

2016-17

ANNUAL QUALITY ASSURANCE REPORT



Lajpat Rai DAV College Jagraon.
Distt. Ludhiana (Punjab)

The Annual Quality Assurance Report (AQAR) of the IQAC

2016-17

Part – A

AQAR for the year	2016-17
1. Details of the Institution	
1.1 Name of the Institution	LAJPAT RAI DAV COLLEGE, JAGRAON
1.2 Address Line 1	COLLEGE ROAD
Address Line 2	JAGRAON
City/Town	JAGRAON
State	PUNJAB
Pin Code	142026
Institution e-mail address	info@lrdavjagraon.com
Contact Nos.	01624-223260
Name of the Head of the Institution:	Dr. KARAN SHARMA

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID

OR

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.58	2016	2016-2021

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

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC .

NOT APPLICABLE as the college was accredited for the first time by NAAC in January 2016 and this is the first AQAR of the college.

1.9 Institutional Status

University (N.A.) State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

COMPUTER SCIENCE

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

NO

Autonomy by State/Central Govt. / University

NO

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

NO

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

NO

UGC-COP Programmes

NO

2. IQAC Composition and Activities

2.1 No. of Teachers

6

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

0

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

0

2.7 No. of Employers/ Industrialists

1

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? Yes No

If yes, mention the amount

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

2.14 Significant Activities and contributions made by IQAC

1. IQAC supervised the significant academic activities of the college.
2. IQAC has been continuously encouraging the teaching departments to submit minor and major research projects by various funding agencies.
3. IQAC strived for quality enhancement in teaching learning environment by incorporating feedback received from students and other stake holders of our system.
4. IQAC recommended to continue with the 'Earn while learn' facility for the students.
5. IQAC channelized staff for counselling and guidance of students during admission days.

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 (2016-17)

Plan of Action	Achievements
Annexure-I	Annexure-II

2.16 Whether the AQAR was placed in statutory body

Yes

No

Management

Syndicate

Any other body

Provide the details of the action taken

ANNEXURE-1

IQAC arranged a number of meetings to chalk out plan for the total development of the system in which it was resolved to take following actions;

(i) Infrastructural Development :

- The College would add new books, journals and ICT facilities to the library.
- Laboratory equipments would be purchased for the science students in their labs.
- Sufficient resources would be allocated for regular up keep of the infrastructure like benches & new chairs for the students.
- The college would add supportive facilities on the campus to provide effective and green ambience to the students.
- New equipments like electric fans, coolers, grass cutting machine, lamination machine and CCTV cameras would be purchased.
- Boys parking area would be renovated.
- Renovation of servant quarters, stores would be done.

- h. More ornamental plants would be planted for the beautification of the campus apart from their regular upkeep.
- i. Institution would devise ways and means for the development and up gradation of IT infrastructure and associated facilities by purchasing wall projectors, podium, flip chart boards, smart boards and computers.
- j. Fire and safety equipments would be purchased.

(ii) Action Plan for Research and Extension Activities :

- a. Conveners of UGC Committee and Research Committee of the college will motivate the faculty members to apply for research projects to various funding agencies.
- b. Heads of the departments would submit projects, workshops and conferences to the funding agencies like UGC, ICSSR, Panjab University Development Council etc.

(iii) Academic Calendar :

All the departments would be asked to develop their own academic calendar to fix the dates of class tests, trips, workshops, other social functions etc., however it must be flexible enough to accommodate college main functions of the college like Sports day, College day, Prize distribution, Convocation etc.

(iv) Action plan for Internal Resource Generation

- a. To enhance the strength of the college, more measures would be taken by giving wide publicity to the achievements and facilities available in the college.
- b. New Short Term Courses related to Computer Application, IELTS, Cosmetology, Fashion Designing would be introduced and Coaching Classes for UGC - NET exam would be started in summer vacation as an initiative towards better resource sharing as well as generating funds.
- c. Staff would be engaged for counselling and guidance of students during admission days.

(v) Examination and Evaluation Reforms

All the evaluation reforms suggested by our affiliating university should be implemented in toto i.e. the internal assessment of the students should be strictly based on performance of the student in class, mid semester exams, assignments, projects, presentations etc. In addition to this, external examiner should be appointed for practical examination.

ANNEXURE-II

The plan of actions chalked out in the meetings of the IQAC committee were monitored and executed efficiently. Consequently, the college has been able to achieve the following results in a defined time frame.

1. Laboratory equipments were purchased and some were got repaired, both for Physics and Chemistry labs.
2. Funds allocated for ICT infrastructure development were properly utilised.
3. All the activities planned as per Academic Calendar were organised.
4. Campus beautification process continued with the purchase of plants and decorative lights.
5. Maintenance work related to electrical, electronic and building continued as per requirement.
6. The college had a successful advertisement campaign as a part of new admission policy.
7. New short term courses related to computer, IELTS, Cosmetology and Coaching Classes for UGC - NET exam were started in the summer vacation as a part of internal resource generation.
8. IQAC got the feedback pro-forma, both for students and parents and it was analyzed for betterment of teaching learning environment.

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	6	-	-	-
UG	5	-	2	-
PG Diploma	1	-	1	-
Advanced Diploma	2	-	-	-
Diploma	2	-	-	-
Certificate	4	-	-	-
Others	-	-	-	-
Total	20	-	3	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

CBCS : NIL; The University is going to introduce in next session

Core/Elective option: Yes; In B.A. & B.Sc.

Open options: NIL

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	12 (BA/B.Sc./BBA/BCA & B.Com. MA ENG, PBI, ECO, HIS/ M.Sc./M.Com. & PGDCA)
Trimester	-
Annual	4 (All Add-on FDA, CMT, INB & CBA)

1.3 Feedback from stakeholders

(On all aspects)

Alumni Parents Employers Students

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

**See Annexure –III for feedback analysis*

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

Syllabi of all the undergraduate classes which was revamped by UG Board of Studies, Panjab University, Chandigarh, have been Switched over to Semester System from Annual System during 2014-15.

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

NIL

Annexure – III

Feedback Report Analysis

STUDENTS' FEEDBACK ANALYSIS

1. Academics: - More than 95% of students are happy with the academic atmosphere, teaching – learning methods and curriculum of the institution.
2. Infrastructure: - More than 85% of students agree that the institution has ample infrastructure including library, book bank facility, laboratories and parking facilities.
3. Co-curricular activities: - More than 85% of students are satisfied with the co-curricular activities including sport facilities and involvement of students in social activities.
4. Services: - Most of the students (85%) are happy with the services provided by the institution which include water & electricity services, security services, medical services and placement services.
5. Ragging free and Anti Drug Campus: - The campus is ragging free and there is no drug addiction by the students.

SCOPE OF IMPROVEMENT

1. Research activities are not adequate.
2. Canteen facilities need to be improved. This includes improvement in quality, variety and hygiene of the eatables and provision of more furniture in canteen.
3. There is a scope of improvement in Career Counselling services provided to the students by the institution.

PARENTS FEEDBACK ANALYSIS

1. Almost 100% parents are satisfied with the quality of teaching provided by the institution.
2. More than 95% of parents are happy with college administration.
3. More than 90% parents are satisfied with library facilities of institution.
4. More than 95% of parents feel that the college campus is very beautiful.
5. About 90% parents feel that the college has ample infrastructure to cater to the needs of the institution.

SCOPE OF IMPROVEMENT

1. Discipline of the college needs to be improved.
2. Medical facilities need to be improved (23%)
3. Canteen facilities are not up to the mark (28%)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	28	18	10	NIL	NIL

2.2 No. of permanent faculty with Ph.D. 9

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	4	11	-	-	-	-	-	-	4	11

2.4 No. of Guest and Visiting faculty and Temporary faculty NIL NIL 30

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	07	00
Presented	03	10	00
Resource Persons	00	02	01

(Annexure IV)

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

We have been encouraging the use of ICT based teaching

2.7 Total No. of actual teaching days during this academic year 200

2.8 Examination/ Evaluation Reforms initiated by NIL

the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

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

NIL

NIL

NIL

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.I Sem	150	1.33	6.67	16.67	9.33	34%
B.A.III Sem	168	0.00	9.15	23.53	17.65	50.33%
B.A.V Sem	163	0.00	16.77	23.87	14.84	55.48%
B.Sc. I Sem	25	0.00	8.70	34.78	8.70	52.17%
B.Sc. III Sem	42	2.44	7.32	21.95	7.32	39.02%
B.Sc. V Sem	49	2.04	2.04	14.29	24.49	42.86%
B.B.A.I Sem	17	0.00	0.00	0.00	0.00	00%
B.B.A.III Sem	13	15.38	15.38	0.00	0.00	30.77%
B.B.A. V Sem	13	0.00	46.15	30.77	0.00	76.92%
BCA I Sem	23	4.35	34.78	0.00	0.00	39.13%
BCA III Sem	13	0.00	15.38	46.15	0.00	61.54%
BCA V Sem	14	0.00	57.14	7.14	0.00	64.29%
B.Com-.I Sem	76	0.00	35.29	30.88	1.47	67.65%
B.Com. III Sem	58	6.90	48.28	27.59	3.45	86.21%
B.Com V Sem	67	2.99	52.24	25.37	1.49	82.09%

M.A.I (Eng.)	26	0.00	0.00	15.38	15.38	30.77%
M.A.III (Eng.)	26	0.00	0.00	11.54	0.00	11.54%
M.A.I(Pbi.)	12	0.00	0.00	44.44	11.11	55.56%
M.A.III (Pbi.)	24	0.00	19.05	19.05	0.00	38.10%
M.A.I (Eco.)	23	4.55	59.09	4.55	0.00	68.18%
M.A. III (Eco)	25	0.00	64.00	32.00	0.00	96%
M.A.I (His.)	39	0.00	21.88	31.25	0.00	53.13%
M.A.III (His.)	43	2.33	18.60	25.58	13.95	60.47%
M.Sc. I(MAT)	55	1.82	9.09	14.55	0.00	25.45%
M.Sc. III(MAT)	62	3.23	37.10	41.94	0.00	82.26%
M.Com I	27	3.70	59.26	11.11	0.00	74.07%
M.Com III	34	6.90	79.31	0.00	0.00	86.21%
PGDCA I Sem	17	41.18	47.06	0.00	0.00	88.24%
B.A.2nd Sem	157	0	8.44	20.13	4.55	33.12%
B.A.4th Sem	153	3.45	29.66	26.21	6.21	65.52%
B.A.6th Sem	158	0.93	26.85	24.07	0.93	52.78%
B.Sc. 2nd Sem	21	0.00	21.05	5.26	0.00	26.32%
B.Sc. 4th Sem	41	5.41	8.11	24.32	0.00	37.84%
B.Sc. 6th Sem	49	3.45	20.69	37.93	0.00	62.07%
B.B.A. 2nd Sem	12	0.00	0.00	8.33	0.00	8.33%
B.B.A. 4th Sem	13	23.08	7.69	15.38	0.00	46.15%
B.B.A. 6th Sem	13	0.00	20.00	0.00	0.00	20%
BCA 2nd Sem	18	5.56	55.56	16.67	0.00	77.78%
BCA 4th Sem	13	0.00	15.38	53.85	0.00	69.23%
BCA 6th Sem	14	0.00	42.86	14.29	0.00	57.14%

B.Com-.2nd Sem	68	1.61	32.26	25.81	1.61	61.29%
B.Com. 4th Sem	58	10.34	37.93	27.59	1.72	77.59%
B.Com 6th Sem	67	0.00	69.77	20.93	0.00	90.70%
M.A.2nd (Eng.)	21	0.00	0.00	28.57	14.29	42.86%
M.A. 4th (Eng.)	26	0.00	0.00	7.14	0.00	7.4%
M.A.2nd (Pbi.)	8	0.00	0.00	12.50	0.00	12.50%
M.A.4th (Pbi.)	21	0.00	44.44	11.11	0.00	55.56%
M.A.2nd (Eco.)	22	4.55	27.27	22.73	0.00	54.55%
M.A. 4th (Eco)	25	0.00	46.67	53.33	0.00	100%
M.A.2nd (His.)	33	0.00	34.62	42.31	3.85	80.77%
M.A.4th (His.)	36	0.00	28.00	44.00	8.00	80%
M.Sc. 2nd (MAT)	51	7.84	15.69	21.57	0.00	45.10%
M.Sc. 4th(MAT)	62	3.77	37.74	15.09	0.00	56.60%
M.Com 2nd Sem	25	4.55	59.09	22.73	0.00	86.36%
M.Com 4th Sem	34	3.85	92.31	0.00	0.00	96.15%
PGDCA 2nd Sem	16	57.14	28.57	0.00	0.00	85.71%

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

Feedback from students and parents is discussed in IQAC meetings.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	05
Faculty exchange programme	NIL

Staff training conducted by the university	NIL
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	NIL
Others – Faculty Development Programmes	04

(Annexure V)

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	4	4	NIL	NIL
Technical Staff	4	3	NIL	NIL

ANNEXURE IV

NATIONAL LEVEL CONFERENCE/SEMINAR ATTENDED BY FACULTY

1. Sh. Subhash Chand attended 3rd International Young Scientist Congress held at Ganpat University, Mehsana, Gujarat on 8-9 May, 2017

NATIONAL LEVEL CONFERENCE/SEMINAR ATTENDED BY FACULTY

1. Sh. Iqbal Singh attended a two day UGC sponsored workshop on ‘Craze for Greener Pastures, Human Right Violation and Justice’ held at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017.
2. Mrs. Cherry Mittal attended a two day UGC sponsored workshop on ‘Craze for Greener Pastures, Human Right Violation and Justice’ held at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017.
3. Ms. Sheenam Beri attended a two day UGC sponsored workshop on ‘Craze for Greener Pastures, Human Right Violation and Justice’ held at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017.

4. Ms. Surbhi Goyal attended a two day UGC sponsored Workshop on 'Craze for Greener Pastures, Human Right Violation and Justice' held at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017.
5. Ms. Narain Jyoti attended a two day UGC sponsored Workshop on 'Craze for Greener Pastures, Human Right Violation and Justice' held at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017.
6. Mrs. Malkeet Kaur attended a two day UGC sponsored Workshop on 'Craze for Greener Pastures, Human Right Violation and Justice' held at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017.
7. Dr. Meenakshi attended a two day UGC sponsored Workshop on 'Craze for Greener Pastures, Human Right Violation and Justice' held at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017.

PAPERS PRESENTED AT INTERNATIONAL LEVEL CONFERENCE/ SEMINAR

1. Mrs. Priyanka presented paper entitled 'Role of Education in Skill Development in Punjab' at International Conference on 'Skill Development in Education' at KVM, Jalandhar on 17-18 March, 2017.
2. Mr. Pawanveer Singh presented a paper entitled 'Importance of Number Theory in Cryptography' at 6th International Conference at NIITTR, Chandigarh on 8th January, 2017.
3. Mr. Pawanveer Singh presented a paper entitled 'Role of q-series and Congurence in Partition' at International Conference on Finite or Infinite dimensional Complex Analysis and Applications from 22-26 August, 2016.

PAPERS PRESENTED AT NATIONAL LEVEL CONFERENCE/ SEMINAR

1. Ms. Sandeep Mala and Ms. Ravinder Kaur presented a paper entitled 'Challenges Before Teaching and Learning Process' in NAAC sponsored National seminar on 'Quality Assurance in Higher Education: Academic Audit Scheme, Methodology, Process and Problems' at Khalsa College for Women, Sidhwan Khurd on 18-19 January, 2017.
2. Ms. Arvinderpal Kaur presented paper entitled orporate Social Responsibility: A Case Study of Maruti Suzuki India Ltd.' at National Seminar on 'Corporate Social Responsibility in Current Economic Scenario' at Atam Vallabh Jain College, Ludhiana on 24 February, 2017.
3. Dr. Shailja Goyal presented paper entitled 'Indo-Greek Impact and Gandhara School of Art' in ICSSR (North-West Region) sponsored National Seminar on 'Foreign Invasion In Punjab And Their Impact On Society' held at DD Jain Memorial College for Women, Ludhiana on 10 March, 2017.

4. Dr. Shailja Goyal presented paper entitled 'The Rakabgang Gurduwara Agitation and Sardul Singh Kaveeshar' at Punjab History Conference organized by Department of Punjab Historical Studies held at Punjabi University, Patiala on 19 March, 2017.
5. Ms. Narain Jyoti presented paper entitled 'Influence of Turkish Invasion on Indian Art and Architecture' in ICSSR (North-West Region) sponsored National Seminar on 'Foreign Invasion in Punjab and Their Impact on Society' held at DD Jain Memorial College for Women, Ludhiana on 10 March, 2017.
6. Mr. Rohit Verma presented a poster on 'Role of Delay in an Innovation Diffusion Model' at National Conference in 'Recent Trends in Numerical Analysis and Computational Techniques' held at DAVIET, Jalandhar on 28-29 March, 2017.
7. Mr. Pawanveer Singh presented a paper entitled 'A Fascinated Connection Between Partition and Divisors' in SCESM-2016 organized by SN Education Society, India and URGCEE, USA and hosted by Hieranh Business School, Noida.
8. Dr. Anuj K. Sharma presented a paper titled 'Innovative Techniques in Teaching Learning Environment' at National Seminar on 'Academic & Administrative Audit: A Pre-Requisite For Quality Enhancement' at DAV College, Hoshiarpur, from March 30-31, 2017.
9. Prof. Sahil Bansal presented a paper titled 'Innovative Techniques in Teaching Learning Environment' at National Seminar on 'Academic & Administrative Audit: A Pre-Requisite For Quality Enhancement' at DAV College, Hoshiarpur, from March 30-31, 2017.

SESSIONS CHAIRED

As Resource Person at National/International Conference/ Seminar/ Workshop

1. Dr. Shailja Goyal acted as a resource person at a two day UGC sponsored workshop on Craze for Greener Pastures, Human Right, Violation and Justice held at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017. She had presented her views on 'NRI marriages: Problems and Solutions.'
2. Dr. Meenakshi delivered an Invited talk at DAV College for Women, Ferozepur Cantt on 17 September, 2016.
3. Mrs. Vimmi Bhatia acted as a resource person at a two day UGC Sponsored Workshop on 'Craze for Greener Pastures, Human Right, Violation and Justice' held at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017. She had presented her views on 'NRI marriages: Problems and Solutions.'

ANNEXURE V

ORIENTATION COURSES ATTENDED BY FACULTY MEMBERS

1. Mrs. Priyanka attended GOC-101 held at GNDU, Amritsar from 17 May-13 June, 2017.
2. Mr. Davinder Singh attended GOC-80 at Kurukshetra University, Kurukshetra from 18 May-14 June, 2017.
3. Ms. Mandeep Kaur attended GOC-32 at Punjabi University, Patiala from 26 April-23 May, 2017.
4. Ms. Malkeet Kaur attended GOC-101 at GNDU, Amritsar from 17 May-13 June, 2017.
5. Mr. Rohit Verma attended GOC at PU, Chandigarh from 1 November-28 November, 2016.

SHORT TERM COURSES ATTENDED BY FACULTY MEMBERS

1. Mr. Pawanveer Singh participated in 'Instructional School for Teachers on Groups and Rings' held at HP University, Shimla from 5-17 June, 2017.
2. Dr. Anuj Kumar Sharma attended One Week FDP on 'Modelling and Simulation of Engineering Systems' held at IK Gujral PTU, Jalandhar from 9-14 January, 2017.
3. Dr. Meenakshi attended One Week FDP on 'Modelling and Simulation of Engineering Systems' held at IK Gujral PTU, Jalandhar from 9-14 January, 2017.
4. Mr. Sahil Bansal attended One Week FDP on 'Modelling and Simulation of Engineering Systems' held at IK Gujral PTU, Jalandhar from 9-14 January, 2017.

Criterion – III

3. Research, Consultancy and Extension

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

1. Research monitoring and proposal assessment committee is formed.
2. Staff members are motivated to apply for research projects and organise research related programmes like Conference / Seminar / Workshop / Guest Lectures in the college.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	NA	NA	NA	NA

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	Nil	Nil
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	Nil	Nil

(Annexure VI)

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	02	--	--	--
Sponsoring agencies	-	One conference sponsored by UGC and another by Panjab University	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

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

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

1. Yog kriyas were performed by the NCC cadets of the college from 21-06-2017 to 23-06-2017 on account of “International Yoga Day”.
2. Teej Festival was celebrated on 13 August, 2016.
3. 8th March 2016 was dedicated to Women’s Day celebrations.
4. Students of the college visited Kusht Ashram on 19 September 2016.
5. Three One - day camps were organised by the NSS unit of the college on 09-10-2016, 26-10-2016 and 06-04-2017 as an awareness campaign regarding Swatch Bharat Abhiyan.
6. NSS unit of the college organised Blood Donation Camp on 152nd Martyrdom day of Lala Lajpat Rai.
7. Inter District Poster Competition was organised by the NSS unit of the college to celebrate Birthday of Lala Lajpat Rai.
8. Department of Punjabi celebrated ‘*Maat Bhasha Divas*’.
9. Department of Commerce and Management in collaboration with Career Counselling and Guidance Cell, organised a one day workshop on 21st March, 2017 on “Goods and Services Tax”.
10. Students of Department of Commerce and Management visited slum schools in Jagraon to celebrate Children’s Day with poor students and distributed stationary items.

ANNEXURE-VI

Research Papers Published in Peer Reviewed National/ International Journals

1. Dr. Bindu Sharma got her poem published in The Literary Herald: An International referred English e-journal. ISSN No.2454/3365. Vol.2, Issue-4, March 2017.
2. Dr. Bindu Sharma got her paper entitled 'Celebration of Womenhood in DH Lawrence's The Rainbow' published in 'The Criterion: An International Journal in English', Vol.8, Issue-III, June 2017. ISSN No. 0976-8165.

ANNEXURE-VII

BOOK/ CHAPTERS PUBLISHED

1. Dr. Shailja Goyal got her book entitled “Sardool Singh Kaveesher-A Forgotten Hero of Indian Freedom Movement” published by STUDERA Press, New –Delhi. ISBN No. 978-93-85883-25-5.
2. Mrs. Malkeet Kaur got her paper published in the book entitled ‘Punjabi Bhasha, Sabhyachar and Media’ in November, 2016.

CONFERENCE/SEMINAR/ WORKSHOPS ORGANISED

1. PG Department of Economics organized an Extension Lecture on 28 October, 2016 at Lajpat Rai DAV College, Jagraon. Dr. Sukhpal Singh, HOD, Economics and Sociology, PAU, LUDHIANA was resource person.
2. PG Department of Economics organized an Extension Lecture on 28 October, 2016 at Lajpat Rai DAV College, Jagraon. Dr. Sukhdev Singh, Professor, Sociology, PAU, LUDHIANA was resource person.
3. PG Department of English organized National Seminar on 'Literary Trends from Tradition to Modernity' sponsored by CDC, Chandigarh at Lajpat Rai DAV College, Jagraon on 17 February, 2017.
4. Department of Political Science organized a two day UGC sponsored workshop on 'Craze for Greener Pasture, Human Right Violation and Justice' at Lajpat Rai DAV College, Jagraon on 28-29 March, 2017.

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	24281 Sq mts.	-	-	24281 Sq mts.
Class rooms	29	-	-	29
Laboratories	9	-	-	9
Seminar Halls	1	-	-	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

Our Administrative block has been computerized. Moreover, the affiliating university is being sent Practical Marks and Internal Assessment of the students online through its dedicated portal established for this purpose. As we do not have the academic autonomy, final results of the examinations and the issuance of certificates fall under the domain of the affiliating university.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(Approx)	No.	Value	No.	Value(Approx.)
Text Books	29512	20,38,255	584	1,69,126	30096	22,07,381
Reference Books	3000	1,27,000	45	56,241	3045	1,83,241
e-Books	NLIST provides access to 1, 35000 e- books.					
Journals	32	-	6 New & 8 Renewed	25,100	38	-
e-Journals	NLIST provides access to 6000+ e- journals.					
Digital Database	1	5,725	1	5,750	1	5,750
CD & Video	30	complimentary with books	19	complimentary with books	49	complimentary with books
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	146	95	146	146	3	22	14	12
Added	23	-	2	2	2	-	-	21
Total	169	95	148	148	5	22	14	33+

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

The Department of Computer Science & IT provides need based regular guidance and help to the teaching and non-teaching staff. Internet Access is made available to all the teaching departments. There are Browsing Centres for the students in the Computer Lab and Library. The administrative office and accounts office are semi-automated.

4.6 Amount spent on maintenance in lakhs :

i) ICT	4.07
ii) Campus Infrastructure and facilities	5.42
iii) Equipments	0.77
iv) Others	0.16
Total :	10.43

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC stressed upon the need for decentralization of various ongoing College Support Services for the efficient working of college and hence it recommended that teacher incharges be formed for different support services. NCC /NSS Officers were also advised to make students aware of benefits of joining NCC/NSS and to motivate them to join these services. Establishment of Admission Committee, Counselling Cell and Students Help Desk were recommended at the beginning of the session for the facilitation of students and for the smooth conduct of admission process. Head of Sports Department was suggested to make the students aware about the importance of sports and about the various games available in the college. Talent Hunt competition be organized by the Dean, EMA in the month of August/September to identify talented students for various teams to be sent Youth Festival and other competitions at Zonal/University and Inter university level. The Deans of Student Welfare Committee, Sexual Harassment Committee, Women Grievance Cell and Anti-Ragging Cell were motivated consider every complaint or suggestion of the students seriously and take requisite steps to eliminate the grievances of students.

5.2 Efforts made by the institution for tracking the progression

The college has constituted Career Counselling and Guidance Cell which makes all possible efforts for making the students aware of the job scenario in the competitive world.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
948	413	-	22

(b) No. of students outside the state

1

(c) No. of international students

NIL

Men	No	%	Women	No	%
	730	52.78		653	47.22

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1151	255	0	133	5	1544	988	265	0	126	4	1383

Demand ratio : VARIES FROM COURSE TO COURSE

Dropout % - 10.70 %

5.4 Details of Student Support Mechanism for Coaching for Competitive Examinations (If any)

NIL

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of Career Counselling and Career Guidance Cell

NIL

No. of students benefitted

5.7 Details of Campus Placement

<i>On Campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	146	-	-

5.8 Details of Gender Sensitization Programmes

For the last many years college has been celebrating Teej Festival, a festival dedicated to females for preserving and promoting Cultural Heritage. The college also celebrates Women’s Day which a view to promote gender equality in the society and to motivate young girl students to make their mark in society.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in Cultural Events

State/ University level National level International level

5.9.2 No. of Medals /Awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	121	4,42,642/-
Financial support from government	155	35,48,113/- (Applied for but not received yet)
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

The vision of our institution, which is associated with the vaster DAV Parivar, is to impart to the young generation, education, which is a grand blend of the ancient Vedic lore and the modern multi-pronged education and the aim of which is the integral development of individual.

Mission

1. To strive to provide intellectually developed, socially concerned, morally upright, truly patriotic and spiritually oriented citizens to the nation.
2. To effectively disseminate knowledge and understanding to young learners in all disciplines for gainful employment.
3. The institution gives a practical shape to the ideals of Swami Daya Nand Saraswati's educational philosophy which aims at developing among students modern scientific approach coupled with an understanding of their roots in the ancient Vedic culture.

6.2 Does the Institution has a management Information System

YES, the College has been making advances in the existing MIS, which keeps a track on providing information related to students and other members. We have been following MIS both in manual and computerized manner. Efforts are being made to follow intelligent automated computerized MIS. So far, the MIS used at various levels is as follows:

Accounts Department – We are having software for handling all jobs related with accounts.

Student's record – Students' record like attendance, marks of House Tests, Internal Assessment and information related to university examination are managed both manually and through computer.

Teachers Service record – Most of records related to teachers through computer, like Leave record of teachers, total number of lectures delivered by the faculty and number of lectures attended by the student are maintained both manually and through computer.

Library – We are using SOUL Software (college version) for circulation, cataloguing and accession of books. Library cards of students are also generated through software .So, Computerised MIS is efficiently working in library.

Manual MIS is maintained in various departments including Hostel, Sports department (to take record of student's sports activities), NCC & NSS for keeping record of academic functions, various co-curricular activities and student participation details and prizes won in various cultural activities.

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

6.3.1 Curriculum Development

Our college is affiliated to Panjab University, Chandigarh which restrains the college to frame the curriculum on its own, though, we have an indirect access to develop and amend the curriculum through Board of Studies. Formally as well as informally, we obtain feedback on curriculum from staff members, students, alumni, parents, employers, academic peers and community by holding college seminars, workshops, discourses etc. which enables us to suggest any change in the design of curriculum. The College forwards these suggestions to the university through the members of Board of Studies.

6.3.2 Teaching and Learning

The College has been encouraging the use of ICT based teaching and in order makes it more effective, most of departments are equipped with necessary computer related infrastructure and internet facility.

6.3.3 Examination and Evaluation

The Affiliating University introduces several reforms in evaluation process, which are adopted by the college. Some reforms are also initiated by the college within the framework of university instructions. Some of important evaluation reforms are as follows:

1. We have implemented the concept of internal assessment of each student, which carries a weightage of 10-20% of total marks. The assessment depends on consistent performance of the students in class, mid semester exam, assignment, project, presentation etc.
2. For practical subjects like Physics, Chemistry, etc. internal assessment is given depending on the student's performance in practical, viva-voce during regular practical periods etc.
3. External examiner is appointed for fair conduct of final practical examination.
4. Regular class tests are held at departmental level so as to have proper assessment of students and for better preparation of the students for final exam. On the basis of the result in the class tests, remedial classes are arranged for the poor and weak students.

6.3.4 Research and Development

Our college is encouraging the faculty to participate/present papers in seminars /conference / workshops. Moreover, college is also funding various departments to organize research related events. The list of faculty member participated in various seminars /conference / workshops/refresher courses is given in Annexure III

6.3.5 Library, ICT and Physical infrastructure / instrumentation

Our library has well managed, rich stock of text books, reference books, Journals, E-Journal, magazines, and other periodicals. It is equipped with automated software which enables us to locate every book either by its authors name or title name. We also have automatic library card generation facility in our library.

Most of the teaching departments are well equipped with computer and internet access. In addition to updated science laboratories, we have smart class rooms fitted with smart boards and projectors. All the faculty members are provided access to NLIST.

The College Administrative Office and Accounts Office are fully computerised.

6.3.6 Human Resource Management

Our College Administration has created a number of offices such as Office of the Registrar, Convenor (Examination), Bursar, Convenor (Building), Convenor (EMA), Secretary (Staff Council), teacher representative in Local Managing Committee. Senior teachers are given charge of these offices. This gives an exposure to the faculty members to gain valuable administrative experience. The college also appoints a Girls' Hostel Warden to look after the requirements of Girls Hostel. All these offices facilitate the College Principal in smooth functioning of the college.

6.3.7 Faculty and Staff recruitment

Our college can only recruit teachers on adhoc basis after following the procedure laid down by the University. But, permanent faculty is recruited by DAV College Managing Committee, New Delhi after duly notifying the vacant posts in a number of national / regional newspapers as per the eligibility conditions laid down by UGC/University.

The list of teaching faculty who are selected on contract posts against covered posts are as follows:

Name	Designation	Subject
Mrs. Bindu Garg	Assistant Professor	English
Mr. Varun Goel	Assistant Professor	Political Science
Mr. Deepak Dhawan	Assistant Professor	Computer Science
Mr. Ramandeep Singh	Assistant Professor	Punjabi

6.3.8 Industry Interaction / Collaboration

Our students are visiting industries as per need of curriculum for completing their projects. So far we have not collaborated with any industry for giving them technical assistance.

6.3.9 Admission of Students

Admission of students to BSc (Non-Medical), BA, BBA, BCA is on the basis of first come first serve, provided students satisfy minimum eligibility conditions laid down by our affiliating university. But, Admission in post graduate courses (M.Sc. Math, M.Com. M.A. Economics, English, Punjabi and History) and B.Com, BCA and BBA is done purely on merit basis.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> a. Duty leave for attending Orientation, Refresher and Short Term courses offered by ASC. b. Registration fee and TA for attending career advancement programmes like workshop/Seminar/Conference. c. CPF, GIS and gratuity is also offered by the college. d. AC staff rooms, water coolers, washrooms on every floor.
Non-Teaching	<ul style="list-style-type: none"> a. PF, GIS, ELIP by the college b. Training program c. Centrally AC office d. Uniform for fourth class staff.
Students	<ul style="list-style-type: none"> a. Scholarships and Concessions b. Library and resource network centre with internet access facility c. Active Sports Department, NSS and NCC office, Grievance Redressal Cell, Sexual Harassment Cell, Career Counselling and training and Placement cell for overall development of students d. Washrooms , common rooms, water cooler with attached purifier facilities, Girls' hostel, Photo copying facility at subsidized rate is also available

6.5 Total corpus fund generated

Rs. 8, 51, 567/-

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	-	No	-
Administrative	No	-	No	-

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Affiliating university introduces several reforms for evaluation process, which are adopted by the college. Some reforms are also initiated by the college within the framework of university instructions. Some of important evaluation reforms are as follows:

1. We have implemented the concept of internal assessment of each student, which carries a weightage of 10-20% of total marks. The assessment depends on consistent performance of the students in class, mid semester exam, assignment, project, presentation etc.
2. For practical subject like physics, chemistry, etc. internal assessment is given depending on the student's performance in practical, viva-voce during regular practical periods etc.
3. External examiner is appointed for fair conduct of final practical examination.
4. Regular class tests are held at departmental level so as to have proper assessment of students and for better preparation of the students for final exam. On the basis of the result in the class tests, remedial classes are arranged for the poor students.

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

- a. Allowed conditionally to colleges teachers to act as PhD guide.
- b. Introduced award of internal assessment of students by the college itself.

6.11 Activities and support from the Alumni Association

The college has an Alumni Association which assists the college in conducting its extension activities like, cultural, academic and other programmes. Although, we have not been taking formal feedback from Alumni Association, yet informal meetings and discussions with the alumni help us to evolve strategies for the overall development of college.

6.12 Activities and support from the Parent – Teacher Association

The college has no formal Parent–Teacher association but regular Parent- Teacher meetings are being organized at the departmental level. Every department is instructed to organize at least one parents- teacher meet during each semester. Feedback is taken from the parents during meet and is acted upon accordingly.

6.13 Development programmes for support staff

The Support Staff is provided with uniform and financial assistance, in case of any emergency, by the college.

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

1. Polythene is banned within college campus.
2. The use of cycles is promoted in order to decrease the air pollution. The students bringing cycles are provided free parking.
3. Tree plantation function is organized from time to time to make the earth clean and green.
4. Ground water recharging systems are installed in the college.
5. Students are encouraged to use dustbin to throw waste material.
6. Organic waste of the college is being composted.

Criterion – VII

7. Innovations and Best Practices

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

The best practice adopted by the institution for preserving and promoting social values like Beti Bachao, Beti Padhao' Abhiyan has been creating social awareness against female foeticide and gender bias attitude. Secondly, through the 'Earn while learn' facility for the needy students, we are not only providing financial assistance to students but also supporting the college administration in getting their work done.

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

The plan of action decided in the meetings of the IQAC committee were monitored and executed efficiently. Consequently, the college has been able to accomplish the following results in a defined time frame.

1. Parking for accommodating bikes of girl students has been constructed while for boys, the work is in progress.
2. Five new washrooms were constructed for Girl students
3. Library Automation software was purchased and installed in the College Library.
4. Some laboratory equipments were purchased and some were got repaired, both for Physics and Chemistry labs.
5. Campus beautification process continued with the purchase of plants and decorative lights.
6. Maintenance work related to electrical, electronic and building would continue as per need.
7. The college had a successful advertisement campaign as a part of new admission policy.
8. New short term courses related to computer, IELTS, Cosmetology, Fashion Designing and coaching classes for UGC (NET) exam were started in the summer vacation as a part of internal resource generation.
9. Both Gents and ladies staff rooms were equipped with air conditioner and were provided with other necessary facilities.
10. IQAC got the feedback pro-forma from both students and parents which was analyzed for betterment of teaching learning environment.

7.3 Give two Best Practices of the institution

- a) The college has started honoring the parents of single girl child to promote 'Beti Bachao, Beti Padhao' Abhiyan of Govt. of India.
- b) The college has been continuing with the 'Earn while learn' facility for the needy students in which students are given opportunity in assisting the college administration on payment basis.

7.4 Contribution to environmental awareness / protection

A large number of shady, herbal and ornamental plants are being planted in college campus and college ground. More number of dustbins are being placed in different places in college and large number of placards showing “Say no to polythene and use jute bag” are pasted at different places in the campus. All these activities encourage the students to make the environment clean.

7.5. Whether environmental audit was conducted?

No

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

SWOT Analysis	
Strengths	<ol style="list-style-type: none">2. Well mix of experienced and young dedicated faculty.3. Ample infrastructure to provide facilities to the students
Weaknesses	<ol style="list-style-type: none">1. Freezing of Grant in aid posts by the government.2. Scarcity of grants from state government.3. Students are from rural and educationally backwards region.
Opportunity	<p>The College can apply for UGC funded research projects and innovative courses</p>
Threats	<ol style="list-style-type: none">1. Trend among students to go to abroad for higher studies and PRship.2. Mushrooming of new and professional institutions in the area.3. Presence of Government Science college in our vicinity.

8. Plans of institution for next year

- Before the commencement of the new academic session necessary arrangement would be made for the timely publication of prospectus. All relevant information regarding the admission procedure, fee structure and eligibility criteria would be conveyed to the students.
- College would do publicity through its website, newspapers and local TV channel.
- All the Heads of Departments with all the faculty members would schedule an academic calendar before the commencement of the session. The course content would be designed keeping in mind the convenience of the learners. The academic calendar released by Panjab University would be followed.
- Necessary actions would be undertaken to start 10+1 courses in science and commerce streams from coming session.
- Necessary arrangements would be made to start Masters degree programme in Physics.
- Short term courses in Computers and Coaching classes for various competitive exams like UGC - NET etc. will started from the month of June, 2018.



Name: Dr. Anuj Kumar Sharma

Signature of the Coordinator, IQAC



Name: Dr. Karan Sharma

Signature of the Chairperson, IQAC
