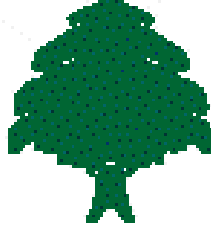


**POST GRADUATE GOVERNMENT COLLEGE FOR GIRLS
SECTOR-11, CHANDIGARH**



COURAGE TO KNOW

**ANNUAL QUALITY ASSURANCE REPORT
(INTERNAL QUALITY ASSURANCE CELL)
2013-14**

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

**POST GRADUATE GOVT. COLLEGE FOR GIRLS, SECTOR-11,
CHANDIGARH**

1.2 Address Line 1

**POST GRADUATE GOVT. COLLEGE
FOR GIRLS**

Address Line 2

SECTOR-11

City/Town

CHANDIGARH

State

CHANDIGARH

Pin Code

160011

Institution e-mail address

pggcg11@gmail.com

Contact Nos.

0172-2740614

Name of the Head of the Institution:

Ms. Achila Dogra

Tel. No. with STD Code:

0172-2740614

Mobile:

9216794121

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.ac.in/AQAR201314.doc**

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	8.7	2004	5 Years
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

1.7 AQAR for the year (*for example 2010-11*) **2013-14**

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

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

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/Workshops held in (2013-14)

Sr.No.	Name	Date	Place
1	Work shop on the theme of 'Breaking the Silence: Violence against Women' for the delegates of the International Youth Peace Fest (for delegates from India, Afghanistan, Nepal, Tanzania and Brazil)	20 th Sep., 2013	College Auditorium
2	Workshop on PHP conducted by HCL-CDC, Mohali	24 th Sep.,2013	BCA Lab
3	Workshop on Gender, Patriarchy, and Women's Health, conducted by noted activist Kamla Bhasin	28 th Oct, 2013.	College Auditorium
4	Workshop on Windows 8 student conclave-An initiative by Microsoft	22 nd Nov. 2013	College Auditorium
5	Lecture cum Discussion Series on Science, Youth and Development(Vigyan Prasar, DST, Govt. of India)	24 th Feb. 2014	College Auditorium

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 departmental and inter disciplinary societies in the adopted village Khudda Jassu.
- All the departments uploaded e-content on the college website.
- More practical and applied approach through educational visits to academically relevant places.

2.15 Plan of Action by IQAC/Outcome

Year	Plan of Action	Achievements
2013-14	<ul style="list-style-type: none"> • Smart class rooms • Day care centre for children of faculty • Proposal for Multimedia Room by renovation of an old building 	<ul style="list-style-type: none"> • Mushroom cultivation • Solar Power plant for the whole college • Computer Lab IV • Educational trips by departments of Botany, History, Sociology, Commerce , Economics

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

2.15 Whether the AQAR was placed in statutory body Yes

Management Syndicate Any other body College IQAC

Provide the details of the action taken

a) Smart classrooms established, (b) Solar plant installed,(c) Ramps made to make the college disabled-friendly.

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,)		1	-
PG Diploma	1	-	1	-
Advanced Diploma	3	-	-	3
Diploma	3	-	-	3
Certificate	4	Mass media and videography -	-	5
Others	2	-	-	2
Total	32	-	-	-

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 Students
 (On all aspects)
 Mode of feedback : Online Manual Co-operating schools (for PE)

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, Senate and Academic Council, Panjab University, Chandigarh.

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

- **Add-On-Courses: Certificate Course in Mass Media and Videography**
- **Diploma in Floriculture and Landscaping**
- **Advance Diploma in Disaster management**
- **Common Room "Cozy Cove" for non-residents**

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
107	21	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
2013-14	R-0 V-39	V-39	R-00	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

Year	Contract Faculty
2013-14	55

- 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:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	-	10	04
Presented Papers	-	6	
Resource Persons	-	7	

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

- | |
|---|
| <ul style="list-style-type: none"> • Audio Visual aids • Seminar Presentations • Lab to Land(mushroom cultivation) • Case-studies • Group Discussions during tutorials • Visit to Forest Research Institute Dehradun(M.Sc. Botany) • Survey studies conducted by volunteers of inter disciplinary societies • Students presented papers in conferences/seminars |
|---|

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

Year	No. of Days
2013-14	183

- 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	2013-14	
		College Pass%	Univ. Pass%
1.	B.A-III	98.77	69.20
2.	B.Com-III	100	96.66
3.	BCA-III	98.59	85.21
4.	B.Sc.III	100	87.11
5.	PGDCA	86.66	64.57
6.	M.A Dance	100	--
7.	M.A. Economics	100	76.50
8.	M.A. English	100	74.27
9.	M.A. Music I	100	100
10.	M.A. Music V	100	97.83
11.	M.A. PubAdm	100	84.75
12.	M.A. Sociology	100	79.52
13.	M.Sc. Botany	100	97.87
14.	M.Sc. Chem.	100	86.83
15.	M.Sc. Zoology	100	95.88

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 2013-14

Refresher Courses	Orientation programme/ faculty development programme	Summer/ winter workshop
01	-	01

Faculty members pursuing MBA: **03**

Faculty members pursuing MPhil: **01**

Faculty members pursuing Ph.D.: **06**

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	01
UGC - Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01
Others	-

2.14 Details of Administrative and Technical staff

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

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
Number	-	-	2	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	1	1	2

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Name of the funding Agency	Project Name	Grant received
Major Project	ICSSR	Major project has been granted to Dr. Seepana Parkasham sponsored by ICSSR titled: "Marketing Problems and Socio-Economic Analysis of Migrant Urban Street Vendors- Case Study of Chandigarh" (In Progress)	Rs.4,07,425/-
Major Project	UGC	A Major project sponsored by UGC has been granted to Dr. Neelam Rathee which is ongoing	Rs.2,26,800/-
Minor Project	DST	A Minor Project sponsored by DST has been granted to Dr. Madhumita Bhattacharjee, Dr. Anurita Sharma "Evaluation of drinking water quality of some urban areas of Chandigarh" which is ongoing.	Rs. 50,000/-

3.7 No. of books published

Year	With ISBN No.	Chapters in Edited Books	Without ISBN No.
2013-14	2	2	-

3.8 No. of University Departments receiving funds from :NA

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

3.9 For colleges NA

Autonomy CPE DBT Star Scheme
INSPIRE CE

Any Other (specify)

UGC, DST and Govt. Fund

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	-	-	-
Sponsoring agencies	-	Department of Science and Technology, Government of India	-	-	-

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

3.13 No. of collaboration International National 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

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
1	-	-	1	-	-	-

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

3

3

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
2013-14	150	32	05	00

3.22 No. of students participated in NCC events:

Year	University Level	State Level	National Level	International Level
2013-14	00	07	03	00

3.23 No. of Awards won in NSS:

Year	University Level	State Level	National Level	International Level
2013-14	-	1	-	-

3.24 No. of Awards won in NCC:

Year	University Level	State Level	National Level	International Level
2013-14	00	02	02	00

3.25 No. of Extension activities organized

NCC

Year	University Level	State Level	National Level	International Level
2013-14	01	02	03	00

NSS

Year	University Level	State Level	National Level	International Level
2013-14	05	-	-	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.**
- **35 students participated as volunteers to assist the differently abled under the aegis of Special Olympic Committee in Chandigarh**

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 (≥ 1 -0 lakh) during the current year.	-	04	UGC/M&S	-
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs.14,51,842.25/-	Rs.4,56,596.25/- Rs.3,18,182/-	UGC BCA	Rs.7,74,778.25/-
Others common Room for students (Cozy Cove)	-	01	M&S 2013-14	-

4.2 Computerization of administration and library

Administrative block and Library are fully automated and air conditioned.

4.3 Library services:

Library holdings	2013-14	
	No.	Value
Text Books	470	Rs. 341535
Reference Books	109	
Journals/ Periodicals/ Newspaper	150	Rs. 94446
e-resources	200	

4.4 Technology up gradation (overall)

2013-14	Total Computers	Computer Labs	Internet	Browsin g Centres	Computer Centres	Office	Depart -ments	Other s
Existin g	268	6	2Mbps	Campus Wi-Fi Scheme		14	30	
Added	20	0	2Mbps			0	1	
Total	288	6	2Mbps			14	30	

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

- **Computer skill upgradation workshop for non-teaching staff.**
- **Training in PPT making and other related fundamentals for e-content.**

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 0.70 Lac
ii) Campus Infrastructure and facilities	Govt. Expenditure
iii) Equipment	Rs. 1.2 Lac
iv) Others (UGC)	-
Total :	Rs. 1.90 Lac

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 Programme (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/ Snaptests
- Tutorials
- Remedial classes for slow learners

5.3 (a) Total Number of students

Year	UG	PG
2013-14	3612	413

(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
2013-14	21

2013-14					
General	SC	ST	OBC	Physically Challenged	Total
2907	783	110	12	12	3958

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	04	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counseling and career guidance

Group counseling session	18(approx .380 students covered)
Individual counseling session	250
Follow up session	110
Settled Cases	65
Presentations:	
• PPT	7
• Interactive session\Class talks	21
Psychological tests:	
• Personality	270
• Interest	30
• Study skill Inventory	140
Filled Consent Form	700
Aptitude Test	45

5.7 Details of campus placement

Year	<i>On campus</i>			<i>Off Campus</i>
	Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2013-14	4	386	44	13

5.8 Details of gender sensitization programmes

Annexure II

5.9 Students Activities

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

Year	State/ University	National Level	International Level
2013-14	29/25	25	1

No. of students participated in cultural events

Year	State/ University	National Level	International Level
2013-14	150	-	-

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

Year	State/ University	National Level	International Level
2013-14	29/9	4	1

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

Year	State/ University	National Level	International Level
2013-14	37	-	-

5.10 Scholarships and Financial Support

Names of Scholarship for the year 2013-14

1. Sports Talent search Scholarship given to 01 student.-Rs. 1800/-
2. Sports Talent search Scholarship given to 29 student.-Rs. 64000/-
3. State eligibility scholarship scheme from Punjab given to 2students-Rs. 1650/-
4. State eligibility scholarship scheme from Punjab given to 1students-Rs. 1210/-
5. Kirpal singh chauli Trust scholarship given to 20 students-Rs.272260/-
6. Haryana State Merit Scholarship given to 6 students of Rs. 21600

7. Nirmal Vasudeva Scholarship given to one student Rs. 6000/-
8. Scholarship from District Welfare Officer Araria given to one student of Rs. 13885/-
9. Kirpal singh chauli Trust scholarship given to 6 students-Rs.11060/-
10. Dr. Harjinder Singh Scholarship donated by Dr. Kuldip Kaur to one student-Rs. 1755
11. Mrs. Pushpa Verma Scholarship given to 3 students and 3 Golden medals -Rs. 9576
12. Devinder Kaur Scholarship donated by Mrs. Gurdeep Kaur to one student-Rs. 1755
13. Mr. Dharma Rattan Scholarsip given to 1 student of Rs.4995/-
14. Prabha Kapila Scholarship given to 1 student of Rs. 13500
15. Panna Lal Madan Scholarship given to 2 students of Rs. 1808
16. Gopal Dass Garg Scholarship given to 2 students of Rs. 1316/-
17. 4 students applied for Kalpana Chawla Chhatravritti Yogna.
18. Sita Ram Jindal Foundation Scholarship given to 1 student of Rs. 3000/-
19. J & K Scholarship for ST students given to 11 students of Rs. 87700/-
20. J & K Scholarship for ST students given to 1 students of Rs. 9200/-
21. 22 students applied for Rashtriya Sanskrit Santsthan Student.
22. Panjab University Scholarship given to 25 students of Rs. 150000/-
23. Scholarship for Academic Excellence from PU, Chandigarh given to one student of Rs. 6500/-
24. Scholarship from Distt. Welfare officer Jhajjar given to one student of Rs. 10170/-
25. 89 students applied for post Matrics Scholarship to SC students
26. 22 students applied for post matric scholarship to OBC students
27. 59 students aplied for post Matrics Scholarship to Minority Communities.

5.11 Student organised / initiatives

Exhibition n fairs

Year	State/ University	National Level	International Level
2013-14	10	-	-

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

5.13 Major grievances of students (if any) redressed:

- **Regular cleaning of toilets/washrooms**
- **AC canteen**
- **Provision of filtered drinking water**
- **Internet facility in hostels**
- **Multi-point computers in hostels**
- **Students' common room**

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/Panjab 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 Panjab/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.

Dr. Binoog Dogra, Vice Principal and HOD, Music Instrumental, has been deputed as Nodal Officer for contractual placement of teachers in performing arts in government schools of UT Chandigarh.

Ex-Students of the college as well as those doing post graduation in Music (I&V) and Dance are thereby placed in these schools.

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 prospectus.

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?

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

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.
- Common Room for non-resident students with all facilities to serve as recreation and stress-busting mechanisms.

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
2013-14	<ul style="list-style-type: none">• Smart class rooms• To make college disabled friendly• Day Care Centre for the wards of faculty	<ul style="list-style-type: none">• Vermi- compost• Rain Water Harvesting• Solar Power• Computer Lab IV

	<ul style="list-style-type: none"> • New hostel to be built up on the campus • New block to be built up • Multi-media room • Upgradation of Faculty Research Centre 	<ul style="list-style-type: none"> • Common Room
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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.

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. The institution strives to cater to the needs of female staff with young children/kids/infants and therefore on-the-campus care-center serves the purpose.

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, and the young working mothers also desired that they should be in a position to work more satisfactorily once they are assured that their kids are in suitable hands during their working hours. This was answered in the form of Common Room and Day Care Centre.

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.

Another unused space was refurbished as Day Care Centre for infants/kids of working mothers. It has all the modern facilities for kids of various age-groups, like, cribs, cots, safe-storage, shock-proof flooring, music system, TV, refrigerator, water-purifier, microwave, indoor and outdoor playing station etc.

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.

The Day Care Centre has increased the satisfaction levels of the female staff as they do not need to feel concerned about their kids. Additionally, their kids are now in more congenial surroundings and can make and move about, play and enjoy with new friends.

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 Day Care Centre 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 their 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 is active throughout the year**
- **Vanmahotsava-Tree planting and energy saving drives are organised**
- **Celebration of Rajiv Gandhi Akshay Urja diwas(renewable energy day)**
- **International Ozone day celebration- Human chain is formed by faculty and students, rally, nukKad natak staged at sector-17 Shopping Plaza to sensitise the citizens**
- **Poster making, rangoli, competitions on significant days**
- **Installation of Solar Panels**
- **Rain water harvesting**
- **“Anti cracker awareness campaign” rally was held at sector-17 shopping plaza Chandigarh**

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:

- 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**
- **Purchase of lab equipment**
- **Provision of lift and ramps for physically challenged students**
- **Renovation and refurnishing of Faculty Research Centre**
- **Restructuring and refurnishing of a semi-circular room on the campus into a Multimedia Room**
- **New hostel to be built up on the campus**
- **New block to be built up**
- **Five New units of NSS to be added**

Name Ms. Shashi Joshi

Name Ms. Achila Dogra

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

PANJAB UNIVERSITY, CHANDIGARH

From	To
The Deputy Registrar (Colleges) Panjab University, Chandigarh.	<ol style="list-style-type: none"> 1. The Principals of all the Colleges (Arts, Science and Commerce) affiliated to P.U., Chandigarh 2. The Chairpersons of all the Teaching Departments of P.U. Chandigarh 3. The Director/Hony. Director of P.U. Regional Centres, Muktsar, Ludhiana and Hoshiarpur. 4. Secretary to Vice-Chancellor, P.U., Chandigarh 5. P.A. to Dean of University Instruction, P.U. 6. PA. to Registrar, P.U. 7. P.A. to Dean Student Welfare, P.U. 8. P.A. to Dean, College Development Council, P.U. 9. P.A. to Controller of Exams. P.U. 10. All the Heads of the Branches of the Administrative Block, P.U.

No. Misc./A-6/30889-31100

Dated: 09-05-2013

Subject: Academic Calendar for the Session 2013-2014.**Sir/Madam,**

The Syndicate vide Paragraph 22 of the minutes of its meeting held on 15-04-2013 and 25-04-2013 has approved the Academic Calendars for the session 2013-14 for the University Teaching Departments, Regional Centres and its affiliated Colleges as per the Annexure mentioned against each below:

University Teaching Department having **Semester System** of Exam. Annexure A

Colleges of Arts, Science, Commerce having **Annual System** of Exam. Annexure B

Colleges with Post graduate Courses having **Semester System** of Exam. Annexure C

This is for your information and necessary action.

Encl: As above

Yours faithfully,

J.R. Dhiman
J.R. Dhiman
Deputy Registrar (Colleges)

-1-

Panjab University, Chandigarh

Appendix 'A'

Proposed academic Calendar for the session 2013-14 for the Panjab University Teaching Departments having Semester system of Examination:

Summer Vacation	27-05-13 Monday	To	10-07-13 Wednesday	(45 days)
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Academic Calendar

Teaching Departments of the University Open on	11-07-13 Thursday
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Admission Schedule

Normal Admission for ongoing and new classes(except for those classes in which admission is through CET)	11-07-13 Thursday	To	20-07-13 Saturday	(9 days)
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Late admission (for ongoing and new classes) to be allowed by the Chairperson of the University Teaching Department with late fee of Rs.500/-per student.	22-07-13 Monday	To	02-08-13 Friday	(11 days)
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Admission for classes through CET tentative	09-07-2013 Tuesday
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Teaching starts

(i) For ongoing classes	16-07-13 Tuesday
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(ii) For new admission classes (other than those admitted through CET)	22-07-13 Monday
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for classes admitted through OCET (PG)	23-07-13 (tentative) Tuesday
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Late admission in the University Teaching Departments to be allowed by the Vice-Chancellor with late fee of Rs. 1800/-per student

03-08-13 To 21-08-13
Saturday Wednesday

(Saturday is Working during normal admission days)

Academic Term-I 16-07-13 To 11-10-13 (60 Teaching days)
1st, 3rd, 5th, 7th semester Tuesday Friday

Autumn Break 12-10-13 To 19-10-13 (8 days)
Saturday Saturday

University reopens after Autumn Break 21-10-13 To 06-12-13 (33 days)
Monday Friday

Total Teaching days of Academic Term I=60+33= 93 days

End Semester Examinations 09-12-13 To 27-12-13 (16 days)
Monday Friday

Semester vacation (Winter Break) 28-12-13 To 13-01-14 (17 days)
Saturday Monday

Academic Term-II
2nd, 4th, 6th, 8th semester

University reopens after Semester Examination 14-01-14 To 22-05-14 (90 Teaching days)
Tuesday Thursday

Total Teaching days of Academic Term II=90 days

End Semester Examinations 23-05-14 To 31-05-14 (8 days)
Thursday Saturday

Summer vacation (tentative) 02-06-14 To 09-07-14 (38 days)
Monday Wednesday

Total Teaching days of academic term I & II =93+90=183 days

Note: The departments are free to fix the dates of test/sessionals as per their convenience.

Adjustments, if any, in the Semester schedule of certain University Teaching Departments may be allowed by the Dean of University Instruction in special cases.

Academic Term-I	16-07-13 Tuesday	To	11-10-13 Friday	(71 Teaching days)
Autumn Break	12-10-13 Saturday	To	19-10-13 Saturday	(8 days)
Academic Term-II	21-10-13 Monday	To	27-12-13 Friday	(56 Teaching days)
(Winter Break)	28-12-13 Saturday	To	13-01-14 Monday	(17 days)
Academic Term-III	14-01-14 Tuesday	To	22-03-14 Saturday	(56 Teaching days)
Annual Practical Exams./Preparatory Holidays	24-03-14 Monday	To	01-04-14 Tuesday	
Annual Theory Examination	02-04-14 onwards Wednesday			
Summer vacation (tentative)	02-06-14 Monday	To	09-07-14 Wednesday	(38 days)

Total Teaching days of academic term I,II & III=71+56+56=183 days

Panjab University, Chandigarh

Appendix 'C'

Proposed academic Calendar for the session 2013-14 for the Panjab University affiliated Colleges with Post Graduate courses Having Semester System :

Summer Vacation 27-05-13 To 10-07-13 (45 days)
Monday Wednesday

Academic Calendar

Colleges open on and normal admission for ongoing classes 11-07-13
Thursday

Admission Schedule

Normal Admission for ongoing and new classes(except for those classes in which admission is through CET) 11-07-13 To 20-07-13 (9 days)
Thursday Saturday

Late admission (for ongoing and new classes) to be allowed by the Principal of The Colleges with late fee of Rs.500/-per student. 22-07-13 To 02-08-13 (11 days)
Monday Friday

Admission for classes through CET tentative 09-07-2013
Tuesday

Teaching starts

(i) For ongoing classes 16-07-13
Tuesday

(ii) For new classes 22-07-13
(tentative)
Monday

Late admission in Panjab University affiliated colleges to be allowed by the Vice-Chancellor with late fee of Rs. 1800/-per student 03-08-13 To 21-08-13
Saturday Wednesday

Academic Term-I 1st Semester	16-07-13 Tuesday	To	11-10-13 Friday	(71 Teaching days)
Autumn Break	12-10-13 Saturday	To	19-10-13 Saturday	(8 days)
Colleges reopens after Autumn Break	21-10-13 Monday	To	07-12-13 Saturday	(39 Teaching days)

Total Teaching days of Academic Term I=71+39=110 days

End Semester Examination	09-12-13 Monday	To	27-12-13 Friday	(15 days)
Winter Break	28-12-13 Saturday	To	13-01-14 Monday	(17 days)
Academic term-II 2nd Semester				
College reopens after Semester Examination	14-01-14 Tuesday	To	22-05-14 Thursday	(108 Teaching days)

Total Teaching days of academic term II = 108 days

End Semester Examinations	23-05-14 Friday		31-05-14 Saturday	(8 days)
Summer Vacation (tentative)	02-06-14 Monday	To	09-07-14 Wednesday	(37 days)

Total Teaching days of academic term I & II = 110+108=218 days

Annexure II

HUM HAIN : Society for Gender Equality and Non-discrimination

Hum Hain is one of the most active Societies of the College as it has earned a name for dealing with issues that are close to every girl student of the College. Its members are enthusiastic, energetic and vocal supporters of Women's Right to Equality and Dignity, and in the context of the recent nation-wide focus on sexual harassment and abuse of women, Hum Hain plays an active role in sensitising women and society at large about the need to treat women as equal human beings, not as 'objects' to be possessed/ desired/ guarded/ discarded, as the case may be.

Orientation: Hum Hain begins its yearly activities with an enrolment session in July every year, to enrol freshers and to acquaint students with the action plan / calendar of events scheduled for the year. Since the objective of Hum Hain is empowerment and confidence-building, students are encouraged to conduct and prepare sessions themselves, with guidance from teacher incharges. Thus In the Orientation for this academic session (2013-14), senior student members presented a flash dance, 'Jaago Re Jaago', to enthuse the newcomers. Using the photos that they had taken of their participation in various activities, they made a Power- point presentation on the society's activities in the previous academic session. They also screened a short film, which they had scripted and produced, to highlight the discrimination shown towards students from the North-East, Ladakh, etc. and to sensitise the audience against such attitudes and behaviour. Songs are an integral part of Hum Hain's sessions, so students sang famous feminist and activist Kamla Bhasin's song of 'Azaadi', to energise the audience. The session saw enrolment of about 200 new members into the Society.

Bulletin Board: A bulletin board for Hum Hain has been specially mounted in the corridor. It not only provides information about up- coming events of the Society and media coverage of its events, but also features articles on gender issues, with space for students to respond. 'Prize-based' questions based on such articles are posed for students to answer, and the winners are rewarded with bookmarks and a chocolate or small token gift.

Suggestion/complaint Box: A ' Hum Hain box' is kept in Room no. 12, (Eng..Dept. staff room) where the Incharges Dr. Iqbal Judge and Ms. Neeraj Agarwal are present in their free periods. Students are encouraged to write their comments, queries, concerns etc. and the incharges are available for guidance and counselling, if need be.

Interaction Session: The Dept. of Social Work in association with Hum Hain organised an interaction session on 23rd August '13, in which a team of their resource persons addressed the students on issues of gender discrimination, and apprised them about the activities/ facilities offered by the Social Welfare Dept., especially their 24 hour helpline services.

Film Shows and Discussion: On 30th Sept.'13 a film show cum discussion was held in the auditorium. Students watched the film 'Armaan', which deals with the latent, often buried, aspirations of young girls from the lower and middle socio-economic sections of society, and then engaged in pointed, serious discussion on the issues of discrimination, sex

selective abortion, dowry, restrictions on girls, sexual harassment, child marriage and widowhood dealt with in the film. The film showed how through negotiation, perseverance and resistance, girls can bring about change in people's attitudes. Approximately 150 students participated in the event.

Further, in the tutorial meet held on 22nd Sept., students were shown the film, *Uska Aana'*, which focuses on the issue of female foeticide/ sex selective abortions. Students responded sensitively and strongly to the issue.

Joy of Giving: HUM HAIN organised its annual charity event, JOY of GIVING, on 3rd and 4th October 2013 in the college premises. Students enthusiastically participated in bringing their old clothes, blankets, books, stationery, newspapers, etc. during the two-day collection drive. This time the theme was, 'little drops of water make the ocean'. Every donor pasted a water drop or fish on the ocean waves backdrop crafted by the student volunteers of Hum Hain. Aakriti, Kritika, Garima, Preeti Negi, Shagun, Riya, Geetanjali, Tashina, Aparajita, Oshin and others helped to make the collection drive a success. An added feature was a carton of virtually new designer clothes donated by a media celebrity from Mumbai; these were sold at throwaway prices. Student volunteers managed to collect Rs. 7000/- from this sale. All the collections and donations were given to the NGO Theatre Age, to benefit the families and children living in slums. A number of teachers also donated liberally for the cause.

1-day workshop by Kamala Bhasin: Hum Hain organised a one-day workshop on Gender, Patriarchy, and Women's Health, conducted by noted activist Kamla Bhasin, on 28th October, 2013. Over 330 students registered for the workshop and participated in full strength. Kamla Bhasin kept the students riveted and attentive for over five hours, and acquainted them with key aspects of gender, discrimination, patriarchy, dowry, rape, problems with early marriage, etc. The students spoke about the kinds of discrimination they faced, and asked numerous questions about issues that they were worried about. Kamla Bhasin's inspiring presence resulted in students clamouring to meet her individually and seek her blessings.

The workshop was part of the sensitisation programme on women's holistic health and empowerment.

Workshop for international delegates with Yuvsatta: 'Hum Hain' partnered with the NGO Yuvsatta to conduct a workshop on 30th Sept. 2013 in the college premises for the delegates of the International Youth Peace Fest organised by Yuvsatta. The workshop was conducted by Dr. Jyoti Seth and Dr. Iqbal Judge on the theme of 'Breaking the Silence: Violence against Women'. About 40 delegates from different parts of India, as well as Afghanistan, Nepal, Tanzania and Brazil participated in the intensive sessions from 9.30am.-1.30pm. 8-10 student volunteers of Hum Hain also participated and assisted the resource persons in group work and report writing for the sessions.

Interactive Session by Dr. Bhavneet Bharti on Marriage and Women's Well-Being: In November '13, Dr. Bhavneet Bharti from the Dept. of Community Medicine, PGIMER, was

invited to conduct an interactive session focusing on how to choose a marriage partner and how to prepare oneself mentally/ emotionally for marriage; she also dealt with numerous questions pertaining to gynaecological issues, particularly menstruation and body image. About 250 students and some teachers attended the event. Dr. Bharti's endearing persona and engaging manner won her a lot of applause and many students spent time with her after the session, to obtain guidance on some of their individual concerns and anxieties.

10-day Gender Sensitisation camp by Jagori- Grameen: Soumya Pant (B.A.II) attended a 10-day gender sensitisation camp fully sponsored by Jagori -Grameen, held at TARA – training academy for Research and Activism, in Sidhbari , Dharmsala. The camp included participants from all over the country.

One Billion Rising Campaign: Hum Hain was at the forefront in mobilising students and sensitising the public about the world wide campaign to end violence against women and children. OBR was initiated by activist and writer Eve Ensler, who has worked tirelessly for over two decades in various countries, on human rights and launched a global campaign – One Billion Rising-against violence done to women and children. In 2013, Hum Hain had staged a rally in the college and in the neighbouring college for boys. This year, we took the campaign further, partnering with PG-GCG-42 and PG-GC-11, to hold a series of events in Punjab University, Sector 17 Plaza and Elante Mall. Students staged a street play - Naari Shakti', presented flash dances- 'Jaago re Jaago', and spoke about the imperative to consider women as equals, with right to a life of dignity and equal opportunity. The campaign got a lot of support from the Chandigarh Police and won much media acclaim, besides sensitising the public at large.

Workshop on Gender and Health: physical, mental and emotional, reproductive Health:

A 3- day series of workshops on 'Gender and Reproductive Health' were organized for the benefit of the students of postgraduate and graduate classes in three Govt. Colleges of Chandigarh in collaboration with the NGO Jagori Grameen, sponsored by the Population Foundation of India. The workshops were conducted in Postgraduate Govt. College for Girls, Sector 11(PGGCG-11) Postgraduate Govt. College for Girls, Sector 42(PGGCG-42) and Govt. College of Commerce and Business Administration, Sector42_(GCCBA) from 24th Feb. to 02nd March, 2014.

Each workshop was headed by veteran team members of Jagori Grameen: Abha Bhaiya, gynaecologist Dr. Preetam, Ms. Alka, Mr. Navneet, Ms. Manju and Ms.Asha. Interspersed with interactive sessions, it aimed at creating awareness about women's reproductive health and inspiring them to resist exploitation and patriarchal practices present in the society. A follow-up session to the workshop was also held in end-April. The workshops elicited very positive response and feedback from the almost 100 students who participated.