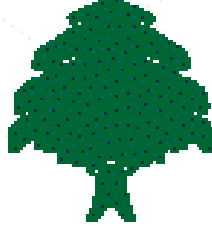


**POST GRADUATE GOVERNMENT COLLEGE FOR  
GIRLS SECTOR-11, CHANDIGARH**



**COURAGE TO KNOW**

**ANNUAL QUALITY ASSURANCE REPORT  
(INTERNAL QUALITY ASSURANCE CELL)  
2012-13**

**Submitted To**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

**विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
*An Autonomous Institution of the University Grants Commission*  
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India EC/33/463

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# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution	<b>POST GRADUATE GOVT. COLLEGE FOR GIRLS, SECTOR-11, CHANDIGARH</b>
1.2 Address Line 1	<b>POST GRADUATE GOVT. COLLEGE FOR GIRLS</b>
Address Line 2	<b>SECTOR-11</b>
City/Town	<b>CHANDIGARH</b>
State	<b>CHANDIGARH</b>
Pin Code	<b>160011</b>
Institution e-mail address	<b>pggcg11@gmail.com</b>
Contact Nos.	<b>0172-2740614</b>
Name of the Head of the Institution:	<b>Ms. Achila Dogra</b>
Tel. No. with STD Code:	<b>0172-2740614</b>
Mobile:	<b>9216794121</b>

Name of the IQAC Co-ordinator: **Ms. Shashi Joshi**

Mobile: **9815170631**

IQAC e-mail address: **pggcg11@gmail.com**

1.3 NAAC Track ID: **CGCOGN11220**

1.4 Website address: **www.gcg11.ac.in**

Web-link of the AQAR: **www.gcg11.org/AQAR201213.doc**

#### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	<b>A</b>	<b>8.7</b>	<b>2004</b>	<b>5 Yrs</b>
2	2 <sup>nd</sup> Cycle	-	-	-	-
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

1.6 Date of Establishment of IQAC: DD/MM/YYYY **11/08/2005**

1.7 AQAR for the year **2012-13**

1.8 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 2005-6 submitted on /05/2006**
- ii. **AQAR 2006-7 submitted on /05/2007**
- iii. **AQAR 2007-8 submitted on 30/05/2008**

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

Grant-in-aid + Self Financing  Totally Self-financing

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

**BCA, PGDCA, Office Management, Add-On-Courses**

### 1.11 Name of the Affiliating University (for the Colleges)

**Panjab University, Chandigarh**

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders No.  Faculty

Non-Teaching Staff Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? 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 **Seminars/Workshop held in (2012-13)**

<u>Year</u>	<u>Themes</u>
8 <sup>th</sup> Nov. 2012	National Seminar "Food Security in India - Issues and prospectus"
27 Sep. 2012	Lecdem cum Workshop by Gundecha Brothers
Jan 2013	Workshop, Panel Discussion and Interaction on "Violence against Women"
18-19 March 2013	Workshop on "Women's Well-being and Health: Health and Gender"

2.14 Significant Activities and contributions made by IQAC

- IQAC motivated the faculty to pursue Minor/Major Projects
- Motivated various societies of the college to go in for socially relevant community outreach programs.
- It also initiated collaborative work between NSS and subject and college societies in the adopted village Khudda Jassu.
- All the departments uploaded e-content on the college website.

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 \*

Year	Plan of Action	Achievements
2012-13	<ul style="list-style-type: none"> <li>• Smart class rooms</li> <li>• Computer Lab IV</li> <li>• ACs in Labs</li> <li>• Renovation of Labs</li> <li>• Solar Power Plant</li> </ul>	<ul style="list-style-type: none"> <li>• Vermi- compost</li> <li>• Rain water harvesting</li> <li>• Outreach program for children of class-IV employees</li> <li>• Laptops to faculty</li> <li>• College made disabled-friendly</li> <li>• Renovation of Food Kiosks</li> </ul>

\* Attach the Academic Calendar of the year as Annexure. Annexure I

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body  **College IQAC**

Provide the details of the action taken

- Ramps made to make the college disabled-friendly.
- Laptops to faculty
- Renovation of food kiosks



## 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	-	-	-
UG	8 (Arts, Science (Med, Non-med, Comp. sc.), Commerce,)	Elective subjects at UG level: Human Rights and Duties, Women studies, Police Administration	BCA (Computer Applications)	-
PG Diploma	1	-	PGDCA	1
Advanced Diploma	2	Disaster Management, Web Designing	-	2
Diploma	3	Floriculture and landscaping	-	3
Certificate	4	-	-	4
Others	2	-	-	2
<b>Total</b>	<b>31</b>	-	-	-

1.2 (i) Flexibility of the Curriculum: Elective options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Semester for PG
Trimester	N.A
Annual	B.A , B.Sc., B.Com, BCA

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Student   
*(On all aspects)*

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

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

**It is the University which changes the syllabi, the faculty members of the college are members of the Board of Studies and Senate, Panjab University, Chandigarh.**

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

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## Criterion - II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
108	22	83	03	-

2.2 No. of permanent faculty with Ph.D.

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

Year	Total	Asst. Professors	Associate Professors	Professors	Others
2012-13	V- 38 R-03	V-38	-	3	-

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty

Year	Contract Faculty
2012-13	56

- Various eminent personalities and academicians are invited to deliver lectures to students all through the year by various departments.
- Resource persons are invited for lectures by various departments of the college as per the need.

#### 2.5 Faculty participation in conferences and symposia:

Year	No. of Faculty	International level	National level	State level
2012-13	Attended Seminars/ Workshops	-	4	-
	Presented papers	16	51	-
	Resource Persons	-	28	-

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

- Audio Visual aids
- Teaching Learning through Interactive Boards
- Group Discussion
- Seminar Presentations
- Case-studies
- Students presented papers in conferences/seminars
- Educational Trips to places of Scientific Importance

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

Year	No. of Days
2012-13	182

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

As per university guidelines

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

**16 (11 in UG and 5 in PG)**

2.10 Average percentage of attendance of students

**75%**

2.11 Course/Programme wise distribution of pass percentage :

Sr. No.	Class	2012-13	
		College Pass%	Univ. Pass%
1.	B.A-III	99.38	66.89
2.	B.Com-III	99.28	90.45
3.	BCA-III	100	89.27
4.	B.Sc.III	98.48	83.79
5.	PGDCA	70	58.24
6.	M.A Dance	100	--
7.	M.A. Economics	100	82.85
8.	M.A. English	100	82.65
9.	M.A. Music I	100	93.75
10.	M.A. Music V	100	100
11.	M.A. PubAdm	100	84.29
12.	M.A. Sociology	100	81.12
13.	M.Sc. Botany	100	94.55
14.	M.Sc. Chem.	100	93.46
15.	M.Sc. Zoology	100	98.67

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes : The IQAC facilitates the faculty to attend various Refresher courses, orientation programmes, workshops and staff trainings. Following is the detail of various courses attended by the faculty from 2012-13

Refresher Courses	Orientation programme/ faculty development programme	Summer/ winter workshop
-	-	-

Faculty members pursuing Ph.D.: 05

Faculty members who completed Ph.D.: 02

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC - Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others (A Two-day Workshop on "Teaching and Learning: Curriculum, Pedagogy and Employability")	40

### 2.14 Details of Administrative and Technical staff

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
<b>Administrative Staff</b>	<b>38</b>	<b>11</b>	<b>--</b>	<b>11</b>
<b>Technical Staff</b>	<b>35</b>	<b>03</b>	<b>--</b>	<b>17</b>

## **Criterion - III**

### **3. Research, Consultancy and Extension**

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

- **Motivated the faculty members for pursuing Minor/Major Research Projects**
- **Encouraged the faculty members, especially Assistant Professors to publish research work in Journals to take benefit of CAS.**

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
<b>Number</b>	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
<b>Number</b>	-	2	-	-

3.4 Details on research pu-blications

	International	National	Others
Peer Review Journals	1	4	-
Non-Peer Review Journals	7	11	6
e-Journals	-	-	-
Conference proceedings	6	-	-

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

-----

3.7 No. of books published

Year	With ISBN No.	Chapters in Edited Books	Without ISBN No.
2012-13	4	1	22

3.8 No. of University Departments receiving funds from NA

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE

Any Other (specify)

UGC, DST and Govt. Fund

3.10 Revenue generated through consultancy

Nil

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	8	-	-
Sponsoring agencies	-	UGC	Chandigarh Administration	-	-

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

28

3.13 No. of collaborations

International

-

National

1

Any other

3.14 No. of linkages created during this year

-

3.15 Total budget for research for current four years in lakhs :

From funding agency

-

From Management of University/College

-

Tot

-

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
-	-	-	4	-	-	-

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 the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

Year	University Level	State Level	National Level	International Level
2012-13	150	-	05	00

3.22 No. of students participated in NCC events:

Year	University Level	State Level	National Level	International Level
2012-13	02	30	05	00

3.23 No. of Awards won in NSS:

3.24 No. of Awards won in NCC:

Year	University Level	State Level	National Level	International Level
2012-13	01	01	01	00



### 3.25 No. of Extension activities organized

#### NCC

Year	University Level	State Level	National Level	International Level
2012-13	02	04	05	00

#### NSS

Year	University Level	State Level	National Level	International Level
2012-13	09	-	-	00

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

- **NSS units conducted various activities in the adopted village Khudda Jassu. Awareness and sensitization campaigns were organised on issues like women empowerment, female infanticide, drug addiction, health and nutrition, sanitation and hygiene etc.**
- **Students volunteers took out rallies to generate awareness on traffic safety, environment and other socially relevant issues.**
- **Hostel residents organised free classes for children of EWS.**
- **The staff members of the college contributed to SAHYOG, a common fund created for helping the needy students in terms of fee and books etc.**
- **Students of science stream visited many schools and demonstrated/taught the students free of cost.**

## 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	44 ACRE	-		44 ACRE
Class rooms	48	-	-	48
Laboratories	28	-	-	28
Seminar Halls	01	-	-	01
No. of important equipments purchased ( $\geq 1$ -0 lakh) during the current year.	-	02 01	BCA UGC	03
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Rs.1,77,75,72/- Rs. 1,80,000/-	-	Rs.1,95,75,72/-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

Administrative block and Library are fully automated and air conditioned.

#### 4.3 Library services:

Library holdings	2012-13	
	No.	Value
Text Books	242	Rs. 231000
Reference Books	85	
Journals/ Periodicals/ Newspaper	135	Rs. 97699
e-resources	150	

#### 4.4 Technology up gradation (overall)

2012-13	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	247	5	2Mbps	Campus Wi-Fi Scheme		12	29	
Added	21	1	2Mbps			2	2	
Total	248	6	2Mbps			14	29	

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

**Periodic training workshops for preparation of PPT and other study material were organized for teachers by the Department of Computer Application.**

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 0.50 Lac
ii) Campus Infrastructure and facilities	Govt. Expenditure
iii) Equipment	Rs. 1.2 Lac
iv) Others (UGC)	-
<b>Total :</b>	<b>Rs. 1.70 Lac</b>

## Criterion - V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Scholarships for meritorious and needy
- Remedial classes for needy and slow learners
- Personality Development Classes (free of cost)
- SAHYOG- a fund created by faculty for needy students
- Distribution of books to needy students
- Free stationery to blind students

#### 5.2 Efforts made by the institution for tracking the progression

- Class tests
- Tutorials
- Remedial classes for slow learners after September exams

#### 5.3 (a) Total Number of students

Year	UG	PG
2012-13	3612	382

(b) No. of students outside the state

15% students are from outside the state as per the guidelines of Chandigarh Administration.

(c) No. of international students

Year	No. of International Students
2012-13	36

2012-13					
General	SC	ST	OB C	Physically Challenged	Total
3234	608	117	35	12	3994

Dropout %: 3.5%-5% (approx.)

Demand Ratio: Varies from stream to stream and subject to subject

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

The college conducts UGC NET/ SET coaching classes, pre-entry, banking, and IAS prelims and remedial classes for SC/ST/OBC/Physically Challenged. All these are UGC sponsored programmes.

No. of students beneficiaries

500+

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Other

5.6 Details of student counselling and career guidance

<b>Group counseling session</b>	<b>18(approx .380 students covered)</b>
<b>Individual counseling session</b>	<b>208</b>
<b>Follow up session</b>	<b>71</b>
<b>Settled Cases</b>	<b>36</b>
<b>Presentations:</b>	
• PPT	9
• Interactive session \Class talks	13
<b>Psychological tests:</b>	
• Personality	305
• Interest	18
• Study skill Inventory	156
<b>Filled Consent Form</b>	<b>850</b>

5.7 Details of campus placement

<i>Year</i>	<i>On campus</i>			<i>Off Campus</i>
	Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2012-13	6	240	34	10

## 5.8 Details of gender sensitization programmes

Sr. No	Activities/ event	Details	Date	Venue	No. of Participants from college	No. of participants from outside	External experts invited
1.	<b>Special mention : teaching school children</b>	Student volunteers Prerna Bhardawaj, Tamanna Gupta, Vidhya Naranyanan, (B.A.III) Kritika Dhingra, Shagun (B.A.II)	Throughout session 2012-13	Room no. 9; college grounds	5 volunteer teaching 8 children of EWS		
2.	Women's Well-being and Health: Health and Gender workshop	For post-graduate students of various disciplines	18-19 March 2013	Auditorium	72		Dr. Pritam Pal, Ms. Asha from 'Jagori'
3.	'Chaltery Jayengey': review and farewell session of Society	Picnic; discussion of future plans; flashback of session's events	March. 2013	College grounds	20		Invited Teachers Ms. Arvinder Kaur And Ms. Mridula Joshi
4.	OBR: 'Rang De Basanti' ( one Billion Rising-world wide campaign)	Flash dance, rally with boys of PG-GC-11 to oppose violence against women	14 <sup>th</sup> Feb. 2013	College open spaces; Boy's college Audi	25 volunteers; approx. 500 students attended	50 boys and two teachers of PG-GC-11	
5.	Short Tour to Dharamsala, Mcleodganj and Kangra	Participation in 'prabhat pheris' through villages; training in gender issues; field visits to village schools, Nishtha(NGO) and interaction with village women;	Feb 2013	TARA: training and research Academy, 'Jagori' Sidhbari	13	Villagers; activists	Abha Bhaiya of Jagori(NGO)

6.	Panel Discussion and Interaction	Theme: Violence against Women	Jan 2013		80		Dr. Jyoti Seth, Head, Dept of Sociology, PGGCG-42 Ms. Aruti Nayar, Senior journalist, The Tribune
7.	National Voters' Day	Scripted and directed a musical play, 'Jugni' to emphasise the importance of voting by women	25 <sup>th</sup> Jan 2013	Auditorium	20 students		
8.	Women With Broken Wings: OBR related performance by Mallika Sarabhai and Elizabeth Sombart	Musical-dance performance organized by PGGCG-42 and Chandigarh Police; assisted in organising and compering	10 th Jan 2013	Tagore Theatre	50 students		
9.	Joy of Giving Week	Collection drive by students for Ngo Goonj's welfare schemes, 'Vastra samman' and 'School to school'	2-8 October 2012	Open space behind Audi	25 student volunteers; entire college involved		
10	Screening of 'Water'	Discussion on plight of widows	Sep 2012	Auditorium	100		
11	Youth Adalat	Discussion on gender issues; panel of jury comprising of students	Aug 2012	Auditorium	175		Dr. Jyoti Seth, Head, Dept of Sociology PGGCG-42
12	Enrolment - cum-Orientation session	Enrolled new students; orientation on gender issues	24 <sup>th</sup> July 2012	Auditorium	200		
13	Preparatory meeting	With senior students to finalise action plan for the session 2012-13	July 2012	Room no. 12	20		

## 5.9 Students Activities

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

Year	State/ University	National Level	International Level
2012-13	40/36	15	2

No. of students participated in cultural events

Year	State/ University	National Level	International Level
2012-13	150	-	-

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

Year	State/ University	National Level	International Level
2012-13	40/11	9	1

No. of medals/ awards won by students in cultural events:

Year	State/ University	National Level	International Level
2012-13	39	-	-

## 5.10 Scholarships and Financial Support

1. Sports Talent search Scholarship given to 18 students.-Rs. 50500/-
2. State eligibility scholarship scheme from Punjab given to 1students-Rs. 1210/-
3. State eligibility scholarship scheme from Punjab given to 1students-Rs. 1210/-
4. State govt handicapped scholarship from Director Social security & Women & Child Development Punjab to 1 student-2700
5. Sports Talent search Scholarship given to 04 students.-Rs. 9400/-
6. Kirpal singh chauli Trust scholarship given to 32 students-Rs.326206
7. Guru Harkrishan Educational Society Scholarship given to 4 students.-Rs.9000/-
8. State Merit Scholarship & Post Matric Scholarship to SC students received from DPI (Punjab) Chandigarh given to 2 students-Rs. 5030
9. Nirmal Vasudeva Scholarship given to one student Rs. 6000/-
10. Mrs. Pushpa Verma Scholarship given to 3 students and 3 Golden medals -Rs. 9576



11. Devinder Kaur Scholarship donated by Mrs. Gurdeep Kaur to one student-Rs. 1755
12. Mrs. Neelam Rattan Scholarship given to 2 students-Rs. 5400
13. Dr. Harjinder Singh Scholarship donated by Dr. Kuldip Kaur to one student-Rs. 1755
14. College Development Council PU Scholarship Given to 2 students for Rs. 12000
15. Post Matric Scholarship for students belonging to Minority Communities received from Directorate, SC & Backward Classes Department of Welfare Punjab to one student for Rs.4850.
16. Sunder Lal Ram Parshad Khosla Charitable Trust Scholarship given to 2 students-Rs. 1700
17. Scholarship for Students with disabilities under scholarship scheme by National Handicapped Finance And development corporation Faridabad given to one student-Rs. 14175
18. Sitaram Jindal Foundation scholarship given to 4 students for Rs. 14400
19. Marga Schulze merit scholarship for Visually impaired girl students received from All india confederation of the blind Delhi given to one student for rs. 6000
20. Sitaram Jindal Foundation scholarship given to 2 students for Rs. 6500
21. Post Matric scholarship by Govt of Jammu and Kashmir given to 54 students for Rs.355000
22. Post Matric Scholarship to SC Students given to 34 students for Rs. 479458.

#### 5.11 Student organised / initiatives

Exhibition n fairs

Year	State/ University	National Level	International Level
2012-13	9	-	-

5.12 No. of social initiatives undertaken by the students: **Approximately 15+ per year**

5.13 Major grievances of students (if any) redressed:

- **AC labs and library**
- **More educational trips organised**
- **Movies with social relevance shown**
- **Self organisation of events by the students motivated**

## Criterion - VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### Vision -

With the motto, "Courage to Know", the institute envisions to instill a firm resolve in the students to strive for the best and have the desire and the courage to know. The emblem of the college, the tree, stands for steadfastness, strength and stability. The institute envisages being a pioneer in the integration of academics and outreach.

- To develop a spirit of inquiry among the students
- To increase the overall academic potential
- To make the graduates and undergraduates empowered as per the needs of the society
- To integrate academics and community outreach in a way that students can serve as social change agents
- To serve as a model college of the region in academic and extra-curricular domains
- To strive to be an autonomous college

##### Mission -

The mission of the institute is to promote knowledge sharing and ensure holistic development of the students through education and empowerment. We enable them to actualise their potential and turn into an educated and informed citizenry.

- The institution maintains its standards as per the needs of the changing social, industrial and global scenario
- The institution strives to maintain a positive nexus between theoretical and practical dimensions of various disciplines
- The College maintains a consonance between academics, extra-curricular and sports
- The College makes the students aware and prepares them for the challenges and opportunities ahead while sensitizing them towards issues concerning social justice and individual dignity
- The College carries out community-centric activities to be a dynamic component of National Development Process
- The institution progresses keeping in view the syllabi of Panjab University Chandigarh

## 6.2 Does the Institution has a management Information System

**Yes, All the data of students are well-preserved in the administrative office, Library cataloguing is computerized. College has e-campus software under Chandigarh Administration's e-governance initiative. All the major activities like admission, fee, payroll, and examination are computerized.**

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

### 6.3.1 Curriculum Development

**One member of the staff was elected in Academic Council, PU. Faculty who are members of Board of Studies contribute regularly towards curriculum development.**

### 6.3.2 Teaching and Learning

#### **Teaching**

**To make teaching more effective and result-oriented innovative pedagogical methodology is used. Teachers are facilitated in the use of technological audio-visual aids like the OHP through the provision of Smart Classrooms equipped with LCD Projectors, Digital Podiums, internet connectivity etc. Laptops are being given to the Faculty for Research, Academic and Administrative purposes in phased manner.**

#### **Learning**

**Student-centric participatory methods are encouraged as their enthusiasm and willingness to work helps them to learn. Participative Learning is promoted through assignments, seminars, Project-work, Field study, Self-Learning through Books, Journals, Internet and other sources. Free internet access is available. The Library is well-equipped with wi-fi and ICT facilities Latest research journals/articles (online) Experts deliver talks on a specific discipline, and also on inter-disciplinary subjects.**

**Holistic development of students is ensured through community out-reach initiatives undertaken by various Clubs and Societies with an aim to make them better citizens.**

### 6.3.3 Examination and Evaluation

During the session two house examinations are held, and the progress is measured through continuous Internal Assessment which is based on examinations, classroom interaction, attendance, presentations etc. Annual/Semester examination is conducted by P.U., annually for U.G. classes and semester-wise for P.G. classes. These include theory, practical, viva-voce, project-work.

The college awards Internal Assessment to the students on the basis of following parameters:

- Two college examinations (September and December)
- Attendance of the students
- Class participation
- Seminars/presentations/assignments by the students
- Class tests
- Performance in practical

For ensuring transparency, the college:

- Shows the answer-sheets to the students, teachers guide about the shortcomings and suggest improvements;
- Internal assessment is displayed on the notice-boards, subject-wise/department-wise;
- Students are guided to prepare as per the standards of evaluation

### 6.3.4 Research and Development

The academic development of the faculty is continuously facilitated through Faculty Development Programmes, workshops, seminars and sensitization programmes.

For developing academics and professionalism, faculty is encouraged to take up minor/major research projects. Departments are motivated to apply for seminars/conferences/workshops. Faculty is encouraged for engaging in research and submitting publications, and also for pursuing Doctoral and Post-Doctoral research. Provision for study-leave and duty-leave is made use of by the faculty optimally to attend national/international seminars/workshops/conferences. Laptops have been given to faculty members as a research-support mechanism.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

College library subscribes to 14 newspapers and about 150 magazines. The Library has computers and internet facilities to access online journals and e-books. We have subscribed to INFLIBNET online library. The college will digitize the rare books and manuscripts and would make those available online.

CCTV cameras have been installed in labs and campus to safe-guard costly equipment and to check anti-social elements.

This year we will work to achieve objective of being GREEN COLLEGE in Chandigarh. Our College has been adopted by the Department of Energy to provide 1MW Solar Power Station (in phased manner) for generation of Solar Electrical Energy. The first phase of generating 450 KW power is already in progress and solar panels are being installed on rooftops of the campus building. The extra solar energy generated will also be routed to meet electricity requirements of the Chandigarh city. Our College has rain water harvesting system which will be further augmented to meet its tertiary water requirements. Plantations drives will be undertaken in the campus and off-campus. Students will be trained to conserve energy.

### 6.3.6 Human Resource Management

Faculty is recruited and placed on the job as per the UGC guidelines. They have a system of performance appraisal and feedback. Administrative staff is recruited as per the government guidelines. Periodic orientation/ refresher courses polish the academic/ teaching skills of the faculty and skill upgradation training is organized for non-teaching staff by Chandigarh Administration. Keeping in view the significance of ICT, the computer skills of the teaching/ non-teaching staff are frequently upgraded.

### 6.3.7 Faculty and Staff recruitment

Faculty is recruited by UPSC or on deputation from Punjab/Haryana/HP. Additionally, the UT administration recruits teachers on contract basis to meet the requirements of self-financing courses, add-on courses, existing courses and new courses. Faculty is highly competent and dedicated.

The number of teachers is based on the estimated workload for the academic year. College already has 56 contractual faculty members recruited by the College Directorate, Department of Higher Education, UT Administration. This recruitment is as per UGC/Punjab University recruitment rules and guidelines.

- List of resource persons is prepared in the beginning of the session to meet the emergency requirements.
- Vacant posts are also filled on deputation from Punjab/Haryana/H.P.
- For fresh recruitment UT Administration sends the requirements to UPSC, and UPSC carries out fresh recruitments on the basis of UGC guidelines.

### 6.3.8 Industry Interaction/ Collaboration

The Career Guidance and Placement Cell functions as a guidance mechanism for the students to provide them knowledge about various career opportunities available for them as per their educational qualifications. A wide range of activities are organised throughout the year such as preparation for Group Discussion and Interview, guidance regarding CV preparation, expert lectures on Career Awareness, opportunities, personality development, etc. For this purpose experts from industries visit the institution to guide the students on these lines. Company executives and directors frequently visit the college to interact with the students to train them and recruit them.

### 6.3.9 Admission of Students

The college has earned the reputation of being the foremost institution in this part of the region. For admission process, the publicity is multi-pronged and well planned. The process is advertised in the news dailies and also put on the website of the college. The prospectus has ample information on admission-related topics such as:

- Range of Courses
- Process of Admission (with dates, time and venue for various courses)
- Eligibility and reservation criteria
- General and specific rules for day-scholars and hostel residents
- Faculty-related, Academic, Administrative and Financial aspects etc.

College admits students in under-graduate Arts and Science, and Post-Graduate stream through admission committees formed by the Principal. Students above 60% (cut-off marks) are admitted on merit basis.

- For B.Com and BCA admission is centralised
- P.G. Arts admission criteria is above 50%
- P.G. Science is on the basis of OCET
- College follows U.T. Administration's reservation policy for all classes with respect to various categories (SC, ST, OBC, Freedom Fighters, Kashmiri Migrants, differently-abled, single girl child etc.). The detailed criteria are prescribed in the prospects.

6.4 Welfare schemes for

Teaching	As per govt. rules
Non teaching	
Students	

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done  Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Principal
Administrative	No	-	Yes	Principal

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

For UG Programmes Yes  No

For PG Programmes Yes  No

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

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

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6.11 Activities and support from the Alumni Association

**Annual Alumni Meet is organised**

6.12 Activities and support from the Parent - Teacher Association

**There is periodic interaction between faculty and parents, whereby feedback is reciprocated. Per se there is no Parent-Teacher Association.**

6.13 Development programmes for support staff

**It is a government college therefore all government welfare schemes are applicable to the employees.**

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

**This year we will work to achieve objective of being GREEN COLLEGE in Chandigarh. Our College has been adopted by the Department of Energy to provide 1MW Solar Power Station (in phased manner) for generation of Solar Electrical Energy. The first phase of generating 450 KW power is already in progress and solar panels are being installed on rooftops of the campus building. The extra solar energy generated will also be routed to meet electricity requirements of the Chandigarh city. Our College has rain water harvesting system which will be further augmented to meet its tertiary water requirements. Plantations drives are undertaken in the campus and off-campus. Students are trained to conserve energy.**



## 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.

- **More use of audio visual aids for teaching**
- **Teachers made presentations and published them on the college website for students' reference**
- **Presentations by the students are considered for internal assessment.**
- **Question papers for December exams are now set in English as well as Hindi as students have an option to appear in Hindi medium too.**
- **It was also experimented that September examination may be taken during the class as specified in a date sheet, as it would save time.**
- **Some departments gave three sets of question paper to students during September exam to deter cheating.**

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

Year	Plan of Action	Achievements
2012-13	<ul style="list-style-type: none"><li>• Smart class rooms</li><li>• Solar Power</li><li>• Hostel-IV for Girls(Approved)</li><li>• Computer Lab IV</li><li>• To make college disabled friendly</li></ul>	<ul style="list-style-type: none"><li>• Free coaching for school going children of class-IV employees</li><li>• Computer Lab IV operational</li></ul>

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

#### **FIRST BEST PRACTICE**

##### **1. Title of the Practice: WATER AND WASTE MANAGEMENT**

##### **2. Goal**

Environment and nature have been the main sufferers of the contemporary trends, lifestyles/habits and lack of concern. Resultantly wastage of natural resources, non-utilization of organic waste, insanitation have been the socially damaging outputs. The college realizes its responsibility and hence at its own level has tried to create structures that can serve as eco-friendly tools of waste and water management.

For the purpose of conserving water and artificial recharge of groundwater, the **Rain Water Harvesting** system is set up in the college campus. Instead of allowing rainwater to go waste, by channelizing it into surface streams, every drop of rain water that falls can be conserved by rainwater harvesting and the groundwater recharged so that problems like declining water levels, failures of wells/tube-wells, deterioration in ground water quality, saline water for drinking can be overcome. Roof top rain water harvesting for recharging ground water reservoir is hence a feasible process.

The college has a lot of greenery ranging from herbs, shrubs to large trees and hence a lot of leaves keep on falling perennially. Coupled with it is the waste generated from fruit/juice shop and the messes of three hostels. This organic/plant based-material was going waste and therefore **Project Vermi-composting** was started in College to convert organic matter into nutrient-rich humus using worms and microorganisms. The manufactured compost is now being used in the college gardens. It is proposed that in the years to come when the compost output increases, it can be sold and additional income generated for continuous betterment of the system.

### **3. The Context**

The principle of collecting and using precipitation from a catchment's surface is called rain water harvesting. Artificial recharge to ground water is a process by which the ground water reservoir is augmented at a rate exceeding than obtaining under natural conditions or replenishment. Any man-made scheme or facility that adds water to an aquifer may be considered to be an artificial recharge system. There are two main techniques of rain water harvesting: Storage of rainwater on surface for future use, and Recharge to ground water. As ground water level in most areas of Chandigarh mainly in northern sectors is declining at a rate of about 10 cm to 80 cm per year because the northern sectors are older and more tube-wells are still being used for water supply. Besides, north Chandigarh gets lesser area for extraction of water while the area available to the south is much more. This is because water moves southwards, away from elevated areas.

Solid waste management is a big problem in India these days. This waste can be biodegradable and non-biodegradable. The best way to get rid of the solid waste is 3Rs- Reduce, Reuse and Recycle. Biodegradable solid waste can be reused by the process of composting and vermicomposting. In our College biodegradable solid waste is generated in large amount from different sources such as college canteen, juice bar, hostels and Home Science department. To get rid of these wastes and to provide manure for the college gardens this project was started in College.

### **4. The Practice**

Central Ground Water Board, North-Western Region had taken up the some artificial recharge projects in UT Chandigarh under various centrally assisted schemes. These projects were executed by various agencies of Chandigarh Administration and Municipal Corporation. One of these is artificial recharge to ground water for our college with a sanction of Rs.3,75,000/-.

The present rain water harvesting system has three components – Catchment, Conveyance and storage. Catchment area is Rooftops because of the large coefficient of run-off generated from them and the relatively less likelihood of their contamination. Conveyance systems are rainwater gutters and rainwater down pipes. 22 trapping units have been installed near building of Departments of Geography, Botany and all around the Computer Application department for roof-top harvesting of rain water. Rain water from these units is sent to filtration tank (containing sand and gravel particles) and then to bore well for recharge of groundwater.

Underground vermicomposting is going on in our College by way of making four pits of dimensions 10'x3'x2' in the botanical garden. The area is shaded by a fiber shed and concrete boundary is made around pits to prevent flooding. Following is the methodology used for vermicomposting in the college:

- I. **Purchase of worms for vermicomposting:** The best types of worms to use in a vermicomposting operation are red wigglers (*Eisenia Foetida*). The earthworms that are typically found in outdoor soil don't break down materials aggressively enough for indoor composting. Nearly 500g worms are purchased from Environment Department of Chandigarh.
- II. **Preparation of the worm bedding:** The bedding is the material that the worms live in. It is made from any carbon-rich organic matter, and newspaper works as the best medium.
- III. **Moisten the bedding:** Worms can only live in a moist environment, so some water is poured directly on bedding.
- IV. **Addition of some soil and dung slurry to the bedding:** In addition to the bedding, a handful of soil and cow-dung slurry is added. The soil provides "grit" for the worms, which helps them digest food scraps. The dung slurry adds microorganisms into the worm pit that in turn helps in decomposition.
- V. **Addition of the worms to the vermicompost pit:** Worms are added by scattering them onto the bedding.
- VI. **Addition of leaf litter and biodegradable waste to the pit:** Leaf litter and biodegradable waste are added to the pit. The pit is covered by jute or hessian cloth to block any light. It helps to prevent fruit flies and birds from appearing.
- VII. **Removal of the worms when the compost is done:** After the worms digest wastes, the produce is called "castings". These castings, which look like dark black threads, show completed vermicompost. When plenty of castings are present, it is ready to harvest the vermicompost. Then Covering is removed and the worms move to the bottom of the pit in a clump to escape the light.
- VIII. **Harvesting of vermicompost:** The completed compost is removed from upper layer, sieved, dried and stored for later use.
- IX. **Replacing the bedding and re-introducing the worms:** A fresh bedding is provided to worms after harvesting the compost.

## 5. Evidence of Success

- Improvement in infiltration and reduction in run-off
- Improvement in groundwater levels and yields
- Reduced strain on Special Municipal Corporation water supply
- Improvement in groundwater quality
- Prevention of flooding in botanical garden (low lying area) and nearby areas

Vermicompost is used in botanical garden, Solace garden and herbal garden of the college and it has provided following benefits:

### Soil

- Improved soil aeration
- Enriched soil with micro-organisms
- Improved water holding capacity

### Plant growth

- Enhanced germination, plant growth, and yield
- Improved root growth and structure

### Economic

- Bio-wastes conversion has reduced waste generation
- Low capital investment and relatively simple technology

### Environmental

- Production has reduced greenhouse gas emissions such as methane and nitric oxide

Both these systems have added a lot to the knowledge of the staff as well as the students as they can see the practical application of water-management and waste-management. It is also noteworthy that officials from other institutions have paid visits to the college to see the working of both the set-ups so that they too can replicate the same on their part for evident benefits.

## 6. Problems Encountered and Resources Required

There is a problem of clogging of various rain water trap units by silt and leaf litter which requires regular care and cleaning. For this the requirement of attendant for the same has been submitted to the concerned authorities.

Smells: When decomposition becomes anaerobic from excess feedstock added to the pit in wet conditions, or layers of food waste have become too deep, the pit begins to smell like ammonia.

Moisture: Sometimes excess waste water results in dying of worms.

Pest species: Pests such as rodents and flies are attracted by large amounts of kitchen waste, particularly meat. In warm weather, fruit and vinegar flies breed in the pit if fruit and vegetable waste is left somewhat uncovered with bedding.

Worms escaping: Worms try to leave the pit when first introduced, or often after a rainstorm when outside humidity is high.

Nutrient levels: Because the present system uses a varied mix of feed-stocks, the nitrogen, potassium and phosphorus content of the resulting vermicompost is inconsistent.

To avoid these problems there is requirement of an attendant, and requisition for the same has been submitted to the concerned authorities.

## **SECOND BEST PRACTICE**

### **1. Title of the Practice: INSTITUTIONAL SOCIAL RESPONSIBILITY**

#### **2. Goal**

The institutions of today have a wider role to play, not limiting themselves merely to the academic/research domain, rather performing community-oriented socially responsible tasks that can make an identifiable change and contribute to welfare and national development. The college aims at awareness generation on pertinent issues of concern and relevance and to sensitize the masses on questions that relate to them. The youth of today, especially the girls can play a more far-reaching role keeping in view their natural gifts of sensitivity, compassion and empathy. It is therefore the primary aim of the college not to merely shape and polish the academic skills of the students but to provide education coupled with co-curricular activities in a way that leads to their holistic development. The college aims at shaping the students as ambassadors of transformation and agents of the much-needed change. It is being increasingly felt that the last decade has seen certain more prominent aspects that need immediate yet compassionate attention and hence the institution identified such spheres and undertook activities in a manner that would involve the students. This effort shall also develop their organizational skills and orient them towards a more humane approach. It is also aimed that the non-resident students get a suitable place for recreation after their strict academic schedule and the same can be achieved by the Common Room.

#### **3. The Context**

The identification of the core areas that needed to be dealt with sincere attention was indeed an arduous task. The initiative of the Chandigarh Administration in this regard was of great support. Protection and conservation of environment is one of the major global concerns and the college wants to contribute in the efforts towards sustainable development. Increase in traffic violations and the resultant proneness to accidents was one such challenging concern. Growing menace of drug-addiction is a pronounced threat due to which the potential, talent and capabilities of the youth are being wasted. The awareness of HIV/AIDS and Cancer is another area of grave concern that needs to be addressed. Insensitivity towards women issues and gender-discrimination is posing a severe threat to the projection of a balanced society. Sanitation, health and hygiene are the vital elements that are to be taken care of, irrespective of the section or strata of the society. These sensitive areas were hence identified to be dealt with so that their upcoming

challenges can be nailed. The college caters to students from Chandigarh, Punjab, Haryana, Himachal Pradesh, Jammu and Kashmir, Uttarakhand, Manipur etc. They can therefore serve as suitable means in this effort and make the implementation an ongoing process even after their college-terms. It was the demand of the students that they should be provided with a mode for recreation which was answered in the form of Common Room.

#### 4. The Practice

The college has formed societies in the identified areas: Prakriti, Road Safety and Traffic Awareness, Drug-De addiction, Gender Equity, Health and Hygiene, Red Ribbon Club, Cancer Awareness, Blood Donation. The student volunteers work throughout the year, under the guidance of teacher-incharges and engage in a wide variety of activities. The main thrust is on community-oriented actions. Awareness-generation campaigns are carried out by way of rallies, human-chains, candle-marches, helmet rallies, anti-cracker and green Diwali drives. The volunteers perform *Nukkad Nataks* (street plays) at strategic locations so that a wide section of the society can be covered. The venue and time of the performance is so chosen that a maximum gathering can be sensitized. Interaction with citizens helps in collection of opinions/ views/ ideas/ problems on sensitive issues.

NSS is another effective component whose volunteers are involved in multifarious activities ranging from cleanliness drives to awareness-generation activities. It is noteworthy that the college has adopted a village *Khudda Jassu*. The volunteers of NSS and those of other societies as well, periodically visit the village, interact with the residents and make them aware of the day to day issues of significance like health, child care, sanitation, drug de-addiction, environment, women's rights, cancer, HIV etc. Visits to old-age homes are also an important feature whereby the students interact and help the senior citizens after listening to their problems. The Blood Donation Society of the college collaborates with PGI, GMCH or other bodies, and organizes camps wherein students and teaching/non-teaching member of the college donate for a noble cause. Volunteers of *Hum Hain* conduct an event 'Joy of Giving', wherein clothes and household material is collected from the staff and students which is donated to the needy, under-privileged and destitute.

Special days like Earth Day, Ozone Day are celebrated in a way that they make the students aware about the growing significance of the component of environmental protection. This is operationalized through competitions (declamation, paper-reading, rangoli, best out of waste, slogan-writing), marches/rallies etc. Vanmahotsav is celebrated wherein a wide variety of trees/shrubs are planted and distributed.

Special Olympics is an instrument that infuses motivation and a feeling of self-dependence among the differently-able. The student-volunteers assist such persons during the conduct of the Special Olympics and play a very supportive role for this section of the society.

An unused space was renovated and given the shape of Common room "Cozy Cove". The common room for students is equipped with all such mechanisms that can serve as stress-busters for the students, viz. table-tennis, carom, chess, TV with DTH facility, magazines, computers with internet facility.

## 5. Evidence of Success

It is identifiable that students have developed organizational skills and their communication/interactive skills have improved to a great extent. They have started taking initiative for conduction of events/activities. There is a growing realization on their part that the sectors identified for creating mass-awareness are the most strategic ones; and it is only their own enterprise that can lead to a constructive change. The material and clothing collected has helped a lot of needy persons. The endeavor of these students has motivated others as well, and participation in community-centric activities has witnessed an upward trend. The students of the college strive hard to keep their surroundings clean and have stopped littering. From the community, especially from the residents of the adopted village *Khudda Jassu* the students have received accolades. A wide coverage of all such activities/events in the media is further a corroboration of the success of all the efforts.

The jubilation of the students after the setting up of the Common Room is clearly visible. They make use of their spare time and have developed an attitude of team work through indoor games and group TV watching.

## 6. Problems Encountered and Resources Required

During the initial stages of community-centric activities, there was an apprehension that taking girls off-campus may be risky. However this was soon got rid of as the residents of the city were very forthcoming in accepting their presentations and learning from them. The institution being governmental, paucity of funds inhibits some big events. It is hoped that the positive and constructive results shall definitely open up more and better funding avenues in the days to come. The college has a van with a seating capacity of 17, so taking a larger number of students off-campus often becomes a handicap. The institution wishes to take the students for awareness generation activities out of the city too, but lack of means of conveyance of our own, inhibits this proposal.

The establishment/renovation of Common Room and the infrastructure there of needed extensive administrative approvals/checks/verifications/inspections that sometimes did lead to slow progress.

Most of the financial support for construction/renovation was provided by the Chandigarh Administration. For other activities, staff and students take funding from college funds like A-Fund and manage material resources, though there utilization is done very economically. Many times waste material is also made optimum and constructive use of for conduction of events.

### 7.4 Contribution to environmental awareness / protection

- **Prakriti, the environment society**
- **Vanmahotsava-Tree planting and energy saving drives**
- **Celebration of Rajiv Gandhi Akshay Urja diwas(renewable energy day)**
- **International Ozone day celebration**
- **Poster making, rangoli, competitions on significant days**
- **Solar , rain water harvesting**
- **“Anti cracker awareness campaign” rally was held**

7.5 Whether environmental audit was conduct Yes  No

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

**Strengths:**

- One of the oldest (established in 1956) and reputed Institution of the region.
- All girls' institution in sync with Government's policy of women empowerment.
- Free coaching for school going children of class-IV employees
- The college has been declared No Smoking Zone
  
- Excellent Infrastructure; spacious ventilated classrooms, 'Smart' classrooms, gymnasium, well-equipped science, computer and language laboratories, seminar rooms and auditorium provide the infrastructural support.
- Vermi-Composting project has been in use to fertilise the plants in the campus.
  
- WI- FI enabled CAMPUS
- The society 'Hum Hain' for Gender Equality and Non-Discrimination held workshops on gender and reproductive health, adolescent girls' health and tie up a link with NGO's like Theatre Age and JAGORI to educate and sensitize people of the city and the students of the college
- Teacher taught relationship is shaped in a way to lead to holistic development of the students.
  
- **Community Outreach through Societies:** Holistic development of students and community out-reach through their participation in various Clubs and Societies with an aim to make them better citizens, such as: Drug De-addiction Society, Gender Equity Society, Best out of Waste Society, Community Hygiene and Sanitation Society, Heritage Society, Traffic Awareness and Road Safety Society, AIDS Awareness and Public Health Society, Cancer Awareness Society, 'Prakriti'- Environment Society, 'Epiphany'-Literary Society, Commerce Society, 'Kala Srijan'-Fine Arts Society, 'Rasayanika'-Chemistry Society, 'TechZeal'- Computer Applications Society, 'Jeevansh'- Zoology Society, 'Green Thumbs'-Botany Society, 'Galaxy'-Physics Society, 'Globus'-Geography Society, 'Psychovision'-Psychology Society, 'Prashaasnika'-Public Administration and Political Science Society,
- **Sahyog:** A fund wherein donations are given generously by the college staff. This fund is used for assisting the needy students for payment of fee and purchase of books and stationery.



### **Weaknesses:**

- Delay in recruitment of permanent staff
- Shortage of Lab support staff
- High Teacher Student Ratio: In humanities, there is high teacher student ratio, which in certain subjects is as high as 1:100.
- Less interaction with industry as it is not mandatory as per university curriculum.
- Inadequate research facilities for the faculty.
- No faculty Exchange programs under Government policy.
- Lack of autonomy resulting in administrative delays.
- Insufficient rooms/labs to start new courses. Though a new Teaching Block is planned for the college, but the work hasn't been started due to administrative procedures.

### **Opportunities:**

- New job oriented course in collaboration with local industry
- Establishment of Research Development Centre
- Faculty Development Centre for enhancing the skills of the faculty.
- Involvement of faculty in re-structuring the curriculum according to requirements of industry, as many of the faculties are members of BOS and Faculties of Panjab University.
- Strengthening of Library; digitisation of rare books/manuscripts, subscriptions of reputed national & inter-national e-Journals & e-Books.
- Availability of reputed Companies and Industries in both Public and Private Sectors to enhance industrial collaborations, exposure and employability of students.
- College has abundance of space to construct new teaching blocks, hostels and sports facilities.

### **Threats**

- Competition due to mushrooming of private universities, professional institutes, technical institutes and private colleges.
- Declining interest of students in traditional courses due to distance learning programs.
- Initiation of similar PG programs by local colleges

8. Plans of institution for next year

- **More interaction of students with scholars of eminence**
- **Focus on sensitisation of present generation on relevant social issues and making them more community oriented in their approach**
- **Renovation of Labs**
- **Purchase of lab equipment**
- **Provision of lift and ramps for physically challenged students**
- **New hostel to be built up on the campus**
- **Day Care Centre**
- **Open Air Stage**
- **New block to be built up**

*Name Ms. Shashi Joshi*

*Name Ms. Achila Dogra*

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

## Annexure I

### Panjab University, Chandigarh

#### Appendix 'C'

#### Academic Calendar for the session 2012-13 for the Panjab University affiliated Colleges with Post Graduate courses Having Semester System :

<b>Summer Vacation</b>	26-05-12 Saturday	To	08-07-12 Sunday	(44 days)
<b>Academic Calendar</b>				
<b>Colleges open on and normal admission for ongoing classes</b>	09-07-12 Monday			
<b>Admission Schedule</b>				
Normal Admission for ongoing and new classes(except for those classes in which admission is through CET)	09-07-12 Monday	To	26-07-12 Thursday	(16 working days)
Late admission ( for ongoing and new classes) to be allowed by the Principal of The Colleges with late fee of Rs.500/-per student.	27-07-12 Friday	To	06-08-12 Monday	(09 working days)
Admission for classes through CET tentative				
Teaching starts	12-07-12 Thursday	For ongoing classes		
	16.07-12 (tentative) Monday	For new admission classes (other than those admitted through OCET)		
Late admission in the University Teaching Departments to be allowed by the Vice-Chancellor with late fee of Rs. 1800/-per student	07-08-12 Tuesday	To	31-08-12 Friday	

<b>Academic Term-I 1<sup>st</sup> Semester</b>	12-07-12 Thursday	To	23-10-12 Tuesday	(84 Teaching days)
<b>Autumn Break</b>	24-10-12 Wednesday	To	31-10-12 Wednesday	(8 days)
<b>Colleges reopens after Autumn Break</b>	01-11-12 Thursday	To	06-12-12 Thursday	(27 days)

**Total Teaching days of Academic Term I=84+27=111 days**

<b>End Semester Examination</b>	07-12-12 Saturday		22-12-12 Saturday	(14 days)
<b>Winter Break</b>	23-12-12 Sunday	To	08-01-13 Tuesday	(17 days)
<b>Academic term-II 2<sup>nd</sup> Semester</b>				
<b>College reopens after Semester Examination</b>	09-01-13 Wednesday	To	20-05-13 Monday	(102 Teaching days)

**Total Teaching days of academic term I & II = 102 days**

<b>End Semester Examinations</b>	21-05-13 Tuesday		31-05-13 Friday	(23 days)
<b>Summer Vacation (tentative)</b>	1-06-13 Saturday	To	08-07-13 Monday	(38 days)

**Total Teaching days of academic term I & II = 111+102=213 days**