Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**LR DAV COLLEGE, JAGRAON**
Name of the head of the Institution	**KARAN SHARMA**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01624223260**
Mobile no.	**9988484840**
Registered Email	**info@lrdavjagraon.com**
Alternate Email	**lrdaviqac@gmail.com**
Address	**LAJPAT RAI DAV COLLEGE, COLLEGE ROAD, JAGRAON**
City/Town	**JAGRAON**
State/UT	**Punjab**
Pincode	**142026**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**ANUJ KUMAR SHARMA**
Phone no/Alternate Phone no.	**01624223260**
Mobile no.	**9780457635**
Registered Email	**info@lrdavjagraon.com**
Alternate Email	**lrdaviqac@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.lrdavjagraon.com/wp-content/uploads/2016/10/AQAR2016-17.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://lrdavjagraon.com/wp-content/uploads/2016/05/Academic-calendar-1.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.58**	**2016**	**19-Jan-2016**	**18-Jan-2021**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**07-Jan-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Budget Allocation under	**10-Jul-2017**	**8**

various heads	365	
Academic and Administrative work distribution	10-Jul-2017 365	100
Academic Calendar Formulation	10-Jul-2017 365	8
Conduction of regular IQAC meetings	10-Jul-2017 4	8
Collecting feedback from students through feedback committee	18-Jan-2018 40	265

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
LRDAV COLLEGE	University sponsored seminar	Dean, College Development Council, Panjab University Chandigarh	2017 45	26500
LRDAV COLLEGE	Construction of women hostel	UGC	2017 540	155173
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

- **IQAC formulated various committees at the start of the session for efficient execution of the decisions taken by IQAC.**

- **IQAC prepared the academic calendar of the college at the start of the session.**

- **IQAC successfully prepared and submitted the AQAR report of the previous session i.e. 2016-17.**

- **Through the feedback committee of the college, IQAC got the feedback report, of the students, analyzed.**

- **IQAC thoroughly chalked out the plan for the admission campaign of the college for the upcoming session i.e. 2018-19**

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Academic Calendar Formulation	List of all college activities including academic activities
Budget Allocation under various heads	Regular upkeep of the infrastructure and organisation of various activities in the session
Power decentralisation by constituting various committees	Effective and Efficient implementation of the various decisions taken in IQAC meetings and ensuring better transparency.
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14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2018**
Date of Submission	**27-Feb-2018**
17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The College has been making advances in the existing Management Information System (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. Students' record – Students' record like attendance, marks of House Tests, Internal Assessment and information related to university examination are managed both manually and through computer.SMS through notification gateway is sent to parents regarding low attendance and academic performance etc. Parent Teacher meetings are also held. Information is disseminated through college website, Social Network: Information to stakeholders through college website. 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, cataloging 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 students' sports activities), NCC NSS for keeping record of academic functions, various cocurricular activities and student participation details and prizes won in various cultural activities.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution ensures effective curriculum delivery through a well planned and documented process. We adopt the curriculum provided by the Panjab

University, Chandigarh. Any revision in the syllabus or curriculum is done at the university level though we have indirect access through our members in Board of Studies (BOS), PU Chandigarh. Depending on our resource potentiality, institutional goals and concern towards the students, we strive to impart quality education. The institution has a well structured and effective mechanism for the implementation of the curriculum. Following are the various means through which the curriculum is executed : 1. Regular meetings of the heads of the various departments are held with the Principal cum Chairperson IQAC. The in-charges discuss their plans for the academic and extracurricular activities of their respective departments. 2. Academic Calendar is prepared as per the Panjab University, Chandigarh. Academic schedule and the activity calendar are prepared at the start of the session by IQAC. 3. Special stress is laid on the use of ICT in classrooms, like power point presentations, smart boards and audio-visual support facilities etc. along with the traditional lecture method for effective delivery of curriculum. 4. The institution has been regularly organizing seminars and other co- curricular activities to integrate human values and ethics amongst its students. The university curriculum itself includes educating the students against child abuse and Women harassment through Environment education in all the undergraduate courses. We feel proud in stating that in our college the instances of ragging or women harassment are nil. The college has constituted an anti ragging committee in accordance with the guidelines of UGC. The students can lodge a complaint with the committee in case of any inconvenient incident. 5. To ensure discipline among the students, the IQAC constitutes a discipline committee at the start of session. 6. Internal assessment is done transparently with examined answer scripts shown to students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
nil	nil	Nil	00	nil	nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	nil	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	nil	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
nil	Nill	0

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	nil	0

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The feedback questionnaire is developed and discussed by the feedback committee with the IQAC. The questionnaire is then distributed to the different departments for getting it filled from students. Duly filled feedback forms are then submitted to the feedback committee. The feedback committee then analyses the forms statistically in a tabular form for each part. The feedback committee then prepares a detailed report of the students feedback and submits the same to IQAC. The IQAC in its meeting discusses the feedback report and necessary steps are taken in the possible area of improvement. Principal evaluates these with each teacher and motivates him/her to look at the specific areas where up gradation and improvement is required.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
Nill	nil	0	0	0

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	731	263	9	0	19

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
20	15	6	7	7	2

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

IQAC makes efforts for the holistic development of students through :- 1) Orientation:-New students are briefed on matters pertaining to their programs /courses /fee/accommodation and rules and regulations of the college. They are also advised on personal safety and security. 2) Counselling:- Counselling services on academic and non-academic matters are also made available to all students by the teachers itself. 3) Professional Guidance:- Regular Annual Industrial visits provided to the students. The college authorities take care of the interests of all the students on rolls. 4) Sports Guidance :- The college has a spacious ground and other necessary equipment including gym for various sports activities. IQAC has been continuously guiding and motivating the physical education department to make efforts for providing a congenial sports environment in the college so that maximum students can be brought into the ambit of sports activities. 5) Extramural guidance :- Participation in various college activities and Youth festival is a regular feature of our college for which IQAC advises the EMA committee of the college to undertake the training programmes for the students for various activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
994	20	1:50

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
53	28	25	0	11

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	nil	Nill	nil

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	nil	nil	Nill	Nill

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, seminars, quizzes etc. The teachers hold test

sessions as a part of their regular curriculum. The teachers explain to the students how they can improve their scores can be better in forthcoming examinations by expressing themselves more appropriately in response to questions. These tests help the students to evaluate themselves and prepare for the final examination. Some departments provide regular, weekly tutorials. Remedial instruction is given to slow learners and physically challenged students. Students of commerce are given research activities in various topics. Peer evaluation is also employed by teachers to empower and enable students to help each other particularly in areas where creative and original thinking will benefit them. Group assessment is conducted by teachers when students are assigned group presentations on curricular and co-curricular, topics. The University allows students to apply for re-evaluation of University answer scripts.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar as provided by university: Summer vacation : 01-06-2017 (Thursday) to 09-07-2017 (Sunday) (39 days) College opens : 10-07-2017 (Monday) Teaching starts (i) For ongoing classes : 22-07-2017 (Saturday) (ii) For new admission classes : 24-07-2017 (Monday) Academic Term I (a) I, III V Semester : 22-07-2017 (Saturday) to 29-09-2017 (Friday) (57 days) Autumn Break : 30-09-2017 (Saturday) to 09-10-2017 (Monday) (10 days) Academic Term I (b) : 10-10-2017 (Tuesday) to 01-12-2017 (Friday) (42 days) Total teaching days of academic term I 57 42 99 days End Semester Examination : 02-12-2017 (Saturday) to 21-12-2017 (Thursday) (17 days) Winter Break : 22-12-2017 (Friday) to 07-01-2018 (Sunday) (17 days) Academic Term II (II, IV VI semester) College reopens : 08-01-2018 (Monday) to 10-05-2018 (Thursday) (96 days) End Semester Examination (Tentative) : 11-05-2018 (Saturday) 01-06-2018 (Friday) (19 days) Summer Vacation : 02-06-2018 (Saturday) to 08-07-2018 (Sunday) (37 days) Total teaching days of academic term I II 99 96 195 days Internal Activity Schedule of the college : July: Havan Yajna- 19th July, 2017(Wed) at the beginning of the session World Nature Conservation Day- 28th July, 2017(Fri.) August: Teej Celebrations: 2nd August 2017(Wed.) College Foundation Day-26 August 2017(Sat.) September: Teachers' day : 5th September 2017) (Tuesday) Hindi Divas: 14th Sep,2017(Thursday) Navrang: 28th,29th,30th Sep,2017(Thurs,Fri,Sat) October: International Animation Day: 28th Oct,2017 November: Departmental Seminars/ Extension Lectures/ Conferences/ Workshops etc.,2017 December: NSS Camp(Seven Day) in winter vacation,2017 January: Lohri Celebrations:13 Jan,2018(Sat) Birth anniversary of Lala Lajpat Rai : 28th Jan., 2018(Sun) February: International mother language day :21 Feb 2018(Sat.) Kite Flying Competition Athletic Meet 26th, 27th, 28th Feb 2018(Mon,Tues,Wed) March: Picnic Tours First week of March,2018 International Women's Day 8th March,2018(Thurs.)

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://lrdavjagraon.com/wp-content/uploads/2022/03/PSOs_POs_COs.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
nil	Nill	nil	0	0	00

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

 http://lrdavjagraon.com/wp-content/uploads/2019/08/Student-satisfaction-survey-Feedback.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	nil	Nill	Nill

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
nil	nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	nil	nil	Nill	nil

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
nil	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	1	4.6
International	Commerce	3	5.32
International	Mathematics	5	0.34

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Mathematics	1
Commerce	5
Punjabi	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	nil	nil	Nill	0	nil	0

	No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	nil	nil	Nill	0	0	nil

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	2	0	1
Presented papers	3	28	0	0
Resource persons	0	2	3	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
nil	nil	0	0

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited

nil	nil	nil	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
nil	nil	nil	0	0
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
nil	00	00	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
nil	nil	nil	Nill	Nill	00
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
nil	Nill	nil	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
500000	407586

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing

Seminar halls with ICT facilities	Existing
Video Centre	Existing
[View File](#)	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Campus Whizz	Fully	NA	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	30096	2207381	6	1325	30102	2208706
Reference Books	3045	183241	20	7418	3065	190659
e-Books	135000	0	0	0	135000	0
Journals	38	0	6	25370	44	25370
e-Journals	6000	0	0	0	6000	0
Digital Database	1	5725	1	5900	2	11625
CD & Video	59	0	0	0	59	0
Weeding (hard & soft)	12281	155820	6	825	12287	156645
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
nil	nil	nil	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	169	96	148	148	5	22	14	10	32
Added	0	0	0	0	0	0	0	0	0

Total	169	96	148	148	5	22	14	10	32

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
510000	67748	1500000	939341

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Upgradation of computers and other laboratory equipments is done as per the requests available from the incharges of their respective departments. The equipments are purchased through a purchase committee constituted by the Principal. The maintenance of the computer software and hardware is done through the annual maintenance contracts given to the respective firms.The annual maintenance contract of online UPS is given to the Powersure technologies, Chandigarh. Annual maintenance contract of library software is given to Contemporary Software Services Pvt. Ltd. For the classrooms and sports complex, upgradation and maintenance is a regular process depending on need.

http://lrdavjagraon.com/wp-content/uploads/2019/08/Procedures-for-maintaining-and-utilizing-the-physical-academic-and-support-facilities-laboratory-library-sports-complex-computers-classrooms.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession From College	113	746750
Financial Support from Other Sources			
a) National	Student Welfare department, Chandigarh	58	15600
b)International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

nil	Nill	0	nil
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 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
Nill	nil	0	0	0	0
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 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
nil	0	0	00	0	0
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 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	25	BA	Arts	LRDAV College, Jagraon	MA (ENGLISH), MA (PUNJABI), MA (ECONOMICS), MA (HISTORY), M.Sc. (MATHE MATICS), PGDCA
2018	3	B.Sc	Science	LRDAV COLLEGE, JAGRAON, S. Govt. College of Science Education and Research	M.Sc. (Chemistry, PGDCA)

| 2018 | 3 | Computer Application | Computer Science | LRDAV College, Jagraon | PGDCA |
| 2018 | 21 | Commerce | Commerce and Management | LRDAV College, Jagraon | Master in Commerce |

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	5

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Navrang – 2017	Institutional	138
Debate Competition	Institutional	14
Sports Meet	Institutional	350
Science Quiz Competition	Institutional	60

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	Nill	Nill	0	0	00	00

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

NIL

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

456

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Under the guidance of IQAC, the administrative work of the college is decentralised by formulating various committees at the start of academic session, for smooth, efficient and prompt conduct. The conveners of these committees organize regular meetings with committee members so as to chalk out plans in line with the directions of IQAC.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	Industrial visits are organized by Department of Commerce to equip students with the first-hand knowledge about latest industrial scenario. During 2017-18, industrial visit to Avon Fitness, Ludhiana was organized to provide exposure about cycle industry. The department of Sciences also organised an industrial visit to Water treatment plant, Jagraon on Nov. 10, 2017. So far we have not collaborated with any industry for giving them technical assistance.
Admission of Students	• Admission of students is done on the basis of first come first serve according to the norms laid down by Panjab University, Chandigarh. • To make admission process smoother, more fluid admission strategy was formulated. • Teachers from every Department were deputed during admission days to help students and parents in satisfying their doubts pertaining to admission. • Facility of helpdesk was provided to redress queries regarding admission schedule, fee structure and availability of seats. • Another helpdesk was provided to guide students for different financial aids available in the college. • To reduce dropout rate due to financial constraints, the institution provides flexibility in payment of fee.
Curriculum Development	Being affiliated to Panjab University, Chandigarh, the college

	follows the curriculum proposed by the university. Though, we have an indirect access to develop and amend the curriculum through members of Board of Studies from our college. During the session 2017-18, Dr. Kunal Mehta, Deptt. of History, was member of Board of Studies from our college . Along with it, the feedback system is streamlined. Teachers Feedback and Student Feedback are obtained covering various aspects of the teaching learning process. This feedback is used for academic quality enhancement and suggestions are communicated to the university through member of Board of Studies.
Teaching and Learning	• The College has been encouraging the use of ICT based teaching and in order to make it more effective, most of departments are equipped with necessary computer related infrastructure and internet facility. Students are encouraged to submit their assignments in the form of PPT's to enhance knowledge of technology in them. • Departmental meetings with the Principal are convened at the beginning of the academic session for planning effective implementation of the curriculum. Teachers are advised to prepare effective lesson plans to deliver lectures effectively and to complete syllabus in time. • Interactions of teachers and students with experts during seminars, workshops and extension lectures organised in the college to enlighten them on diverse aspects of knowledge. • Upgradation of library at regular intervals is a priority for college. Reading habits are encouraged in students to motivate participative learning. The college awards the student who makes best use of library during the session. • Industrial visits are organized by Department of Commerce and Management to equip students with the first-hand knowledge about how to run and manage industrial units. • Every year an educational trip to science city is organized to instil scientific learning among students.
Examination and Evaluation	• The college implements all the examination and evaluation reforms initiated by Panjab University, Chandigarh to which the college is

		affiliated. • Internal assessment is given on the basis of consistent performance of the students in class, mid semester exam, submission of assignments, project completion, presentation and conduct in class. • External examiner is appointed for fair conduct of final practical examination. • 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 exams. On the basis of the result in the class tests, remedial classes are arranged for the poor and weak students. • The college staff whole heartedly performs examination duties assigned to them by university and act as Superintendents, deputy superintendents, assistant superintendents, flying squad and also evaluate university examination sheets.
	Research and Development	IQAC ensures promotion of research temperament amongst faculty members and encourages them to participate in research –oriented activities provided by variegated faculty development programmes. There has been a notable increase in the participation of the faculty in seminars and conferences and research publications in national as well as international journals. Faculty is availing optimum utilization of N-list facility to access e-journal and e-books.
	Library, ICT and Physical Infrastructure / Instrumentation	Library is fully computerised. SOUL software and Campus Management Software (Library module) are installed, computerised cataloguing, book issuing and receiving are introduced, computerised browsing facility is available and e-journal facility is also provided to staff. A well-informative website highlights significant information about the college. Dedicated software is installed in Admin block for office work, Admission, Students 'record, Examination and accounts. There is facility of smart classrooms along with smart boards and projectors. Seminar hall is provided with the facility of digitalized podium .Majority of the teaching departments has been provided with computers and printers along with access to internet.
	Human Resource Management	In order to ensure that the college

staff contributes towards productive development of the institution, they are encouraged to participate in self development programmes like orientation, refresher courses and faculty development programmes. The y are motivated to undertake research on part time basis and are given academic flexibility to involve themselves in research activities. The institution provides library, laboratory and internet facilities for research activities. Staff members are granted duty leaves to attend seminars, workshops and conferences. Uncovered faculty is appointed by DAVCMC, New Delhi, Covered faculty is appointed by the representatives of DPI jointly with DAVCMC, New Delhi and Ad-hoc staff is appointed through proper channel after being interviewed by panel of subject experts from other colleges so as to appoint the deserving candidates.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The data related to administration, finance and accounts, admission and examination generated through e-governance assists IQAC to plan the development programmes.
Administration	• The college admin office has software to provide information related to students and staff members. • Student's record of attendance, internal assessment, student's registration returns and examination returns are sent online. • Information related to university is communicated to students through sms. • Records related to teachers such as lectures delivered by them and leave record is maintained online. • SOUL software is installed in library for easy circulation, cataloguing and accession to books • All records related to EMA, NCC and NSS are maintained online. • Students' participation forms in youth festival and other events are filled through portals.
Finance and Accounts	• In domain of finance, there is provision of providing provident fund online. • Along with it, Post Matric Scholarship for SC'S and BC'S, meritorious scholarship is provided online. Information about salary and PF related to retired and working

	employees is sent online when demanded.
Student Admission and Support	• Student's registration returns and examination returns are sent online. • Notifications about last date of admission, fee deposition, different scholarships and datasheet are communicated to students through sms. There is also provision of online availability of results to students
Examination	• Students examination returns are sent online • Internal Assessment • Examination forms are also filled online

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	nil	nil	nil	0

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	nil	nil	Nill	Nill	0	0

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Certificate Course on Life Skills	2	01/03/2018	30/04/2018	60
Course on GST Accounts Assistant CQP No: BSC/Q0910	2	26/05/2018	26/05/2018	1

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Duty leaves for attending Orientation, Refresher and Short Term courses offered by ASC. • CPF, GIS and gratuity is also offered by the college. • AC staff rooms, water coolers.	• PF, GIS, ELIP by the college • Centrally AC office • Uniform for menial staff	• Scholarships and Concessions • Library and resource network centre with internet access facility. • Sports Department, NSS , NCC ,Gymnasium, Grievance Redressal Cell, Sexual Harassment Cell, Career Counselling and Guidance Cell, for overall Development of students • Common rooms for boys and girls, washrooms, water cooler with attached purifier facilities, Girls Hostel, Photostat facility at subsidized rate is also available

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college has been regularly conducting external financial audit through some financial audit firms with the consent from DAV Colleges Managing Committee, New Delhi. In 2017-18 Rakshit Khosla Associates, Ludhiana conducted the financial audit of the college.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Donations from various persons and organisations	258200	Development of college
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6.4.3 – Total corpus fund generated

258200

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	nil	No	nil
Administrative	No	nil	No	nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

So far, no formal Parent Teacher Association has been organised. However, at

least one Parents Teacher Meet is convened during each semester before the examination so as to intimate the parents about the performance of their wards in curricular and co-curricular activities.

6.5.3 – Development programmes for support staff (at least three)
NA

6.5.4 – Post Accreditation initiative(s) (mention at least three)
• IQAC conducts regular meetings for the academic, financial and administrative development of the college. • AQAR preparation by IQAC is on regular basis. • Making efforts for increasing the use of ICT by faculty in teaching learning process.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nill	nil	Nill	Nill	Nill	0
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Teej festival for girl students	12/08/2017	12/08/2017	150	25
Women's Day	08/03/2018	08/03/2018	100	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The college has been up keeping the solar water heating system for girl's hostel and it has been meeting approximately 5 of the total power consumption.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating

	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
2017	Nill	1	01/07/2017	22	Admission advertisement campaign (as a part of admission policy of college)	Literacy awareness	100
2017	Nill	1	10/07/2017	355	Women's cell	Women empowerment	5
2017	Nill	1	10/07/2017	355	Fee concession to needy students	Affordable education	113

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College prospectus for students	06/06/2018	Students get to know about the various rules and fees in the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Hawan Yajna	01/07/2017	01/07/2017	100

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plantation in the college campus is a regular process. The students are guided to reduce the wastage of water. Plastic is completely banned in the institution. Groundwater recharging systems are installed in the campus. The college has started the digital record maintenance in library and administrative office to minimise paper usage.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The college encourages the students for earn while learn scheme. Hawan Yajna is performed every month. Principal of the college delivers a lecture on moral values after the Hawan Yajna. The college is managing organic waste to generate manure in the college ground.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://lrdavjagraon.com/wp-content/uploads/2019/08/Best-practices.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Weblink Uploaded

Provide the weblink of the institution
http://lrdavjagraon.com/wp-content/uploads/2019/08/INSTITUTIONAL-DISTINCTIVENESS.pdf

8.Future Plans of Actions for Next Academic Year

• All the teaching departments would be encouraged to oganise seminars/ conferences and workshops to promote research in the college. Further, they would be asked to apply for major and minor research projects with various funding agencies. • Faculty will be told to maximize the use of ICT based teaching and learning. • The institute plans to apply for new course in MSc Physics. • The institute plans to install solar lights.