has a strong ethics of sharing and commitment to increasing parental confidence
- College is introducing new courses every year.
- College is trying to cover large strength of rural area for enhancing literacy among girls.
- Introducing latest infrastructural facilities.
- Developing self discipline approach among students.
- Encouraging all students to give their active participation in all curricular as well as co-curricular activities.
- Developing a committed approach among students to do excel in all field of their life.
- Punctuality, discipline and regularity are the key point of the college
- Resource persons, experts are invited to deliver lectures
- Clean drinking water facility
- Clean seprate washrooms for teachers and students in every block in college
- Easy accessibility of the Principal, staff and administrative employees to helping students and solve their problems
- Department wise meeting of HOD and teachers with Principal to discuss results of their class to diagnose the cause of poor performance of students in concerned subjects and setting a layout for students progress

WEAKNESSES:

• Lack of financial support from outside agencies .

OPPORTUNITIES

- Extension lectures, seminars should be further arranged to increase the effectiveness of institution.
- Introduction of new courses .
- Technology upgradation .
- Developing global competency among students.
- Teachers have the opportunities to publish articles in other college journal

THREATS:

• Lack of knowledge in rural areas about the professional courses which are continuously introduced in the institution.

Other Best Practices

- Every year the academic Session started with Sukhmani Sahib Path.
- To empower morality among our girls students, college has conducted examination with the collaboration of Punjab People Welfare Organization of Patiala, Shromani Gurudwara Prabhandak Committee, Amritsar, Sri Sahaj Path Seva.
- College has published **Vision: An International Journal of Humanities** and **Management**

annually to promote the Research Work.

- An Athletic Meet is organized annually.
- Celebration of Guru Nanak Dev Birthday annually.
- Celebrated 350th birth anniversary of Sri Guru Gobind Singh in 2016-17.
- Cash Prizes, medals scholarship and certificates to the toppers.
- Organized morning assembly on every Monday to maintain discipline.
- More number of books and journals are introduced in library in every year.
- Organized faculty development programme in every session.
- To promote research in various discipline.

8. Plans of institution for next year

- The institution has planned to start new course B.Sc Fashion Designing in U.G.
- To introduce Post Graduate courses MA Political Science and MA Punjabi.
- To organise more National Conferences/Seminars.
- Updates library facilities.
- The college has planned to construct new building/blocs.
- To organise more industrial as well as educational and historical trips.
- To encourage students to give more participation in educational fairs.

To encourage the students for more participation in games.

Name Dr. Meetu

Head, Assistant Professor

Department of Political Science

Name Dr.(Mrs.) Ravinder Chadha

Principal

Dasmesh Girls College,

Chak Alla Baksh, Mukerian

Signature of the Coordinator, IQAC

Signature of the Chairmenteral IQAC Dasmesh Girls College

Chak Alla Baksh, Mukerian

Revised Guidelines of IQAC and Submission of AQAR

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ANNEXURE-I Academic Calendar (2016-17) (Semester)

Summer Vacation	29-05-16	to	30-06-16	(33 days)
	(Sunday)		(Thursday)	
College Open and	01-07-16	to	16-07-16	(16 days)
Admission Start	(Friday)		(Saturday)	
Academic term II st	18-07-16	to	10-10-16	(82 days)
,III rd & Vth	(Monday)		(Monday)	
Semester				
Autumn Break	11-10-16	to	17-10-16	(07 days)
	(Tuesday)		(Monday)	
Academic term	18-10-16	to	02-12-16	(36 days)
IIst,IIIrd & Vth Sem.	(Tuesday)		(Friday)	
(Reopen)				
Total te	aching days of acad	emic term I =	82 + 36=118 days	
End semester exam	03-12-16	to	28-12-16	(22 days)
	(Saturday)		(Wednesday)	
Winter break	29-12-16	to	10-01-17	(13 days)
	(Thursday)		(Tuesday)	
Academic Term II	11-01-17	to	05-05-17	(89 days)
(2 nd & 4 th Sem)	(Wednesday)		(Friday)	
Tota	al teaching days of A	Academic Ter	m II =89 days	
End semester	06-05-17	to	31-05-17	(22 days)
examination	(Saturday)		(Wednesday)	
Summer Vacation	01-06-17	to	08-07-17	(38 days)
	(Thursday)		(Saturday)	
Total Teaching	g Days Of Academic	Term I , II &	III =118 +89 =207	days

Annexure II

Feed Back Analysis of Alumni, Parents and Students (2016-17)

	Suggestions	Implementations
Alumni	 Alumni meet should be organised with Annual Functions. College should have placement cell. 	1. Meet organised with annual function. 2. Proposal is under process.
Parents	 To increase bus Facility Information regarding the performance of students. Facility of stay during zonal and inter zonal Youth Festival 	 3 new routes (were started in the session. Proper result register maintained and information of week students informed through telephonic call. Faculty house provide for the students.
Students	 More Tech Oriented Programmes More PG& Professional courses. 	1. An awareness program was organised by Dept.of Computer Science on "Digital Transaction" 2. Introduction of M.A (Pol.Sc), M.A.(Pb), And
	3.More Career Guidance Programmes	Bsc.Fashion Designing. 3. Timely Visit By IBT was organised.

Annexure-III

NSS Activities 2016-2017

Tree Plantation by NSS Volunteers



One day camp organized on "Swacch Bharat Abhiyan" by NSS Volunteers



Blood Donation Camp organized on 8th March 2017



NSS Unit of College has organised an Exhibition of Decorative & Coloured Candles to Support "Asha kiran Welfare Society", for mentally and physically Challenged Children



Annexure-IV

NCC Activities 2016-2017

Social Awareness Programme on "Waste Management" 0n 25th April 2017



Essay competition Organized in college on the Topic" Energy Conservation" 2nd May 2017



Annexure-V

Red Ribbon Activities 2016-2017

Vote Awareness Programme



Annexure-VI

Extension lectures/Seminars





Basant Festival



Workshop by Fine Art Department



Annexure-VII
Industrial Trip





IT Fest



Annexure -VIII

Title of Best Practices2: Inaugurates a Research Centre

Focus On: Research Centre and Practice of Arranging Seminars.

Objectives of the Practice:

- To promote the research work and activities
- To increase the effectiveness of the institution.
- It empowers the students to endeavor into innovation and research during their student life.

The context: The country needs youth imbued with the spirit of research and scientific temper. The research work is the need of time for the excellence of faculty and students. The Research Centre and arranging seminars, conferences, workshops aims to transform the above vision into a reality.

The practice: The teaching staff is in a constant endeavour for research activities to achieve academic excellence. In the session 2016-17 the faculty has undertaken Phd. research work, published books and research articles in esteemed journals, presented papers, attended seminars, National level and international level.

Evidence of success:

- To enhance practical knowledge of the students and to let them know about the scope of their subject, regular seminars and workshops are arranged.
- Girls coming from rural and sub urban areas are educated by eminent scholars against dowry, burning, female foeticide and infanticide.
- A seminar in "The importance of vote" has organized under women development cell.
- One project of 1 lakh has been assigned under the Research Centre.
- An Art exhibition by Department of Fine Arts and **Basant Festival** by Department. of Visual and Performing Art has been organized.
- Department of Punjabi has organized a National Seminar on **Guru Gobind Singh Jeevan te Darshan.**
- The college has organized Faculty Development Programme in every session.

Inauguration of Research Centre





Annexure-IX

Title of the Best Practice 1: Sensitizing Students towards Social Responsibilities

Focus on: Social Responsibility

Objective of the Practice: The goal of this mission is to make our students morally upright and social responsible citizens. More specifically following are the objectives:

- To make them responsible and sensitive towards society
- To create an environment that is conducive for the pursuit of betterment of society.
- To prepare and train students in a matter that they should be able to remove the evil practices from society and also create an environment which is against these practices.

The context: Institution believes that no education is complete if it does not focus on making students socially responsible. They are encouraged to contribute generously towards society by sharing with deprived ones, by keeping environment clean, by planting trees, by discipline and by maintain habits of cleanliness.

The practice: It focuses on transforming our students into upstanding citizens by generating awareness among them about various problems imbued in meaningful practices that prepare them to fulfil the obligations as responsible global citizens.

Evidence of success:

- At the onset of every session Principal Dr.(Mrs.) Ravinder Chadha is administered the students to respect their teachers, parents and maintains discipline in the institution.
- Blood Donation Camp in college and medical camp in village Abdullapur has organized.
- Celebration of LohriFestival especially to celebrate the importance of girl child.
- Keeping in mind environment problems, Swacch Bharat Abhiyaan, Energy Conservation and Tree Plantation drives are organized.
- Students are encouraged to celebrate clean and green Diwali.
- To conserve energy, CFL & Solar lights are installed in college campus which also helps to sensitize students about conservation of energy. Essay competition is also organized by NCC on topic 'Energy Conservation'.
- Social awareness programme on **Waste Management** is organized.
- Red Ribbon Club has organized Cartoon Making Competition on topic HIV AIDS and Drug Addiction.
- A seminar organized on HIV AIDS.
- To sensitize social responsibilities in students the college has organized **An Exhibition of Candles and Divas** on occasion of Diwali in collaboration of Asha Kiran Welfare Society that is established for mentally & physically challenged children.