



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

DAV COLLEGE, HOSHIARPUR

CHANDIGARH ROAD, HOSHIARPUR, PUNJAB

146001

www.davchsp.org.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

December 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Accredited with Grade A by NAAC in January 2014 in the Second cycle, D.A.V. College, Hoshiarpur has, over the decades, carved a niche for itself in the fields of Academics, Sports and Extra Curricular activities. Established in 1926, the college is affiliated to Panjab University, Chandigarh and recognized by U.G.C. under 2(f) and 12(b). As co- educational institution, it imparts education in the following courses - B.A., B. Com., B. Com. (Hons.), B.C.A., B.Sc. (Medical, Non-Medical and Computer Science), B.Sc.(Agriculture), B. Voc.(Retail Management) M. Com., M.Sc. (IT), M.A. (Punjabi, Political Science and History) besides Post Graduate Diploma in Computer Applications and Post Graduate Diploma in Fashion Designing. The excellent infrastructure provides an atmosphere that is both healthy and conducive to learning. The college website is updated regularly and all information regarding the teaching departments, academic calendar, infrastructure and courses is available online.

Located in the most literate district of Punjab (with the literacy rate at 85.4%) D.A.V. College, Hoshiarpur attracts students from nearby rural areas and neighboring districts of Himachal Pradesh. The institution has produced scores of scholars, administrators, professionals and statesmen who are today serving the country in various capacities. Every year our students earn positions in academics, sports and extra mural activities because of the untiring efforts of the teaching faculty. The well-qualified, experienced and dedicated faculty is continuously engaged in updating their knowledge by consistent participation in Seminars/ Conferences and contribution to Research Journals. It is a matter of pride that the institution was placed among the list of Top 100 Colleges of India, for the second consecutive year, as per a survey conducted by India Today-MDRA, the ranking improved to 35th in B.C.A., 60th in B.A., 78th in B.Com and 82nd in B.Sc. in 2019.

D.A.V College aims at infusing into its alumni the spirit of selfless service through the building- up of sterling characters. It tries its best to inculcate patriotism and national culture. Education here is a harmonious blend of the old and the new values of life. The college functions under the supervision and control of D.A.V. College Managing Society, Hoshiarpur.

Vision

DAV College, Hoshiarpur, envisages a society that ensures peace, harmony, dignity, justice and equal opportunities for development of individuals and communities. Besides, the institution aims at empowerment through higher education to all strata of society.

Mission

- *To provide quality education to all irrespective of caste, creed and socio-economic status.*
- *To facilitate the overall development of students,*
- *To inculcate ethical values,*
- *To produce dynamic, well- developed and able- minded conscientious youth.*

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- *Accredited grade A by NAAC in the Second cycle.*
- *Ranked among the Top 100 Colleges of India for the second consecutive year by India Today Group*
- *Wide choice of courses and subjects available.*
- *Robust culture of maintaining student- teacher rapport: Student Feedback Mechanism: harmony amongst students of diverse tastes and backgrounds- all with a passionate spirit of belonging, camaraderie and warmth.*
- *Qualified and experienced faculty.*
- *Vibrant and active N.S.S. and N.C.C. units.*
- *Commitment to transparency in appointment of teachers and admission of students.*
- *Holistic idea of education- emphasizing the overall development of students, with equal emphasis on curricular and co-curricular aspects.*
- *Excellent infrastructure- well- equipped laboratories, ICT- enabled classrooms, rich library and eco-friendly environment, providing an atmosphere conducive to learning*
- *Orientation Programme for Freshers*
- *Encouraging the students to be responsible, regular, punctual, courteous, and respectful to the environment*
- *Commitment to social justice and pursuit of excellence are not incompatible. We aim to go about in the pursuit of excellence by providing a chance to those who are not on higher merit in 10+2. Herein lies the dynamism of D.A.V. College, Hoshiarpur.*

Institutional Weakness

Weaknesses

- *The college has yet to get special status by U.G.C.*
- *No revenue through consultancy*
- *Lack of flexibility- Inter-disciplinary approach is the requirement of the day, we have to remain anchored to traditional courses as we are bound by Panjab University*
- *Competition from local Government college as there is a vast difference in the fee-structure*

Institutional Opportunity

- *To acquire the status of College of Excellence*
- *To strengthen consultancy practices*
- *To seek U.G.C. assistance*
- *To start new job-oriented courses*
- *Contributing to green energy initiatives for sustainable development.*

Institutional Challenge

- *To tackle the large- scale migration of students to foreign lands.*
- *To strengthen Research culture*
- *To strengthen Placement Cell*
- *To enhance college- industry-community network*

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Criterion –I Curriculum Planning and Implementation

In the very beginning of the session, students are initiated into the wider vision and the larger mission of the college through Flex boards displayed near the main entrance. Further, these are clearly stated on college website and Prospectus. Being affiliated to Panjab University, Chandigarh, the college follows the curriculum and schedule prescribed by the University, which are revised and updated frequently. Members of faculty on University bodies play a pro-active role in Curriculum- designing and revision. Principal and Heads of Departments also send their inputs suggesting new topics of contemporary relevance to be included in the curriculum so as to make education value- based. New courses with latest learning techniques, that are job –oriented, have been initiated. IQAC facilitates the organization of extension and co-curricular activities, apart from fostering communication and computer skills to ensure self-development, value-orientation and environment awareness.

Teaching-learning and Evaluation

Criterion- II Teaching, Learning and Evaluation

The two-fold process of teaching and learning, along with evaluation, constitutes the core activity of the institution. The consistently overall good academic results shown by the college reflect the congenial and healthy academic atmosphere of the college and the relentless dedication of the staff; and as a result thereof, the students get an opportunity of guaranteed and unhampered pursuit of knowledge. The teaching faculty always tries its best to substantiate the study hours through several remedial measures in case of loss of studies. Fortunately, the college has been free from student indiscipline, agitations and the menace of ragging. Apart from empowering students individually, they also learn the significance of empowerment through teamwork like NSS and extra-curricular activities. The IQAC plays a pivotal role in monitoring the teaching-learning process, facilitating constant engagement in academic activities by students and teachers, analyzing the inputs from feedback system and using these for improvement, harmonizing field-based learning with classroom learning, research with teaching, curricular with co-curricular activities. The teachers make constant efforts to update their existing knowledge and convey the same to the students by participation in Conferences/ Faculty Improvement Programmes. Faculty Development Programmes are a regular feature wherein the faculty is sensitized to latest trends and techniques in Computers. Staff is always encouraged to attend Orientation, Refresher Courses and Workshops to update their knowledge and pass on the same to the students. Some members of the staff have been upgrading their knowledge by pursuing online courses through MOOC. The college supplements the existing system of teaching with non-formal, participative and inter-active learning. Classes on Personality Development form a regular part of the Tutorials. Some of the teachers are in

constant touch with the students through emails and other social media platforms to provide them with question banks. Relevant newspaper clippings, magazines and videos are shared with students.

Research, Innovations and Extension

Criterion- III Research, Innovation and Extension

The college is essentially an institution providing Graduate courses in the fields of Arts, Science and Commerce besides some post-graduate courses in Arts and Computer Science. Several members of the teaching faculty hold research degrees- Ph.D, M.Phil and are continuously engaged in the pursuit of knowledge. Furnished with well-stocked library including online portals as INFLIBNET and DELNET, the college has an ambience conducive to research. The young scholars who join the institution as faculty members keep the atmosphere charged with an influx of intellectual ideas and interests. Their findings are published in reputed journals and their teaching skills are also enhanced as they keep the students informed about the latest developments in their respective area of study. As such, their students too feel motivated to pursue fieldwork and prepare seminar reports and projects. Three Research Journals are published annually by the college, namely, **Assimilation** for Social Sciences, **Consonance** for English Language and Literature, and **Insight** for Pure Sciences.

The college has earned a reputation for being an established institution of high learning with great regard for social responsibility. For the purpose of participation in outreach activities such as NCC and NSS, an orientation programme is organized in the beginning of each session whereby they are informed about the benefits of joining such units and their responsibility towards the society by creating awareness regarding the same. The institution also organizes examination for **B** and **C** Certificates. Further, the college collaborates with several Government and non- government agencies for the purpose of extension and outreach activities. Every year the institution is felicitated for the sincerity displayed by it in fulfilling Institutional Social Responsibility-be it for the purpose of Blood Donation, creating Awareness against Drug Abuse or undertaking Cleanliness Drives among others.

Infrastructure and Learning Resources

Criterion- IV Infrastructure and Learning Resources

The college has been providing adequate opportunities to the young men and women for undertaking their educational pursuits. Feeling the necessity of expanding the infrastructure and learning resources, considerable steps have been taken in this direction. While the number of classrooms has increased, the existing ones have been up graded with new technology. Botanical Garden and lush green lawns add to the wonderful ambience of the college. Increased demand for basic facilities like clean toilets with sufficient water supply, clean drinking water and canteen have been adequately met with. Administrative office, library and staff -room have undergone extensive renovation and augmentation to facilitate administrative as well as academic work. College has updated laboratories for Agriculture, Biology, Physics, Chemistry, Computer Science, Home Science, Music, Fine Arts and Fashion Designing. New Software was purchased for teaching English. For maintenance and upkeep of the infrastructure, Assets Maintenance Committee, Purchase Committee, Building Committee and Furniture Maintenance Committee have been duly constituted. All the Maintenance and purchase work is done systematically through these committees, which ensure optimum utilization of resources and zero wastage. Library and ICT facilities are constantly upgraded so as to provide better facilities to students and staff. Adequate arrangements are made for sports-providing coaches and

infrastructure, besides support in terms of Fee- concessions, books and free meals. For Extra- curricular activities, the institution has an Acoustically- treated, air- conditioned Auditorium with a capacity of 500 seats and flanked with spacious Green rooms. The college is also a designated Study Centre of IGNOU (2216).

Student Support and Progression

Criterion –V Student Support and Progression

Teachers work tirelessly towards the development of students' personality through curricular, extra-curricular activities and social extension programmes aimed at creating balanced self-possessed individuals who would not only succeed in life but make constructive contribution to the society in general. Indeed, the education imparted to students aims to inculcate the spirit of inquiry, creativity, environment consciousness entrepreneurial and moral leadership as well as a sense of social responsibility. In order to alleviate the rigours of a demanding college curriculum, the students are encouraged to participate in co-curricular competitions. The performance of students in Intra- College and Inter-college competitions are appreciated through certificates and prizes and felicitations during Annual Prize Distribution Function. They are encouraged to give vent to their creativity in the form of writings for college Magazine, Arya Kumar, which is published annually. As per U.G.C. guidelines, Internal Complaint Committee (ICC) has been formed. Counseling is made available to the students- Counseling for Academics, Sports, Career Guidance, Psycho-social counseling, for Entrepreneurship Development. In addition to the scholarships offered by the state government, the institution also provides financial support to the needy and deserving students. Facilities are provided to sportspersons and artists in terms of free boarding and lodging, kits and meals. The interaction with students after they have passed out continues. A large number of alumni have been occupying key positions in all walks of life. They have been representing the country as educationists, Political leaders, bureaucrats, artists, economists, and officers of the armed forces. The bond that they share with the institution is strong enough to attract them to the institution and pay back in the form of cash, books or services, whichever is convenient for them.

Governance, Leadership and Management

Criterion- VI Governance, Leadership and Management

The organisation and management of the college is under the overall guidance, and supervision of D.A.V. College Managing Society, Hoshiarpur. Systematic and strategic planning backed by disciplined and planned implementation have been the basic principles of college management. At the college level, the administration is run under the stewardship of Principal, with the help of trained and dedicated team of administrative and accounts staff. Some senior members of the teaching staff are also actively engaged in supporting college administration. A network of councils and committees has been created to coordinate the working of teaching and administration. A proper division of work is done among non-teaching staff. The Principal and members of the staff focus on the recommendations of NAAC Peer Team (post their visit) and try to implement and improve the quality of education as per their recommendations. Use of Software for Administrative work and Fee-collection, Financial Aid to needy and deserving students, N.S.S., N.C.C., setting up of Anti-ragging cell and Internal Complaint Committee are notable efforts in this direction. IQAC was set up in May 2004 after the first cycle of accreditation and has been submitting Annual Quality Assurance Reports to NAAC ever since. It has been collecting feedback from students, Alumni and parents. College website is updated on regular basis to provide exhaustive information regarding the overall functioning of the institution.

Institutional Values and Best Practices

Criterion –VII Institutional Best Practices

All activities undertaken by the institution are planned and executed with a view to propagating the vision and mission of the college. Emphasis is laid upon the holistic development of students' personality so that when they leave the portals of the institution, they are socially responsible, environment conscious, conscientious and altruistically successful human beings. Patriotism and passion for the heritage and culture of Punjab, they spontaneously imbibe from the environment they become an integral part during the formative years of life when they enthusiastically participate in the Youth Festivals and other cultural competitions. And throughout their lives they reflectively or unreflectively remain indispensably attached to the so imbibed culture of Punjab which helps them to be the intrinsic part of India while they progress in life at home or abroad. The hallmark of the institution is the principle of inclusiveness and all-embraciveness as regards to admission-seekers. They are provided equal opportunities thereafter. Propagation of Vedic culture is carried through creating a value-based ambience by performance of Havans, observance of Ved Saptahs and recitation of Saraswati Vandanas during festive occasions of every academic session. And the students thus get unreflectively imbued with meticulous fervour for the ethical values rendering them go incorruptible ways on the journey of life. Curricular, co-curricular and Sports activities, along with Social Initiatives are undertaken in a balanced way. The institution takes pride in environment-based activities and gender sensitization programmes to create consciousness among students as well as staff. Eco-friendly and Green campus, Annual Plantation camps and Community development programmes are unique features of the institution. Last but not the least, it must be mentioned that complete transparency is observed in Financial, Academic, Administrative and Auxiliary functions. The spirit of giving back to society is infused in the students so that the society is enriched by the wholesome education imparted at D.A.V. College, Hoshiarpur.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	DAV COLLEGE,HOSHIARPUR
Address	Chandigarh Road, Hoshiarpur,Punjab
City	Hoshiarpur
State	Punjab
Pin	146001
Website	www.davchsp.org.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Neerja Dhingra	01882-220858	9814828295	1882-220858	neerja.dhingra@yahoo.co.in
IQAC / CIQA coordinator	Tracy Kohli	01882-242525	9463770873	1882-242525	tracykohli@yahoo.co.in

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	20-05-1926

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Chandigarh	Panjab University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	25-05-1956	View Document
12B of UGC	25-05-1956	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc (other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day, Month and year (dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence (CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Chandigarh Road, Hoshiarpur, Punjab	Urban	10.06	11347.82

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BA, Political Science	36	Higher Secondary	English, Hindi, Punjabi	756	97
UG	BA, History	36	Higher Secondary	English, Hindi, Punjabi	756	251
UG	BA, Punjabi	36	Higher secondary	Punjabi	756	756
UG	BA, English	36	Higher Secondary	English	756	756
UG	BA, Hindi	36	Higher Secondary	Hindi	756	53
UG	BA, Sanskrit	36	Higher Secondary	Sanskrit	756	10
UG	BA, Fine Arts	36	Higher Secondary	English, Hindi, Punjabi	756	28
UG	BA, Music Vocal	36	Higher Secondary	English, Hindi, Punjabi	756	27
UG	BA, Musical Instrumental	36	Higher Secondary	English, Hindi, Punjabi	756	33
UG	BA, Home Science	36	Higher Secondary	English, Hindi, Punjabi	756	22
UG	BA, Economics	36	Higher Secondary	English, Hindi, Punjabi	756	48
UG	BA, Sociology	36	Higher Secondary	English, Hindi, Punjabi	756	87
UG	BSc, Mathematics	36	Higher Secondary	English	350	263
UG	BSc, Physics	36	Higher Secondary	English	350	263
UG	BSc, Chemistry	36	Higher Secondary	English	350	256

UG	BSc,Biology	36	Higher Secondary	English	350	65
UG	BSc(Agriculture),Agriculture	48	Higher Secondary	English	160	160
UG	BSc,Computer Application	36	Higher Secondary	English	350	81
UG	BCA,Computer Application	36	Higher Secondary	English	240	169
UG	BCom,Commerce	36	Higher Secondary	English,Hindi,Punjabi	340	227
UG	BVoc,Commerce	12	Higher Secondary	English	60	27
PG	MA,Political Science	24	Graduation	English,Hindi,Punjabi	60	20
PG	MA,History	24	Graduation	English,Hindi,Punjabi	60	17
PG	MA,Punjabi	24	graduation	Punjabi	60	16
PG	MCom,Commerce	24	Graduation	English,Hindi,Punjabi	80	61
PG	MSc,Computer	24	Graduation	English	60	28
PG Diploma recognised by statutory authority including university	PG Diploma, Fashion Designing	12	Graduation	English	24	0
PG Diploma recognised by statutory authority including university	PGDCA,Computer	12	Graduation	English	30	16

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				26				20			
Recruited	0	1	0	1	12	14	0	26	7	13	0	20
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				8			
Recruited	0	0	0	0	0	0	0	0	5	3	0	8
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				41
Recruited	16	3	0	19
Yet to Recruit				22
Sanctioned by the Management/Society or Other Authorized Bodies				19
Recruited	14	5	0	19
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	4	5	0	2	7	0	19
M.Phil.	0	0	0	5	8	0	3	3	0	19
PG	0	0	0	3	1	0	7	6	0	17

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	3	9	0	12

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	684	11	0	0	695
	Female	582	12	0	0	594
	Others	0	0	0	0	0
PG	Male	29	4	0	0	33
	Female	160	2	0	0	162
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	288	252	253	173
	Female	329	318	298	224
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	118	117	111	119
	Female	142	129	170	164
	Others	0	0	0	0
General	Male	692	619	619	396
	Female	792	739	629	449
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2361	2174	2080	1525

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 492

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
28	28	28	29	29

2 Students

2.1

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1484	1525	2080	2174	2361

File Description	Document
Institutional Data in Prescribed Format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
680	671	671	680	673

File Description	Document
Institutional data in prescribed format	View Document

2.3**Number of outgoing / final year students year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
457	502	716	584	517
File Description			Document	
Institutional Data in Prescribed Format			View Document	

3 Teachers**3.1****Number of full time teachers year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
51	50	53	52	46
File Description			Document	
Institutional Data in Prescribed Format			View Document	

3.2**Number of sanctioned posts year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
58	58	58	58	58
File Description			Document	
Institutional data in prescribed format			View Document	

4 Institution**4.1****Total number of classrooms and seminar halls****Response: 40****4.2****Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
176.72	136.22	333.16	182.10	179.39

4.3**Number of computers****Response: 87**

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Steps taken by the institution to ensure effective curriculum delivery through a well-planned and documentation process are as follows:

- The Semester-wise academic calendar, prepared by university, is strictly adhered to by the college.
- Before the commencement of academic session, IQAC prepares an action plan.
- Departmental meetings and Meetings of Academic Council of college are held at the beginning of the academic year to discuss the distribution of syllabus. Theory & Practical classes are held according to Time-Table, which is displayed on students' and staff Notice Board.
- The Examination Branch plans House tests well in advance.
- Departmental activities are planned so as to supplement traditional teaching.
- Course outcomes are clearly conveyed to the students in the beginning of the session.
- Conventional teaching is blended with use of ICT to make teaching- learning more learner-centric. ICT enabled rooms being limited; the schedule for different departments and classes is prepared.
- Classroom teaching is supplemented with seminars, workshops, guest lectures, group discussions, tutorials, quiz, and paper presentations, Educational trips, Excursion and Industrial visits by the students.
- Newspaper clippings and magazines, relevant to the syllabus, are also referred to in order to keep students updated.
- Extra classes are held whenever the need is felt.
- For slow learners remedial classes are arranged whereas special coaching sessions are imparted for advanced learners to meet academic and career prospects.
- Question Banks are provided to students so that they perform better.
- Teachers provide personal guidance to students so as to improve their performance.
- The College Library provides teachers and students with necessary learning resources for effective delivery of curriculum. The faculty members in the college are provided with unique user IDs and passwords for accessing N-LIST.
- The college motivates its faculty members to attend Orientation/Refresher courses, workshops and present papers in seminars conducted by colleges, and universities for acquiring essential skills for efficient delivery of the curriculum. The necessary record is maintained by IQAC of the college.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 2

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years**Response:** 29.76**1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
02	07	01	02	03

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility**1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Response:** 1.42**1.2.1.1 How many new courses are introduced within the last five years****Response:** 07

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0.88

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
38	28	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

Panjab University updates its syllabi on regular basis, incorporating issues of contemporary relevance at

various U.G. and P.G. levels. The institution substantiates classroom teaching with Extension activities, Camps, Awareness Rallies, Flex Boards, Poster-making and Paper-reading Competitions etc to integrate the issues with classroom teaching. The students are made aware of cross-cutting issues like Gender, environment, human values and professional ethics through various courses of study:

Department of Commerce

Organizes Seminars on Social and Business Ethics and Corporate Governance dealing with morals and reasoning, dilemmas, law and morality, equity, justice and fairness, ethical standards, and moral development.

Department of Political Science

- Deliberates upon emerging issues like international summits regarding environment, Gender & Peace and Sustainable Development Goals.
- Introduces key terms and Recent Debates on Modernity & gender, and its relevance in modern era.
- India's Environment Policy vis- a vis Climate Change & India's role in international and domestic law on climate change is discussed.

Department of History

Discusses the Feminist Movement, the history of issues like feminism and the contemporary relevance thereof, besides new social issues.

Department of Physical Education

Emphasizes on Factors affecting development of personality and need for environment protection besides its impact on heredity and development.

Department of Sociology

- Prepares students to understand the perspective of the marginalized sections like gender and race.
- Introduces students to both conceptual and theoretical understanding of social structure and social change.
- Discussions are held to present a comprehensive view of Indian society especially the problems of the underprivileged including women.
- Introduces the problems related to social disorganization, its levels and exposes students to understand social realities related to domestic violence, patriarchy and problems of working women.

Departments of English, Hindi and Punjabi

- Literature helps students to develop new ideas about history, society and culture. It nurtures aesthetic sensibility and instills in them an appreciation of art and culture.

- Inculcates nationalism and patriotism spreading awareness against race, gender, slavery and prejudices.
- Satire and humor is used to express anguish of victims suffering racial discrimination. Discrepancies between appearance and reality in human conduct, judicial activism, conservation of national resources and human rights are also dealt with.

File Description	Document
Any Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 6.33

1.3.3.1 Number of students undertaking field projects or internships

Response: 94

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

Response: C. Any 2 of the above

File Description	Document
Any additional information	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 1.21

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
20	10	078	01	06

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 35.42

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
704	578	897	969	1196

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2470	2440	2440	2470	2446

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 52.12

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
296	256	359	395	453

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Since the institution welcomes students from diverse backgrounds and with diverse mental levels, at the onset of classes, teachers identify students as advanced learners, mediocre and slow learners.

The following steps have gone a long way in improving examination results and several of our students get placed in University merit lists every year:

- Identification of Advanced Learners.
- Additional references books, journals etc. are provided to them.
- Open access to library and laboratories.
- Question Banks and Model Question Papers are made available.
- Advance topics are introduced.
- Exposure to Seminars and Conferences.
- Participation in Competitive Exams.

Felicitation:

- Parents are invited after the declaration of results and during the Prize Distribution Function.
- Achievements are highlighted in newspapers.
- Flex boards are put up on the college gate and also inside the college premises to motivate other students.

- **Financial incentives** are given to those outperforming others.
- Classes for U.G.C- N.E.T.

For Slow learners:

- Identification of slow learners.
- Free access to teachers for guidance.
- Tutorials and remedial classes.
- Personal attention.
- Bilingual method of teaching.
- Modification and simplification of teaching methods based on the level of students.
- Revision of the Syllabus.

Others Methods

- The college conducts Mid Semester Tests (MST) in all subjects. After assessment of their performance, special classes are organized for slow learners as well as advanced learners.
- **Remedial classes are conducted in addition to the regular classes and are scheduled outside the regular time-table.**
- **These classes are not compulsory but maximum numbers of students are motivated to join these classes.**
- The teachers meeting these classes make special efforts and create special resource material as per the need of the target students.
- The performance of students in these classes is assessed through special tests at regular intervals.
- Arya Book Bank for both advanced and slow learners and books are made available for the entire session.

File Description	Document
Any additional information	View Document

2.2.2 Student - Full time teacher ratio

Response: 291:10

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

1. Teachers use several methods to enhance the learning experience:-

- **Innovative methods: Language teachers** use an amalgamation of traditional and modern innovative methods like **Text Book Method, Situational Teaching, Incidental Teaching, Referential teaching** so as to make learning easy to retain. Referential teaching is more often used by the teachers of PG classes.
- **Experiential Learning** is an inbuilt constituent of most of the courses offered by the college like B.Sc., B.Sc. (Agriculture), B.C.A, M.Sc. (IT), P.G.D.C.A., P.G.D.F.D., Communicative –English, Music (Instrumental), Music (Vocal), Fine Arts, Physical Education and Home Science.
- **Emphasis on Practicals:** For students of B.Sc. (Agriculture), the institution has well- equipped laboratories and farming land; wherein students learn by doing practical work under the supervision and guidance of teachers.
- **Subject –related Competitions:** They are given opportunities to use and check their skills and knowledge by participating in various subject-related competitions.
- **Real time Job Experience:** College has signed MoU with some Industrial units and Firms to provide a real time job experience to the students of M.Com & M.Sc. (IT), P.G.D.F.D. and B.Sc. (Agriculture). Every year, our students go for hand-on training.
- **Departmental Activities:** Activities are designed so as to provide the students with the learning experience which, is not covered by the defined syllabus. Visit to other institutions, field and educational trips are organized by different departments. **For example, students from Department of Agriculture are taken to an educational excursion to Una, nearby town in Himachal Pradesh to study foliage and the qualities of the soil of that place. Similarly, Department of Sanskrit celebrates Sanskrit Divas where students presented two small acts in Sanskrit.**
- **Library Orientation:** Students are encouraged to visit the library to consult the suggested extra reading material so as to help them prepare assignments on the topics assigned to them. For this purpose, library orientation programme is conducted in the beginning of each session.
- **Regular discussion** is an important feature of College routine so as to help students develop critical thinking, logical mind and scientific aptitude.
- Assignments and Projects.
- Visit of subject experts are a regular features.
- **Use of ICT to make teaching – learning more interactive, participative and interesting.**
- Focus on extension activities.
- Focus on specific learning outcomes.

- Subject – Societies for the benefit of students.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 1.96

2.3.2.1 Number of teachers using ICT

Response: 01

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 30.92

2.3.3.1 Number of mentors

Response: 48

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

- The faculty members are well-versed in tuning their method of teaching to meet the demands of the content and the aptitude of the learners. However, teaching pedagogy is modified from time to time.
- **Role – Play:** Language teachers use the Method of for the reading of a play i. e. the students are assigned roles of various characters and then they are asked to deliver the dialogues of that character using proper voice modulation and intonation. Teachers guide them through the whole reading process correcting dialogue delivery etc.
- Students are made to learn by doing that is by performing content related activity. For example a **Mock Parliament** was convened to teach the students about Parliamentary Sessions by the department of Political Science and Department of Sociology.
- **Referential Teaching:** While reading a poem or a story or any other genre teacher may connect the students to a movie or a T.V. Serial or even a cartoon to explain the various principles of Poetics.
- **E-learning resources** -If reading skill and pronunciation is to be taught then teachers stick to “Text

Book Method". The college has purchased licensed software to improve the reading, listening and speaking skills of the students. Apart from this, they are shown videos to help them grasp language better.

Departmental activities :

- **Techno-wave** – a series of events in computer department is carried every year wherein students compete in programming, designing, debugging etc.
- **Hindi Diwas** is celebrated every year by the department of Hindi wherein competitions like poem recitation, essay writing, declamation etc is held.
- **Paper reading competition** on Quit India Movement was organized by Department of Political Science to commemorate its anniversary.
- **Gaiety** is organized every year by the Department of English. Various competitions like paper reading, essay writing, debate and calligraphy are held and a function is organized where a variety show is presented by students.
- Students of **Music** are given assignments on the basis of analysis and synthesis of the particular Raga. This not only helps them understand the content but also gives flight to their imagination.
- **Currency Exhibition** Department of Economics organized an exhibition of currency of various countries for the benefit of students.
- **Exhibition cum Sale** Departments of Home Science, Fine Arts and Fashion Designing encourage students to create new things and organize an exhibition cum sale towards the end of the session.
- **Environmental education** is imparted by taking students to rural areas under the aegis of NSS.
- **Analysis of Feedback** after completion of syllabus so as to bring about improvement.
- **Students of Science and Computer** learn by working both in their laboratories and outside laboratories. Projects and assignments are given. The teachers at times prefer to use Problem-Solving Method to test the Application of the knowledge of the students.
- **Innovative Teaching Methods:-** PPT making competitions, panel discussions, group discussions and eco- friendly practices are adopted by institution as regular feature.

File Description	Document
Any additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
Response: 90.85	
File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years**Response:** 25.74**2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
16	14	14	11	10

File Description**Document**

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)

Any additional information

[View Document](#)**2.4.3 Teaching experience per full time teacher in number of years****Response:** 15.12**2.4.3.1 Total experience of full-time teachers**

Response: 771

File Description**Document**

Any additional information

[View Document](#)**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 0**2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 5.52

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
04	04	03	03	02

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Methods of Assessment

- In the beginning of each session, students are instructed about the syllabus, pattern of examination, assessment process and submission schedule for assessment.
- Assessment is linked to attendance and performance in house tests and assignment.

Mid- Semester Test

- Regular class tests and MST are held.
- Reschedule of MSTs for sportspersons, participants of youth festival in case of clash between the schedule of MSTs and other activities. In case a student is not able to appear in MST due to Medical issue or other personal problem, special tests are arranged for them.
- Answer sheets of mid -semester exams are evaluated by the respective teachers in the college library by table- marking within three days of MSTs so as to expedite the process.

Assignments

- Different topics relating to subjects are given to the students to prepare themselves for ultimate discussion in the class. On the basis of this, assignments are allotted which are later evaluated by the concerned teacher.
- To facilitate the students to improve their attempt ,multiple assignments are given on the basis of

which evaluation is considered. Furthermore projects are assigned on the basis of syllabus in various subjects such as Computer Science, Agriculture, Fashion Designing and Commerce etc. which are evaluated.

Seminars and Other Activities

- Seminars are conducted in class and evaluated. If any deficiency is found in presentation, the student is given another chance.
- The institution also encourage students for various academic activities such as group discussion, quiz, paper reading contests, debates, chart making completion, workshops, and many other activities which are again evaluated by experts of the similar fields.

File Description	Document
Any additional information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Transparency in the mechanism of Internal Assessment is ensured at two levels:

At College Level:

- The institution **follows guidelines issued by Panjab University** for internal assessment in theory as well as in practicals from time to time.
- **Internal assessment** is marked on the basis of mid -semester tests, academic activities like assignments, projects, seminars, participation in class discussion, projects etc. on the basis of attendance in the respective classes.
- **Display of Internal Assessment:** Then the lists showing internal assessment are displayed on the notice board for three days so that the students may know their credits in various subjects and point out discrepancies, if any.
- After compilation the list is **submitted online** to the university portal.
- They are free to meet the Principal in this connection.
- Internal Assessment is communicated to students. They are made aware of the evaluation process.
- MST is rescheduled for some students who are not able to appear due to their involvement in sports and extra curriculum activities.

At University Level

- In case of any student having a grievance, the same is forwarded to the university through the Grievance Redressal Cell.
- Most Classrooms and corridors are fitted with Close Circuit T.V. Cameras to ensure that no

malpractices are carried on during examination.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

At College Level

- Grievance Redressal Committee has duly been constituted to deal with all grievances including the ones related with examination.
- Result committee, examination branch and office clerk deal with examination work.
- When the evaluated answer sheets (for mid semester examination) are distributed among students, any discrepancy brought to the notice of the concerned teacher is corrected without any delay.

At University Level

- In case of any discrepancy during University exams, the same is referred to the concerned authority without any delay for the necessary correction.
- Students can apply for re-evaluation and even get a photocopy of their evaluated answer sheet.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

- The academic calendar is based on Panjab University calendar. The calendar defines the number of teaching days, is published in College Prospectus and notified on college website.
- An Orientation Program is organized immediately after the commencement of classes, wherein code of conduct for students, academics, Sports and Extra-curricular activities and various facilities available for students are discussed in depth.
- The schedule for the conduct of mid-semester test, Prize distribution function and Convocation is given.
- The dates for the conduct of the end semester examinations are also mentioned in this calendar.
- While keeping in view the schedule of university examination, all departmental and curricular activities are planned.
- The calendar is framed so as to enable the completion of the prescribed number of teaching days as per UGC guidelines.

Workload of teachers is allocated as per University and State govt. rules. Attendance registers are duly maintained by all teachers

File Description	Document
Any additional information	View Document

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 on website and communicated to teachers and students

Response:

The institution runs various Programs. Learning Outcomes for all courses are displayed on college website and teachers discuss the same with students at the beginning of each session.

Humanities

- B.A and M.A students gain proficiency in language and with the help of this knowledge, they are able to understand and new ideas related to history, politics, society and culture.
- Through these courses, students are able to develop understanding of their social, economic, political systems.
- These courses instill human values amongst students and they can thus be involved in the process of nation building.
- The aesthetic skills of those studying Music, Fine Arts and Home Science are polished in such a way as to provide them employability.
- The students are trained to become Teachers, Lawyers, Administrators and Bankers.

Commerce

- Students are acquainted with principles of banking, insurance and accounting, law, management, and taxation are taught in B.Com.
- M.Com. Course covers the study of emerging trends of modern commerce. Students learn about the stock market and marketing practices through industrial visits and stock exchange working.
- Entrepreneurial, Managerial and analytical skills in Finance and Accounts are developed.
- Critical thinking and reasoning ability is developed as well.
- U.G. and P.G. courses in Commerce enable students to gain employment in Banks, Insurance companies and Industry.
- They are encouraged to perform well in professional courses as C.A., C.S., I.C.W.A.

Computer Science is taught at U.G. as well as P.G. level.

- In B.C.A students are taught to analyze and develop computer programs related to algorithms, web design, and mobile application design.
- They are also taught to apply standard software engineering process and strategies in software project development using open source programming environment to deliver a quality product for business success.
- In M.Sc. (IT), student gains understanding about techniques, technologies and methods used in

managing and implementing information, technology systems.

- After M.Sc. (IT) courses students have intellectual and conceptual foundation to play leading roles in the development of information technology industry.
- Post-Graduation Diploma in Computer Application (PGDCA) equips the students with skills required for designing and developing applications in information technology.
- The courses in Computer Science train students to develop software and work as Consultants, Network Engineers, Programmers etc.

B. Sc in Medical, Non Medical and Agriculture

- Students are given theoretical as well as practical training in latest development in Agriculture, Horticulture and Floriculture.
- The course develops scientific temper as well as research culture among students.
- Students opt for **Biology, Physics** and **Chemistry** as optional subjects in various competitive exams like Indian Administrative Services, Banking Services and Central Government Services.
- **Mathematics** helps students to develop critical thinking and rational aptitude. The course helps students develop employability skills.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Though the curriculum of all programs is designed by the affiliating university, the college teachers have defined the program outcomes for each program offered by the college.

- All the departments are required to define their program and course outcomes are displayed on the notice board of each department. The students are informed about these outcomes in the initial classes of respective subjects.
- **Programme outcomes** are also clearly stated and displayed on the college website. They are also communicated to the students in regular classes. At the end of the session, feedback is taken from students regarding the attainment of these outcomes.
- The institution sensitizes students of their social obligations, making them better citizens.
- The table which shows the number of University positions gained by students of our institution during the last five years is attached in the supporting documents.

File Description	Document
Any additional information	View Document

2.6.3 Average pass percentage of Students**Response:** 80.96

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 370

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 457

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.32

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 5.88

3.1.2.1 Number of teachers recognised as research guides

Response: 03

File Description	Document
Any additional information	View Document

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 119

File Description	Document
Supporting document from Funding Agency	View Document
Any additional information	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

As such there is no incubation Centre in the institution, However, members of the staff are constantly and consistently engaged in academic pursuits. Besides, through the deliberations held on topics of contemporary relevance during Conferences & Seminars, consensus is arrived at and communicated through conference proceedings such as:

1. International Migration from Punjab : Recent Trends , Economics Impact and Policy Implications, ISBN 978-81-906474-8-9

2. Academic and Administrative Audit : A Pre – Requisite for Quality Enhancement, ISBN 978-81-90647-49-6

The different faculties spread knowledge acquired through their intellectual aspirations. They evaluate it through discussions supported by their arguments.

- **Department of Computer science** organizes functions during vacations and helps the aspirants free of cost to learn workable knowledge of computers.
- **Department of Agriculture** has organized a forum where students guide farmers regarding the new techniques of agriculture. They tell them how to preserve seeds and sow them in a proper way at proper time to avoid any delay. They also guide them which crop to grow for maximum yield and monitor benefits as per quality and kind of the soil.
- **Department of Biology** provides consultancy in the area of organic farming. They also guide them on various diseases of plants , usage of pesticides /Insecticides and guides the farmers to prepare the vermicompost.

File Description	Document
Any additional information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description**Document**

List of workshops/seminars during the last 5 years

[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**Response:** Yes**File Description****Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)**3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards****Response:** No**File Description****Document**

e- copies of the letters of awards

[View Document](#)**3.3.3 Number of Ph.D.s awarded per teacher during the last five years****Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

File Description**Document**

List of PhD scholars and their details like name of the guide, title of thesis, year of award etc

[View Document](#)

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years**Response:** 0.34**3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
12	03	02	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years**Response:** 1.57**3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
16	07	36	09	11

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities**3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

Ans: To foster human qualities like character, courage, empathy, teamwork, discipline, leadership and sportsmanship, D.A.V College, Hoshiarpur engages Youth in extension programmes to sensitize them. Apart from NSS and NCC, many active groups of the institution engage students in community development programmes. Some of the activities are mentioned below :

- Volunteers interact with the village youth; educate them against social evils such as drug abuse, AIDS etc. and thus help them return to main stream and become socially responsible citizens.
- To acquaint the public with the topical problems, rallies are often organized on various issues like traffic management, road safety, environment awareness, minimizing the use of plastic etc.
- The college organizes Plantation Drive every year on the campus and neighboring areas like Shergarh, Kakkon etc. to make the students, staff and people sensitive to the potential threat of global warming.
- The College organizes blood donation camp every year in collaboration with **HDFC Bank, Bhai Ghanaiya Charitable Trust and Indian Medical Association** Hoshiarpur.
- During visit to old age home, students carry some gifts and things of day to day utility.
- The college organizes yoga camps and tries to involve the people who live in the neighborhood and train them to be fit and active.
- Students organize camps in order to awaken the public about the new programmes like '*Beti Bachao Beti Padhao*' launched by the Government from time to time. They try to educate the women about their rights and make them aware of the schemes started by the Government to empower women.
- Involvement of community in the programs like Tree Plantation, celebration of 'Rakshabandhan' programme in NCC/12PB BN NCC is a regular feature.

NSS	<ul style="list-style-type: none"> • Swacch Bharat Abhiyan • Blood Donation Camp • Aids Awareness Camp • Anti Tabacco Day Program • Awareness Rally against Drugs • Hiking –Trekking Camp
NCC	<ul style="list-style-type: none"> • Fund Collection Communal Harmony (Flag Day) • Tree Plantation

File Description	Document
Any additional information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 57

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
13	27	11	02	04

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 9.48

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-

Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
160	127	128	270	229

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 48

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	7	9	7	16

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs

with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

D.A.V. College, Hoshiarpur enjoys an enviable position among colleges in the area owing to its lush green lawns and majestic architecture, major part of it dating back to 1926. Besides:

- The College has a fully air-conditioned and computerized administrative block having ultra-modern facilities.
- Close Circuit Television Cameras have been installed in most parts of the college building for ensuring safety.
- College staff- room is well –furnished and fully air- conditioned.
- Sh. Hemraj Kapoor Memorial Auditorium, having a seating capacity of about eight hundred people, has an inbuilt advanced sound system, Acoustical ceiling and lighting control system.
- A new state of art Audio-Visual Lab equipped with a smart board, Projector, portable sound-system and having a seating capacity of 100 for Communicative English has been set up for making learning interactive.
- The college provides excellent double-storeyed library and reading room facilities to the UG as well as PG students, besides the faculty. The library subscribes to N-LIST and DEL NET programmes besides a rich haul of about 48,000 books
- Class rooms are well- lit and airy with adequate seating capacity.
- 05 class rooms are ICT enabled.
- There are separate Lecture theatres for Physics, Chemistry and Biology with a seating capacity of over a hundred students each.
- Physics, Chemistry, Computer, Biology and Agriculture labs are well -equipped to provide great learning experience.
- Departments of Music- Vocal as well as Instrumental, Fine- Arts studio, Fashion Designing workshop and 2 Home Science labs (Textile and Cooking) are well- equipped.
- Separate space has been provided to offices for UGC cell, IQAC, NSS, NCC, Sports, Examination and for Extra- curricular activities.
- Adequate number of generators is available in the college to provide uninterrupted power supply.
- Licensed software is purchased/ updated on routine basis. Computers are constantly added as per requirement.
- A spacious and well-furnished cafeteria is housed in a state-of-art building and has a sitting room exclusively for staff members.
- New washrooms, water -coolers with filter, separate common -room cum recreational rooms have been made available for girls and boys.
- To keep sports goods and equipments, store- rooms for Sports have been provided. Separate changing room for players are also available with the Sports department.
- The college boasts of a Multi-purpose Sports Complex where sports persons practise.
- A new Gymnasium, with all ultra- modern equipment, has been made available for the benefit of

students, staff and the society in general.

- Health centre provides First-aid facilities in case of any emergency. Besides, a Medical Officer is available for three hours daily.
- The college bus transports girl students from bus stand to the college and back free of cost.
- College has adequate Hostel facilities for Girls and Boys.
- The institution has two state of the art, well-furnished and air-conditioned Guest rooms to accommodate guests.
- Four Labs for Agriculture Block facilitate learning.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities

Response:

Facilities in the field of Sports

- For keeping the students physically fit, a Gymnasium -hall (Fitness Zone) containing modern equipment has been set-up. This area has Electronic Treadmill and 10-Station machine.
- To play Indoor games, a Table Tennis (TT) table, Carom Boards and Chess Boards are available.
- In-house Taekwondo training, Wushu and self-defense training is given for students.
- For track and field events, there is an area of 200mts.
- The institution has Football ground with 90 mts x 60 mts dimensions.
- For Cricket, we have cricket pitch with full equipment.
- Three Volleyball courts, with equipments like Nets, Balls, Badminton court with Rackets, Shuttlecocks and Net are provided to the students.
- A Kho-Kho ground of 29mts x 16 mts is there in the institution.
- For Lawn Tennis, we have 02 standard courts with full equipment.
- Football and Cricket kits, T- Shirts and shoes are provided by the college as per the players' requirements during inter-college and other sports events.
- As we have no Swimming Pool of our own, we have a Tie-up with District Sports Office for the benefit of students.
- The institution also arranges coaching for different games like Football, Swimming, Diving, Cricket, Volleyball, Taekwondo, Boxing, Wrestling, Shooting, Athletics etc.
- Special yoga classes are conducted in the Yoga room for students as well as faculty.
- To motivate players, incentives like Fee concession, Free text books, Track suits and refreshment are provided.
- Seminars, Extension lectures and camps are being arranged by the institution.

SUPPORT FOR EXTRA- CURRICULAR ACTIVITIES

- Talent Search Competition is organized in the beginning of every session.
- Conducting Quiz Contests, Debates, Inter-college Cultural Competitions and Youth Festivals are an annual feature with the college. Every year our talented students win a large number of Individual as well as Group Prizes
- Students are encouraged to participate in Intra-college and Inter-college competitions and develop their latent capabilities.
- There is adequate facility for rehearsals of different events. Proper facility of lighting, sound and mikes etc. are available to facilitate the participants.
- Costumes for Bhangra and other dances are provided to the participants.
- Musical instruments- folk as well as modern, Fine Arts' material are also provided for participation in Youth- Festivals and other Inter- college competitions.
- Extra Coaching is provided to students as have participated in Sports or extra Curricular activities
- Refreshment in the form of nourishing food items is provided to the participants during Reharsals.
- Lectures are condoned in case of participating students.

File Description	Document
Link for Additional Information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 7.5

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 03

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 20.39

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
19.98	10.92	13	41.04	100.78

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

4.2.1 Library is automated using Integrated Library Management System (ILMS)

- Our college has a newly renovated well furnished reading hall that can accommodate around 250 students at a time. A record of visitors is maintained on a register.
- Our library is automated with integrated library management system software “Campus Analyzer” purchased from a Chandigarh based firm.
- The software has all the house-keeping operations in which database of books can be created and maintained.
- Software has an efficient circulation management system.
- Campus Analyzer maintains database of journals.
- It maintains Detailed Information of users.
- Software is designed with OPAC (Online Public Access Catalogue) service where users can look for the book or journal by author, title, year and publisher.

File Description	Document
Any additional information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Since the setting up of the institution in 1926, focused attempts have constantly been made to enrich the college library which is named as Dr. Ram Swarup Gupta Library.

- The library boasts of topic-based collection, besides focusing on particular authors, who would be

inspiring for all times to come.

- Our Alumni contribute books and cash for the continuous updation of library.
- Books on topics related to Science, with several First and latest editions in Physics, Chemistry, Mathematics, Botany, Zoology, Agriculture and Computer Science.
- Classics from literature including masterpieces in English, Hindi, Punjabi and Sanskrit are the prized possessions in college library.
- Also part of the institutional repository are books on Fine Arts, Gardening and Current Affairs, besides books that are aesthetically appealing.
- The library contains a rich collection of text-books, reference books, Encyclopedias, apart from the latest addition of online portals like DELNET and N-LIST.

The fact that a collection is prized for the sake of posterity, it is significant that they are maintained not just for their material value, but for generations to come.

Some of the prized possessions have been mentioned as per table below. However, the list is only indicative, not exhaustive.

Data Requirement for last five years:

File Description	Document
Any additional information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.27

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.336	3.48	0.41	2.09	0.026

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 2.48

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 38

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institution has frequently updated its IT facilities as and when required during last five years. The college has updated the following facilities in the college

1. Audio-Visual Room was developed with following equipment:

- Projector
- Laptop
- Smart board
- Seating Capacity of 100 students (Chairs with writing board)
- Two Air Conditioners

2. 20 new personal Computers, 06 Laptops, 03 Projectors and 02 Printers were purchased and installed in the following Departments

Computer Lab – II	12 Computers
Examination Branch	01 Computer
I.Q.A.C. Office	02 Computers
U.G.C. Office	03 Computers
N.C.C. Office	01 Computers

- For better internet connectivity, several classrooms and labs have been provided with Wi-Fi facilities. Teachers are encouraged to use ICT in order to make teaching –learning more student-centric.
- Keeping in view, the need to upgrade teaching, Licensed software has been purchased for teaching English
- In college office, Students' Return is sent to Panjab University online.
- Computerised Student Admission Record is maintained.
- Audio- Video Aids are used to teach specific topics in many subjects.

File Description	Document
Any additional information	View Document

4.3.2 Student - Computer ratio

Response: 290:17

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Response: 5-20 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility, LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 1.14

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
2.52	2.28	2.05	1.67	1.95

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**Response:**

The institution has established system for maintenance and upkeep of infrastructure:

- The College Managing Committee is the apex body of the institution that plans and executes developmental activities.
- The CDC (College Development Committee) meets periodically to ensure that the budget allocated for Development is utilized properly.
- The Institution has duly formulated Committees to improve the physical ambience. These include Assests Maintenance Committee, Laboratory Maintenance Committee, Building & Building Maintenance Committee, Purchase Committee and Assets' Maintenance
- The college has a team of electricians, plumbers, carpenters and other personnel who are available on call. In every department one of the staff members is assigned the duty to oversee the laboratories and equipment etc. He /She is responsible for safe and smooth maintenance of the

- equipment and facilities. Stock Registers and Log book is maintained to ensure entries and problems, if any. The Heads of Departments supervise all the facilities.
- Computers are maintained in the institution by the department of Computer Science with the support of professionals from outside. Together, they provide integrated IT services like smooth running of automation, up-gradation and maintenance of automation package. College website is handled by staff- members and updated on regular basis. Troubleshooting of hardware, networking equipments including internet connectivity, procurement of hardware and software are taken care of on regular basis.
 - The librarian heads both U.G. and P.G. library. He is supported by the assistant librarian and supporting staff and for searching and lending books in the library. Library Committee meets on regular basis to decide about the additions to be made in the repository and to write-off the books that are damaged or are no longer in use.
 - The functioning of Physical Education department is facilitated by the teachers in department; Grounds- men make the play field ready for the students, by marking the ground and providing the play kits. Proper record of available equipment is maintained.
 - Health Center of the college is governed by Medical officer. The health center has bed, basic facilities for providing First –aid and has enough space to cater the needs of the patients and it is utilized by students and staff. Further, in case of an emergency, the college has access to two leading hospitals of the city.
 - The Security of the college is headed by the senior Teaching staff. Security guards are assigned the duty to control and monitor the college premises. Discipline duties are assigned to the staff-members. Moreover, as mentioned earlier, the campus is fitted with Close Circuit T.V. Cameras at several points in the institution.
 - Music department ensures that all instruments are tuned and in proper condition so as to ensure good performance and training of students.
 - Office staff headed by Office Superintendent maintains all records –Financial, Administrative and Student-related for smooth conduct and functioning of college affairs. Separate functions have been allotted to staff members for Fee, Examination, Salary, Leave Record, Store- keeping, Financial Transactions etc.
 - For Furniture Maintenance, a specially designated Committee looks into requirement and repair of furniture in the institution.
 - Home Science labs need constant maintenance and upkeep. In the beginning of the session requirements are intimated to the college office for the requisition of new items as per the needs during that particular session.
 - Washrooms are constantly upgraded and renovated keeping in mind the requirements of students and staff vis- a- vis the commitment of the institution towards providing healthy atmosphere to all stakeholders.
 - Hemraj Kapoor Auditorium is not only utilized for functions organized by the institution, but also for outside institutions and Deputy Commissioner office. The other institutions are charged a nominal sum for maintenance and upkeep of the auditorium.
 - College Lawns are maintained by college gardeners under the guidance of department of Agriculture. Students from the department are also involved in the upkeep of Botanical Garden and College lawns.
 - Upkeep of College Staff-room is done by teachers- in charge for the same during a particular session. Suggestions from all staff- members are solicited for the upgradation of the Staff- room.
 - Junk Disposal is undertaken on regular basis, generally annually, so as to avoid the accumulation of trash.

- Maintenance of Close Circuit TV,Generator,Water-cooler and College Bus installed in most parts of college building, is ensured by Asset Maintenance Committee. Similarly PBAX lines, installed in various parts of the institution, is regularly checked for connectivity.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 7.83

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
52	125	72	230	316

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 5.71

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
82	173	100	55	102

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development

- 4. Remedial coaching
- 5. Language lab
- 6. Bridge courses
- 7. Yoga and meditation
- 8. Personal Counselling

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 5.38

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
85	93	166	79	82

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 4.44

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
85	79	87	79	82

File Description	Document
Details of the students benefitted by VET	View Document
Any additional information	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document
Any additional information	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.39

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 17.21

5.2.2.1 Number of outgoing students progressing to higher education

Response: 84

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 9.22

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	06	02	01	01

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
27	33	18	13	11

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.

Response: 0

5.3.1.1 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-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
Any additional information	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

- The College gives opportunity to the students for active participation in various Academic, Cultural, Sports & Administrative activities. They are involved in organizing these activities with the guidance of teachers. This empowers them in gaining leadership qualities, discipline and skills.
- Student Council of the institution is an elected body. Firstly, class representatives are elected by the students through voting in the presence of teacher-in-charge.
- After that class representatives (C.R.) elect Head Boy and Head Girl of the college for the session. Student council consists of Head Boy, Head Girl, Secretary, Joint Secretary and executive members.
- Student Council helps students to share their ideas, interests and concerns with teachers and the Principal. They also help and guide students to raise funds for organizing different activities for the society, students welfare events, community projects, Philanthropic activities and for college reforms. Various programs like Paper presentations, workshops and seminars are organized by the Council every year.
- Student Council provides valuable informal feedback regarding curriculum, extra-curricular activities, teaching, learning and evaluation process. It oversees the ready availability of teaching aids in class rooms like cleanliness of class rooms, chalk, duster, maps, video data projector and other class room equipments, it makes the students aware about various extension programs such as departmental journals, Magazines, use of Library etc. and encourage the students to participate in these.
- Student Council plays a very important role in encouraging and motivating students to participate in existing student oriented programs of the college such as NSS, NCC, AGAAZ, and preparations of Youth Festival every year. It also contributes to a healthy interaction among students and teachers regarding academic, co-curricular, extra-curricular activities etc. of the College. It also plays a major role to maintain the discipline in the college campus.
- Due to robust initiative of Student Council, AGAAZ is being organized annually since 2015. The Student Council also organizes Annual Sports Meet in which many team and individual events are conducted and the winners are given mementos and trophies. The main event of attraction is

friendly cricket match between college staff and the students.

- In the Annual Function of the college, Student Council make a significant contribution. They, in turn, are felicitated during Annual function with certificates. Thus, the College Student Council is a Platform for youth to get hands on training in planning and execution of varied activities in the college.

File Description	Document
Any additional information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 1.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	01	02	01

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

D.A.V. College Hoshiarpur was established in the 1926. From the starting the college has been trying to provide maximum facilities and has been adopting welfare measure to students of the rural area and very soon college became the most approved college in the city. Alumni have been attached with the college. Lakhs of students at Graduate and Post Graduate level have passed out from this esteemed institution.

- Although all the students may not directly contribute to the college's development, but some ex-

students are associated with the college and are always eager and committed for its development. **Our Worthy President Dr. Anoop Kumar, Vice President Er. Rahul Sharma, Dr. Arvind Kumar, Dr. Ajay Bagga (Member Managing Committee) are Alumni of the college.** They keep on sharing their wealth of wisdom and experience from time to time for the development of the college.

- Owing to word of the mouth publicity and alumni acting as ambassadors, the college doesn't need any media advertisement for admission like other colleges in the city.

For Infrastructure Augmentation and Scholarships to students, our Alumni have proved to be very generous. There are numerous alumni who are directly or indirectly contributing to the development of the college. Some of the noteworthy names are Shri Sunil Arora, IAS, (Presently Chief Election Commissioner of India), Dr. R.S. Gupta (IA&AS, Retd.) Sh. Naresh Thakur, (Ex-Cabinet Minister, Punjab Government), Late Sh. Amrith Puri, (Famous Film Star), Mrs Upasna Singh (Film Actress), are proud alumni of our college. Many of our Alumni have immensely helped in the infrastructural augmentation of the college by providing grant of more than 32 lakh in the past five years

Sr.No.	Name of the Alumni	Year of Contribution	Quantum of Contribution	Purpose
1	Mr. Arun Kapoor on behalf of his father Late Hem Raj Kapoor	2014-15	5,000,00/-	Contrib Auditor
2	Mr. Arun Kapoor on behalf of his father Late Hem Raj Kapoor	2016-17	4,000,00/-	For Auditor
3	Sh. Sunil Arora (IAS)	2017-18	25,000/-	P.L. Ar
4	Sh. Pyare Lal Saini	2018-19	3,00000/-	Renova Lab.
5	Sh. Sunil Arora (IAS)	2018-19	25,000/-	P.L. Ar
6	Dr.R.S.Gupta(IA&AS,Retd.)	2018-19	20,000,00/-	Renova
		Total	32,50,000/-	

- We at DAV, Hoshiarpur have a tradition of inviting alumni for Annual Alumni Meet. In this meet the alumni get a chance to reconnect with the *Alma Mater* and old friends. The alumni attend various functions and their feedback is taken into account. Alumni day is celebrated and their achievements are recognized. Noted alumni are invited as Guests of Honor for awards.
- The Institution has a social networking page and a separate link in the website where the Alumni can register and connect to share their ideas.
- At present, 9 teaching and 5 non-teaching staff members are Alumni of the College.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)**Response:** ? 5 Lakhs

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years**Response:** 4**5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision

D.A.V. College, Hoshiarpur visualizes a society that guarantees peaceful and harmonious environment for the overall development of all strata.

Mission

The College strives for a society that provides equal opportunity to all individuals irrespective of their caste, religion or socio-economic status. It aims at providing holistic education to youth and encourages them to become morally upright and self-motivated citizens. The Mission reflects in activities as well as aspirations of the college.

1. The College endeavors to provide a conducive environment to infuse in the students a quest for Life-long learning. Constant efforts are made to upgrade knowledge & skills relevant to the demands of the changing times.
2. The students learn through active participation wherein critical thinking is encouraged through freedom of thought and expression.
3. The institution is well aware of its social responsibility. Hence it stresses upon the students the need to make a difference in the society, and at the same time highlighting the power they have to herald this change. They are sensitized about social, economic & political issues.

Nature of Governance

1. The management plays a pro-active role while maintaining transparency in all activities related to decision making and resource mobilization. All decisions are communicated to the stake-holders.
2. The Principal being the Executive head:
 - bears financial responsibilities,
 - promotes research and supervises all curricular and extra-curricular activities.
 - facilitates liaison between the staff and the Management; the college, University and U.G.C.; also between the college and the community.
 - ensures smooth conduct of examination.
 - functions for the maintenance of infrastructure.

In the performance of these functions, Office superintendent, HoDs and Convenors of various Committees assist the Principal.

Perspective Plan for the Institution is prepared keeping in view local needs, financial constraints, and the changing scenario. Moreover, Teaching as well as Non-teaching staff are consulted before the plan is prepared. The following components form the Perspective Plan:

- The Management has a vision for the institution and well-defined goals, both for short as well as

long term.

- Infrastructure development, Introduction of New Courses, Recruitment of Teaching and Non-teaching staff are some of the issues undertaken by the Management.
- Extensive use of ICT in teaching and expansion of Research culture are some of the other initiatives.
- Research mobilization and Administrative Reforms are constantly on the Perspective Plan.

File Description	Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

D.A.V. College promotes the tradition of decentralization and participative management by assigning a number of administrative roles to various staff members:

- The opinion of staff is sought on significant issues during staff- meetings.
- Different committees have been constituted to carry out the smooth functioning of all academic and cultural activities. The committees are re- constituted whenever a need is felt, guidelines for smooth- functioning are provided. They are free to take new and innovative steps in order to improve the existing system, wherever required.
- For Resource Mobilization and Utilization, proposals are sent to U.G.C. and other bodies. The Management supports the institution in all its endeavors.
- At the end of each session, the Conveners are required to provide a report of their performance during the session to IQAC. The following committees are active in college:-

College Development Council (CDC),

Internal Complaint Committee (Employees),

Advisory Committee,

Internal Quality Assurance Cell (IQAC),

U.G.C.- N.R.C.,

Screening for CAS,

Committee for R.T.I

Purchase Committee

Security Committee

Examination Committee

Result committee

Students Attendance & Leave Committee

Students' Welfare Committee

Grievance Redressal and Anti –Ragging Cell

Committee for Extra Curricular Activities

SC/ST Committee

Discipline Committee

Sports Committee

Library Advisory & Book Bank Committee

News Committee

Publicity & Advisory Committee

Printing Committee

Research(Seminars & Projects)Committee

Red Cross & Blood Donation Society

Training & Placement Cell

Career Guidance & Counseling Cell

Women Development Cell

Environment Awareness & Campus Beautification

Canteen Maintenance Committee

Staff Room Committee

Editorial Board for college Magazine *Arya Kumar*

Assets Maintenance Committee

Furniture Maintenance Committee

Building & Building Maintenance Committee

Laboratories Maintenance Committee

Information Committee (Display & Notice Boards)

Alumni Record Maintenance Committee

Student Feedback Committee

Photo Bank & Website Management Committee

Besides these committees other administrative roles have been assigned to many staff members: a Staff Secretary to convey the requests of the staff to the Principal, Registrar to deal with affairs related to University, Bursar for financial matters.

Twenty-nine member Managing Committee headed by President and Secretary oversees and guides the planning and execution of major events & activities organized in the college. Three teachers from the college are Staff-representatives to the Management, and as such they attend meetings of College Managing Committee playing a pro-active and participatory role therein. Regular feedback of the stakeholders is analyzed so as to incorporate the changes in executing the plans.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

D.A.V. College Managing Society plays a pro-active role in strategic planning and execution of Development plans. It is under their patronage and guidance that the institution is taking rapid strides forward. Regular meetings are held every month to discuss the upgradation and planning for development. Whenever a need is felt, a perspective plan is devised to implement a new policy or incorporate the changes required a proposal is sent to the management for approval.

In the past five years the following has been accomplished:-

- Fifteen new airy, well-lit, well-furnished classrooms and a washroom block have been built as per the growing needs of the students.
- A new block and auditorium cum seminar hall was planned by managing committee. A proposal was sent to UGC for building the auditorium. Thereafter, a state-of-art auditorium was also built to

conduct various functions, workshops, conferences, guest lectures and seminars etc.

- A Multi- purpose Hall was constructed in the new block which also houses new offices for committees and also a well- equipped faculty room was constructed in the new block for seating around ten teachers.
- The old staff-room was renovated and new furniture was added to increase the seating capacity.
- The main gate of the College and the area around it was renovated and beautified.
- Old and defective sewerage pipes were replaced with new ones.
- Chemistry laboratory was also renovated.

Citing an example of one activity where strategic plan of the institution was successfully implemented is the addition to infrastructure during the session 2017-18.

In the wake of 'Inter-Zonal Youth Festival' 2017-18 it was decided in a meeting held on 18-08-17 of Building & Building Maintenance Committee and Campus Beautification Committee with the Principal to upgrade and beautify the existing infrastructure and add new facilities.

It was decided to implement the following :-

1. Acoustic treatment of Auditorium
2. Renovation of Gate no.1 and 2
3. Renovation of Open Stage
4. Repair of Passage from Collegiate School to Principal Office
5. Construction of Girls'/Boys' Bathrooms
6. Maintenance of sewerage and water supply
7. Upgrading existing washrooms

To execute the plan, an application seeking permission and sanction for an estimated expenditure of 12 lacs for the above mentioned project was sent to the President, College Managing Society through the Secretary. Along with it an attached copy of the meeting held on 18-08-19 was also sent.

After following the complete procedure, the above- mentioned tasks were accomplished and the activity planned was carried out successfully.

File Description	Document
Any additional information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Organogram of the Institution is available in Additional Link and on college Website <http://dachsp.org.in>

Role of Governing Body, Administrative Set-up and Functions of Bodies

- Governing Body of the college guides the Principal to regulate and maintain congenial and academic environment.
- For new appointments, whenever there is a vacancy, permission is sought from governing body for advertising the vacant posts. President /Secretary of College Managing Society chairs the selection Committee for new appointments.
- Principal delegates responsibilities- regarding Academic, Extra-curricular and Sports- to heads of departments/convener of the committees. The report of the same is submitted to the Principal and IQAC.
- Matters pertaining to the Institution in general- academic requirements, teaching-learning aids, library facilities, examination and others are discussed in the staff meetings convened by the Principal. Conclusions are arrived at after taking the suggestions and opinion of the staff.
- Principal executes academic and administrative plans and policies with the help of 30 committees already mentioned in 6.1.2.

Grievance Redressal Mechanism

- Three staff-members represent all others in the meetings of the Governing Council and convey the suggestions/grievances of the staff, if any, through the Principal to the Governing Council for early redressal.
- An **Internal Complaint Committee** has been set up in the college as per the guidelines of the U.G.C. The committee, chaired by the Principal, deals with complaints by women staff members. Besides, complaints related to discipline and anti-ragging cell to receive complaints and to take action accordingly.

Service Rules and Procedures, Recruitment and Promotional Policies

- On the basis of requirement of new faculty, posts are advertised in leading newspapers of the area and applications are invited.
- These are scrutinized on the basis of guidelines set-up by U.G.C. and Director, Public Instruction (Colleges), Punjab and Panjab University, Chandigarh.
- The list of candidates shortlisted is then displayed on college website and is also sent to Panjab University requesting for a Selection Panel, consisting of Subject Expert, Vice- Chancellor's nominee, D.P.I.'s nominee.
- The documents of selected candidates are sent to P.U. and D.P.I. for approval.
- Rules are strictly followed for promotion under C.A.S. A Pre- screening Committee scrutinizes the score of each candidate before the request for University Panel is sent. The approved cases are then sent to D.P.I. office for final approval.
- Panjab University Calendar and Civil Services Rule, Punjab are adhered to for all Service rules.
- In short, Governing Body of the college guides the Principal to regulate and maintain congenial and academic environment required for this purpose.
- Any leave exceeding 15 days must be approved by the Governing Council. Once approved, it is entered in Employee's Service Book.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

Response: C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Successful execution of Inter Zonal Youth and Festival 2017

It was decided that the college should apply for hosting Inter- zonal Youth and Heritage Festival. The Extra Curricular Activities Committee, together with IQAC, chalked out an action plan.

- The college has been successfully hosting Zonal festival in the past though the Herculean task of Inter- zonal Youth Festival was delegated to the institute after more than two decades. Over 180 colleges were involved and more than 2000 Students participated.
- In the session 2017-18, the college applied to Panjab University, Chandigarh for organizing 59th Inter Zonal Youth and Heritage Festival.
- An inspection headed by Director, Youth Welfare, Panjab University, Chandigarh was carried out and college was selected to organize the mega event from 28th October to 31st Oct 2017, after duly scrutinizing the facilities and infrastructure required for conduct of Programme and for providing stay to the participating teams and accompanying teachers. The affiliated colleges were divided into 12 zones to participate in the Inter Zonal Youth & Heritage Festival.
- A budget was estimated with tentative expenditure under various heads in mind. Sponsorships amounting to Rs. **15,47,100.00** (Fifteen lakh, forty seven thousand and one hundred) were generated .
- Various committees were formed to accomplish diverse tasks related to Invitation, Publicity,

Boarding & Lodging, Refreshment & Mess, Conduct of Programme, Cleanliness, Press Coverage, Certificate, Seating Arrangement, Sound, Light, Projector and Generator, Discipline, Prizes & Trophies, Backdrop, Purchase and Remuneration of Judges etc.

- On the basis of in-depth analysis of each and every detail pertaining to the Festival, all arrangements were made. This included comfortable stay for over 400 students and staff members visiting from all over the state. Zone- wise Coordinators were appointed to liaise with the participating colleges from 12 zones. Many student volunteers also actively contributed in the successful conduct of the function.
- Nutritious meals for all the participants and the staff members accompanying them were prepared and served in the campus in the most hygienic environment.

Four venues were prepared to conduct different items of Inter Zonal Youth and Heritage Festival - Open Stage, Auditorium, Multi- purpose Hall and English Communication Lab. Around 2000 participants took part in the Festival. Students of various college participated in the 63 items of contest. Panjab University Vice Chancellor's Trophy 2017-2018 was won by Guru Nanak National College, Doraha. Runners up of this Trophy were Government College, Hoshiarpur and Dasmesh Girls College, Badal (Distt. Muktsar). The function was attended by eminent Educationists, Administrators and Leaders of the state

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The College undertakes adequate schemes to ensure the welfare of both teaching and non-teaching staff:

1. **Provident Fund** is deducted as per rules & deposited every month.
2. **LIC & Group Insurance Schemes (GIS), Employee State Insurance (ESI)** for employees is timely and regularly adhered to.
3. **Gratuity, leave encashment and post- retirement** benefits for teaching & non-teaching staff. The details of all the above mentioned points are shown in the table mentioned below.
4. Advance against salaries is also granted in case of need for medical treatment etc.
5. Fee Concession- Fee concession to the wards of teaching and non teaching staff is provided. The amount is situation dependent.
6. The staff is felicitated with **Award of Appreciation** for their outstanding service to the institution and also given incentives for the same.
7. **Societies**- Two societies namely MUFAS and PARASPAR are running successfully. They provide financial support in time of need be it hospitalization, death, marriage or addition of new member to the family.
8. **Help to Non-Teaching Staff** - The College provides support once a year to the non-teaching staff in the form of uniform, woollens etc.
9. **Earned Leave**- Facility of earned leave and the Law of CPF exist for the permanent staff.

10. **Quality Improvement Programme-** To keep the faculty members abreast with the latest seminars & conferences related to different fields are organized by various departments in the college.
11. Regular FDPs regarding Computers, Time Management, De-stressing are arranged for teaching and non teaching staff.
12. To provide free medical services to its staff (**teaching and non-teaching**) a doctor has been appointed who visits the college campus twice a week.

6.3.1 Expenditure on staff welfare during last five years

Welfare Scheme	2018-19	2017-18	2016-17	2015-16	2014-15
GIS	63,250	68,930	72,980	1,032,053	80,030
Gratuity	7,298,696	1,356,789	1,452,406	714,846	2,182,769
Insurance	-	56,717	469,301	75,830	582,410
Staff Welfare & Entertainment	1,26,486	1,13,453	66,214	111,607	-
Medical	-	-	3,100	18,652	12,794
Total	7,488,432	1,595,889	2,064,001	1,952,988	2,858,003

File Description

Document

Any additional information

[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	00	0	00	0

File Description

Document

Details of teachers provided with financial support to attend conferences, workshops etc during the last five years

[View Document](#)

Any additional information

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response:** 2.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	02	02	02

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years**Response:** 7.94

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
02	0	10	02	06

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff**Response:**

- Performance appraisal of the teaching and non-teaching staff is made on the basis of the guidelines of UGC. Self-Assessment Proforma/Special performance appraisal forms have been designed by IQAC which have to be submitted to it in the end of the academic session. The forms are then evaluated in detail by the Principal and at random by the Management.
- Annual increments are awarded to staff members after the managing Committee scrutinizes the work and conduct of the concerned person.
- The performance of all faculty members during the session is evaluated by the Principal. Remarkable work by the faculty members is recognized by giving them an Award for Appreciation.
- Results are calculated by result committee and sent to the management.
- Suggestions to bring about improvement and desired results are shared by the Principal, in case the work/ university results and conduct of a staff-member are not satisfactory.
- Screening Committee for Career Advancement Scheme (CAS) has been set up in the college for promotion. Cases pertaining to promotion to higher pay scales and Associate Professors are forwarded to the DPI after a thorough screening by the special committee appointed under CAS. Panel of Experts /Subject/Experts are called from P.U., Chandigarh.
- Service books are updated regularly for all the concerned teaching and non-teaching staff members
- ACRs are also maintained for the Non - Teaching Staff and checked by the Managing Committee.
- Student Feedback, formal as well as informal, is integral to Performance Appraisal

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

- External Audit is carried out by Auditors from D.P.I. (Colleges) and AG office, Punjab.
- Balance sheets are countersigned by Chartered Accountant and by the President, Secretary (of Managing Committee) and the Principal.
- Attendance of staff, arrears of salary, salary of teachers under grant –in- aid scheme, fee- collection and utilization of grants received from U.G.C and Government, Post- Matric Scholarship, absentee fines received from the students are regularly audited. The last audit was done on March 30, 2018 and there were no major objections.
- The College has appointed a faculty member as Bursar who looks after budgeting, monitoring financial reports and payrolls, besides providing leadership in financial management.

File Description	Document
Any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)**Response:** 31.51

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
20	2.51	4	0	5

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**Response:**

Transparency is the first and foremost concern in the mobilization and utilization of resources. The institution gets its funding primarily from two sources:

- **Grants from the State government**

Grants from Punjab Government, forming major part of the resources of the institution, are received for the purpose of disbursing salary to the tune of 95% to Teaching as well as Non-teaching staff. The remaining 5% is contributed by the Managing Committee. Utilization Certificate, duly audited by Chartered Accountant, is submitted periodically to the office of the D.P.I. (Colleges). In case of promotion or to a higher pay scale or grant of increments, revised claim is sent to the D.P.I. Office after a resolution is passed to this regard by the Managing Committee.

- **Fee collection**

- Fee collection forms the other source of the revenue of the institution. The guidelines set by Panjab University, Chandigarh and Punjab Government are strictly adhered to while setting the Fee-structure. A large chunk of the fee thus collected is sent to the University in the form of Affiliation fee, Examination fee and other funds.
- In case of Self-financing courses being run by the college, the fee is utilized for paying salary to the staff employed for teaching those classes.
- The fee collected thus is bifurcated into various accounts: Amalgamated Fund for Sports and Cultural activities, Miscellaneous Fund, Student-Aid Fund for financial support to needy and deserving students, Building Fund for repair and maintenance, Development Fund for general

development, Retiral Benefits Fund etc. are utilized for the very purposes for which the accounts have been setup.

- **Bursar**

The college has duly appointed a Staff- member as Bursar, who is responsible for financial administration involving sending bills and making payment plans.

- **Internal and External Audit**

Regular audit is conducted by C.A. duly appointed by the institution. Besides, External Audit is also conducted by Auditors of State Government.

Other Strategies for Mobilization and Utilization of Funds include:

- **Applying to U.G.C. and other bodies like I.C.S.S.R. and College Development Council, Panjab University for**

1. **Seeking financial assistance for starting new courses. In the recent past, the college applied for and was granted Approval for course like B. Voc and Add- on Course in Communicative English.**
2. **Infrastructure Development as in the case of College Auditorium.**
3. **Research Projects and Seminar Grants**

- **Sending requests to local M.P. and M.L.A. s for Funding**
- **Sending Proposals to Noted Alumni**
- **Seeking Sponsorships from Corporate houses for Functions.**

To maintain transparency in the whole process a Utilization Certificate is sent to the Funding Agency.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

IQAC has been instrumental in setting up of documentation process of the institution in order, Creating

awareness regarding Quality Culture, evolving formats for information and Data besides stipulating work schedule. Further, accountability of each stakeholder is made mandatory. It also functions as a record keeping cell, providing assistance in the development of API criteria.

1. Based on the need and relevance of local area the following courses were initiated:-

M.A. (History) was started and Sociology as elective subject were started at UG level.

Add –on- course in Communicative English

B.Sc. (Agriculture)

M.Com

B. Voc. Courses

2. Promotion & Strengthening of Research Culture

- **Conducting Seminars/Conferences:** IQAC organized a national level Seminar – *Academic and Administrative Audit: a Pre-requisite for Quality Enhancement* on 30-31, March' 2017. A grant of INR 75,000 was received from N.A.A.C. Seminars and Extension lectures are also organized by various departments.
- IQAC continues to motivate teachers to take up Research in their respective fields. They have continued to participate in various conferences and seminars.
- Organizing FDP and workshops for staff has been a regular feature of IQAC. Research projects are sent through the IQAC to U.G.C., I.C.S.S.R. and Panjab University.
- All information (invitation and brochures) regarding seminars being organized in other colleges is circulated through IQAC among staff members.
- In the last five years, a total of seventeen FDPs were held.

3. Optimal utilization of existing resources and Mobilization of new resources

Sponsorships are raised to organize various events in college. The IQAC ensures that the amount received through various sponsors is optimally used for the intended purpose. Letters are sent to Corporate Houses like Red Cross, Hindustan Petroleum, Sonalika and local entrepreneurs to raise funds.

State-of-Art Auditorium is rented out to District Administration and various institutes that face paucity of space and facility in order to organize their functions.

4. Consultancy for Students and Staff

IQAC encourages and helps in honing the unique talents of students. It has been helping the young entrepreneurs to establish their start-ups at the college level. Guests visiting the college on various events are presented with artifacts prepared by the student-artists.

Four faculty members are chosen as representatives for CAS for promotion to higher scales.

Our faculty members are invited as Subject experts during interviews in various colleges.

5. *Upgradation of library and Learning Resources*

Books and Journals are regularly purchased as per the recommendations made by the teachers. Old & dilapidated books are regularly written-off.

6. *Personality Development Program and Tutorials*

These are held every year to prepare the students to face interviews wherein they are taught resume' writing and topics of contemporary relevance.

File Description	Document
Any additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The IQAC of the college is consistently working for the overall development of the institution as per the guidelines provided by N.A.A.C. from time to time.

- Since teaching is the primary goal in an institution, enhancement and evaluation of teaching-learning process occupy the foremost significance. Principal, HoDs and coordinators of various committees work in tandem to accomplish this. They ensure that all activities are conducted in compliance with the dates on the academic calendar.
 - The time- table Incharge designs and provides the time tables for all departments in advance to the HoDs. The HoDs in turn instruct the faculty members of the department to design weekly lesson plans according to it and adhere to it throughout the semester.
 - Syllabus prescribed by the university, additions and changes therein, along with the strategies to be deployed for providing an enriched learning experience to the students is discussed in department wise meetings held at the beginning of every semester. All the results are thoroughly analyzed by the Principal by conducting department wise meetings.
 - Further, regular monitoring of the students' progress is discussed at department- wise meetings conducted on monthly basis. It is assured that all the classes are met in time and the syllabus completed.
 - Managing Committee holds regular meetings with the staff besides, annual meetings are held to analyse the department wise results of all classes.
 - The feedback of all the stakeholders is thoroughly analyzed by the IQAC and reported to the Principal. The outcome of this monitoring has been improvement in university results and in Sports, cultural and extension activities. Besides this, other significant contributions of IQAC to enhance the teaching learning process have been the following:-
- Introduction to new vocational courses
 - Introducing Innovative Teaching Practices is ensured by integrating the use of ICT with the traditional method of teaching.

- Organizing FDPs, Workshops, Conferences, Seminars and Exhibitions.
- Suggested improvements in college infrastructure to aid the Teaching -Learning Process
- Personality Development Classes and Tutorials are mandatory

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 3.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	05	03	04

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Response: D. Any 1 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

Teaching and Learning & Evaluation

- M.A. History and Sociology at UG level were started in the session 2014-15.
- B.Sc . (Agriculture) and Agriculture as Elective subject at Graduation level was introduced.
- Feedback form was devised so that a systematic feedback from students on all aspects of the college could be recorded and analyzed.
- The college applied to UGC for grant to begin Add-on Course in Communicative English. An amount of 6.3 lacs was released for the same.
- To encourage the reading habits of students, book exhibitions are arranged.
- Questionnaires and Regular periodic tests at class level are conducted regularly.
- With the addition of new computers, projectors and smart boards , there has been an increase in the usage of ICT.
- Art exhibitions are held every year.
- The concept of Tutorials has been introduced for students of all classes.

Research Innovation & Extension

- Teachers are continuously encouraged to participate in seminars and conferences.
- To promote research culture in the college the research budget was raised to Rs 1,00,000.
- IQAC organized a national level Seminar – *Academic and Administrative Audit: A Prerequisite for Quality Enhancement* on 30-31, March' 2017
- ICSSR –sponsored National Seminar in Economics was organized.
- Three journals *Assimilation, Consonance & Insight* are annual published by the college, which elicit overwhelming response from scholars far and wide.
- *Consonance, International Journal of English Language and Literature* was duly approved by UGC.
- Separate websites for College journals –*Assimilation & Consonance* were created.
- Lectures by eminent personalities are organized on various themes.
- Every year proposals are sent to UGC, ICSSR, P.U.(Alumni Fund),P.U.,DCDC to arrange Conference/Seminar/workshop.

Initiatives regarding Infrastructure and Learning Resources

- A new bus was purchased for the convenience of students and staff.
- New washrooms were constructed for the convenience of students.
- College Gate was renovated and so was the area around it.
- The infrastructure was upgraded in terms of hardware and software as planned.
- Complete Computerization of Library was accomplished.
- Environmental Awareness Workshop was organized.
- Library Orientation Programme for students is held in the beginning of the session.
- DELNET and N-LIST were subscribed to.
- Books and journals are purchased on the basis of recommendations made by teachers.

- Smart board and projector were purchased to set in an Audio Visual Room for Add- on course in Communicative English.

Student Support & Progression

- Amount Stipulated for Student Aid fund was increased to benefit larger number of students.
- Personality Development Classes by college faculty for Students.
- Workshops on Personality Development by various experts are held in the college for of all streams.
- Regular College trips have been organised to nearby villages, Old age Home and juvenile Homes to make the students aware of their social responsibilities.
- Remedial Classes for weak students were started.
- Placement cell was revamped wherein coaching classes for entry into services were started.
- Classes were organized for preparing the students for the placements and competitive exams.

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 11

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	03	03	02	02

File Description	Document
List of gender equity promotion programs organized by the institution	View Document
Any additional information	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

Safety and Security

- The institution provides equal opportunity to male & female staff and students for all activities including administrative, teaching, co-curricular, extracurricular, sports, higher studies, appointments, committees, placements etc.
- Grievance Redressal Cell has been formed to resolve the issues of students and staff.
- The committee members are vigilant all the time and ensure that untoward incident takes place on the campus.
- A visitor attendance register is maintained at the gate with thorough checking of vehicles.
- Male & female staff are involved in maintaining discipline.
- Major part of the college corridors, laboratories, canteen, library, sports area, common room, Auditorium are guarded with closed circuit cameras.
- Fire extinguishers have been installed at various places in college premises.
- First Aid Box is available in Health Center.
- Our college has tie up with two major hospitals of the city – Modern Hospital and KDM Hospital.

- Hygienic Washrooms for boys and girls have been built.
- In Canteen separate area for girls has been earmarked.
- Help line numbers are displayed at several places in the campus.
- Identity Cards are issued to all students, teachers and the non-teaching staff
- Free Bus service is provided for Girl students.
- A code of conduct for students, teachers and non-teaching staff has been framed.
- The college is well connected through inter com and Public Address System for dissemination of information .

2. Counseling

- Internal Complaint Committee (ICC), Women Development Cell and Cell against Sexual Harassment have been formed in the college to ensure the safety of girl students.
- Discipline committee plays a significant role in maintenance of discipline of the campus on teaching days as well as during functions or events.
- Women Development and Counseling Cell is active in the college. Counseling sessions for women are held throughout the year.

3. Common room

- The college has spacious well ventilated separate common rooms for girls and for boys, which are well equipped with modern facilities.
- A fully air conditioned staff room with facilities of refrigerator, Microwave oven, water Dispenser etc. has been provided for the teachers to create a stress-free environment.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 479.700

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 27.98

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1715.25

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 6131.25

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

Response:

1. Solid waste management:

Biodegradable wastes, generated from mess, kitchen, canteen and plant litters are collected and used for composting. After complete process of vermicomposting, it is used as manure in the garden and lawns. Besides,

1. Students and staff are educated on proper waste management practices through lectures, advertisement on notice boards, displaying slogan boards in the campus.
2. Waste is collected on daily basis from various sources and is separated as dry and wet waste.

Different Types of waste are generated from various sources like classrooms, laboratories, staffroom, office, toilet etc. for which institution has an agreement with JITF.

2. Liquid Waste Management:

The sewage water from entire college and hostel passes through underground pipe lines.

3. E-waste management:

- The non-working computer spare parts and other non-working equipment are re-sold.
- UPS Batteries are recharged / repaired / exchanged by the suppliers.
- Waste compact discs are used by students in Best out of waste Lab.

File Description	Document
Any additional information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Response: YES

The institution is well aware of its role in conserving natural resources in these times of global crisis. Hence, we at D.A. V. College are responsibly working towards creating a better environment by incorporating systems for sustainable development. All the new buildings are constructed in a manner which complies with principles of sustainability. They have PVC pipes installed so as not to let rain water go waste. Water that accumulates in different areas like terraces and roof-tops is collected and transported through pipes and drains for reuse in lawns. The system installed in college comprises of components for transporting, filtration and storage. It consists of catchment area which receives the rainfall to provide it to the system and a coarse mesh to avoid debris collecting into it. and is then directed towards the lawns.

File Description	Document
Any additional information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Bicycles : Majority of Students and some staff members use bicycle for transportation.

Public Transport: Many of the students and staff members avail bus service to reach the institution. The college provides free bus service to staff and girl students from bus stand to the college.

Pedestrian friendly roads: Staff members park their vehicles at designated places so that pathways within the campus are kept free for movement

Plastic free campus: Regular programs are organized to create awareness on harmful effects of plastic.

Paperless office: The college emphasises paperless office to save carbon emission in printers. Reuse of one –side paper printouts is also being done. Examination work is largely paperless. Question papers are sent to the examination branch through e-mail. Internal assessment is submitted online to the University. Teachers form groups of students on social media to pass extra information about their subjects at urgent basis.

Green landscaping with trees and plants: Carbon dioxide neutrality is maintained on the campus by planting different varieties of trees and plants. The college campus has many ornamental, medicinal and fruit trees . More than 100 species of plants flourish in the campus with proper labelling of their botanical and common names. Plantation drives are conducted at annual basis in the campus to improve green cover. The college has adopted several eco-friendly measures for making the campus green and environment friendly.

Major Green Campus Initiatives

1. Tree Plantation is an annual feature.
2. Energy Management
3. Solid waste management
4. The college has nurtured a number of trees of different varieties.

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.36

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
.142	.73	.057	.166	00

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**Response:** 2

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	1

File Description**Document**

Report of the event

[View Document](#)

Any additional information

[View Document](#)**7.1.12****Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff****Response:** Yes**File Description****Document**

URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics

[View Document](#)**7.1.13 Display of core values in the institution and on its website****Response:** Yes**File Description****Document**

Provide URL of website that displays core values

[View Document](#)**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations****Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

File Description	Document
Any additional information	View Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 3

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	1	1

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

National Festivals as well as Birth and Death Anniversaries of great Indian personalities are celebrated with enthusiasm so as to motivate the youth. The institution also celebrates festivals of all religious faiths and encourages students & teachers to sensitize them to the importance of national integrity.

- **Teachers' Day** is celebrated annually on 5th September as a tribute to greatest Indian Philosopher Dr Radhakrishnan Sarvepalli.
- Essay-writing competition is also conducted in the campus on this occasion to make the young minds think the role of teachers in developing India.
- **Gandhi Jayanti** is celebrated every year to acquaint the students with the thoughts and philosophy of Mahatma Gandhi and his role in India's freedom Struggle.
- Every year our college NCC cadets participate in Independence day and Republic Day Parade at District level.
- College Bhangra Team regularly performs during Independence day and Republic Day function.
- The most loved hero of Indian freedom struggle S. Bhagat Singh's birthday is remembered fondly every year on his birthday 28th September and on 23 March, the day he was martyred.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Complete transparency in financial, academic, administrative and auxiliary functions is maintained by the institution.

Financial

- Internal and external auditors check the complete financial record of the institution.
- Income expenditure Balance Sheets are audited annually.
- Complete fee structure of every course is strictly according to Panjab University and Punjab government Norms, and is displayed in College Prospectus. No extra fee is charged from any student.

- Transparency is maintained in the deposition of salaries of the staff.
- A duly appointed Bursar functions in the college.
- Student- Aid -Fund provides financial aid to economically backward students.
- Free books are provided to the students if sought for.

Academic

- Being affiliated to Panjab University, Chandigarh, the institution strictly follows the academic calendar issued by the University, which is also displayed in College Prospectus. Syllabus and course content is strictly as per the University guidelines.
- The website <http://www.davchsp.org.in> provides all the necessary information to the public regarding the programs and courses offered.
- Students are admitted in various courses strictly on the basis of merit and according to university rules and regulations.
- HoD meetings are conducted with Principal of college twice in a session. Decisions taken during the HoD meetings are forwarded to all the staff members.
- House tests are conducted in each subject for all the classes and corrected answer sheets are shown to the students.
- Internal assessment is displayed on the notice boards.
- Duly constituted Result Committee keeps complete record of results.
- Results are also passed on to the Managing Committee.
- New courses are regularly introduced keeping in view the need of time, contemporary relevance and employability. B.Voc Retail management was introduced in session 2018-19 and Add-on certificate course in communicative English in 2017-18.
- Teachers are recruited after following proper conditions laid down by UGC, Panjab University and Punjab government. Proper advertisements are given in the newspapers; eligibility of candidates is being checked.
- All circulars regarding students and staff are circulated as well as displayed on the notice boards and on college website.
- Different committees like Purchase committee, UGC-NRC committee, IQAC, Time Table committee, function as per duties assigned to them, whose member wise detail is given in the prospectus.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Practice One

1. Title of the Practice

Promotion of Heritage and Culture of Punjab

2. Objectives of the Practice

To inculcate a sense of pride among students in the rich heritage and culture of Punjab.

3. The Context

It has been observed that youth all over the nation is influenced by the western culture and Punjab is no exception. Hence, the need has been felt to revive the dying rich culture and heritage of Punjab.

4. The Practice

Every year a good number of students are trained to participate in Youth & Heritage Festival which hosts a variety of items ranging from traditional dance, music to heritage items. The heritage and culture is promoted in the following manner:-

- They are introduced to traditional folk instruments of Punjab like *Chimta*, *Algoza*, *Dilruba*, *Dhadd*, *Dhol*, *Gharha*, *Ektara* and Folk singing. Our students are thus well- equipped to participate in Youth and Heritage Festival in the category of Folk- music.
- Our students participate and win prizes in various categories related to traditional and heritage singing like *Vaar*(heroic ballads) singing, *Kavishri*(folk music usually without instruments performed in melas, weddings and religious functions, harvest celebrations and mehfil) *Kali* (a poetry bond under strict rules)signing. They also participate in Ladies traditional songs that are sung as rituals in festive occasions. Some talented students, later take it up as a profession and form their own music Bands.
- Students are trained in folk dances of Punjab like *Gidha*(energetic traditional dance for ladies), *Bhangra* and *Jhoomar* for competitions by professional coaches, who have excelled in their respective fields. Every year, these performances attract a large audience and also win prizes during competitions all over Punjab.
- Students inclined towards creativity are selected from various streams to participate in traditional items during the Youth Festival like *Khidoo*(ball) Making, *Peedhi*(traditional seat) Making, *Rassa*(rope) Making, *Pakhi*(fan) Making, *Naala*(tape) Making etc. They are taken to nearby villages and provided with hands-on knowledge in these arts. In return of the training provided to our students, women and artisans from rural areas are paid remuneration. This practice helps them to earn some money and on the other hand teaches our students the dying arts of Punjab.
- Trips to museums and religious places and Shrines like *Chintpurni* , *Virast-e- Khalsa* (which houses artifacts) *Sultanpur Lodhi* (where the First Sikh Guru spent 14 years) and *Anandpur Sahib*(holy place of the Sikhs) are organized. Students from different classes, accompanied by their teachers, visit these historic places for creating in them awareness for rich culture and heritage of Punjab.
- Workshops on Fine Arts and Home Science students are held to teach them the skill needed to participate in various items held in and outside college at different levels.
- Our students are well trained by teachers and experts in the field for Mehndi designing, Rangoli making and embroidery and competitions are held for the same at inter and intra -class level. These skills are helpful in providing them with employment opportunities at a later stage.
- Theme- based competitions like essay writing, declamation contests, poem recitations for promoting heritage are a regular feature in college. Through participation in these competitions the students not only hone their skills but also stay connected to their rich ethnicity.
- Competitions are held on themes related to the rich culture of Punjab. The theme for this year's youth Festival being *Apna Mool Pechaan* (Know thy self). Other themes at festivals have

been *Yeh Desh hain Veer Jawano ka* (Punjab is the land of brave) .

- Students are made familiar with Teachings of Sikh Gurus, their philosophy and relevance thereof in the present time. For Example -this year on the 550th Birthday of Guru Nanak Devji, various competitions were held on his life and teachings. Students were taken to Sultanpur Lodi, where Guru Nanak Dev ji spent fourteen years of his life.
- Festivals of harvests of state like *Lohri* and *Baisakhi* are celebrated to keep the students in touch with our culture.
- To encourage students to be in touch with their fellow brethren and contribute to the society *Chabeels* (providing hygienic water to passersby) are held in scorching summer months by college students.
- Studying History and Culture of Punjab is compulsory for students belonging to other states to make them familiar with the culture and heritage of the state. Topics related to history and traditions of the state are discussed.

5. Evidence of Success

- The institution has been successful in reviving the dying arts of the State.
- The institute has won Overall trophy five times in the Zonal Youth and Heritage Festival in last six years.
- Many old students settled abroad are engaged in propagating and promoting the culture of the state.
- Our college students have been successful in winning prizes in various categories at the Youth Festival.
- Several of our students gain employable skills, as a result of which they become not only financially sound, but also promote the culture and heritage of the state.
- Maximum participation and inclusiveness is encouraged among the students as the various categories offer something for everyone.
- It is a learning experience for both teachers and students.

6. Problems Encountered and Resources Required

- Limited number of experts training the students.
- Difficulty in procurement of rare traditional and folk instruments required for practice.
- Paucity of funds required for costumes, remuneration to accompanists and coaches.
- Loss of teaching hours for participants. To help them in their studies and compensate them for the classes missed; extra classes are taken by their respective subject teachers.

7. Notes

- All the competitions and activities held annually may be made theme-based.
- An appropriate theme related to the resident state can be chosen in advance and intimated to all teachers and students.
- This type of practice would be beneficial in keeping students connected to their state's rich heritage and traditions.

Practice Two

1. Title of the Practice

Participative Management through a Network of Committees

- To create an environment for harmonious administration.
- To aid effective decision- making.
- Participation of almost all Faculty members.
- Assignment of tasks to make use of inherent qualities of teachers.
- Providing a learning experience to the teachers and students in delegated field.
- Smooth conduct of assigned tasks.
- To instill a spirit of teamwork and a sense of responsibility.
- To ensure good relationship between Teaching and Non- teaching staff.

3. The Context

It has been observed that delegation of work brings a broader and fresh perspective to the task assigned because of the diversity of ideas. This aids prompt decision-making, smoother functioning and helps in creating a sense of unity and solidarity in an organization. It also helps in sharing the burden among all the members, in addition to giving everyone the satisfaction of having contributed constructively towards the progress of institution..

4. The Practice

Although, Managing Committee is the apex body that guides the institution, delegation of duties is done by forming committees that work in tandem with the Principal to promote a harmonious work culture in the college. The institution promotes the tradition of decentralization and participative management for a democratic way of functioning. Functions and duties are allocated by grouping teachers under various committees wherein they are assigned a specific task. Each and every member is involved in one or the other committee.

Staff is assigned roles depending on their inherent qualities, aptitude and knowledge in respective fields. Thirty one committees have been formed for carrying out tasks in different areas of administration and implementation etc. The Principal communicates the requirement regarding any major changes/ up haul to the management and seeks advice for the same.

Also, whenever any major decision is sought, a meeting of the concerned committee is called. The following active committees looking after Curricular Aspects, Teaching, Learning & Evaluation, Research, Innovation & Extension, Infrastructure & Learning Resources, Student Support & Progression, Governance, Leadership & Management and Institutional Value & Social Responsibility are functional in college.

Whenever a Function or Event is to be organized in the institution, Committees are formed for performing specific functions.-----Invitation Committee, Reception Committee, Entertainment Committee, Refreshment Committee, Seating arrangement, Compering Committee, to name a few. Non- teaching staff are also assigned duties in various committees, thereby promoting good rapport between Teaching and Non-teaching staff.

1. Curricular Aspects

College Development Council is responsible for deliberating upon specific matters like new

appointments, introduction of new courses and inspections by external authorized bodies.

Students' Attendance & Leave Record Committee maintains the record for attendance and leave- record of the students.

2. Teaching, Learning & Evaluation

Examination Committee conducts the Mid-Semester Examination and co-ordinates with Panjab University to resolve all issues related to examination, internal assessment, practical examination, date-sheets and examination-related grievances.

Result Committee is responsible for maintaining Class-wise and teacher-wise record of the university results which are later submitted to IQAC for record keeping and Management for annual assessment of teachers and grant of increments.

3. Research, Innovation & Extension

Research (Seminars & Projects) Committee keeps the records for any research activity undertaken by faculty members and prepares projects to be sent to sponsoring bodies. .

U.G.C.-N.R.C. headed by the coordinator deals with UGC for grants for infrastructure and student support, initiation of new courses.

Printing Committee looks into printing of College Prospectus, College Magazine- *Arya Kumar*, Flex Boards, Brochure, Pamphlets and Invitations related to Seminars, Conferences and Advertisement material etc.

4. Infrastructure & Learning Resources

Assets Maintenance Committee is responsible for maintenance of generators, water-coolers, college bus etc.

Furniture Maintenance Committee – any new furniture to be purchased or upgraded is managed by this committee.

Building & Building Maintenance Committee is responsible for upgradation and maintenance of the college building.

Staff Room Committee is responsible for upkeep of the college staff room.

Purchase Committee makes all purchases ranging from computers, electrical equipments,

Library Advisory & Book Bank Committee works in consonance with the department heads to purchase new books as per the requirement of teachers and students.

Canteen Maintenance Committee functions for upkeep of college canteen and ensures quality and hygiene in the canteen.

Information Committee maintains the record of all the information to be provided as and when required.

Photo Bank & Website Management Committee is responsible for the upkeep and maintenance of college website in addition to maintaining a record of the photographs of the activities undertaken annually.

5. Student Support & Progression

The following committees function in the institution to provide support to students in various fields:

Sports Committee remains active throughout the session in training the students for participation in games, selecting coaches, deciding upon benefits to be given to the sports persons and hosting tournaments.

Career Guidance counsels and guides the students regarding career options.

Grievances Redressal & Anti Ragging Cell remains vigilant to ensure that no untoward incident occurs.

Internal Complaint Committee works as and when the need arises.

Alumni Record Maintenance Committee maintains the record of the alumni and is responsible for organizing Alumni meet annually.

Discipline Committee maintains discipline in the campus. Teachers are put on discipline duty in their free periods. Also, students of the Central Association are assigned duties to maintain decorum in college.

Student Feedback Committee keeps proper record of the feedback compile from students.

6. Governance Leadership & Management

Publicity & Advertising Committee functions to publicize and highlight the achievements of the institution.

News Committee prepares news for the events organised in the college and the achievements of the students.

IQAC is responsible for ensuring Quality culture in the institution and sending AQARs to NAAC.

Screening for CAS checks the eligibility of teachers for promotion and communicates with the university seeking panels of experts and completing procedural requirements.

7. Institutional Values & Social Responsibility

SC/ST Committee maintains the record of SC/ST students and communicates with Department of Social Welfare for Post-Matric Scholarship and other welfare schemes for under privileged students.

Committee for Environment Awareness & Campus Beautification ensures the upkeep and

beautification of college campus.

Red Cross & Blood Donation Society holds annual blood donation camps.

Committee for R.T.I. responds to the queries put forward through R.T.I.

Nodal officers for AISHE, RUSA, Panjab University and Co-ordinators for IGNOU, UGC –NRC, B.Voc Courses, IQAC have been appointed to ensure regular functioning and Communication throughout the year. Besides these, the college has appointed **Dean(Examination), Dean(Student Welfare), and Bursar** to take care of Finance and Accounts.

At the end of each session, the Conveners submit an annual report to the IQAC Team elaborating the activities undertaken successfully during the session.

Besides this, duties are assigned to students too. **Student Central Association** constituting of Head Boy, Head Girl, Secretary, Head, Discipline and Class Representatives. For making learning experience interactive and interesting a vast network of clubs and societies exist in the college. These include subject societies as *Tagore Literary Society, Hindi Sahitya Sabha, Punjabi Sahit Sabha, Physio- Chemical Society, Ramanujan Mathematical Society* and **Hobby Clubs as Photographic Club, Dramatic Club** etc. these clubs and subject societies plan lectures, movie-shows, outings and excursions besides paper-reading contests, seminars to break the monotony of classroom teaching and bring about a refreshing change. It is mandatory for a student to become a member of one of the societies.

5. Evidence of Success

- As a result of effective and democratic administration many major decisions like upgradating of infrastructure, introduction of new courses, revamping of the college building, addition to the facilities have been successfully carried out.
- It gives a sense of pride and self-worth to the faculty members for having contributing in a constructive manner.
- Each activity is taken as a mission to be accomplished.
- The Knowledge Base and Human Resources of the institution are optimally utilized

6. Problems Encountered and Resources Required

- Fortunately, the functioning of committees has been successful so far and no problem has been encountered till date.
- The network of these committees has led to smooth functioning of the institution as has been evident through progress made in various fields in past many years.

7. Notes

- Various committees can be formed in the institution by delegating tasks to faculty members based on their skills, aptitude and qualities.
- Minutes of the meetings held should be recorded and maintained by the IQAC to keep the system transparent and streamlined.
- Students and Non- teaching staff should be involved in the functioning of the institution through participation in Committees.

NAAC

File Description	Document
Any additional information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

D.A.V. College, Hoshiarpur envisages a society to ensure peace, harmony, dignity, justice and equal opportunities for development of individuals and communities- empowerment of students through higher education to all strata of society.

Mission:

- Providing quality to all irrespective of caste, creed and socio- economic status.
- Facilitating overall development of students to inculcate ethical values, and to produce dynamic and able- minded youth.
- Providing Education at affordable rates.
- Maintaining Good Academic Standards.
- Training students to develop their personality.

The institution plans and executes all activities so as to propagate its vision and mission. Keeping up with the teachings of Swami Dayanand Saraswati, D. A. V. College, Hoshiarpur aims at the removal of ignorance through the light of knowledge with special focus on women education. The very basis of education being ethical and moral, inculcation of Ethics, values and the propagation of Vedic Culture through *Havan* at the beginning of every session, *Ved Saptah* during the session and *Swaraswati Vandana* at the onset of every academic function are a regular feature. A bust of Swami Dayanand has been placed in the college campus for the students and teachers to pay obeisance. Engraved beneath the bust are the principles of *Arya Samaj*; besides these are also printed on college Prospectus and on college website.

Focus on Personality Development

The vision of the institution being the empowerment of youth through higher education to all strata of society, constant and consistent endeavors are made to develop students' personality.

- Being integral to education, all round development is ensured by assimilating curricular, extra-curricular and sports activities, laying equal stress on each aspect.
- Though dealt with at length earlier, for the purpose of emphasis, it must be mentioned that the institution provides quality education to all- the humane principle of inclusiveness is adhered to.
- A large number of students belong to the reserved category and the marginalized sections of the society, as has been mentioned in Profile of the college. They are provided with financial aid, books and notes.
- Those students who could not produce good results at the lower level are not refused admission. Rather, special efforts are made by teachers to bridge their learning gaps- by teaching in Hindi or Punjabi medium and also by providing notes in simple form. They are also given extra time by teachers so that they are in sync with others.
- Departmental activities form an integral part of a student's education so that their knowledge on

the subject is kept updated. They are exposed to experts from their respective fields so that they may understand the nuances of various topics.

- Tutorials and personality development classes are held regularly. Through these, students are guided on personal improvement with a view to improve their professional prospects.
- The institution provides ample opportunities to students for participation in Extra- curricular activities. Intra- college activities as Talent Show *Agaaz* and Departmental activities are regular features. Youth and Heritage Festival, Competitions at Inter- college level and Sports tournaments provide students to gain confidence and make their mark at a wider level.
- Students' Central Association is formed every year in a democratic way by electing Class Representatives, who in turn, elect the President, Secretary and other office- bearers. These students help in the organization of functions/ events and also in maintaining discipline in the institution. This provides them with Organizational Skills and Leadership quality, besides imbuing them with a sense of responsibility.
- Through the aegis of NCC, NSS and Red Ribbon Club, students are trained to participate in Extension and outreach activities- organizing Cleanliness camps and Visit to nearby villages and Old Age Homes etc.
- As such the feeling of empathy is inculcated in them for the less privileged and neglected members of the society. Some of our students are members of N.G.Os, and they are motivated to develop a spirit of inclusiveness, belongingness, trust and productivity. The importance of teamwork is also understood better when such activities are undertaken.
- The institution regularly tries to bring in new courses as are relevant to the changing needs of the society and add to the employability of our students. Besides they are beneficial for the large number of students going abroad every year.
- The physical well- being of students is ensured through participation in Sports throughout the session. Annual Athletic Meet is held every year wherein a large number of students participate in a host of events. Best Athlete is chosen separately from Girls and Boys to encourage them for further participation.
- A friendly Cricket Match between Staff and Students is an annual feature to ensure good student-teacher relations.
- Yoga and meditation camp, besides workshops on self- defense are organized for the benefit of students.

The college fosters a spirit of belongingness and warmth, among the teachers and the taught, which is retained beyond the campus long after the students have passed out. Students have been in touch with their teachers as is evident from the number of students visiting the institution during Alumni Meet. This bond is strong enough for old students of the college to return to their *alma mater* not only to celebrate their success but also to pay regards to their mentors. They have contributed for the benefit of the institution, be it in the form of cash, books or services. This is no mean achievement in the times of increasing consumerism. The institution has developed a sensitive and responsible youth force as have commitments towards society.

We take pride in the fact that our vision of empowerment of youth through education has borne fruit in creating a pool of environment conscious, socially responsible citizens who remain spiritually bonded to the college throughout their life. This is a unique attribute distinctive to D.A.V. College,

Hoshiarpur.

File Description	Document
Any additional information	View Document

NAAC

5. CONCLUSION

Additional Information :

- *The number of working and teaching days is strictly according to UGC norms.*
- *No student is denied admission subject to the fulfilment of eligibility conditions prescribed by the university.*
- *The students who get top positions in House tests and University are rewarded suitably with prizes and merit certificates during the Annual Prize Distribution Function.*
- *Emphasis on the Use of ICT in Teaching and Learning.*
- *The role of Alumni in contributing towards spreading awareness and sensitizing students towards social issues is commendable.*
- *In the organization of functions NCC cadets, NSS volunteers and the Students' Central Association play a commendable role.*
- *The college has emerged as a peer among other institutions of the area by winning the Overall Trophy in Zonal Youth and Heritage Festival for the third time in a row.*
- *The college organizes Inter College Quiz Competition annually.*
- *During the last five years, the following facilities were up dated:*
 - *Computer laboratories,*
 - *Purchase of new Generators, Water Purifiers and Power Invertors.*
 - *Public Address system was installed in the college.*
 - *Regular repair work was undertaken wherein doors and windows in the classrooms were repaired.*
 - *New Green boards were installed in the Classrooms.*
 - *Principal's Office and Administrative Block were renovated.*
 - *Construction of Green Rooms was undertaken around the Stage.*
 - *A Gymnasium has been built for the students and the staff.*
 - *New laboratories for B.Sc. (Agriculture) were built.*
 - *College auditorium was reconstructed.*
 - *Principal S.P. Salik Block was built that houses the departments of Music, Fine Arts, Fashion Designing and Mass Communications besides the offices of U.G.C. and N.A.A.C.*

Concluding Remarks :

As the institution marches towards the centennial year, it has several development plans on the anvil. These include:

- *Developing students' personality in such a way that they grow to be better human beings, giving their best to society.*
- *Exploring more areas for institution –industry linkage.*
- *Fostering greater contact with experts from various fields through guest lectures, seminars, workshop and conferences.*

- *Use of comprehensive software for effective governance.*
- *Understanding responsibility towards environment and sensitizing the students about the same.*
- *Contributing to the upliftment of society in every possible manner.*

NAAC

6. ANNEXURE

1. Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>08</td> <td>08</td> <td>03</td> <td>03</td> <td>03</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>07</td> <td>01</td> <td>02</td> <td>03</td> </tr> </tbody> </table> <p>Remark : As per the data attached with the Metric by the HEI in response. Dr. C.B. Arora, Mrs. Kamaljit Kaur and Ms. Sharanjit Kaur in 2014-15 in Zoology, Chemistry and Languages respectively. In 2015-16 Dr. C. B. Arora and Dr. Rajeev Sharma both Agriculture, In 2016-17 Dr. C.B.Arora Zoology in 2017-18 Dr. C.B. Arora Vocational Agriculture Dr. Kulwant Singh Rana Languages Dr. Neerja Dhingra Arts Dr. Neeru Mehta Hindi Dr. Ruby Jain Sanskrit, Dr. Versha Mohindra Economics, Mrs. Kamaljit Kaur Chemistry while Dr. C.B. Arora Agriculture Dr. Rajeev Sharma Vocational Agriculture.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	08	08	03	03	03	2018-19	2017-18	2016-17	2015-16	2014-15	02	07	01	02	03
2018-19	2017-18	2016-17	2015-16	2014-15																	
08	08	03	03	03																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
02	07	01	02	03																	
1.2.3	<p>Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>54</td> <td>57</td> <td>30</td> <td>45</td> <td>31</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>38</td> <td>28</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	54	57	30	45	31	2018-19	2017-18	2016-17	2015-16	2014-15	38	28	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
54	57	30	45	31																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
38	28	0	0	0																	
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years</p>																				

	<p>Answer before DVV Verification : 2 Answer after DVV Verification: 0</p>																				
1.4.1	<p>Structured feedback received from</p> <p>1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus- Semester wise/ year-wise</p> <p>Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: C. Any 2 of the above</p> <p>Remark : The HEI was advised to attach the college policy and the structure of the feedback system on curriculum, signed by the principal. The HEI has not provided, the policy. The attached data is about administrative facilities and not for design and review of syllabus- Semester wise/ year-wise. The HEI has provided copies of forms that are not subjective and not considered as proof of the system of feedback on curriculum to be implemented. The HEI has not provided a URL to the feedback page on curriculum. However based on http://davchsp.org.in/feedbackanalysis/ the feedback of students and teachers is considered.</p>																				
1.4.2	<p>Feedback processes of the institution may be classified as follows:</p> <p>Answer before DVV Verification : B. Feedback collected, analysed and action has been taken Answer After DVV Verification: B. Feedback collected, analysed and action has been taken</p>																				
2.1.1	<p>Average percentage of students from other States and Countries during the last five years</p> <p>2.1.1.1. Number of students from other states and countries year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>29</td> <td>23</td> <td>16</td> <td>11</td> <td>13</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>10</td> <td>078</td> <td>01</td> <td>06</td> </tr> </tbody> </table> <p>Remark : As per the attached by the HEI with the Metric in response. Only 1st semester students are considered.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	29	23	16	11	13	2018-19	2017-18	2016-17	2015-16	2014-15	20	10	078	01	06
2018-19	2017-18	2016-17	2015-16	2014-15																	
29	23	16	11	13																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
20	10	078	01	06																	
2.1.2	<p>Average Enrollment percentage</p> <p>(Average of last five years)</p> <p>2.1.2.1. Number of students admitted year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1484</td> <td>1525</td> <td>2080</td> <td>2174</td> <td>2361</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	1484	1525	2080	2174	2361										
2018-19	2017-18	2016-17	2015-16	2014-15																	
1484	1525	2080	2174	2361																	

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
704	578	897	969	1196

2.1.2.2. Number of sanctioned seats year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2470	2420	2370	2430	2430

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2470	2440	2440	2470	2446

Remark : As per the data attached with the Metric and with 2.2 by the HEI in response. The HEI data has been corrected for B Com(Hons)II data included with First year data.

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
652	680	832	816	877

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
296	256	359	395	453

Remark : As per the data attached with the Metric and with 2.2 by the HEI in response.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

2.3.2.1. Number of teachers using ICT

Answer before DVV Verification : 36

Answer after DVV Verification: 01

Remark : The HEI was requested to provide a self attested list of the teachers using ICT enabled facility (for teaching and lecturing) along with the SUBJECT for they use ICT (and the installed facility). One ppt each, prepared exclusively by the faculty, was to be uploaded on the HEI website and working link provided. The HEI was advised to provide a teacher wise list containing the subject

taught using ICT and the installed facility used by the faculty for the purpose. None the above is provided. Number 01 is to circumvent technical issue.

2.3.3 Ratio of students to mentor for academic and stress related issues

2.3.3.1. Number of mentors

Answer before DVV Verification : 55

Answer after DVV Verification: 48

Remark : The HEI was requested to provide a copy of the approved Mentor list as announced (signed by the principal). The HEI was also advised to provide allotment order of the mentor to mentees. A copy of the circular pertaining to the details of the mentor and their allotted mentees as announced was also requested. The HEI has attached non relevant data. The attached list is for tutorial and not mentor for academic and stress related issues. In the absence of any supporting documents the value as per the list attached (signed by the principal) is considered as Mentors.

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
19	16	16	14	11

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
16	14	14	11	10

Remark : The HEI has not provided any information on Dr Nisha Athrey. She has been counted in 2018-19 when she is shown to have left in Oct 2018.

2.4.3 Teaching experience per full time teacher in number of years

2.4.3.1. Total experience of full-time teachers

Answer before DVV Verification : 825 years

Answer after DVV Verification: 771 years

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	8	9	7	5

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0.98	0.294	2.212	0	0.40

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

3.1.3.1. Number of research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification : 6

Answer after DVV Verification: 0

3.1.3.2. Number of full time teachers worked in the institution during the last 5 years

Answer before DVV Verification : 268

Answer after DVV Verification: 119

Remark : The HEI had not provided documents in support of the proof of its claim. As per 3.1.1 there were no research projects funded by government and non-government agencies. The HEI was requested to provide an attested copy of the supporting document from the Funding Agency indicating sanction of the research project funded (by govt./non-Govt. agency) including details of name of teacher and the amount in INR. Cross link with funding agency. No data has been provided by the HEI.

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Answer before DVV Verification : Yes

Answer After DVV Verification: No

Remark : As per the HEI statement in the response dialogue box and the HEI data attached with

the metric in response. The HEI has not provided any additional information. HEI was advised that this Metric was focused around the theme whether The institution provides incentives to such teachers. The attached certificates do not support the HEI claim that "The institution provides incentives to teachers who receive state, national and international recognition/awards". The HEI was requested to The HEI must provide a copy of the policy, signed by the Principal and the Chairman, on incentives to teachers who receive state, national and international recognition/awards. A copy of the policy signed by the Principal was also requested to be attached. The HEI must provide e- copies of the letters of awards and the E-copy of the proof of incentive that may range from Study leave to monetary and promotion benefits.

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
19	21	20	32	31

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
12	03	02	0	0

Remark : The HEI was advised that it had not provided ugc-care website link. The HEI was advised that a large number of links provided in its data were found to have invalid ugc-care website address. The HEI was requested to clean up its data and provide only authenticated and complete information in the NAAC prescribed format with ugc-care website details in Excel file in the form <https://www.scopus.com/sourceid/211xxxx2452> etc. or on <https://ugccare.unipune.ac.in/site/Website/pdf/Indian%20journals%20indexed%20in%20Web%20of%20Science%2014%202019.pdf> The HEI has again provided reference to only local journal which do not fall under Journals notified on UGC-CARE website. Web-link was requested to be provided by the institution which would redirect to the journal webpage published in UGC-CARE notified list. The HEI was requested to paste the link of UGC-CARE approved list of journals available in this link: The HEI has not provided all the links to ugc-care website of approved journals. However the HEI has provided some links of cancelled list of ugc papers. As per the HEI data attached.

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

3.3.5.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
15	8	41	08	37

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
16	07	36	09	11

Remark : As per the HEI data attached. The HEI has not provided data in NAAC prescribed format. A large number of ISBN were not identified by search engine based verification s/w. The HEI was requested to provide verified ISBN/ISSN details only. The HEI was also to furnish a certificate signed by the principal that all the ISBN/ISSN are verified. The HEI was to provide certified photocopy of the first page of the books. This has not been done for the books.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
04	04	01	02	03

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
18	33	15	09	14

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
13	27	11	02	04

Remark : As per the HEI supporting data (documents/ reports/ news paper clipping/photographs) attached with the Metric in response.

3.4.4	<p>Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years</p> <p>3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="308 472 1046 607"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>331</td> <td>366</td> <td>373</td> <td>221</td> <td>799</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 685 1046 819"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>160</td> <td>127</td> <td>128</td> <td>270</td> <td>229</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	331	366	373	221	799	2018-19	2017-18	2016-17	2015-16	2014-15	160	127	128	270	229
2018-19	2017-18	2016-17	2015-16	2014-15																	
331	366	373	221	799																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
160	127	128	270	229																	
3.5.2	<p>Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)</p> <p>3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="308 1178 1046 1312"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="308 1391 1046 1525"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	11	0	0	0	0	2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
11	0	0	0	0																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	0	0	0	0																	
4.1.3	<p>Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc</p> <p>4.1.3.1. Number of classrooms and seminar halls with ICT facilities</p> <p>Answer before DVV Verification : 07</p> <p>Answer after DVV Verification: 03</p> <p>Remark : As per the HEI statement in the response dialogue box and the data attached with the Metric in response.</p>																				
4.1.4	<p>Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.</p>																				

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
22.98	29.92	4.79	46.1	140.64

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
19.98	10.92	13	41.04	100.78

Remark : As per the HEI data attached with the Metric in response. Library books and software are not infrastructure augmentation.

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1.57	5.59	0.41	2.79	2.12

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.336	3.48	0.41	2.09	0.026

Remark : As per the HEI data attached with the Metric in response.

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 112

Answer after DVV Verification: 38

Remark : As per the HEI data attached with the Metric in response.

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

--	--	--	--	--

2018-19	2017-18	2016-17	2015-16	2014-15
2.52	23.28	20.05	20.79	10.81

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2.52	2.28	2.05	1.67	1.95

Remark : The HEI was advised to reconcile and Provide a consolidated audited income/ expenditure highlighting specific expenditure on maintenance of physical facilities and academic support facilities, excluding salary component. The HEI was requested that the certificate must be duly certified by the CA and counter signed by the principal. The HEI has provided a statement which is signed by the principal but the attached audit sheet does not support the same. Electricity charges are not Expenditure incurred on maintenance of physical facilities and academic support facilities.

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
52	162	334	230	315

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
52	125	72	230	316

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

5.1.2.1. Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
78	50	37	124	44

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
82	173	100	55	102

Remark : As per the HEI data attached with the Metric in response.

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Answer before DVV Verification : D. Any 4 of the above

Answer After DVV Verification: D. Any 4 of the above

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

5.1.4.1. Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
94	94	127	79	82

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
85	93	166	79	82

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
94	68	68	79	82

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
85	79	87	79	82

5.2.1 Average percentage of placement of outgoing students during the last five years

5.2.1.1. Number of outgoing students placed year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
87	38	115	184	183

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
9	0	0	0	0

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	6	2	1	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	06	02	01	01

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

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) during the last five years.

5.3.1.1. 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-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
55	52	60	52	49

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
04	06	04	05	04

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	01	02	01

Remark : The HEI has attached conduct of Youth Festival on behalf of the university which is not eligible as only participation and conduct of an activity entirely for the HEI students is eligible. Even of sep 2019 is not eligible as it is in 2019-20. Quiz is not sports and cultural activity.

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

Answer before DVV Verification : C. Any 3 of the above

Answer After DVV Verification: C. Any 3 of the above

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
35	0	31	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	00	0	00	0

Remark : The HEI has claimed cases where in the college auditorium a webinar had been conducted. There is no financial support provided to the teachers. For the college teachers the International seminar/seminar/webinar was free.

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	05	05	02

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	02	02	02

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
55	55	55	55	48

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
02	0	10	02	06

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise

during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
24	14.01	4	0	5

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
20	2.51	4	0	5

Remark : Only donation from m/s International tractors for Youth Festival is valid and eligible donation. Donation of Rs 20 Lac in 2018-19 supported by balance sheet. Contribution of the univ/colleges for Youth festival is not a grant. Hemraj Memorial Hall receipts considered as per the balance sheet.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
04	06	05	07	05

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
03	02	05	03	04

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: D. Any 1 of the above

7.1.1	<p>Number of gender equity promotion programs organized by the institution during the last five years</p> <p>7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 389 1046 524"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>3</td> <td>3</td> <td>2</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 602 1046 736"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>03</td> <td>03</td> <td>02</td> <td>02</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	1	3	3	2	2	2018-19	2017-18	2016-17	2015-16	2014-15	01	03	03	02	02
2018-19	2017-18	2016-17	2015-16	2014-15																	
1	3	3	2	2																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
01	03	03	02	02																	
7.1.4	<p>Percentage of annual lighting power requirements met through LED bulbs</p> <p>7.1.4.1. Annual lighting power requirement met through LED bulbs (in KWH)</p> <p>Answer before DVV Verification : 1556.25</p> <p>Answer after DVV Verification: 1715.25</p> <p>7.1.4.2. Annual lighting power requirement (in KWH)</p> <p>Answer before DVV Verification : 6131.25</p> <p>Answer after DVV Verification: 6131.25</p> <p>Remark : As per the HEI data attached with the Metric in response.</p>																				
7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years</p> <p>7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1373 1046 1507"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>1</td> <td>2</td> <td>3</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1585 1046 1720"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	1	1	1	2	3	2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15																	
1	1	1	2	3																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
0	0	0	0	0																	
7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1998 1046 2087"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15															
2018-19	2017-18	2016-17	2015-16	2014-15																	

2	2	1	1	1
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Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	1

Remark : The HEI has claimed Swachhta Abhyan in 3.4.4. This cannot be claimed again. Only activities Not addressed elsewhere and engage with and contribute to local community during the last five years are eligible. The visit to fields is curriculum based visit and the photographs do not support the HEI claim of the interaction Need for crop rotation & decreasing water Table.

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	3	2	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	1	1

Remark : As per the HEI data attached with the Metric in response. Only communal harmony and day commemorating Swami Dayanand and Major Dhingra memmorial hall are considered.

2.Extended Profile Deviations

ID	Extended Questions										
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 29 Answer after DVV Verification : 492										
1.2	Number of programs offered year-wise for last five years Answer before DVV Verification: <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>20</td> <td>18</td> <td>18</td> <td>18</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	21	20	18	18	18
2018-19	2017-18	2016-17	2015-16	2014-15							
21	20	18	18	18							

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
28	28	28	29	29

2.2 Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
652	680	832	816	877

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
680	671	671	680	673

2.3 Number of outgoing / final year students year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
488	524	747	610	540

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
457	502	716	584	517

3.1 Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
55	55	55	55	48

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
51	50	53	52	46

3.2 Number of sanctioned posts year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
59	59	59	59	59

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
58	58	58	58	58

- 4.1 Total number of classrooms and seminar halls
 Answer before DVV Verification : 44
 Answer after DVV Verification : 40
- 4.2 Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
176.16	45.23	368.33	181.19	178.60

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
176.72	136.22	333.16	182.10	179.39