



PUBLIC COLLEGE SAMANA (PATIALA)

(Affiliated to Punjabi University, Patiala)

Ref. No. 15662

Dated : 24/4/2015

Director,
National Assessment and Accreditation Council
P.O. Box No. 1075,
Nagarbhavi
Bengaluru-560072,
Karnataka India

Subject: Upload of Self-Study Report for Accreditation-Cycle-I on College Website www.pcsamana.org.in

Reference: Institutional Track ID PBCOGN21447

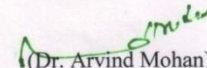
Sir,

With reference to your letter no: NAAC/NR/BSP/PBCOGN21447/Online IEQA Status – Eligible dated December 12, 2014, regarding submission of Self-Study Report. I am pleased to inform your good self that the college has uploaded the Self Study Report (SSR) on its website www.pcsamana.org.in in PDF form.

It is matter of great satisfaction for me to submit the self study report of Public College, Samana, Patiala, Punjab, for Accreditation Cycle-I for your kind consideration. This accreditation report has been prepared as per the guidelines of the NAAC Manual for Self-Study Report for Affiliated/Constituent colleges effective from 1st April, 2012.

The peer Team is welcome to visit the college on any date after 30/09/2015.

With warm greetings,


(Dr. Arvind Mohan)
Principal,
Public College Samana.
Public College
Samana(Patiala)

Place: Samana (Punjab)

Date: 24-04-2015

Estd. 1969



PUBLIC COLLEGE SAMANA (PATIALA)

(Affiliated to Punjabi University, Patiala)

Ref. No. _____

Dated : _____

TO WHOM IT MAY CONCERN

It is certified that the data included in this Self Study Report are true to the best of my knowledge.

This Self Study Report is prepared by the institute after internal discussions and no part thereof has been outsourced.

I am aware that the peer team will validate the information provided in this Self Study Report during their visit to the institute.

Place: SAMANA


(Dr. ARVIND MOHAN)

Principal
Public College
Samana(Patiala)

Office Telefax : 01764-220093, Principal : 226529, Resi.: 220729; Email: pcsamana@yahoo.com

EXECUTIVE SUMMARY

The college was established in the year 1969, under the able guidance and motivation of our honorable founder chairman Sh. S.L. Kapur, I.A.S., the then Deputy Commissioner of Patiala. The college has proved itself to be an asset in the field of education in this predominantly rural and backward area in the District of Patiala. In fact, hailing its epic progress and overall performance, Punjabi University, Patiala declared this college as the “Model College” of the university in the year 1996. Public College Samana which is spread over 36 acres of land is perhaps one of the greenest campuses amongst the affiliated colleges of Punjabi University, Patiala. The sprawling campus is eco-friendly with lush green manicured lawns fenced with variegated flowerbeds is the cynosure of all those who enter its portals. This multi-faculty co-educational college caters to the educational needs of both urban and rural students within the radius of about 35 km.

The college aims to orient the young students towards academic excellence, personal development and socio-cultural skills to enable them to cope with the contemporary scenario. The college harbours the vision to impart higher education at low cost to the under privileged sections of society who are in dire need of academic empowerment. Staying true to its mission, the college started with a meager strength of 109 students in the faculty of arts and has gradually grown into a multi-faculty academic establishment with the present strength of about 2500 students. The college at present is imparting education in the fields of Humanities, Commerce, Computer Science, Agriculture and Management. The college has proved itself to be a flag-bearer in the field of academia in this educationally backward area through its introduction of Post Graduate Courses in English, Punjabi, History, Commerce and Computer Science, with an aim to increase the employability of its students. The college is also successfully running various career-oriented add-on courses like Spoken English, Information Technology, Computer Hardware and Networking, Computerized Accounting and Fitness Training.

Keeping abreast of the current demands of the rural and the agricultural sectors of this belt the college introduced a B. Sc. (Agriculture) course at graduation level. This course will open up several self employment avenues for its students both in the domestic market and abroad. The college took a lead to introduce computer courses in the year 1993 and was among the first three colleges of the University to have introduced Post Graduate Diploma in Computer Application.

Both national and international economic scenario is undergoing drastic changes largely due to the impact of fast pace of globalization. To make the education system in sync with the societal needs, curriculum of the existing courses is updated and new innovative courses are introduced so that professional competence of the students can match with the needs of the industry and the service sector. We understand that the existing courses may lose their sheen in future due to the changed socio-economic and political environment. In that case, the institution is ready to either change the existing courses accordingly or start the new ones.

Apart from regular teaching the college staff makes efforts to sensitize the students on issues such as gender equality, communal harmony and environmental awareness through various clubs/societies. The college also organizes workshops, seminars, extension lectures to enhance the quality of the teaching. In order to promote research, the college encourages its staff members to apply for research projects from different funding agencies. The faculty members update their knowledge/skills by participating in refresher and orientation courses and by attending seminars, workshops and conferences etc. Some of them also contribute their papers and articles to various journals, magazines etc. Many innovative teaching approaches and methods have been adopted by the faculty during the last four years like introduction of smart boards in class rooms. College library has subscribed on regular basis various journals related to different subjects.

Academic regimen of the students goes hand in hand with the equally important arena of sports. Our sports department has brought laurels to the institute with their active participation at both International and National levels. The college has so far produced able sports persons who have participated in Asian Games and Commonwealth Games in the year 2014. Our sports programs not only make the students disciplined but also responsible and self-confident. The huge sports infrastructure and coaching facilities provided by the college prove to be a boon for the students and have honed their sporting skills substantially. The institute leaves no stone unturned to provide the best training sessions by coaches of National and International stature. The success of these is evident from the achievements bagged by sports persons of this college.

The college strives to inculcate the spirit of voluntary work among the students and teachers through sustained community interactions. NSS brings our college closer to society. It shows how to combine knowledge and action to

achieve results which are desirable for community development. Over the years our goal through NSS and CEC has been to enrich the student's personality and deepen their understanding of the social environment in which they live. The college is successfully running Community Education Club which is rendering a great service to the children of underprivileged community by imparting education to them after the college hours.

It is very important to mention here the indispensable role played by the managing committee of the college. Since the inception of the college the committee has been very cooperative with the staff and has given a free hand to the Principal in taking most of the decisions. As per the mission of the college, the management has provided large number of concessions to the students so that they are not deprived of their right to education. The management makes sure that no dues of any employee whether serving or retired is left pending. Salaries of regular staff are given as per UGC/Punjab Government rules.

SWOT Analysis:

Strengths:

Public College, Samana (District Patiala) - Punjab (Established in 1969) is a privately managed co-educational Aided College.

1. The college caters to the needs of both urban and rural learners of Punjab and Haryana.
2. The college is imparting education at U.G. and P.G. levels in Humanities, Commerce, Computer Science and Science (Agriculture) streams as well as vocational courses as per its curricula.
3. Even being a Private college, the fee-structure is nominal as compared to other private colleges, hence the students from all sections of the society are desirous to seek admission.
4. Transparent admission procedure is followed.
5. Free education is provided to single girl child and concessional education to fatherless and physically handicapped students.
6. Spacious and eco-friendly campus.
7. Offers easy and concessional transportation access to the students coming from far off places through bus pass facility.
8. Reservation policy in terms of seats allotment in each stream is strictly followed as per State Government rules and norms.
9. Counselling and placement cell actively help the students in placements.
10. Qualified & Committed faculty members and industrious administrative staff.
11. Spacious library with INFLIBNET facility.
12. Existence of various effective and voluntary organizations/cells to inculcate moral and social values among students.
13. Good academic atmosphere.
14. Spacious sports infrastructure to cater to the needs of the students.

15. Women's Hostel is also available for female students coming from far off stations.
16. Scholarships are privately arranged for meritorious and needy students.

Weaknesses:

1. Shortage of regular teaching and non teaching staff due to ban imposed by the Government on recruitment of regular faculty.
2. Being Semi-urban backward area, we are not able to get students of good quality.
3. Lack of industry/service sector – Institutional partnership.
4. Lack of incentives to carry research activities.
5. Lack of autonomy in framing syllabus and conducting examination.
6. Being a backward area a large number of students are from economically backward classes who seek fee concessions which results in less income from fee.
7. Government aid is being received only for 10 teaching faculty posts as against 59 faculty members working in the college. This grant is not even regular.
8. College does not have its own transportation.

Opportunities:

1. Ample scope for Improving Employability of students.
2. Increased learning inputs for the students.
3. Implementation of academic & non-academic reforms.
4. Improving interaction with industry.
5. Enhancement of research & consultancy activities.
6. Increased demand for strengthening of existing UG and PG Programs & starting of new programs like B. Sc. (Medical), B. Sc. (Non-Medical), B. Com. (Professional), M.A. (English), M. Com., M.A. (History), M.A. (Hindi), M.A. (Pol. Sc.), Bachelor of CSM (Computer, Stat and Math) etc.

7. Increasing demand for vocational subjects for better placement opportunities in Indian industrial and service sector.
8. Better placement opportunities for NCC cadets and NSS volunteers in defence, police and para- military forces.
9. Scope for enriching co-scholastic activities like debate, quiz, declamation, panel-discussion and monitored coaching to improve communication skills, etc., to enhance confidence and help the students to improve their soft skills.
10. Indoor stadium being built in the college will help the sportspersons to excel in different sporting activities.

Threats:

1. The major threat for the college is its location near to the district head quarter known as the educational hub (District Patiala) of Punjab.
2. Low fee structure offered by Government Colleges situated nearby.
3. Inadequate infrastructure to cater to the growing demands of the students especially in meeting the global standards. Slow inflow of funds which are required for improvement and continuous enhancement of infrastructure, and its adequate maintenance.
4. Lack of innovations in content-based curricula has resulted in inertia in both the teacher and the taught.
5. Lack of creativity and innovation in content based curricula as per the expectations and need of industry.
6. Being located in Semi-urban area is not an attraction point for placement companies.

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name:	PUBLIC COLLEGE			
Address:	PUBLIC COLLEGE, SAMANA			
City:	SAMANA	Pin:	147101	State: PUNJAB
Website:	www.pcsamana.org.in			

2. For Communication:

Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Dr. Arvind Mohan	O: 01764-226529	8146520542	01764-220093	a_mohan_59@yahoo.in
		R:			
Steering Committee Co-ordinator	Jaswinderbir Singh	O: 01764-501170	8968700879	01764-220093	jbs_23_69@yahoo.co.in
		R: 0175-2350027			
IQAC Incharge	Dr. Monita Saluja	O:	9988151044	01764-220093	monita.saluja@gmail.com
		R: 0175-2282553			

3. Status of Institution:

Affiliated College	<input checked="" type="checkbox"/>
Constituent College	<input type="checkbox"/>
Any other (specify)	<input type="checkbox"/>

4. Type of Institution:

a: By Gender	
i. For Men	<input type="checkbox"/>
ii. For Women	<input type="checkbox"/>
iii. Co-Education	<input checked="" type="checkbox"/>
b: By Shift	
i. Regular	<input checked="" type="checkbox"/>
ii. Day	<input checked="" type="checkbox"/>
iii. Evening	<input type="checkbox"/>

5. It is a recognized minority institution?

Yes	<input type="checkbox"/>
No	<input checked="" type="checkbox"/>

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence

6. Source of Funding:

Government	<input type="checkbox"/>
Grant-in-Aid	<input checked="" type="checkbox"/>
Self-financing	<input checked="" type="checkbox"/>
Any other	<input type="checkbox"/>

7. a) *Date of establishment of College:* 29/07/1969
 b) *University to which the college is affiliated /or which governs the college (If it is a constituent college)* PUNJABI UNIVERSITY, PATIALA

c) *Details of UGC recognition:*

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	09-03-1972 vide letter no. F.13-52/72(CD)	
ii. 12 (B)	09-03-1972 F. No. 1-1/2013(CPP-I/C) dated July 10, 2014	

d) *Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)* N.A.

8. *Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?*

Yes	✓	No	
If yes, has the College applied for availing the autonomous status?			
Yes		No	✓

9. *Is the college recognized*

a. by UGC as a College with Potential for Excellence (CPE)?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, date of recognition: (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If yes, Name of the agency Deptt. of NSS, Punjabi University, Patiala
 and Date of recognition: 16/01/2015 (dd/mm/yyyy)

10. *Location of the campus and area in sq.mts:*

Location	Semi Urban
Campus Area in Sq. mts.	145687
Built up Area in Sq. mts.	9866.21

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

Auditorium/seminar complex with infrastructural facilities		<input checked="" type="checkbox"/>
Sports facilities		
play ground		<input checked="" type="checkbox"/>
swimming pool		<input checked="" type="checkbox"/>
gymnasium		<input checked="" type="checkbox"/>
Hostel		
Boys' hostel		
Number of hostels		
Number of inmates		
Facilities (mention available facilities)		
Girls' hostel		<input checked="" type="checkbox"/>
Number of hostels		01
Number of inmates		25
Facilities (mention available facilities)		
Working women's hostel		
Number of inmates		
Facilities (mention available facilities)		
Residential facilities for teaching and non-teaching staff (give numbers available -cadre wise)		
Cafeteria		<input checked="" type="checkbox"/>
Health centre		
First aid, Inpatient, Outpatient, Emergency care facility, Ambulance		
Health centre staff		
Qualified doctor	Full time	<input type="checkbox"/>
	Part-time	<input checked="" type="checkbox"/>
Qualified Nurse	Full time	<input type="checkbox"/>
	Part-time	<input type="checkbox"/>
Facilities like banking, post office, book shops		<input type="checkbox"/>
Transport facilities to cater to the needs of students and staff		
Animal house		<input type="checkbox"/>
Biological waste disposal		<input type="checkbox"/>
Generator or other facility for management/regulation of electricity and voltage		<input checked="" type="checkbox"/>
Solid waste management facility		<input type="checkbox"/>
Waste water management		<input type="checkbox"/>
Water harvesting		<input type="checkbox"/>

12 Details of programmes offered by the college (Give data for current academic year)

Sl. No.	Programme Level	Name of the Programme/ Course	Duration (Years)	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
1	Under Graduate	BA	Three	10+2	English/ Punjabi		1588
		B. Com.	Three	10+2	English/ Punjabi	198	219
		B.C.A.	Three	10+2	English	264	253
		B.B.A.	Three	10+2	English	132	58
		B. Sc. (Agr)	Four	10+2 Science	English	176	144
		B.Com. (Prof.)	Three	10+2	English	44	68
		B. Sc. (Med. & Non Med.)	Three	10+2	English	33	30
2	Post Graduate	M. Sc. (IT)	Two	Graduation	English	66	36
		M. Sc. (IT) Lateral Entry	One	Graduation with PGDCA	English	33	20
		M.A. Punjabi	Two	Graduation	Punjabi	66	53
		M.A. English	Two	Graduation	English	66	29
		M.Com.	Two	B.Com./BB A/B.Com (P)	English	33	33
		M.A. History	Two	Graduation	English/ Punjabi	33	36
3	PG Diploma	PGDCA	One	Graduation	English	66	31
4	Add On Courses						
	Certificate	Info. Tech.	One		English		41
		Comp. Accounting	One		English		22
		Fitness Training	One		English		87
		Comp. H/w and N/w	One		English		24
		Spoken English	One		English		21
	Diploma	Comp. H/w and N/w	Two		English		2
		Spoken English	Two		English		1
	Advance Diploma	Spoken English	Three		English		3

13. Does the college offer self-financed Programmes?

Yes

No

If yes how many?

11

14. New programmes introduced in the college during the last five years if any?

Yes

No.

Number

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	UG	PG	Research
Arts	History, Economics, Mathematics, Pol. Sc., Hindi, Sanskrit, Psychology, Home Sc., Phy. Edu., Music (Vocal), Geography, Religious Studies, Public Administration, Computer Science.	<input checked="" type="checkbox"/>	English, Punjabi, History	Nil
Commerce	B. Com., B. Com. Professional	<input checked="" type="checkbox"/>	M. Com.	Nil
Management	BBA	<input checked="" type="checkbox"/>	Nil	Nil
Computer Science	BCA	<input checked="" type="checkbox"/>	M. Sc. (IT), PGDCA	Nil

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

a. Annual System

b. Semester System

c. Trimester System

17. Number of Programmes with

a. Choice Based Credit System

b. Inter/Multidisciplinary Approach

c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes

No

If yes,

a. Year of Introduction of the programme(s).....
(dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme Separately

Yes

No

19. Does the college offer UG and/or PG programmes in Physical Education?

Yes

No

If yes,

a. Year of Introduction of the programme(s).....
(dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme Separately

Yes No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching Faculty						Non Teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor		M	F	M	F
	M	F	M	F	M	F				
Sanctioned by the UGC / University / State Government <i>Recruited</i>	01 Principal		02	02	03	02	09	-	-	-
<i>Yet to recruit</i>	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>	-	-	-	-	13	34	13	06	03	01
<i>Yet to recruit</i>	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

21. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent Teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	01 Principal		-	02	03	04	10
M.Phil.	-	-	02	-	01	04	07
PG	-	-	-	-	03	07	10
Temporary teachers							
Ph.D.	-	-	-	-	-	03	03
M.Phil.	-	-	-	-	02	04	06
PG	-	-	-	-	09	13	22
Part-time teachers							
Ph.D.	-	-	-	-	-	-	-

M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

22. Number of Visiting Faculty /Guest Faculty engaged with the College NIL

23. Furnish the number of the students admitted to the college during the last four academic years

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	88	47	108	98	184	119	197	152
ST								
OBC	123	99	164	90	239	126	205	161
General	744	592	953	628	964	672	1472	683
Physically Handicapped	5	6	1	3	3	5	4	0
Others (Minority without Sikhs)	1	0	2	1	2	1	6	3

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	2165	231	NIL	NIL	2396
Students from other states of India	65	07	NIL	NIL	72
NRI students	NIL	NIL	NIL	NIL	NIL
Foreign students	NIL	NIL	NIL	NIL	NIL
Total	2230	238	NIL	NIL	2468

25. Dropout rate in UG and PG (average of the last two batches)

UG 32.17 PG 14.52

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

a. including the salary component

20593

b. excluding the salary component

8433

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes No

If yes,

a. is it a registered centre for offering distance education programmes of another University

Yes No

b. Name of the University which has granted such registration.

Yes No

c. Number of programmes offered

d. Programmes carry the recognition of the Distance Education Council

Yes No

28. Provide Teacher-student ratio for each of the programme/course offered

Program	Student Teacher Ratio
Arts Department	59:1
Commerce Department	46:1
Computer Department	22:1
Management Department	19:1
Science Department	24:1

29. Is the college applying for

Accreditation Cycle 1 Cycle 2 Cycle 3 Cycle 4
 Re-assessment

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle	Date (dd/mm/yyyy)	Accreditation Outcome/Result
Cycle 1	N.A.	
Cycle 2	N.A.	
Cycle 3	N.A.	

Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year.

240
187

32. Number of teaching days during the last academic year

33. Date of establishment of Internal Quality Assurance Cell

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i)	N.A.
AQAR (ii)	N.A.
AQAR (iii)	N.A.
AQAR (iv)	N.A.

35. Any other relevant data (not covered above) the college would like to include.

- College was declared a Model College by Punjabi University, Patiala amongst the colleges situated in the rural areas.
- Recently our college won the Best College Trophy for its distinguished service in the field of Social Service.

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 *State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.*

VISION

“ਗਿਆਨ ਸਤਿ ਕਿਰਤ”

Attaining and spreading knowledge through sincere efforts.

MISSION

The mission of the college is to impart holistic education with the aim to make the students of this predominantly rural area, time and market relevant, globally competent, morally upright and socially responsible citizens.

OBJECTIVES

- Providing a congenial environment for holistic development of youth where young minds are enthused to be creative and innovative.
- To sensitize students to Social, Economic, Cultural and Environmental issues and make them upright and law abiding citizens of India.
- To provide opportunities of education to young women so that they contribute in building a strong and modern India.
- To inculcate National spirit and respect for our culture among our students.
- To design programs for training students to imbibe Scientific, Logical and critical Thinking for encountering challenges.
- Channelizing the latent energies of the youth through perpetual training in sports and co-curricular activities.
- To reach out to the less privileged, deserving sections and economically disadvantaged sections of our society and lend a helping hand to them.
- To build an infrastructure equipped with latest technology in order to enrich the teaching learning experience.

1.1.2 *How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).*

- Though the curriculum is designed by the affiliating

university, the institution strives to implement it by following the curriculum. The academic calendar is designed by the Affiliating University, the date of commencement of Semester/Session is conveyed to the students through college prospectus at the time of admission.

- The college is committed to provide the best possible teaching staff for meeting the academic requirements of the students. The term wise schedule of work is prepared by the teachers and is delivered effectively. Along with the academic curriculum, co-curricular activities such as NSS, NCC, sports and cultural activities are also conducted by various departments.

1.1.3 *What type of support (procedural and practical) do the teachers receive from the University and/or institution) for effectively translating the curriculum and improving teaching practices?*

The faculty is encouraged to participate in Seminars, Workshops and Conferences organized by different institutions. Duty leaves are granted by the college to attend such activities.

The college also deputed teachers to attend Orientation and Refresher Programs organized by Academic Staff Colleges. Refer to annexure for details.

1.1.4 *Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory agency*

The college ensures effective curriculum delivery and transaction on the curriculum provided by the University by implementing the following:

- Preparing Academic Calendar and schedule of work
- By giving firsthand experience in all the practical subjects.
- Holding Seminars
- Organizing Guest Lectures
- Organizing Interdisciplinary and Interdepartmental programmes.

1.1.5 *How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?*

Our college has a well placed system of networking and interacts with academic bodies and industry. College arranges extension lectures where experts from Universities and other institutions are invited for discussions, workshops and for

professional interactions with students and faculty members. Visits to the departments and the university library are also organized.

Our college arranges industrial visits for commerce and management students and departmental visits such as Punjab Agricultural University, Ludhiana, Kisan Melas, Horticulture Department and related departments in Punjabi University for Science (B. Sc. Agriculture). Such visits provide first hand information to the students and help them to get acquainted with the real work environment.

1.1.6 *What are the contributions of the institution and/or its staff members to the development of the curriculum by the University? (Number of staff members/departments represented on the Board of Studies, student feedback, teachers feedback and stakeholder feedback provided specific suggestions etc.)*

Principal of the college is member of Academic Council of the University. Apart from this 06 Faculty members represent the college on different boards of studies and members of different faculties.

Departmental meeting are organized regularly in the college to discuss the syllabi and modifications required in the same are put forward in board meetings.

Refer to Annexure giving details of the faculty members representing college on University Boards of Studies of Punjabi University, Patiala.

1.1.7 *Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If yes, give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.*

Apart from providing valuable suggestions in the board meetings for designing curriculum, our college prepared syllabus for UGC Approved Add-On Course in Fitness Training. The suggested syllabus was approved by the concerned board of studies of Punjabi University, Patiala.

1.1.8 *How does institution analyze/ensure that the stated objectives of the curriculum are achieved in the course of implementation?*

The college ensures the achievement of the stated objectives of the curriculum through the critical analysis of the following:

Overall performance of the institution: University results and

ranks obtained at the university level, participation in various cultural and sports activities, competitive exams, progression of alumni etc.

Extension Activities: Participation in social outreach and extension activities.

Quality Enhancement of Faculty: Regular enhancement of teaching-learning skills along with the theoretical inputs through participation in national and international workshops, seminar, conferences etc.

1.2 Academic Flexibility

1.2.1 *Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc., offered by the institution.*

Our mission and objective as envisioned by our founders is to provide quality education to every section of society in general and to the underprivileged section in particular. We strive to create an academic environment and provide ample opportunities for delivering knowledge and equipping the students to serve the nation as responsible citizens. Enhancement of employability quotient is another area of focus for this institution.

Keeping this in view, we have started following courses:

- Post Graduate Diploma in Computer Application
- Add on Courses in the following subjects:
 - Spoken English
 - Environmental Education
 - Agro Services
 - Information Technology
 - Computer Hardware and Networking
 - Computerized Accounting and
 - Fitness Training

1.2.2 *Does the institution offer programmes that facilitate twinning/dual degree? If yes, give details.*

The affiliating university does not allow dual degree courses. However Add-on courses running in the college provide an opportunity to the students to receive certificate/diploma/advanced diploma along with their bachelor degree.

1.2.3 *Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility,*

progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- *Range of Core / Elective options offered by the University and those opted by the college*
- *Choice Based Credit System and range of subject options*
- *Courses offered in modular form*
- *Credit transfer and accumulation facility*
- *Lateral and vertical mobility within and across programmes and courses*
- *Enrichment courses*

Not much flexibility is available to the colleges because curriculum and course contents are designed at the university level, however, choice of subjects in the faculty of Arts is quite wide. College offers following optional subjects apart from core subjects **General English, General Punjabi and Environment:**

- English Literature
- Punjabi Literature
- Hindi Literature
- Sanskrit
- Economics
- History
- Political Science
- Physical Education
- Mathematics
- Public Administration
- Psychology
- Home Science
- Religion
- Computer Applications
- Geography
- Music (Vocal)

College offers admission to Post Graduate Course of M. Sc. (IT) where Lateral Entry in second year is possible.

College offers students to change any subject opted at the time of admission to First year of degree course within a fixed time period.

The college offers various Career Oriented Add-on Courses to the students in addition to regular three year degree courses. These courses include:

- Spoken English
- Environmental Education

- Agro Services
- Information Technology
- Computer Hardware and Networking
- Computerized Accounting and
- Fitness Training

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Our college offers the following self-financed programmes:

- Bachelor of Computer Applications
- Bachelor of Business Administration
- Bachelor of Science (Agriculture) – Four Year Course
- Bachelor of Commerce (Professional)
- Post Graduate Diploma in Computer Applications
- Master of Science (Information Technology)
- Master of Science (IT) – Lateral Entry
- Master of Arts (Punjabi)
- Master of Arts (English)
- Master of Arts (History)
- Master of Commerce

These programmes are not different from other courses with regard to admission, curriculum and teacher's qualification or salary.

The fee structure of self financed courses is provided by the university, whereas keeping in mind the objective and motto of the college to provide education to the under privileged students, the fee structure followed by the college is quite less as suggested by the affiliating university.

The range of annual fee for self financing courses as suggested by affiliating university varies from Rs. 30,000 to Rs. 45,000. The details of the fee charged by our college for each self financing programmes is as under:

Sr. No.	Course	Fee Charged by College	Fee recommended by University
1	BCA/BBA/B. Com. Professional	Rs. 20000/-	Rs. 26450/-
2	B. Sc. (Agriculture)	Rs. 35000/-	Rs. 40300/-
3	M.A. (All Subjects)	Rs. 12000/-	Rs. 16000/-
4	M. Sc. (IT)	Rs. 20000/-	Rs. 28750/-
5	M. Sc. (IT) Lateral Entry	Rs. 25000/-	Rs. 31500/-

6	PGDCA	Rs. 15000/-	Rs. 19800/-
7	M. Com.	Rs. 18400/-	Rs. 18400/-

Apart from this the examination fee is charged extra as per university norms.

1.2.5 *Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.*

The college offers various add-on courses as given above at Sr. No. 1.2.3 which enables the students to get additional degree. This improves employability level of students as it helps them to widen their horizon of knowledge.

1.2.6 *Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?*

The affiliating university does not allow the distance mode of education for students in the colleges.

1.3 Curriculum Enrichment

1.3.1 *Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated?*

The affiliating university does not allow the option of formulating curriculum by the colleges. Course content as provided by the university is good enough to lay sound theoretical foundation to the students. However, the institution strives towards overall development of students and quality enhancement of learners through various aspects of holistic personality development during their period of studies. The college ensures that the university curriculum is followed in the best of spirit. The college academic calendar is prepared every session with the active involvement of faculty members.

1.3.2 *What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?*

Industrial visits by students, extension lectures by eminent scholars and project work done by students and internship training to students makes them more confident to handle different situations.

1.3.3 *Enumerate the efforts made by the institution to integrate the*

cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

The college has always actively responded to the momentous issues of our society which really need to be addressed. To integrate the cross cutting issues like gender, environmental education, human rights, ICT etc. positively into the curriculum, the college has Women's Consultants and Legal Literacy Cell operational in the college.

Gender Sensitization:

To bring about gender sensitization in the college various seminars related to various gender issues are organized in the college campus. Experts related to the field were invited and students interacted with the resource persons and discussed various issues.

Environment Education:

A qualifying paper titled Environmental and Road Safety Awareness is mandatory for all the streams at undergraduate level. Awareness programmes on environmental issues are a regular feature to sensitize the students to this momentous issue. College has established an Environmental Club which takes care of the healthy and pollution free environment in the college campus. N.S.S. and Red Ribbon Club of our college conducts extension lectures, seminars and other activities to spread environmental concerns. Every year we conduct a seminar to spread the message of celebrating pollution free Diwali. A signature campaign is also organized to spread this awareness.

Human Rights:

College has been focusing on the issues of Human Rights since a long time. In this regard a National Seminar was conducted in collaboration with ICSSR (North Western Regional Centre) Chandigarh on the topic "Human Rights in Globalised Era" in March 2008. Awareness is also spread on the Road Safety Rules, AIDS, Right to Information and Right to Vote. College also organized a National Seminar on Good Governance again in collaboration with ICSSR (North Western Regional Centre) Chandigarh on March 10th, 2012.

ICT:

The knowledge of ICT is indispensable in today's era, hence the college is providing ICT curriculum to not only the students of BCA, PGDCA, M.Sc. (IT) but rather the subject is open to other streams also. ICT is a compulsory subject for commerce stream as well.

1.3.4 *What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?*

- *moral and ethical values*
- *employable and life skills*
- *better career options*
- *community orientation*

The mission of the college is to ensure holistic development of the students and to inculcate moral and ethical values, the college offers the following value added programmes:

Inculcate Moral And Ethical Values

So as to instill moral and ethical values among students various seminar/lectures are conducted in the college. On various occasions skits/plays and various other programmes have been organized in the college campus to sensitize the youth about issues related to morality and ethics.

Employable And Life Skills

Various courses offered by the college by different departments such as ICT, Management, English, Commerce enable the students to be employable. Activities being run by various extra-curricular departments such as NCC, NSS, Red Ribbon Club, Red Cross Club help the students to learn and imbibe various practical life skill and to adapt to their environment and face the challenges around.

Community Orientation

Both NSS and Community Education Club (CEC) are functioning in the college since long and are really contributing towards community orientation by organizing Blood Donation Camps, First Aid Camps, Road Safety Campaign, rallies against social evils – drug abuse, female foeticide, dowry etc. CEC is serving the society in social causes particularly in the field of education to the poor and needy students. We have been imparting basic education to the down trodden students of slum areas free of cost in the college campus after the college hours (in the afternoon) since 2005. These departments are also dedicated to help the needy and ailing persons of society in other ways according to their need.

Details as per annexure.

Keeping in view the great service done by NSS and CEC units of the college, the NSS Department of Punjabi University, Patiala awarded us with the Best College Trophy during the Youth Convention organized in January 2015.

1.3.5 *Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?*

On the basis of feedback from stakeholders, various new courses are added to the curriculum of the college:

- M. Sc. (IT)
- M.A. (Punjabi)
- M.A. (English)
- M.A. (History)
- B.B.A.
- B. Sc. (Agriculture)

and from the next session college is going to start B. Sc. (Medical and Non Medical)

1.3.6 ***How does the institution monitor and evaluate the quality of its enrichment programmes?***

The quality of the enrichment programmes is discussed in departmental staff meetings and also during the meeting of various departmental heads with the Principal. Teachers present their observations and informal feedback from students during the meetings.

1.4 Feedback System

1.4.1 ***What are the contributions of the institution in the design and development of the curriculum prepared by the University?***

Various staff members of the college attended various board meetings of the affiliating university and provided inputs regarding the course content of different subjects/streams. **Annexure Members of Board of Studies**

1.4.2 ***Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?***

No, there is no formal mechanism to obtain feedback from stakeholders, however, informal feedback is taken from students, parents and alumni and the useful suggestions are incorporated to make the curriculum effective and useful.

1.4.3 ***How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)***

New courses were introduced during the last four years on the demand of the stakeholder keeping in mind the current job market and the trends of the region are listed below:

- M.A. (English)
- M.A. (History)
- M. Com.
- B. Com. (Professional)

CRITERION II - TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 *How does the institution ensure publicity and transparency in the admission process?*

The news regarding the admission process is given through

- Advertisement is given in newspapers, through pamphlets distributed through newspapers, Local TV Network and Flex Hoarding in the City and surrounding areas.
- The College publishes its own prospectus wherein the college profile is given in detail. Along with that the information regarding- list of courses offered, fee structure, academic calendar, rules and regulations, due dates of admission, information regarding Faculty members, Application Form is also published in the college Prospectus.
- Personal contact with students motivating them to take up higher studies.
- All admissions except B. Com. are done on First Come First Serve Basis, whereas, admission to B. Com. Is done on Merit and Merit List is properly displayed on the Notice Board.
- Admission aspirants are provided every piece of information they seek, through the enquiry in the college office and the special admission helpdesk.

2.1.2 *Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.*

- Eligibility conditions are as per Punjabi University norms.
- For General Courses like B.A. etc. the seats allotted to the college by the university are unlimited. Therefore the students having fulfilled the eligibility conditions and willing to take admission are never refused the admission.
- For B. Com., there is a constraint on the number of seats allotted by the university, the admission is merit based. In case of students seeking admission simultaneously,

one with higher merit is preferred

- For other courses such as B.Sc., B.C.A., P.G.D.C.A. and M.A. admission is done as per the allotted seat by the university and first come first serve criteria is used for admission if number of applicants are less than or equal to number of seats.
- Sports trials are conducted for admission to Physical Education program.

2.1.3 *Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.*

- As this is the only college offering a variety of courses in the city, local students prefer this college.
- Owing to its reputation in the Punjabi University affiliated colleges the students from faraway places such as Patran, Moonak, Khanouri, Bhawanigarh, Cheeka (Haryana) prefer this college.
- Fee structure of the college is comparatively affordable as compared to colleges in the surrounding areas.
- To encourage sports environment among the students, fee waivers and scholarships are given to sportspersons.

2.1.4 *Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?*

- Departmental admission committees are constituted which are headed by convener and teachers of respective departments and other associated staff members are included in it.
- The entire admission process is discussed in the committee meetings and admission program, is chalked out accordingly. Merit for admission and reservation policies as per the University and State Government rules are discussed and followed at the time of admission. Various concessions to be given to different categories at the time of admission are also discussed in the meeting.
- The demand for the courses is analyzed and accordingly seats are increased with the permission of University authorities.
- The prospects of starting new courses according to the popular demand are also discussed process is initiated to start such courses.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

SC/ST

OBC

Women

Differently abled

Economically weaker sections

Minority community

Sports Category

The college is in practice of ensuring the equity by:

- Following the reservation policy as laid down by the State Govt.
- College also ensures admission and total fee waiver to Single Girl Child.
- Fee concession to economically weaker sections like SC/BC students.
- Full fee concession and diet to sports personnel
- Scholarships are also available for students belonging to Minority Community.
- Scholarships are also available to the students belonging to SC/BC/Economically backward students.
- Facilities like college bus pass is given to all students
- Physically challenged students are admitted adhering to Government norms.
- Fee concessions and scholarships are also given to physically handicapped students.
- Extra classes are arranged for SC/BC/Economically Backward Classes.
- Books are given from the Book Bank in the Library.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Increasing trend in applications in the courses of B. Com., B.A., B. Com. (Professional), all M.A. Classes, M. Com. has been witnessed. Whereas number of application in M. Sc., PGDCA are falling. In remaining courses the number of applications is almost the same. These trends are in consonance with national trends.

2.2 Catering to Student Diversity

2.2.1 *How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?*

Our institute understands the needs of students falling in different categories such as economically disadvantaged, differently abled students. Regular teachers offer their services without any remuneration for helping the differently abled students. Ramps have been provided in the various buildings on the campus. Efforts are made to provide them financial help in the form of scholarships through Government or other agencies.

2.2.2 *Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If, yes, give details on the process.*

Our students hail from different parts of the state especially from educationally backward areas. The students' knowledge and skills are assessed before the commencement of the programme through interactive counseling sessions. The initial assessment of the needs of the students is made through personal interview during and after admission process. The students are advised to opt for various courses taking into consideration their knowledge and skill base Teachers give extra time to the students to help them cope with the programme to which they are enrolled. The academic records of the aspirant students is the sole medium to assess them prior to the admission. Special/Remedial classes are provided for the weaker students.

2.2.3 *What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?*

Special attention is given to students to bridge the knowledge gap of the incoming students from different backgrounds. Teachers give extra time to the students to help them cope with the programme to which they are enrolled. Smart classes are provided to the students to bridge the gap between theoretical and practical knowledge.

2.2.4 *How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?*

Women Safety:

- To sensitize women about their status, identity and role, the college has appointed Women's Counselors.
- Seminars and workshops on problems relating to women

like female foeticide, dowry, and violence against women, Breast Cancer, AIDS are organized to prepare them to face challenges undauntedly.

- Awareness Rallies on Female Foeticide, Crimes against Women, AIDS awareness are organized to enlighten the students about momentous issues concerning society in general and mankind at large.
- Time relevant and contemporary issues such as improving the status of women are dealt with by organising Awareness Programmes.
- To sensitize the students about their rights, a series of lectures with special reference to rights of women are organized under the Awareness Programmes.

Environment Related Issues

- Eco Club has been established to address profoundly urgent issues like sustainable development and preservation of environment.
- Activities like tree plantation drives, maintenance of green belts, and drive against the use of polythene bags are undertaken regularly.
- Lectures/ Talks on Save Water, Rain Water Harvesting, Ozone Preservation, Waste Product Management, Organic Farming, etc. are organized regularly.
- Students of B. Sc. Agriculture course of our college have also successfully experimented to produce vermi-compost manure on their own.
- College has a very large variety of medicinal plants which helps to keep the environment healthy.
- The entire campus is declared plastic as well tobacco free.
- Approx 2000 trees of different varieties were planted in the college campus as a part of environmental drive.
- College celebrates Van Mahotsav regularly to spread environmental awareness among students.
- Various saplings of tree are grown in the college itself for plantation.

2.2.5 *How does the institution identify and respond to special educational/learning needs of advanced learners?*

Advanced learners are identified through interactive classroom teaching and classroom discussions. The college also has provision of class tests and quiz through which faculties can identify advanced learners. Various extension lectures are organized to respond to learning needs of advanced learners. The students also get opportunity to participate in several events.

They are constantly encouraged and guided for preparation of various competitions. Extra support is given to them for participating in these competitions. Students are free to communicate with their faculty at any time and discuss their problems. Advanced learners are given additional project work and necessary guidance by their teachers in addition to extra reading material. They are also encouraged to participate in class seminars paper presentations, poster presentation and quiz contests.

2.2.6 *How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?*

The academic data is collected and analyzed by the concerned faculty members. Efforts are made to counsel the slow learners, students of under-privileged sections of society and to improve their score another chance is given to them to by conducting re-tests. The sportspersons who have to miss their classes or house examinations while attending sports camps/events are allowed to appear in special test. Special classes are organized for all such students to compensate their loss of study. Scholarships are also given to the students of such categories.

2.3 Teaching-Learning Process

2.3.1 *How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)*

The planning and organizing of the teaching, learning and evaluation schedules for all courses in each discipline is done by a committee consisting of the Principal, Registrar and Heads of Departments.

The lists of courses for the coming semester/ session are studied by the faculty of the department. Faculty is given the choice to select the courses based on their area of interest. Based on the course preference list, the Head finalizes the course allocation for the faculty members.

We have a timetable committee that sets up the time table. In all programs we follow the guidelines of respective statutory bodies for the number of credit hours for each subject.

The evaluation policy for each course is fixed well in advance and communicated to the students at the beginning of the year. Internal assessment has been introduced to promote

attendance in almost all the courses by the University.

To evaluate the performance of the students house examination/MSTs are conducted and a special chance is given to slow learners.

A minimum of 75% attendance is required in each course. Evaluation of answer sheets is completed within 15 days and the results are displayed.

College prepares the academic calendar well in advance before the commencement of the session. It is done by the Heads of the departments in consultation with the Principal. The calendar outlines the session/semester schedule, examination schedule and schedule of holidays and other activities.

2.3.2 *How does IQAC contribute to improve the teaching –learning process?*

IQAC of the college was setup in accordance with UGC Norms during the current session only.

2.3.3 *How learning is made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?*

For improving the capability of the students to interact in the class, advance information for the topic to be covered is provided. It enables the students to enrich the classroom discussions. Assignments are given to the students, seminars and workshops are arranged and IT supported lectures are given.

Smart class rooms equipped with interactive boards and internet facility are available in the college. E-resources are provided through internet and INFLIBNET. Science Fair, Inter College It/Commerce/Management Competition, Essay Writing Competitions are part of annual co-academic activities where students participate in large number and get an opportunity to interact with the students of other institutions.

Library of the college is very rich. It is updated regularly by purchasing new books for all subjects.

2.3.4 *How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?*

The college promotes creativity amongst students by encouraging them to publish articles in the college magazine. A major publication of the college is "Gyan Gosht", the annual college magazine comprising different languages and subject sections. This magazine provides them a platform for giving an expression to their creative urge. Creative endeavors like

articles, stories, poems by students find a place of prominence in the college magazine. Besides providing an opportunity to publish their creation, the magazine also involves them as Student Editors.

Various co-curricular departments function in the college and keep the college brimming with numerous activities that extend beyond syllabus and text books. Student-centric in nature, these clubs aim at tapping, nurturing and promoting the creative energy that bubbles out of every individual student. Almost all the departments actively engage themselves in arranging various types of academic and cultural events like poster-making, paper-reading, debates, skits, choreographies etc. that help the students in refining and redefining their personality. Every year a **Talent Hunt** program is organized where the students get a chance to display their aptitude and talent in various fields. This enables the teaching faculty to select students in various activities for participating in Youth festivals.

College organizes Inter College Competitions in different fields and students are encouraged to participate in such programs. College ensures that students get an opportunity to participate in such events being organized by peer institutes in the surrounding area. ANNEXURE

2.3.5 *What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.*

We have introduced innovative practices in pedagogy in addition to the lecture/ traditional method to assure and enhance our academic quality. Professional Courses and P.G. Courses use the following teaching aids in addition to the lecture method:

- Smart Classrooms
- Audio-visual aids to supplement lectures in Seminar Hall/Classrooms
- Computer Aided Learning (Internet, Power Point Presentations) is provided for further learning.
- Movies/ Documentaries based on the syllabus prescribed and related to the syllabi are shown.
- Educational/field trips are organized to give firsthand knowledge to students.

- Exposing students to industrial environment through industrial visits.
- Organizing Seminars /extension lectures by experts in their respective fields to share their knowledge with students.
- Recommending Movies/ CD's based on prescribed texts.

2.3.6 *How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?*

- Organizing Extension lectures by experts in their respective fields to share their knowledge with students
- Interface with eminent writers, poets, social workers
- Group Discussions and Seminars for P.G. Students
- In- house Training & Internships for Commerce and Computers
- Educational trips are organized to give firsthand knowledge to students.
- Exposing students to industrial environment through industrial visits and industrial training.
- Interdisciplinary programmes organized to widen their horizon and sharpen their critical acumen
- Students' participation in symposiums/seminars conducted by the college & other institutions

2.3.7 *Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?*

A **Counselling Cell** has been established for academic counselling. The faculty also participates in personal counselling:

- To help students to chalk out academic roadmaps for themselves
- To enable students to integrate themselves with the milieu
- To acquaint them with various career options through seminars
- To address problems related to stress, anxiety, examination phobia, peer pressure and adjustment to changed environment

Women Counselors interacts with the girl students and get a chance to understand them better as well as address their grievances and provide them personal and psycho-social support wherever needed.

2.3.8 *Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?*

Innovative teaching methods have been adopted by the faculty to boost the capacity to learn and to teach meaningful application of knowledge to young minds. The college encourages the faculty to complement the academic system with practical skills through various teaching methodologies that extend beyond the classrooms. Various and multifarious activities in almost all the practical subjects are integrated into the academic agendas. Activities undertaken:

- Power Point Presentations and use of internet to make teaching-learning more interactive and interesting
- Field trips
- Educational trips
- Visits to industrial or corporate houses
- Workshops and extension lectures by great scholars and subject experts
- Hands-on work experience in almost all the practical subjects are integrated into the academic agenda
- ICT based teaching methods are used for more and more topics as the college has 7 smart room and 3 computer lab with about 100 computers and internet facility.
- Feedback on lectures obtained from students
- Students are allotted topics to prepare power point presentations and class seminars are held
- To encourage the visit to library, students are also given assignments which they complete using books from library
- Special classes are held for slow learners and advanced learners.

2.3.9 *How are library resources used to augment the teaching-learning process?*

- The library caters to the needs of teachers and students by providing access to books and journals. The college has a general library and departmental libraries that cater to the needs of the teachers and students alike. There is a separate section for Reference Books. Text books are kept in separate book shelves/ almirahs. The books from the general library are issued to the students while departmental libraries facilitate reading in free periods, as well as issue books to students belonging to

economically weaker sections for the whole semester. Open access system is followed in the general library. The general library functions on all days except Sundays and Government Holidays.

- There is a Book Bank facility to cater exclusively to the needs of the underprivileged students and books are issued for one semester/year as the case may be.
- Books for Competitive Examinations are issued to the students.
- The departments keep recommending and purchasing the latest books required for various subjects from time to time with the help of the library purchase committee.
- College library is equipped with 27000 books, 20 daily newspapers, 43 magazines, 9 journals on different subjects to cater to the needs of the faculty as well as students. Every student of undergraduate streams is allowed to get two books issued for a period of fifteen days, whereas for Post Graduate students are allowed to get four books issued at a time. Teachers can borrow any number of books from the library. A separate reading corner with computers and internet facility is also provided for the faculty.

2.3.10 *Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these*

Constant monitoring by the concerned authority to ensure effective implementation of the work plans. However, at times the institution faces a few challenges in completing the curriculum within the planned time frame and calendar in extraordinary circumstances. Faculty members take extra classes for the completion of courses. There are no major challenges in completing the curriculum.

2.3.11 *How does the institute monitor and evaluate the quality of teaching learning?*

The quality of teaching learning is monitored by analyzing the results of MSTs and University examinations. They are compared with the University results and with the previous year's performance. This analysis is discussed in Departmental meetings and Academic Council and appropriate corrective decisions are taken for the next session. To evaluate the quality of teaching and learning, college takes verbal feedback from the students and their parents.

This exercise of monitoring and evaluating the performance helps to bring the required changes to some extent.

2.4 Teacher Quality

2.4.1 *Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum*

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<i>Permanent Teachers</i>							
D.Sc./D.Lit.							
Ph.D.	01 Principal	-	-	02	03	04	10
M.Phil	-	-	02	-	01	04	07
PG	-	-	-	-	03	07	10
<i>Temporary Teachers</i>							
Ph.D.	-	-	-	-	-	03	03
M.Phil	-	-	-	-	02	04	06
PG	-	-	-	-	09	13	22
<i>Part-Time Teachers</i>							
Ph.D.	-	-	-	-	-	-	-
M.Phil	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

Apart from the challenge of changing curriculum, another challenging area for the college is the imposition of ban on recruitment against approved posts. As a result of this state policy, college has been left with only 8 teachers working against 26 grant-in-aid posts. Even the number of 26 was assessed and fixed on the basis of number of students in the year of 1981. The number of courses in the college has increased from 2 to 13 and the number of faculty members to 58. To meet these challenges, the college has its own policy of recruitment of teachers on permanent basis in some of the faculties wherever it is allowed. All other vacant posts and additional required posts are filled on contractual basis. However, in order to retain the talented faculty annual hike is given as a boost and the layoff period is kept minimum.

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

Our college has started new courses in the field of B. Sc. (Agriculture) and computer related courses. This development has necessitated the recruitment of faculty in both technical and non-technical areas. In order to induct best talent available, advertisements in newspapers are given and applications are invited from candidates who are eligible as per UGC/Punjabi University norms only. A proper selection committee consisting of Principal, University Representatives and College Departmental heads wherever allowed is formed to interview the candidates who apply for the posts.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

To improve the skill level of new teachers as well as for re-skilling the existing staff, college allows them to attend seminars, workshops, refresher courses and other such programmes within the college as well as in other institutions. Following table is given to show the details of such staff development programmes.

a) Nominated to staff development programmes

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	05
HRD programmes	-
Orientation programmes	02
Staff training conducted by the university	02
Staff training conducted by other institutions	01
Summer / winter schools, workshops, etc.	05
b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning	
• Teaching learning methods/approaches	01
• Handling new curriculum	-
• Content/knowledge management	-

• Selection, development and use of enrichment materials	-
• Assessment	-
• Cross cutting issues	-
• Audio Visual Aids/multimedia	-
• OER's	-
• Teaching learning material development, selection and use	-
c) Percentage of faculty	
• invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies	3.5%
• participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies	42.01%
• presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies	29.82%

2.4.4 *What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)*

- College allows duty leave to attend seminar/workshops.
- Encouraging the faculty to attend General Orientation Courses, Refresher
- Courses, Training Programmes and Workshops
- Organizing seminars on crucial issues
- Encouraging faculty to apply for research grants
- Organizing workshops/lectures in various upcoming areas in different disciplines for faculty

2.4.5 *Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.*

- Best Teacher Award to Dr. Arvinder Kaur
- Best Nodal Officer Award for SVEEP Project II to Sh. Nachhattar Singh
- Best Programme Officer award for NSS is received by Dr. Arvind Mohan, Sh. Jatinder Dev, Ms. Harpreet Kaur, Dr. Harkirtan Kaur and Sh. Jaswinderbir Singh on 24-09-2011

- Best Programme Officer award for NSS is received by Dr. Harkirtan Kaur on 16-01-2015
- Sh. Manpreet Singh awarded by International Punjabi Hyko Development Organization.

2.4.6 *Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?*

The evaluation of teachers by students has been done in the feedback, open sessions with the Principal and titles/compliments to the teachers during the time of farewell parties. Some anonymous feedback of teachers is also received by the open suggestion box.

2.5 Evaluation Process and Reforms

2.5.1 *How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?*

The scheme and schedule of evaluation is published in the form of annual academic calendar in the prospectus for students and teachers. The College office and computer department remain in touch with the university website for any change in the curriculum and the same is conveyed to the students as well as teachers.

2.5.2 *What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?*

In the recent past, Punjabi University, Patiala has taken two initiatives with the purpose of making the evaluation more exacting and objective.

- The University has introduced semester system of examination instead of annual system of examination.
- It has also introduced the concept of internal assessment.

These two changes are adopted by the college as such even for house exams.

2.5.3 *How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?*

Our college conducts House Examination in every semester. Evaluated answer books of the students are shown to the students in the class. This makes the evaluation process very transparent. The teachers discuss the shortcomings in their attempts and suggest further improvement. When evaluated answer books are distributed to the students in the class, they are encouraged to share their doubts in the class. Re-tests are

also organized for those students which are unable to fulfill the conditions of minimum marks in the house exam laid down by the University. The students who miss their chance to appear in MSTs due to their participation in Sports, Cultural, NCC, NSS activities have been allowed to appear in special house exams.

2.5.4 *Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.*

The Registrar's Office is responsible for conducting the MST/House examination and complete record is maintained by this Office. The overall performance of the students is discussed by the Registrar with the Principal and Heads of the Departments. The MSTs/House Exams are usually treated as formative assessment. The individual feedback is given at the time of distributing evaluated answer books as mentioned previously serves the formative purpose. The university semester/annual examination is the summative assessment. The results of the summative assessment are analyzed class wise and compared with the university results as well as the previous year results. 19 of our students are in University Merit List in different courses during the recent years.

2.5.5 *Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.*

To make the process of awarding internal assessment objective and transparent, teachers use the following bases:

- Performance of the student in the house examinations.
- Percentage of class attendance.
- Participation in class discussion, assignments/projects and overall behavior of the students with their peer group.
- Participation in co-curricular activities.

The entire process is explained to the students by their respective teachers in the class. The students are also acquainted with internal assessment criteria during their orientation programme in the beginning of the session.

2.5.6 *What are the graduate attributes specified by the college / affiliating university? How does the college ensure the attainment of these by the students?*

The affiliating university has not specified graduate attributes, however, the requirement of minimum 75% lecture attendance and securing 25% marks in MSTs has been fixed as a condition to appear for final examinations.

2.5.7 *What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?*

The college has set up a permanent mechanism for redressal of grievances related to evaluation of final University examinations.

- The University has provided the facility of re-evaluation. For this purpose, student has to fill up a specific form which is duly authorized by the College and sent to the University.
- In case of any discrepancy in the detailed marks card regarding the name or any other information provided there, the application of the student is duly forwarded by the College to the University.
- Any doubt/grievance in the evaluation of MSTs is redressed at the time of showing evaluated answer sheets to the students.

Grievances regarding inability to appear in MST are addressed by providing a special chance to the students.

2.6 Student performance and Learning Outcomes

2.6.1 *Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?*

- National educational policies are framed by University Grants Commission in consultation with the Ministry of Human Resources Development and are implemented by the state universities. Our college is affiliated to the Punjabi University, Patiala and all the curriculum is framed by the university keeping in view the learning goals of the nation as a whole.
- Each course has its own area of learning and this objective is always in focus while syllabus is designed. Our college teachers participate in this exercise by attending the meeting of boards of studies where syllabus is finalized for various undergraduate and Post-graduate programmes.
- Students can access university website to read the syllabus for their respective course. Teachers provide the schedule where entire scheme to cover the course work is detailed.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme /course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The record of students scores in house tests/ MSTs is maintained and used to identify the under as well as high achievers. The identified students are given special attention in classes accordingly. Record of the university examinations is also maintained course wise. Course wise results of the college are compared with the university results and results of previous years' as well. The analysis shows that college has higher results than the university results in almost all the courses during last four years. The upward rising trend is witnessed in the graphs showing comparison with previous years and the performance of students while progressing to the next levels. Details of the results and their graphical representation are given in Annexure.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- The teaching, learning and assessment strategies of the institution are structured to facilitate the achievement of the intended learning outcomes through well-equipped computer and vocational labs, well-equipped library, spacious classrooms, audio-visual equipments, class tests, written assignments, oral tests, presentations, group discussions and interactive sessions. Every student should attend at least 75% of the total delivered lectures as per university norms.
- Keeping in tune with the national goals of higher education, this college puts in special emphasis on arranging programmes for making our students more employable. Our aim is to see the holistic development of the students so that they are committed to certain values which add to the happiness index of the society as a whole.
- Various committees are formed to monitor and look into the implementation of various strategies formed for the improvement of overall performance.
- The outcome of efforts of the college for improving the academic performance of the student is reflected through the increase in pass percentage over the last 4 years as well as the increase in the number of merit positions in the

University examinations our students hold.

2.6.4 *What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?*

- The college ensures that the courses being offered are in sync with the present day needs of a globalized world by introducing the latest courses of study.
- The institution is concerned about the social and economic relevance of the courses offered. Our faculty members who are members of Board of studies at the university level give their valuable views and opinions to make the courses socially and economically relevant.
- At the institutional level, the clubs and societies conduct workshops, seminars, extension lectures to enhance the research aptitude of the students. Stress is laid on demonstration, using teaching aids, involvement in activities and use of audio-visual methods

2.6.5 *How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?*

Registrar's office holds examinations on regular basis as required by the university and keeps record of the score of each and every student. Record of the university examinations is also kept in the office. This data is analyzed to find out the pass percentage of the students and also to compare the results with the university pass percentage.

These outcomes are always discussed in the Departmental meetings and ways and means to handle the barriers of learning are discussed.

2.6.6 *How does the institution monitor and ensure the achievement of learning outcomes?*

The admission committees ensure the achievement of learning outcomes. At the time of admission, new students along with their parents are made aware of the same. At the commencement of academic session various induction and orientation programmes are held for the students to make them aware of the learning objectives.

During the course institute continuously monitor the

achievement level through mid-term tests, class tests, assignments, seminars, field visits, presentations etc. and takes necessary steps accordingly.

2.6.7 *Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.*

Student performance has always remained a source of satisfaction for our teachers. We have been able to fulfill our mission to provide quality education at affordable price. Teachers use the performance of the students in the examinations and class room as a basis for awarding internal assessments. This type of continuous monitoring and real time feedback is also helpful in devising teaching methodology and spotting bright students who can be mentored to perform better.

Criterion III - RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

Though the college teachers are actively engaged in pursuing research as well as supervising the research students, Punjabi University has no policy of recognizing the affiliated colleges as research centers.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Though we don't have any specific research committee but whenever any request for research work from the faculty comes, Principal of the college considers this and provides the possible required facilities to the concerned teachers.

Five faculty members are actively pursuing their Ph.D. and almost 20% of our faculty members are actively guiding M.Phil students.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

autonomy to the principal investigator	The institution provides full autonomy to the principal investigators for selecting and carrying out research projects.
timely availability or release of resources	The resources are released whenever required and demanded.
adequate infrastructure and human resources	Adequate infrastructure in the form of IT/Internet/Library facility is available to facilitate the research work.
time-off, reduced teaching load, special leave etc. to teachers	Teacher are sanctioned leave for annual seminars/ duty leaves are allowed to present research papers at seminars and conferences.
support in terms of technology and information needs	Adequate infrastructure in the form of IT/Internet/Library

facility is available to facilitate the research work.

The college office facilitates the researchers to prepare and submit the Utilization certificates to the funding agencies.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The institute is in constant pursuit of developing research culture amongst the students. Some of these initiatives are given as under:

- By arranging seminars and conferences whereby students have ample opportunities to interact with eminent researchers.
- By providing books, journals and magazines of research importance in library.
- Free e-books and online journals are available through membership of UGC NLIST Programme for colleges.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Given below are details of the faculty involvement in active research:

Many researchers have completed/pursuing their M.Phil./Ph.D. under the supervision of our faculty as under

<i>Name</i>	<i>Degree</i>	<i>Pursuing/ Thesis Submitted</i>	<i>Degrees Awarded</i>
Dr. Shamsher Singh	Ph.D.	05	
Dr. Joginder Singh	Ph.D.	05	
Dr. Arvinder Kaur	Ph.D.	05	
Dr. Harkirat Singh	M. Phil		02

Faculty involvement in Research Projects

<i>Name of Faculty Member</i>	<i>Funding Agency</i>	<i>Topic</i>
<i>Dr. Arvinder Kaur</i>	UGC	Minor Research Project titled: <i>Nari Rachit Punjabi Kav Vich Aurat Di Mukti Da Sankalp</i>
<i>Dr. Harkirat Singh</i>	UGC	Major Research Project titled: <i>Indian Independence Movement in South East Asia</i>

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbining research culture among the staff and students.

College organizes interactions of faculty with luminaries from time to time and encourages and guides them for latest developments in research methodology. Some of the important events conducted by the college are enlisted below:

- A National Seminar on “Good Governance“ on March 10th, 2012 by Department of Political Science.
- A one day workshop on Research Methodologies on March 9th, 2015 by Department of Commerce.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution

Poetry, Cinema and Theatre for Punjabi Department
Partition of Punjab, Modern India, Modern Punjab in
History Department.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The institution organizes conferences, seminars and workshops in order to invite researchers of eminence to visit the campus and interact with teachers and students.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

UGC has specified sabbatical leave for teachers appointed under grant-in-aid scheme only. However, no provision is there by UGC or Government to sanction sabbatical leave for the faculty appointed against unaided posts.

But the college has its own policy to sanction a limited period leave for presenting progress reports, attending seminars / workshops for the teachers. In extra ordinary cases, the special leave may also be granted.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

N.A.

3.2 Resource Mobilization for Research

3.2.1 *What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.*

There is no budget earmarked for research. However, UGC provides financial assistance for research projects.

3.2.2 *Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?*

The faculty and students of the institution are provided free internet facility in the institution to carry out their research projects. The college has subscribed to the INFLIBNET facility of UGC where hundreds of e-journals and e-books are available and the same are also available to the students for their research purposes.

3.2.3 *What are the financial provisions made available to support student research projects by students?*

Our college doesn't provide help in monetary terms to research students.

3.2.4 *How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.*

N.A.

3.2.5 *How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?*

N.A.

3.2.6 *Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.*

Nil

3.2.7 *Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.*

Research Grants received by the College Faculty:

Name	Funding Agency	Grant Received
<i>Dr. Arvinder Kaur</i>	UGC	Rs. 65000/-
<i>Dr. Harkirat Singh</i>	UGC	Rs. 317000/-

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total Grant		Total grant received till date
				Sanctioned	Received	
Minor projects	25/2/11 to	Nari Rachit Punjabi Kav Vich Aurat Di	UGC	Rs. 65000/-	Rs. 65000/-	

	23/8/12	Mukti Da Sankalp				
Major projects	1/7/12 to 30/6/15	Indian Independence Movement in South East Asia	UGC	Rs. 317000/-	Rs. 317000/-	
Interdisciplinary projects	-	-	-	-	-	-
Industry sponsored	-	-	-	-	-	-
Students research projects	-	-	-	-	-	-
Any other (specify)	-	-	-	-	-	-

3.3 Research Facilities

3.3.1 *What are the research facilities available to the students and research scholars within the campus?*

The following research facilities are available to the students and research scholars within the campus:

- Internet facility
- Reprographic Facility
- Special provision of reference books
- Departmental Library Facility in some departments
- Facility of INFLIBNET, N-LIST Program, leading international journals and e-books

3.3.2 *What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?*

At present there is no research committee but from the next academic session, the college plans to have a research committee which will prepare proposals for research facilities and research projects for the students.

3.3.3 *Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.*

The institution has not received any special grants or finances from the industry or other beneficiary agency for developing research facilities.

3.3.4 *What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?*

The research facilities are not made available to the students and research scholars outside the campus / other research laboratories.

3.3.5 *Provide details on the library/ information resource center or any other facilities available specifically for the researchers?*

The following facilities are available specifically for the

researchers:

- Internet facility
- Reprographic Facility
- Special provision of reference books
- Departmental Library Facility
- Audio-Visual Resources
- Free e-books and online journals available through membership of UGC NLIST Programme for Colleges

3.3.6 *What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.*

N.A.

3.4 Research Publications and Awards

3.4.1 *Highlight the major research achievements of the staff and students in terms of*

- *Patents obtained and filed (process and product)* NIL
- *Original research contributing to product improvement* NIL
- *Research studies or surveys benefiting the community or improving the services* During NSS Camp a survey was conducted on drug addicts of Waraichan village which is prone to drugs under the survey Program provided by NSS Dept. of Punjabi University, Patiala
- *Research inputs contributing to new initiatives and social development* N.A.

3.4.2 *Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?*

N.A.

3.4.3 *Give details of publications by the faculty and students:*

- *Publication per faculty* 46/57
- *Number of papers published by faculty and students in peer* 46

	<i>reviewed journals (national / international)</i>	
	• <i>Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)</i>	Nil
	• <i>Monographs</i>	Nil
	• <i>Chapter in Books</i>	22
	• <i>Books Edited</i>	01
	• <i>Books with ISBN/ISSN numbers with details of publishers</i>	07
	• <i>Citation Index</i>	Nil
	• <i>SNIP</i>	Nil
	• <i>SJR</i>	Nil
	• <i>Impact factor</i>	Nil
	• <i>h-index</i>	Nil
3.4.4	<i>Provide details (if any) of</i>	
	• <i>research awards received by the faculty</i>	Nil
	• <i>recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally</i>	Nil
	• <i>incentives given to faculty for receiving state, national and international</i>	Nil

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The counselling and placement cell of the college invites various companies with the help of local employment officer to conduct placement drives and interact with the students of institution.

The Counselling and placement cell of the college invites various training companies for interaction with the students and select students for on the job training.

3.5.2 *What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?*

The college encourages the faculty members to provide consultancy to the students and other stakeholders.

3.5.3 *How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?*

N.A.

3.5.4 *List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.*

N.A.

3.5.5 *What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?*

N.A.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 *How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?*

The institution promotes institution-neighbourhood-community network and student engagement in the following ways.

- The college has established Community Education Club imparting basic education to the down trodden students of slum areas at free of cost in the college campus after the college hours (in the afternoon) in 2005. A large number of students of slum Area of Samana (Teha Basti) are taking advantage of this facility and getting basic education. In addition to this, CEC along with NSS Units are also dedicated to help the needy & deserving persons of society in other ways according to their need. **(Annexure)**
- NSS Units of the college has adopted a neighboring village Waraichan in which students organize camp, rallies to spread awareness about female foeticide, drug abuse which is quite rampant in this village and around.
- NSS units of the college organizes Blood Donation Camps with the help of Punjab State Department of Blood Transfusion, Govt. Rajindra Hospital, Patiala twice a year as well as whenever there is any urgency. Our efforts in this regard have also been rewarded by the Punjabi University, Patiala as well Punjab State Department of Blood Transfusion, Govt. Rajindra Hospital, Patiala.
- NSS Units along with Legal Literacy Cell, Red Cross Unit, Red Ribbon Club organizes various days/occasions to

aware the students about Voter Right, Legal Rights, Fundamental Duties, Duties towards Society, Traffic Rules, First Aid, etc.

- Visits of the students are organized to bring smiles on the faces of deprived people suffering from different ailments. The volunteers visit the local Pingalwara, during Annual NSS Camp to distribute needy items.
- Our students actively participate in National Level Polio Eradication Drive.
- Not only has the local community benefited, the students too have experienced the joy that comes from selfless service.
- The college has a fine practice of raising funds and collecting other valuable materials to help the poor and victims of natural calamities.
- During the Communal Harmony Week which is an annual feature, a seminar is organized in the college, an awareness rally is also taken out in the city to spread the feelings of communal harmony. Students and faculty of the college raise fund for the purpose, which is sent to National Body.
- The institution supports the students from financially weaker sections of the society by providing various types of scholarships and concessions. People of all communities can benefit from these facilities. Faculty also contributes for the needy students in form of scholarships.
- The institute promotes the sense of responsibility among its staff and students towards the environment. It orients them through plantation drives inside and outside the college, celebration of environment day and discussions on the importance of environment.
- Every year college organizes a seminar before Diwali to sensitize the students about observing a green Diwali.

All such activities promote good citizenship and holistic development of the students

3.6.2 *What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?*

The institution has a proper mechanism to involve students in social movement/activities to promote citizenship roles. Various departments like NSS, NCC, Red Cross, Red Ribbon enroll students at the onset of the session. Students are informed about the social events through the office bearers and notices about the various activities conducted throughout the year.

3.6.3 *How does the institution solicit stakeholder perception on the overall performance and quality of the institution?*

- By getting feedback from the affiliating university.
- By informal feedback from the society.
- By inviting and interacting with stakeholders in various functions and programs.

3.6.4 *How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.*

The institute plans and organizes extension and outreach programmes through:

N.S.S.

N.C.C.

Red Corss

Red Ribbon

Youth Welfare by organizing Talent Hunt

Sports by Organizing Annual Athletic Meet

Commerce and Computer Department by Organizing Inter College Competitions

Participation in Youth Festivals

Financial Assistance to Sports Persons

3.6.5 *How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?*

The institution promotes the participation of students and faculty in extension activities like NCC, NSS and YRC by infusing in them the importance of these schemes and their benefits in career development. By participating in these activities, they are told that they will develop a healthy and strong personality, build confidence and discipline. The students are motivated to join these activities as their participation ensures help while appearing for higher education and applying for jobs.

Our college has strong participation of students in NSS, NCC and YRC and faculty members are encouraged to attend NSS camps they also contribute effectively towards society by actively participating in YRC activities.

Sensitization programmes and awareness programmes are organized for students at the commencement of the academic year. The institution encourages the students as well as the faculty by awarding appreciation certificates and prizes.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

Following extension work is undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society:

- NSS unit of the college organizes drives and activities to save environment.
- Financial aid is provided to the underprivileged students.
- Campaigns are organized against social injustice.
- A survey on Drug Addicts of the Waraichan Village adopted by NSS Units was conducted during the NSS Camp.
- A survey of female students of the college was undertaken during health checkup camp.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The extension activities (National Integration Camps, Pre RD Camps, Army Attachment Camps, Adventure Camps etc.) provide ample opportunities to them to intermingle with the students with varied backgrounds and understand their cultures and traditions. These activities also make them insightful. The students learn to deliberate on the problems of the vulnerable section of the society. These activities provide an impetus to the students and instill in them the courage to confront injustice. The participation of the students in these activities also develops their ethical sense and responsibility. The students gain confidence and acquire skills to tackle precarious situations in life.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The institution ensure the involvement of the community in its reach out activities and contribute to the community development through various general awareness drives on social and economic issues as also through community services, the volunteers inspires and motivates local people to realize their social obligation. The blood donation camps, literacy awareness drive to slum people, voter awareness, AIDS awareness, cleanliness drive etc are organized in villages/slums to encourage community participation. Rallies to generate awareness on social issues are under taken with

the involvement of community.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

To make the outreach activities more extensive, these are carried out in collaboration with various organizations. The college has a good liaison with the following bodies which regularly collaborate with our activities of social outreach:

- Punjab State Blood Transfusion Department, Rajindra Hospital, Patiala.
- Red Cross Society, Patiala
- Youth Welfare Department, Punjab
- Punjab State Council for Science and Technology, Chandigarh.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

- Best College Award for dedicated services in the field of Social Service from N.S.S. Department of Punjabi University, Patiala on Jan 16, 2015.
- Awarded by Department of Blood Transfusion, Govt. Medical College and Rajindra Hospital, Patiala for services in Blood Donation.
- Awarded by Dedicated Brothers Group, Patiala for dedicated services in Blood Donation.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

College presently does not have any collaboration with any other institutes and industry.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The College itself does not have any formal MOU signed with any other institute.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/new technology /placement services etc.

N.A.

3.7.4 *Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.*

- A National Seminar on “Good Governance” on March 10th, 2012 by Department of Political Science.

Our Institute invites eminent academicians from various national and international institutions to encourage and guide the faculty members and students for research work.

List is attached in Annexure

3.7.5 *How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -*

- *Curriculum development/ enrichment* Through its collaboration with Punjabi University, Patiala, the faculty of the institution is actively involved in the framing and changing of the curriculum.
Following are the members of Faculty and Board of Studies:
Collaboration has been made with various corporations, banks and financial institutions for internship of students which proved very fruitful. Leading banks and insurance agencies have imparted practical training to our students and helped them in honing their skills.
- *Internship/On-the-job training* N.A.
- *Summer placement* N.A.
- *Faculty exchange and professional development* N.A.
- *Research* Yes, faculty members are pursuing Major and Minor Projects under UGC Scheme as well as doing Ph.D.
- *Consultancy* N.A.
- *Extension* Through the vast range of extension activities provided by it, the college has been able to inculcate a spirit of service in the faculty as well as the students.

- *Publication* The college faculty has published a number of books.
- *Student Placement* Seven students got placed in during campus interview held in current session.
- *Twinning programmes* Nil
- *Introduction of new courses* The college constantly strives to improve its curriculum. Following courses were introduced in the session 2013-14 and 2014-15 :
M.A. (English)
M.A. (History)
M. Com.
B. Com. (Professional)
- *Student exchange* N.A.
- *Any other* College is running Urdu Classes for those who want to be in sync with their culture.

3.7.6 *Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.*

Nil

Criterion IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 *What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?*

It is a constant practice of the college to keep augmenting its infrastructure in order to enhance the effectiveness of teaching learning process and to provide maximum learning opportunities to the students. We have made significant additions to the infrastructural facilities; some of them with special UGC assistance. The infrastructural augmentation is done by following a certain policy.

The proposal for the new projects is first discussed in the Meeting of the Construction Committee with the Principal and then it is forwarded by the Principal to the Management Committee. After approval of the Managing Committee, various sub committees such as Building Committee, Furniture Committee, Equipment Purchase Committee, Computer Purchase Committee etc. are constituted to execute the task.

4.1.2 *Detail the facilities available for*

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

Total Land:	36 Acres
Class Rooms	29
Smart Classes	8
Home Science Laboratory	1
Psychology Laboratory	1
Agriculture Laboratory	1
Geography Laboratory	1
Stores	12
Computer Labs	3
Library	1
Staff Rooms	5
Canteen	2
Music Room	1
Girls Hostel	1
Under Construction Botanical Garden	1
Administrative Offices	4
Principal's Office	1
Generator Rooms	2

Girls' Common Room	1
Silent Generators 65 KVA	2
Generator 65 KVA	1
Generator 8 KVA	1

b) Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

Language Lab	1
Seminar Hall	1
Multipurpose Hall	1
Open Air Theatre	1
Eight Lane Track	1
Swimming Pool	1
Squash Racket Court	1
Gymnasium	1
Lawn Tennis Court	1
Basket Ball Court	1
Under Construction Indoor Stadium	1
NSS Office	1
NSS Store	1
NCC Office	1

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

37 class rooms and 7 laboratories and one library are sufficient enough to cater to the needs of 3000 students enrolled in 6 UG and 7 PG courses. Expansion of the infrastructure and other facilities - availability of Rooms, seating area in the Canteen, Library and Grounds according to the increase in number of students - is planned before the commencement of the new session. Laboratories equipments are regularly upgraded as per the requirements.

During the last four years college added five new class rooms, three laboratories, indoor stadium, and new equipment is added to the laboratories.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The college has built special ramps at various places for

differently-abled students.

4.1.5 Give details on the residential facility and various provisions available within them:

- Hostel Facility – Accommodation available 75 Students with beds
- Recreational facilities, gymnasium, yoga center, etc. Gymnasium, outdoor sports facilities available.
- Computer facility including access to internet in hostel There is a provision for Internet facility but right now it is not available.
- Facilities for medical emergencies Govt. Hospital is available next to the college to meet the medical emergencies.
- Library facility in the hostels No
- Internet and Wi-Fi facility No
- Recreational facility- common room with audio-visual equipments Yes, TV is available in the common room of the hostel with dish.
- Available residential facility for the staff and occupancy 6 out which two are occupied
- Constant supply of safe drinking water College has installed RO system/Water purifiers attached to all the Water Coolers in the campus. College has its own pump sets to provide continuous water supply.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

Free medical checkup camp is organized every year for Girl students. As the Govt. Hospital is immediately next to the college building, whenever there is some need the doctor is called from there.

College has its own first aid room where the medicines required for simple problems are kept and given to students/faculty whenever needed.

4.1.7 Give details of the Common Facilities available on the campus—spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The college canteen provides healthy and hygienic snacks and food to the students and the faculty. It also arranges meals during seminars and conferences.

College has its own tube-wells. Water coolers and RO systems are installed at appropriate places for safe drinking water.

Book, Stationary Shop and Reprography facilities are available in the college campus.

College has ample green belts for students as well as faculty to refresh themselves during free time.

An indoor stadium with all the facilities of indoor games is coming up in the college with assistance from UGC.

An air-conditioned seminar hall is available in the college with seating capacity of about 200 students. An open air theatre with the seating capacity of about 2500 students is also available in the college where different functions are organized.

4.2 Library as a Learning Resource

4.2.1 *Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?*

Yes, library has an advisory committee. The committee constitutes of the following members:

Sh. H.S. Nagi

Dr. Shamsheer Singh

Dr. Monita Saluja

Sh. Jaswinder bir Singh

- Sitting capacity of the reading hall has been increased by adding tables and chairs to accommodate more students.
- Internet facility is provided in the library hall for faculty.
- Reprographic facility is available for faculty as well as students.
- Committee makes sure that new text books, reference books, magazines etc. are added to the library time to time as per the requirements of the students.
- OPAC is available in the college library for staff as well as students.

4.2.2 *Provide details of the following:*

Total area of the library (in Sq. Mts.) 41.90 Sq. Mts.

Total seating capacity 110

Working hours (on working days, on holidays, before examination days, during examination days, during vacation) Library is open from 9:00 am to 4:00 pm on all working days.

Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources) Library has separate reading hall and stack area. There is a separate sitting area for staff.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Library holdings	Year 1		Year 2		Year 3		Year 4	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	1733	414401	513	143129	408	210616	235	130311
Reference Books	280	245966	18	1847	21	7280	57	48825
Journals/ Periodicals	45	27523	45	32383	45	30338	49	35947
e-resources								
Any other (specify)								

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

<i>OPAC</i>	Yes, college is using SOUL software in the Library.
<i>Electronic Resource Management package for e-journals</i>	The college library has subscribed 'N-List Programme' of INFLIBNET, an I.U.C. of UGC, through which the readers have access to about 97,000 e-books and 6,000 e-journals.
<i>Federated searching tools to search articles in multiple databases</i>	Online search engines e.g. Google, Yahoo, MSN etc. has been used by students and teachers of the college for federated searching tools to search articles in multiple databases.
<i>Library Website</i>	Common website of the college is available.
<i>In-house/remote access to e-publications</i>	Nil
<i>Library automation</i>	Yes, college is using SOUL software in the Library.
<i>Total number of computers for public access</i>	Three
<i>Total numbers of printers for public access</i>	Two
<i>Internet band width/ speed</i>	Leased line of 2MBPS is available in the college and is shared everywhere in the college.
<i>Institutional Repository</i>	Yes available

	<i>Content management system for e-learning</i>	N.A.
	<i>Participation in Resource sharing networks/consortia</i>	N.A.
4.2.5	<i>Provide details on the following items:</i>	
	<i>Average number of walk-ins</i>	170
	<i>Average number of books issued/returned</i>	100
	<i>Ratio of library books to students enrolled</i>	9 books per student
	<i>Average number of books added during last three years</i>	348
	<i>Average number of login to (OPAC)</i>	N.A.
	<i>Average number of login to e-resources</i>	N.A.
	<i>Average number of e-resources downloaded/printed</i>	N.A.
	<i>Number of information literacy trainings organized</i>	N.A.
	<i>Details of “weeding out” of books and other materials</i>	468 books were written off
4.2.6	<i>Give details of the specialized services provided by the library</i>	
	<i>Manuscripts</i>	No
	<i>Reference</i>	Yes
	<i>Reprography</i>	Yes
	<i>ILL (Inter Library Loan Service)</i>	No
	<i>Information deployment and notification (Information, Deployment and Notification)</i>	NA
	<i>Download</i>	NA
	<i>Printing</i>	Yes
	<i>Reading list/ Bibliography compilation</i>	NA
	<i>In-house/remote access to e-resources</i>	NA
	<i>User Orientation and awareness</i>	Yes
	<i>Assistance in searching Databases</i>	Yes
	<i>INFLIBNET/IUC facilities</i>	Yes
4.2.7	<i>Enumerate on the support provided by the Library staff to the students and teachers of the college.</i>	

For facilitating the borrowing and returning of the books and not to disturb the teaching schedule, library staff is available for half an hour before and after the regular college timings.

The users can also get the reference material photocopied. Economically weak students as well as meritorious students are issued books for the entire session from the book bank.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Ramp is available in the college library as well for the physically challenged persons. The library staff helps such students in finding the books required by them.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

There is no formal feedback from the students, but there suggestions and requirements are noted and appropriate action is taken.

4.3 IT Infrastructure

4.3.1 Give details on the computing facility available (hardware and software) at the institution.

Number of computers with Configuration (provide actual number with exact configuration of each available system)

One server and 122 Computers. Configuration Details as per Annexure attached.

15 Printers, 3 Multifunction Printers, 11 Projectors, 4 Scanners, Two Bar Code Scanners, 96 UPS, Web Camera, 3 Photocopiers as per details attached in Annexure.

Computer-student ratio

1:2

Stand alone facility

All the stand alone computers have been connected with LAN

LAN facility

Entire campus is networked with Fiber Optics Cable

Wifi facility

No

Licensed software

Microsoft Academic Alliance

Lotus 123

Tally 9.0 Gold

Anti Virus for all the systems

SANAKO Language Lab

Microsoft Dream Spark

Number of nodes/ computers with Internet facility

100 % computers are having internet facility.

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

The staff rooms, offices, library smart classes, seminar hall have an access to the internet facility.

4.3.3 *What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?*

The college deploys and upgrades its IT infrastructure and associated facilities every year on the basis of the following two strategies

- To fulfill the needs of the students either due to increase in strength or change in the syllabi.
- To resolve the compatibility issues because there are rapid changes in the IT sector within a short period of time.

The following are the plans and strategies for deploying and upgrading the IT infrastructure:

- To establish more departmental computer labs.
- To increase the number of ICT-enabled classrooms.
- To upgrade the internet bandwidth.
- To make use of more e-content from remote sources in all the subjects.
- To add latest software.

4.3.4 *Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)*

The details of the expenditure on procurement, upgradation, deployment and maintenance of the computers and their accessories is attached as Annexure.

4.3.5 *How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students?*

The institution provides full support to the department for the extensive usage of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students. The institution conducts workshops to train the staff to make best use of ICT resources. Students are also encouraged to use these tools in giving their class presentations and seminars.

4.3.6 *Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.*

- The learning activities and technologies deployed by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher by taking the following measures:
- The college allows its students an access to Computers in computer labs having Internet connection, printer, scanner and

photocopier. Students are utilizing this facility for their project work throughout the year during working hours of the computer department.

- Smart classrooms provide students' access to ICT enabled classrooms/learning spaces.
- The college has a well equipped soft skills lab to improve communication skills in English.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

No, the Institution does not avail of the National Knowledge Network connectivity directly or through the affiliating university.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The institution sets the priorities for the development of the infrastructure and other facilities. It is ensured that the financial resources should be used effectively and efficiently. A proper balance is maintained in the establishment expenditure and the development expenditure. It is taken care of that the staff must get its dues in time. Keeping the amount reserved for establishment and other recurring charges, the rest is spent on the development expenditure.

	2011-12	2012-13	2013-14	2014-15
Building	4795123	8729640	2780966	29012823
Furniture	653674	28733	145581	159545
Equipment	1869705	1766731	52151	964
Computers	823000	767541	--	366750
Vehicles	--	--	--	--
Any other	--	--	--	--

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The institute has formulated various committees such as electricity committee, furniture committee, water and sanitation committee, construction committee etc. for the maintenance and development of the infra-structure facilities of the college. The heads of the different department place the requirement for the maintenance and upkeep of the infra-structure with the committees. The various committees discuss the issues with the principal along with the estimated cost and subsequently work is carried out accordingly.

4.4.3 *How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?*

Instruments are installed in various department and their calibrations and precision measure are taken care of as and when required the respective departments

4.4.4 *What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?*

UPS/Invertors are used to protect costly and sophisticated instruments from voltage fluctuations. Equipments are maintained by the faculty members of the concerned departments for their accuracy and precision. The college has its own tube well for constant supply of water. The college has installed generators as electricity backup during power cuts so as to ensure regular supply of electricity.

Criterion V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the institution publishes its updated prospectus annually. The college publishes two types of prospectus - one for conventional courses published in vernacular language, second for professional and PG courses, published in English language.

It provides the students with requisite guidelines for the admission as well as the courses available at the college. Information regarding fee structure, scholarships and free ships is made clear to the students. They are also acquainted with the rules and regulations of the institute. The prospectus also gives the details about the academic achievements, awards and accreditation. The details of various committees, clubs and societies are also given in these documents.

5.1.2 Specify the type, number and amount of institutional scholarships/freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The institution helps the poor/meritorious/sportspersons with following schemes and scholarships:

- Minority Scholarship
- SC Scholarship
- scholarship to OBC students
- Single Girl child scholarship (Full fee concession is given by the college as per the decision of the college management)
- Fatherless students are given concessions in the fee.
- Scholarships provided by the college staff and local industrialist/sponsors
- Eminent Sportspersons are given full fee concession
- Overall fee concession to all the students pursuing professional courses by charging less fee as compared to recommended by the university.

All the scholarship forms are filled on time by the students and funds are made available on prompt basis. Details attached as Annexure.

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

The institution facilitates the Minority Scholarship by the GOI, SC/ST Scholarship, scholarship to OBC students, Single Girl

child scholarship as per UGC, Scholarships provided by the college staff. Staff is deputed to help the students fill their scholarship forms on time and funds are made available on prompt basis.

The following table specifically highlights the scholarships given to the students of different categories:

Year	2011-12	2012-13	2013-14	2014-15
SC/BC	72	130	157	283
Physically Handicapped	Nil	01	01	Nil
Merit	21	23	33	29
Private	61	46	34	35
Minority	04	88	241	172
	158	288	466	519

- 5.1.4 What are the specific support services/facilities available for**
- Students from SC/ST, OBC and economically weaker sections
 - Fee concessions are given to such students at the time of admission on verification of their documents.
 - To intimate the students about the various scholarships and concessions, proper notices are circulated among the students. The students are helped by the staff for online submission of their applications for various schemes offered by the State/ National Government.
 - Students with physical disabilities
 - Fee concessions are given to physically challenged students at the time of admission.
 - Various scholarship schemes offered by the Government are also implemented.
 - Overseas students
 - N.A.
 - Students to participate in various competitions/ National and International
 - Sports persons are given air fare for participation in National and International Events such as National Games, Inter University Championships, Asian Games and Commonwealth Games.
 - Medical assistance to students: health centre,
 - All the students of the college are insured under Group

health insurance etc.	<p>Insurance Scheme at a very nominal fee of Rs. 25/-.</p> <p>Free medical checkups are organized in the college from time to time.</p> <p>Free treatment is given to students in case of any accident/emergency when they are representing college in some events.</p>
<p>Organizing coaching classes for competitive exams</p> <p>Skill development (spoken English, computer literacy, etc.)</p>	<p>Seminars are organized in the college to guide them for competitive exams.</p> <p>Departments are also encouraged to organize class presentations, essay writing competitions, debates, quiz and other such activities to enhance the spoken English/Punjabi skills, writing skills and presentation skills of the students.</p> <p>College also offers Add on Courses in Spoken English, Fundamentals of Information Technology, Computer Hardware and Networking, Computerized Accounting which help the students in skill development.</p>
Support for “slow learners”	<p>Remedial Classes are being organized in the college for slow learners in the subjects of English, Mathematics etc.</p>
<p>Exposures of students to other institution of higher learning/ corporate/ business house etc.</p>	<p>In order to give exposure to the students they are encouraged to participate in various inter college events organized by other institutes.</p> <p>Students of Commerce, Agriculture/BBA etc. are sent on field work/industrial visits to various organization/ industries/ Universities.</p> <p>Our college also host various inter college cultural and academic competitions.</p> <p>Student are encouraged to</p>

participate in various youth festivals being organized by the university to showcase their talent.

Publication of student magazines A College magazine "Gyan Gosht", comprising different languages and subject sections. This magazine provides them a platform for giving an expression to their creative urge. Creative endeavors like articles, stories, poems by students find a place of prominence in the college magazine. Besides providing an opportunity to publish their creation, the magazine also involves them as Student Editors.

5.1.5 *Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.*

Various efforts made to facilitate entrepreneurial skills among the students along with their impacts are as follows:

Summer training, major projects are a compulsory part in some of post graduate and graduate programmes. These projects initiate the student's productive employment. The experience gained by the students in these projects lends the necessary momentum in their future pursuits.

Regular educational/industrial tours and visits are organized. These excursions provide practical insights to the students.

Innovations in the curriculum with the introduction of vocational subject (Tax Procedures & Practices, Principles of Insurance) in B. Com. and B.A. has academically strengthened the students. This knowledge has given them an edge over other candidates in various sectors of economy. It has also augmented the job avenues to the students.

5.1.6 *Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.*

The College has various committees to encourage students to participate in various sports and cultural activities. At the very onset of the session the students are apprised of extra-curricular, co-curricular activities through notices. Talent hunt program is organized annually to dig out the best talent. On the basis of talent

hunt, students are selected for participation in Youth Festivals organized by the Punjabi University, Patiala.

Department of Sports and Physical Education selects students on the basis of trials and on the past achievements of the students. Coaches are hired for the training of teams. Special coaching camps are conducted to participate in various competitions. To cultivate sportsman spirit and recreation inter-mural competitions are held regularly for faculty and students. Annual Athletic Meet is held every year in which the students are divided into four houses representing each stream/faculty. This way not only the students of Physical Education Department but other students who have a flair for sports can participate and excel.

additional academic support, flexibility in examinations

- Seats are reserved for students who excel in sports and cultural activities in various courses.
- Students involved in sports and cultural activities are given priority in the admission process.
- Special examination schedule is prepared to accommodate the students who had gone to represent college in tournament or other competitions, if required.
- Full fee concessions are given to the deserving students.
- Free boarding and hostel facility and mess facility to sports wing students.
- Free coaching
- Special diet
- Free sports kit and equipments
- Extra classes for sports person
- TA/DA for participating in Inter College/Inter University Competitions
- Cash prize to outstanding sports person.

special dietary requirements, sports uniform and materials

any other

- For students who make a mark in cultural and co-curricular activities following incentives are provided to motivate and encourage them
- Fee concession to the students.
- Free coaching
- Refreshment
- Extra classes
- Cash prize.

5.1.7 *Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.*

The library of the institute is well equipped with various books, journals, magazines. A free access and online sources enables the students to prepare for the competitive examinations. Career and Counseling cell organizes seminars to make students aware of various competitive exams.

The students are made aware about the opportunities by the teachers also.

5.1.8 *What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)*

The faculty participates in academic, personal, career and psycho-social counseling of the students

Academic counseling:

- One to one counseling of the students by their teachers
- Expert lectures are arranged subject-wise during the semester
- Remedial classes for academically weak students are arranged.
- Teachers give information about weightage to different chapters in different papers and also discuss about the nature of questions on the each topic.

Personal Counselling:

Departmental heads and teachers help the students in sorting out their personal problems, if any. The college invites experts who prepare and guide the students in handling and overcoming their personal problems.

Social-Cultural Counseling:

Seminars and discussions on socio-cultural issues are conducted by the staff to inculcate the moral and ethical values in the students and to address to their queries.

Career Counseling:

Various career oriented guidance lectures are also organized by Career and Counseling Cell. The centre provides training modules which cover aptitude tests, group discussions, interview techniques, self-motivation, stress management and a host of other need based skills for the students.

5.1.9 *Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).*

College has been regularly organizes various seminars for career guidance which help the students to select appropriate career.

5.1.10 *Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.*

Student grievances are brought to the notice of the Principal, who formulates a committee of senior faculty members to sort out such matters. No major grievances have been reported during the last few years.

5.1.11 *What are the institutional provisions for resolving issues pertaining to sexual harassment?*

The institution has a strong anti-sexual harassment committee, which is empowered to deal with cases pertaining to sexual harassment. The college provides a congenial environment for the students and the teachers.

- The institution has assigned each teacher proctorial duty in which group of teachers in each period move around in the campus keeping a vigilant eye on the students.
- The institution has 24×7 security at the college entry gate and in the girls' hostel. As a result no outsider can enter the college and hostel premises.
- CCTV cameras have been installed at important places across the campus to keep a watchful eye on the students.
- The college sensitizes boys and girls towards such issues by conducting lectures and group discussions.

Due to alertness of Principal and faculty no such case has been reported on sexual harassment in the institution till date.

5.1.12 *Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?*

Yes, the anti-ragging cell has been formed by the. Notices are put up at prominent places discouraging students to participate in this evil practice. The college and the hostel are free from the bullying and ragging activities.

5.1.13 *Enumerate the welfare schemes made available to students by the institution.*

Book Bank facility

Books free of cost are provided to meritorious and poor students from the PTA fund.

NSS

NSS department enrolls student at the beginning of the session it conducts camps for the awareness of the students. Some of the activities that are undertaken by the department over the year are as stated below:

- Blood Donation Camps

- Extension lecture on health awareness
- Rallies creating awareness against social evils
- Cleanliness camps in and around the college.
- Develops among students a sense of social and civic responsibility.
- Develops capacity to meet natural disasters.
- Practice team building and harmony.

NCC

NCC department takes students to participate in drills and cultural activities and training camps. These activities foster a quality of punctuality, working hard, obeying with the positive attitude, build strong character, instill quality of discipline, forged comradeship and fill them with secular outlook.

Youth Club and Red Cross

The members of Youth Club and Red Cross are available at all times to donate blood in the need of hour for their fellow students and their families and the society at large.

Scholarships

The college has poor student fund to cater to the needs of the students coming from the underprivileged section of the society.

5.1.14 *Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?*

No, There is informal alumni association.

5.2 STUDENT PROGRESSION

5.2.1 *Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.*

Our college is primarily a degree level college and offers PG Courses only in five subject's vis-à-vis M. Sc. (IT), English, Punjabi, M. Com. and History. Around 40% of our UG students seek admissions in PG Courses in our college as well as in other institutes.

5.2.2 *Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.*

Class	2010-11	2011-12	2012-13	2013-14
B.A.-I	72.53	52.13	39.13	41.53
B.A.-II	97.63	71.53	82.83	67.23
B.A.-III	98.43	77.27	84.59	84.01
B.Com-I	94.67	93.06	93.15	81.54

B.Com-II	100	88	68	76
B.Com-III	100	91.67	90.54	92.85
B.Sc.(Agri)-I	60.87	51.16	69.23	70.73
B.Sc.(Agri)-II	-	92.31	64.86	80.77
B.Sc.(Agri)-III	-	-	84.61	88.57
B.Sc.(Agri)-IV	-	-	-	100
BCA-I	100	25.93	40	44.83
BCA-II	100	76.19	32.65	64.52
BCA-III	100	78.57	88.52	95.24
BBA-I	100	55.17	70	26.09
BBA-II	-	38.46	66.66	88.89
BBA-III	-	-	9.09	100
PGDCA	97.37	83.78	78.94	81.82
MA-I(Pbi)	100	87.5	73.52	100
MA-II(Pbi)	100	100	31.25	96.55
MA-I(Eng)	-	-	-	71.43
M.Sc.-IT-I	100	96.77	85.71	100
M.Sc.-IT-II	100	96.55	100	100
M.Sc.-IT-LE	100	81.25	77.27	88.89

5.2.3 ***How does the institution facilitate student progression to higher level of education and/or towards employment?***

As our college lies in semi-urban area therefore we make it sure that our students become career conscious and receive education in a holistic manner in order to become able citizens of the country. There is a Career Guidance and Placement Cell which holds regular lectures to make students aware about the professional prospects which are lying ahead of them.

5.2.4 ***Enumerate the special support provided to students who are at risk of failure and drop out?***

Since most of our students come from rural background, therefore college makes it sure to bring such students at par with those coming from affluent sections of the society. Therefore, teachers identify such slow learners and college arranges special Remedial Classes for them and pays them special attention to cover up their weakness. They are provided free books also from the college book bank.

5.3 ***STUDENT PARTICIPATION AND ACTIVITIES***

5.3.1 ***List the range of sports, games, cultural and other extra-curricular activities available to students. Provide details of participation and program calendar.***

SPORTS

2014-15	Boxing	Asian Games 2014	Participation
2014-15	Rowing	Asian Games 2014	Participation
2014-15	Boxing	Commonwealth Games 2014	Participation

2014-15	Athletics (Discuss Throw)	Junior National	Gold
2014-15	Athletics (Discuss Throw)	Junior National	Gold
2014-15	Athletics (Walk)	Junior National	Gold (National Record)
2014-15	Athletics (Long Jump)	Junior National	Gold
2014-15	Handball	All India Intersivity (Men)	Gold
2014-15	Handball	All India Intersivity (Women)	Gold
2014-15	Cycling	All India Intersivity (Men)	Gold
2014-15	Archery	All India Intersivity (Men)	Gold
2014-15	Swimming (Men)	Inter College	Gold – Team Championship
2014-15	Boxing (Men)	Inter College	Gold – Team Championship
2014-15	Basketball (Men)	Inter College	Gold – Team Championship
2014-15	Wrestling (Men)	Inter College	Gold – Team Championship
2014-15	Squash (Men)	Inter College	Gold – Team Championship
2014-15	Baseball (Men)	Inter College	Gold – Team Championship
2014-15	Softball (Men)	Inter College	Gold – Team Championship
2014-15	Athletics (Women)	Inter College	Team Championship (with 4 new Records)
2014-15	Cycling (Road Race)	Inter College	Second (Team Event)
2014-15	Cycling (Track)	Inter College	Second (Team Event)
2014-15	Handball (Men)	Inter College	Second
2014-15	Athletics (Men)	Inter College	Third in Team Championship (With one new record)
2014-15	Softball (Women)	Inter College	Third
2014-15	Cross Country (Women)	Inter College	Third
2013-14	Handball (Women)	All India Intersivity	Gold – Team Championship
2013-14	Handball (Women)	Sr. National	Gold – Team Championship
2013-14	Athletics (Long Jump)	All India Open	Bronze
2013-14	Athletics (Long Jump)	Women National	Gold Medal (National Record)
2013-14	Athletics	All India Intersivity	Second
2013-14	Athletics (Women)	Inter College	Team Championship (with 4 new Records)
2013-14	Athletics (Men)	Inter College	Third in Team

			Championship
2013-14	Cycling Road Race (Men)	Inter College	Team Champion
2013-14	Cycling Road Race(Men)	All India Intersersity	Gold Medal
2013-14	Cycling Track	Inter College	Third
2013-14	Handball (Men)	Inter College	Second
2013-14	Handball (Women)	Inter College	Third
2013-14	Swimming (Men)	Inter College	Second
2013-14	Water Polo (Men)	Inter College	Second
2013-14	Cricket (Women)	Inter College	Third
2013-14	Softball (Men)	Inter College	Gold – Team Championship
2013-14	Softball (Women)	Inter College	Third
2013-14	Boxing (Men)	Inter College	Second
2013-14	Rowing (Women)	Inter College	Second
2013-14	Wrestling (Men)	Inter College	Gold – Team Championship
2013-14	Squash (Men)	Inter College	Gold – Team Championship
2013-14	Basketball (Men)	Inter College	Gold – Team Championship
2012-13	Wrestling (Men)	Inter College	Gold – Team Championship
2012-13	Squash (Men)	Inter College	Gold – Team Championship
2012-13	Basketball (Men)	Inter College	Gold – Team Championship
2012-13	Boxing (Men)	Inter College	Gold – Team Championship
2012-13	Athletics (Walk Women)	Inter College	Gold with new Record
2012-13	Athletics (400 m Hurdle)	Inter College	Gold
2012-13	Athletics (Triple Jump)	Inter College	Silver
2012-13	Wrestling (Women)	Inter College	Gold
2012-13	Judo (Women)	Inter College	Silver
2012-13	Handball (Men)	Inter College	Silver (Team)
2012-13	Handball (Women)	Inter College	Bronze (Team)

CULTURAL AFFAIRS

The details of participation of students in cultural activities are as under:

Year	Zonal level	Inter zonal level	Inter varsity/ national level
2011-12	65	37	--
2012-13	63	39	--
2013-14	67	32	--
2014-15	62	38	--

5.3.2 *Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University/State/ Zonal /National/International, etc. for the previous four years.*

- Two students of college participated in Asian Games of 2014.
- One student of college participated in Commonwealth Games of 2014.
- Four students of the college won Gold Medal in Junior National Athletic Meet
- Students participated in Inter Varsity Championships as team members of Punjabi University, Patiala that won Gold Medals.

5.3.3 *How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?*

The college informal feedback from the alumni and stakeholders and their suggestions are considered for the improvement of the students.

The data received from its graduates help a lot to improve the performance and quality of the institutional provisions.

5.3.4 *How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.*

The college assigns the duties of chief- editor, deputy chief -editors and editors to the teachers of different streams. Teacher editors encourage students to give their original creative writing to the concerned incharges. The student editor assist the concerned teacher editor in compiling the articles, stories, poems, jokes, thoughts, essays, personal experience received by the students for the college magazine 'Gyan Gosht' which is published annually.

5.3.5 *Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.*
No

5.3.6 *Give details of various academic and administrative bodies that have student representatives on them.*

- Academic and administrative bodies that have student representatives:
- Representatives of different societies
- Representatives of various college clubs

5.3.7 *How does the institution network and collaborate with the Alumni and former faculty of the Institution.*

The old students love to visit their alma mater throughout the year during which they are provided an opportunity to interact with the present students. They provide valuable inputs to the college.

The former faculty keeps visiting the college to relive old memories and to interact with their former colleagues. Moreover they are formally invited during important function of the college.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 *State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?*

Vision:

“frnkB ;fs feos”

Attaining and spreading knowledge through sincere efforts.

Mission:

The mission of the college is to impart holistic education with the aim to make the students of this predominantly rural area, time and market relevant, globally competent, morally upright and socially responsible citizens.

Objectives:

1. Providing a congenial environment for holistic development of youth where young minds are enthused to be creative and innovative.
2. To sensitize students to Social, Economic, Cultural and Environmental issues and make them upright and law abiding citizens of India.
3. To provide opportunities of education to young women so that they contribute in building a strong and modern India.
4. To inculcate National spirit and respect for our culture among our students.
5. To design programs for training students to imbibe Scientific, Logical and critical Thinking for encountering challenges.
6. Channelizing the latent energies of the youth through perpetual training in sports and co-curricular activities.
7. To reach out to the less privileged, deserving sections and economically disadvantaged sections of our society and lend a helping hand to them.
8. To build an infrastructure equipped with latest technology in order to enrich the teaching learning experience.

Addressing the need of Society:

Since its inception in 1969 the mission of the college has been to provide quality education to the educationally backward region of Punjab i.e. Samana and its adjoining areas. The

college strives to achieve its specific goals and objectives by giving full fee concessions to Single girl students upto degree level and by giving financial aid to economically weak, students of under privileged sections of society, and physically challenged students. All SC students are given scholarship.

The college aims to educate students and guide them to possess intellectual competencies and personal qualities that will enable them to serve in their chosen fields and thereby add to the richness, diversity and welfare of society.

The college prepares students for a variety of challenging roles in professional settings and community agencies and provides leadership in the improvement of education, health and well being of citizens.

Addressing the need of Students

The institutional vision and leadership strives to provide excellence in education to promote knowledge.

Students are motivated to develop an interdisciplinary approach to gain excellent exposure. The college fosters a culture of reflective practice and inquiry within a diverse community of students, faculty and staff. The institute seeks to identify the capabilities and interests of the students which would enable their complete development.

Addressing the Institution's tradition and value Orientation:

The institution welcomes and seeks to serve persons of all racial, ethnic, and geographic groups, women and men alike, as it addresses the needs of an increasingly diverse population and a global economy. In the twenty-first century, the institute seeks to assume a place of prominence among educational sphere. The institute aims to create and sustain a community of learning in which students acquire knowledge and learn to apply it professionally with due consideration for ethical, ecological, cultural, social and economic issues.

The institution inculcates respect for the wisdom of scholars by inviting eminent persons both from industry and academia to enlighten the students upon various applied aspects of life.

6.1.2 *What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?*

- The institution is committed to promote and support all-round effective learning and teaching with a view to contribute to the development of a knowledge society through equitable access and widening the participation base in higher education.
- Work with quality assurance is integrated into all operations in the college. It is characterized by decisions based on a holistic view, facts, long term planning, a conscious effort to improve and engaged leadership. Each teacher, technical and administrative member of staff as well as students carry out their work meticulously.

- The aim of the management is provide value based education and to exalt hidden potentials in students that equip them to approach life with optimism.
- The management gives full freedom to the Principal to execute and implement all the programmes smoothly and successfully. The Principal is responsible to convene all sorts of meetings and functions in the college and frame suitable rules and regulations for the students.

6.1.3 ***What is the involvement of the leadership in ensuring:***

- the policy statements and action plans for fulfillment of the stated mission
The Principal of the College strives for the achievement of the institutional goals through the co-operation of Teaching and Non Teaching Staff. The Principal also follows an open door communication system. He ensures that the staff as well students have free access to his office. The constructive suggestions and grievances, if any, of the staff are regularly addressed by him. The Principal formulates the policy statements and action plans after careful consideration.
- formulation of action plans for all operations and incorporation of the same into the institutional strategic plan
The strategic plans of the institution are formulated and achieved by active participation of the Principal and Heads of Departments who frame and ensure effective implementation of syllabus plans, teaching plans, time table , working of committees through regular meetings.
- Interaction with stakeholders
The Principal has an open access to the Members of the Management to interact on various aspects like Curricular, Co-Curricular, Extra- Curricular and Developmental activities. As an effective leader, he ensures that all stakeholders are involved in its activities. Students, being the main stakeholders are treated as the centre of all activities and many curricular and co-curricular activities are conducted for their benefit.
- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders
Keeping in mind the need of the society, the management committee of the college alongwith the Principal of the College makes an endeavor to continuously interact with the university, UGC and academic authorities. The introduction of innovative and vocational courses in the college bears a testimony to this interaction. It also conducts informal feedback of students, parents and local authorities to frame plans and policies to provide value based

- Reinforcing the culture of excellence

education.

- The institute promotes the faculty members to avail the opportunities for academic excellence.
- The institute focuses in providing and developing the leadership and resources necessary to encourage and produce great educators. It strives to create a culture of excellence and innovation, as well as a community of learning, where faculty continually seek to become more effective and innovative teachers, who serve as role models for students, by becoming lifelong learners committed to excellence.

The College is trying to reinforce the Culture of Excellence in various Fields by:

- Upgrading the labs
- State-of-the-art infrastructure.
- Financial assistance to minority and weaker section through scholarships.
- Strengthening the wings like NCC, NSS, Red Cross.
- Societies and clubs have been established for the sole purpose of encouraging participation and creating awareness among students.
- Inter College Competitions and participation.
- The Management is always ready with financial support for improving excellence through Workshops, Seminars, Guest Lectures etc.
- The Staff are encouraged to improve their qualifications by attending the Seminars, Guest lectures, Refresher Courses, Orientation Courses, workshops and Training Programmes.
- Job Training Activities are conducted through Career Guidance, Counselling and Placement Centre.
- Remedial Coaching Classes are conducted for slow learners with the financial assistance of UGC
- Continuous Assessment helps the students to improve the Culture of Excellence.

- Champion organizational change

Academic demands of the society are satiated by offering a range of courses that provide the student with an edge in getting employment. Periodic meetings at regular intervals help to

identify any dents and rectify them to convert them into strengths to promote organizational resilience. Staff is appointed as coordinators to envision and implement curricular, co-curricular, sports, extra-curricular and community development activities throughout the academic year. The College is always open to changes for the better.

6.1.4 *What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?*

Staff members have to fill in the Academic Performance Indicators (API) forms annually according to UGC regulations. The Head of the College gives them constructive feedback regarding the same. Regular staff meetings are held to take stock of the activities undertaken by the various Committees. The College takes appropriate administrative steps to ensure that available resources in the college are best utilized for the benefit of the students.

6.1.5 *Give details of the academic leadership provided to the faculty by the top management?*

The college principal encourages college faculty to be the top runner in the field of academics. For this the following steps are taken:

- The departments are encouraged to hold extension lectures and seminars.
- The teachers are encouraged to take part in workshops, orientation courses and refresher courses.
- The UGC Convenor is guided to make proposals for grants available under different schemes.
- The program officers of the college NSS units and Red Cross units are encouraged to organize camps for community awareness and involve teachers and student volunteers in these activities.

6.1.6 *How does the college groom leadership at various levels?*

In order to groom leadership at various levels, there is equal distribution of responsibilities /work. Each teacher is assigned one or the other responsibility of the college, apart from the main teaching work. The senior faculty members are made the convenors of various committees.

For example, for organizing cultural programs and festivals, there is a Youth Coordinator. For giving opportunity to bring out the creativity of the students, there is a Chief Editor. For arranging Career Awareness lectures, there is Convenor/ placement officer of Career Guidance and Counselling Cell. Similarly, there is Registrar for the conduct of examinations, prize distribution function etc. Each member of the college faculty is groomed by assigning responsibility under the able guidance of convenors and incharges working in accordance with the instructions of the College Principal and by giving those opportunities to be the leaders of their respective fields.

6.1.7 *How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?*

Decentralized decision making is the prime feature of the institution. The Heads of various Departments and various committees formed by the Principal are fully authorized to take decisions related to the welfare of the college. Heads of Departments have authority to the extent that they can prepare their own activity schedule, the unitization of the syllabus, the modalities of evaluation of students. They are also delegated authority for choosing their own pedagogical methods and their own ways of interaction with the students.

6.1.8 *Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.*

Yes. The college promotes a culture of participative management, in which faculty members, staff and students at all levels are encouraged to contribute their ideas and view points on institutional objectives, goals, and other decisions that may directly affect them.

The organization understands the importance of a strong relationship among the faculty members, staff and students, and the stakeholders.

The innovative ideas, opinions and suggestions from the faculty members, staff and students are appreciated and incorporated in the decision making process.

The institution promotes grapevine communication channels for perfect interaction of all stakeholders.

6.2 *Strategy Development and Deployment*

6.2.1 *Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?*

Yes, the institution has formed a formal stated quality policy. It has been developed by involving top management of the college and nominated faculty members. The institution has a constant policy matter governed by the management and has an open door policy for the students to solve their problem with due permission of the Principal or respective HODs.

A number of initiatives have been taken up to translate quality to its various units by the college. The standpoint plans and policies are geared up by the different committees based on the activities suggested by various departments for the particular calendar year. Time to time departmental meetings is held to redress any grievances. In the academic units, teachers are encouraged and supported to participate in seminars, conferences, workshops and refresher and orientation courses to update their knowledge to bring quality in teaching.

6.2.2 *Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.*

The college has submitted a proposal of Rs. 18.6 Crores to Govt. of Punjab under the RUSA scheme for different developmental works. The college plans to strengthen its infrastructure, class rooms, smart classes,

equipment etc.

6.2.3 Describe the internal organizational structure and decision making processes.

For most of the academic and administrative matter the Principal of the college is given free hand by the management. He deliberates with the staff council, deans, head of the departments and incharges of the various activities regarding the respective areas of specialization. The suggestions given by all of them are taken care of to reach any decision. If certain matters like starting new courses, construction of new building, purchase of infrastructure etc. require the approval of management committee. The participation of the staff is ensured in various decisions.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- Teaching & Learning
 - Continuous improvement in Curriculum
 - Adopting new styles and methods of teaching pedagogy
 - Taking lead in starting new and innovative courses
 - Assessment based on overall personality development
 - Internal inspection
 - Maintaining discipline
 - Centre for placements, training, counselling and career guidance
 - Remedial classes for academically weak students
 - Apprenticeship and internship programmes
 - Organising workshops, seminars, conferences at national and international level.
 - All academic staff achieve appropriate qualifications
 - All teachers are committed to continuously improving their performance by undertaking regular professional development to maintain up to date knowledge in their respective specialisation

- Research & Development
 - In order to promote research culture among the faculty and the students, the college plans to form a Research Committee which would make proposals for research projects, small project and for bringing grants for research.

- Community engagement
 - NSS and NCC units of the college organize Blood Donation Camps in collaboration with Govt. Rajindra Hospital Patiala on regular basis as well as on demand in emergency situations. Red Ribbon Club of the college spreads awareness about AIDS by organising various programmes. Eco Club of the college makes the people aware of environmental degradation and the relevance of tree plantation by organising Vanmahotsav and encourage the students to plant trees. Celebration of various festivals,

National and International Days of Importance.

NSS Units along with Community Education Club of the college are helping the children of the under-privileged sections of society. Under this college has adopted local Deha Basti and a nearby village Waraichan. Students of these units are helping the needy and sick people by providing all kinds of monetary as well moral support. Under this two of the bed ridden patients were treated by reputed doctors at reputed hospitals.

- Human resource management

- After human resource planning, selection of the regular/adhoc staff is purely based on the merit system as per the guidelines of UGC. Candidates with high potential and expertise in their respective field are selected. Assessment of the candidates is based on their academic achievements such as books published, papers presented, conferences attended, publication in journals etc. Ph D holders are given weight age in assessment.
- Development of the staff is ensured by providing conducive environment for teaching, learning and research. Workshops, seminars, conferences are organized to achieve the purpose. Staff is motivated to actively participate in conferences, workshops, orientations and refresher courses by funding research and providing duty leave.
- Employees are duly engaged in various academic and extra-curricular activities.
- College puts its maximum efforts towards retaining the best talent in the organization by recognizing the work in meetings, rewarding the best performers and offering salary hikes.
- Wages, salaries, Incentives, Perks, and Other allowances are provided at par with those of the UGC recommendations and Punjab Government norms.
- Salary to the staff is given on the first of every month.
- Casual leave, Medical leave, Maternity Leave, Earned leave and Duty Leave are granted to the needy staff. Number of leaves granted varies according to the level and position of the staff in the college.
- Time table committee is constituted to equally distribute the workload among the staff.
- Teachers Union is duly recognized by the institution. Union representatives are nominated in the management committee.

- Various other benefits such as Provident fund, Gratuity, ESI are provided to ensure employee welfare in the organization.
- Industry interaction
- Industrial tour and study visits are organized every year to provide practical exposure to the students
- Department of agriculture manages field work and visits to the farm houses, gardens, and agricultural lands of different areas.

6.2.5 *How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?*

The Principal, in the capacity of the head of the institution, continues to receive inputs regarding preparation and implementation of programmes and policies throughout the year. All the departmental activities as well as the college functions are organised under his leadership. Therefore, he is well aware of every activity of the college. On the basis of his own inputs as well as the information gathered by various committees the same is presented to the top management as well as other stake holders.

6.2.6 *How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?*

Our management provides ample opportunity to involve the staff in the preparation and execution of policy and programme. Departmental heads and various committees of the college are free to take initiatives and implement them in consultation with the Principal. This ground level involvement of the staff in formulating and implementing the programmes is an added feature for evaluation as well as correction wherever and whenever need arises.

The Management provides sufficient fund to the faculties and departments to conduct seminars conferences, and FDP in every academic year. Benefits are also provided to the faculty who have completed Ph.D./UGC-NET.

6.2.7 *Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.*

16-04-2014	Edu. Sub. Com. Meeting	Reg. Accreditation of college from NAAC, starting of new courses in college and status of court cases etc.
23-06-2014	Edu. Sub. Com. Meeting	Starting of B.Sc (Medical & Non Medical) in college from 2015-16,routine matters and Development Works
31-10-14	General Body Meeting	Development Works, Routine Matters
20-03-15	General Body Meeting	Recruitment of faculty members as per Punjab govt. norms and SLP filled by SH.PRITAM RAM in

		Honourable Supreme court of India. Pay fixation, fee concession of students etc.
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All the resolution have been implemented

6.2.8 *Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?*

The affiliating university has the provision for according the status of autonomy to an affiliated institution but the college has no plans as yet to obtain autonomy.

6.2.9 *How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?*

The college has a discipline and an anti ragging committee to look into the grievances/complaints. The same are promptly attended to and resolved. The complaints of staff if any are also attended to immediately by a committee formed by the Principal.

6.2.10 *During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?*

- The college filed a court case in the Consumer Court Patiala against regional Provident Fund Organisation, Punjab, Chandigarh, SBOP samana and SBI Chandigarh for not giving credit of Rs. 81747/- deposited by College in SBOP Samana on 28-09-91 as the EPF of college employees. This case was decided in favour of the college and against SBI Chandigarh to pay principal amount and interest there as per PF Rules vide Judgments dated 1/02/2013.
- SBI Chandigarh, filed appeal against the aforesaid judgment dated 01.02.13 in the Punjab state Consumer Disputes Redressal Commission, Chandigarh on 13.03.13 in which they made us (the college) a party and the college is contesting this case.
- The college filed a civil suit against Punjab Wakf Board on 19.11.13 in the court of Civil Judge Junior Division, Samana for allowing us to deposit the rent of Wakf land on lease with the college in the court as the Wakf Board is not accepting rent amount from college. This case was also decided in favour of the college on 28.4.14
- Sh. Manpreet Singh Lecturer in Music (v) and Sh. Raman Kumar in Psychology filed a CWP NO. 21707 of 2011 in the honourable Punjab and Haryana High Court Chandigarh, against the college for regularization of their ad-hoc services. This writ petition was also decided in favour of the College on 11-05-2012 with the direction that as and when the ad-hoc appointments are made by the college as there two posts, they will be called for ad-hoc appointments without any interview.
- Sh. Mandeep Gaur, lecturer in Religious Studies filed a similar CWP NO. 20856 of 2011 against the college for regularization of their ad-hoc

services later on the petitioner withdrawn this case at his own on 11.5.12.

- Sh. Mehanga Singh, former clerk of this college (whose services were terminated from this college as the basis of his conviction by Distt. & Sessions Judge, Patiala, u/s 302/307/326/325/324/148/149 IPC filed a case (appeal against the judgment and decree dated 19.04.12 passed by civil Judge Jr. Div. Chandigarh in his previous Suit No. 46 of 13.05.04) in the court of Addl. Distt. & Sessions Judge-Cum-MACT CHD. On 23.05.12 against the college for release of pensionary benefits etc. this case was also dismissed as withdrawn on 13.02.14.
- The Punjab Aided Colleges retired employees Association (including Sh. P.S.SODHI & Sh. S.S.SADANA, retired lecturers of this college) filed a CWP No. 7398 of 2013 against Govt. of Punjab for releasing Pension to retired employees of Aided colleges of Punjab. The college management society was also made a party in this case. This writ petition has also been dismissed on 12.2.15.
- Dr. Ranjit Singh Tiwana, the principal of Public college of Education, Samana filed a CWP No. 21339 of 2011 in the honourable Punjab and Haryana High Court Chandigarh, against Govt. of Punjab, Punjabi university Patiala and the college in which he challenged the revised qualifications and norms of UGC for the post of Principal and the selection of this college Principal Dr. Arvind Mohan. This case was closed as withdrawn on 23.07.13.
- Again the said Dr. Ranjit Singh Tiwana filed a similar CWP No. 1810 of 2014 in the honourable Punjab and Haryana High court Chandigarh in which the college has been impleaded a party. In this case he again challenged the selection of Dr. Arvind Mohan, Principal of this college and Revised UGC Norms and Qualifications for the post of Principal. This case is still pending and the college is contesting this case.
- Sh. Pritam Ram, former clerk of this college (whose services were terminated from the college) has filed a SLP No. 5566 of 2015 in the honourable Supreme Court of India, New Delhi against the state of Punjab and the college. In this SLP he has challenged the judgment dated 02.07.14 passed by honourable Punjab and Haryana High Court Chandigarh vide which his CWP No. 775 of 1992 was dismissed for the fault of appearance and non-prosecution with costs of Rs. 10000/-. In this CWP he had challenged his removal from the services of this college. This SLP is being contested by this college.

6.2.11 *Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?*

The college collects informal feedback from the students through interaction in the class rooms and otherwise. Whatever feedback is received is passed onto the Principal who makes necessary changes and improvements wherever possible. New courses introduced in the college was also because of

the feedback received from the students.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The college makes conscious efforts for the professional development of its teaching and non-teaching staff. Teachers are allowed and encouraged to attend orientation courses, refresher courses, faculty development programmes, seminars, conferences, workshops and other training programmes. The teachers are also encouraged to improve their qualification.

Similarly, for non-teaching staff, the staff development programmes are organized by the institution. Computer department is making constant efforts to make the entire non teaching staff to be computer savvy.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The level of involvement, loyalty and commitment to the work depends largely on the level of motivation which an organisation is able to achieve. Our college is committed to the regular payment of all financial benefits (salary, CPF, gratuity, leave encashment etc.) Nonfinancial benefits such as promotion, re-skilling and participation in administrative activities are part and parcel of human resource management activities of the college.

The management of the college is very considerate as far as the salaries of the faculty are concerned. Management has regularized the services of number of faculty members from its own resources. It has implemented the 2006 scales of UGC by being first in the state among the private aided colleges. Even the eligible adhoc teachers are paid good salary. The faculty is also given the best kind of in house facilities so that it can work in a cordial and congenial manner. The teachers are also encouraged to participate in various professional development activities.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

There is a self appraisal system for the staff. The staff members fill in the self appraisal performa which is verified by the college Principal and they are given the score as per their performance. The self appraisal performa contains detailed information on the multiple activities and roles they perform in the institution. The overall grading of the staff on their ACRs is done on the basis of the above evaluation.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The reports of the performance of the staff are communicated to the management in the meetings of the management. In case of any negative performance, the same is communicated to the concerned staff member and the

required action is taken. For performing staff members, the increments and the promotions are given as per the norms.

6.3.5 *What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?*

The staff welfare schemes available in the institution are as under:

- The wards of the staff members are given fee concessions.
- They are given loans from their provident fund account for various purposes and the process is quite easy.
- The institute has created a staff welfare fund which is used for various welfare activities.
- The class-four staff is given wheat loan.
- The class-four staff is given free dresses every year.
- ESI scheme is given to the staff members.
- Timely payments of gratuity, leave encashment and other retirement benefits are made to retiring staff members.

The staff members have been given these facilities without any discrimination and as per their requirements. The following table shows the benefits given to the number of employees under various welfare schemes during the last four years:

6.3.6 *What are the measures taken by the Institution for attracting and retaining eminent faculty?*

Being a renowned institution of the area and declared “MODEL COLLEGE” by Punjabi University, Patiala, it attracts a number of eminent faculty who show interest to work in the institution. Moreover other factors which contribute towards it are:

- Minimum layoff period for the adhoc staff.
- Handsome salary is paid to the staff.
- Congenial working environment.

6.4 *Financial Management and Resource Mobilization*

6.4.1 *What is the institutional mechanism to monitor effective and efficient use of available financial resources?*

The institution prepares the proposal for expenses on different projects which is approved by the management. An effort is made to maintain a proper balance between the recurring and development expenditure. The optimum utilization of the available resources is ensured.

6.4.2 *What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.*

Both internal and external audit are done on regular basis. External audit is carried out by the representatives of (1) Auditor General, Punjab and (2) Finance Dept. Punjab. This audit is done every year and auditors' reports containing various objections are maintained by the College. Auditor of DPI (Colleges) has audited our books for the financial year 2012-13 and no objection has been recorded in the report. We take steps to comply with the

rules and ensure that no deficiency is reported in the next audit.

Internal auditing is done by a qualified Chartered Accountant duly appointed by the College for this purpose. Internal auditor helps the college in the preparation of Receipt and Payment Account. Auditor also helps in the management of payment of tax deducted at source (TDS). Copies of Receipt and Payment Accounts duly attested by the Chartered Accountant for the last four years are attached hereby.

6.4.3 *What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.*

- Grants-in-Aid received from Govt. of Punjab to cover 95% of salary for the aided posts of teaching and non-teaching employees.
- Funds collected from students under various heads as authorized by the Punjabi University and Punjab Government.
- UGC grants received under various plans for specific needs of the college.

6.4.4 *Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any)*

All financial requirements of the College are met through the sources mentioned above and for additional funding Grants from UGC are sought under various schemes which are utilized for the purposes for which these were sanctioned and Utilization Certificates are submitted to UGC in time.

6.5 *Internal Quality Assurance System (IQAS)*

6.5.1 *Internal Quality Assurance Cell (IQAC)*

- Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes? The college has started the process of establishing IQAC from the next session.
- How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented? N.A.
- Does the IQAC have external members on its N.A.

committee? If so, mention any significant contribution made by them.

- How do students and alumni contribute to the effective functioning of the IQAC? N.A.
- How does the IQAC communicate and engage staff from different constituents of the institution? N.A.

6.5.2 *Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation*

- Yes, the institution has an integrated framework for Quality assurance of the academic and administrative activities. The college aspires to provide quality education by the confluence of traditional teaching – learning methods and modern technology in order to make students imbibe a clearer perspective of knowledge.
- To promote languages and to develop positive outlook towards society is one of its important agendas. Students are sensitized to contribute generously to society so that under-privileged section of society can be uplifted.
- To sensitize the students towards environment, plantation drives and lectures are organized regularly. They are encouraged to switch off lights and fans when not in use.
- To polish the hidden capabilities of students, 'Talent Hunt' programme, Youth Festival and other inter and intra college competitions provides students a platform to showcase their talent. The annual college magazine 'Gyan Gosht' to take out their latent capabilities.

6.5.3 *Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.*

Yes, the institution organizes various, workshops and seminars on different topics to achieve excellence in higher education. The impact was excellent in curricular aspects, teaching learning and evaluation, research consultancy and extension, infrastructure and learning resources, student supports and progression, governance and leadership and all innovative practices.

6.5.4 *Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?*

As teaching-learning is a dynamic and ever changing process, therefore we constantly review our own pedagogic methods. Sometimes

there is a major change in syllabus of the University. Therefore all HODs consult the latest syllabus. They ensure timely completion of teaching of syllabus by unitizing the same into three segments. The performance of students in House Tests is also helpful to know the effectiveness of their teaching methods. The ultimate objective of entire teaching learning process is to achieve academic excellence in University Exams. In order to plug the loopholes, remedial classes are arranged.

6.5.5 *How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?*

The college makes efforts to incorporate the healthy suggestions given by any external agency or higher authorities for quality enhancement as that is the stated mission of the college to provide Quality education to students of the region from all sections of the society.

6.5.6 *What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?*

The academic progress of the students is monitored and continuously reviewed through regular tests and assignments. Multiple choice questions are provided to test the knowledge of the students. Inter-class, inter-faculty discussions are also arranged to promote their interest.

6.5.7 *How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?*

The prospectus of the college and the college calendar communicate the policies and practices of the college to the internal and external stakeholders.

The college attends to the press meetings whenever required.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Public College Samana is perhaps one of the greenest campuses amongst the affiliated colleges of Punjabi University, Patiala with its sprawling eco-friendly campus and lush green manicured lawns fenced with variegated multicolored flowerbeds is the cynosure of all those who enter its portals. Set in sylvan surroundings, the green environment of the college is home to more than two hundred varieties of trees/herbs/shrubs and some species of migratory birds as well. The college has an internal Green Audit system to maintain a clean and Green Campus. Various measures are taken up as a follow up of these audits. The college has been declared Smoke free zone and Drug free zone. The college also makes an effort to make it Polythene free. The students are made aware of the drastic consequences which mankind will have to face in case we don't take steps to protect the environment. Students are encouraged not to bring polybags. Instead they are motivated to use jute bags etc. We have constituted a Campus Beautification Committee in the college which is fully authorized to take decisions regarding plantations, maintaining the green lawns. College has started the development of Botanical garden. There is a great emphasis on the maintenance of the greenery on the campus.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- | | |
|---------------------------------|--|
| • Energy conservation | Students are sensitized on a regular basis on how to conserve energy and minimize energy consumption. The College students are informed about celebrating - Earth Hour, Green Diwali. Fluorescent tube lights are being replaced by CFL bulbs. |
| • Use of renewable energy | -NIL- |
| • Water harvesting | |
| • Check dam construction | -Nil- |
| • Efforts for Carbon neutrality | College has an eco-friendly campus with specially planted trees such as Pipal, Neem, Sohanjana etc. to balance environmental pollution and carbon neutrality. |
| • Plantation | College has the tradition of planting more than 500 trees annually. During NSS Camp and regular activities tree plantation drive is a regular feature. Even forest department collects sapling of different trees from our college. |
| • Hazardous waste management | • College has various pits where the waste is dumped and later on it is used as manure. |

- e-waste management
 - Vermi-composting has been adopted.
 - Rallies and awareness drives are organized to make the campus eco friendly.
- For e-waste management there is no policy as yet, so the college is storing the material which is not in use.

7.2 ***Innovations***

7.2.1 ***Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.***

The college has made tremendous developments and has introduced a number of innovations in infrastructure, teaching and learning, administration, student support and progression etc. They are mentioned below:

- College has started various Under Graduate and Post Graduate Courses to keep in pace with the changing academic environment.
- College has applied for the Bachelor of Vocational Education in Processing and Food Engineering and Computerized Graphic Designing
- Conversion of classrooms into smart classes.
- Internet connectivity has been provided to all the departments.
- INFLIBNET facility has been made available in the Library.
- Networking has been done to share data everywhere.
- Air Conditioned Seminar hall with a capacity of approx. 200 students was constructed in the college.
- Upgraded UGC Network Resource Centre and Centralized Computer Labs.
- Campus has been beautified with plants and landscaping.
- Eligible students are supported with scholarships.
- Students are supported in online registrations for scholarships under various Government schemes.
- Office administration has been automated.
- General library has been automated.
- Interactive projectors are used by the students for seminar presentations.
- NSS units along with Community Education Club of the college have adopted neighborhood Slum Area for providing literacy and their overall development.
- An indoor sports complex is coming up in the college campus with assistance from UGC under sports infrastructure development.
- R.O. systems/Water Purifiers has been installed for clean drinking water.
- Uninterrupted electricity supply has been ensured through eco-friendly Gen- Sets.

- Facility is provided to eligible voters to apply for voter i-cards.
- Scholarships to SC/ST/Minority students has been provided as per rules.
- Under the ‘Literacy Drive’ the college provides its premises to underprivileged children of slum areas during the off-hours of the college.
- The college staff and students always feel concerned by helping during natural calamities by contributing towards relief funds from time to time.
- The Computer lab with all the facilities i.e. over head projectors, power-point slides and Internet is at the disposal of teachers and students.
- The Extension Lectures on contemporary issues are organized by different departments from time to time to update knowledge and awareness among the students and teachers.
- The college has applied for financial assistance for the upgradation of infrastructure and starting new Courses in the college under RUSA scheme of the MHRD Government of India.

7.3 Best Practices

7.3.1 Elaborate on any two best practices which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Title of the Practice

Community Service through National Service Scheme (NSS) and Community Education Club (CEC)

Goal

The college strives to inculcate the spirit of voluntary work among the students and teachers through sustained community interactions. NSS brings our college closer to society. It shows how to combine knowledge and action to achieve results which are desirable for community development. Over the years our goal through NSS and CEC is to enrich the student's personality and deepen his understanding of the social environment in which he lives.

The Context

The college aims at sensitizing the younger generation about the important issues like Gender discrimination, menace of drugs and coming to the rescue of the underprivileged society. The society is becoming materialistic day by day and the college through the activities of NSS and CEC is trying its level best to inculcate the best human values among the students by channelizing their energies in useful activities.

The Practice

- Sensitizing the students on issues of Gender discrimination, female foeticide, drug abuse etc. by organizing seminars and rallies.
- Cleanliness drive is adopted in the college for the last so many years during the NSS camps and activities.
- Different days and anniversaries are celebrated by the NSS and CEC and slum children are also sensitized about these special days.

- Help in the form clothes, stationary, books, shoes and sports goods etc. is provided to the children of the adopted Slum Area by involving different social organizations and individuals.
- Blood donation camps are a regular feature of the college. Emergency blood donation camps are also organized as and when required by the Blood Bank at Rajindra Hospital, Patiala.
- NSS and CEC are helping the critically ill people financially as well as with moral support. Even the under privileged sections of society are taken care of where ever needed.
- CEC is providing Literacy to the children of slum area after the college hours.
- Volunteers of NSS and CEC participate in the Pulse Polio Campaign of Government of India in collaboration with Civil Hospital, Samana.
- Funds are collected every year for Red Cross, Communal Harmony and Army Flag Day.
- In case of natural disasters like Tsunami and Floods NSS units and CEC comes forward to lend a helping hand by collecting funds and other relief material.
- Lectures are organized to make the students aware on issues like AIDS, Voter Rights, National Communal Harmony, Legal Literacy etc.
- Tree plantation is a regular feature of the college.
- The blood is arranged to meet the emergencies for the students and their relatives.

Evidence of Success

- The NSS department of Punjabi University, Patiala has adjudged our college as the Best College for its whole hearted services to the community in the year 2014-15.
- No case of gender discrimination has ever been reported in the college.
- Every year the Pulse Polio Campaign is implemented successfully.
- The Blood Bank of Rajindra Hospital, Patiala has accorded the services provided by the college by presenting a certificate of appreciation.
- The College can boast of a green, clean and pollution free campus.
- Our students often selected to participate in the Pre-RD, RD and National Integration Camps.
- All the program officers of NSS were awarded Certificates of Merit during the session 2011-12.
- Dr. Harkirtan Kaur was adjudged Best Program Officer of NSS by Punjabi University, Patiala during the session 2014-15.

Problem Encountered and Resources Required

- The regular grants are not provided by the State Govt. to cover NSS activities in the colleges.
- The Reimbursement of camping grants delayed.
- There is lack of awareness on the part of the Govt. and NGOs' about the role of NSS in the society.
- There are fewer employment preferences for NSS volunteers holding B and C certificates

Title of the Practice

Development of Infrastructure

Goal

Higher education institutions should have good standards and they must be able to equip the learners to face the challenges of the modern world. Education should develop the knowledge level of students and also make them employable. Our goal is to make our students aware of the technological developments in the academia and to equip the students to use the same tools to achieve academic and co-curricular excellence and employability in terms of skills and knowledge.

The Context

Our college which is spread over approximately 36 acres of lush green and pollution free environment, is situated in Semi Urban area and caters to the educational needs of about 2500 students of predominantly educationally backward area. It has been our endeavor to provide the best academic environment to students for their overall development. The college is making best efforts to provide the latest infrastructure both in terms of academic and sports.

The Practice

- In the last few year college has added a number of class rooms, laboratories.
- Eight of the class rooms have been converted to smart classes.
- To encourage girl students of remote areas to continue with their education a Girls hostel has also come up with assistance from UGC.
- Air Conditioned Seminar hall has also come up which caters to the academic needs of the students.
- Laboratories of different departments are equipped with latest infrastructure.
- To provide continuous electricity supply college has installed gensets.
- To give a boost to the sports environment an Indoor Sports Complex is coming up with the assistance from UGC.
- College has Eight Lane track, Squash Racket Court, Swimming Pool, Lawn Tennis Court, Handball Court, Basketball Court and Boxing Ring to attract students to sports environment and also to channelize their energies.
- College has tie ups with NIS, Punjab Sports Department and Sports Department of Punjabi University, Patiala for specialized coaching and training of sports persons.

Evidence of Success

- The strength of the college is increasing every year.
- The college is successfully running newly started courses.
- As per the demands of stakeholders and area a number of new courses are being introduced in the curriculum of the college.
- The number of girl students has increased.
- Numbers of students are placed in the merit list of the university in different courses.
- Number of championships, medal and trophies won by the sports students speaks volumes about the sports infrastructure available to them.
- Refer to the list in 5.3.1

- The vast infrastructure not only caters to the needs of the students but is also an asset to the local community as they utilize it for morning and evening walk.
- On Sundays different clubs use the college grounds for various sports activities.
- During summer vacations local sports club organizes summer camp for local children in the college campus.

Problem Encountered and Resources Required

- Foremost problem which we encounter is that the majority of students are from rural background and with a very weak foundation in English. This at times stands as a hurdle in achieving academic excellence.
- Crunch of funds in terms of Government grants also emerges as a hurdle many a times.

Contact Details

Name of the Principal	Dr. Arvind Mohan
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City	Samana
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Accredited Status	First Accreditation
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1	Name of the department	ENGLISH DEPARTMENT				
2	Year of Establishment	1969-70				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	UG, PG				
4	Names of Interdisciplinary courses and the departments/units involved	BCA, B.Sc.(Agriculture), B.Com., BBA.				
5	Annual/ semester/choice based credit system (programme wise)	B.A.II and B.A.III (Annual) B.A.I., B.Com., BBA, B.Sc., BCA. (Semester)				
6	Participation of the department in the courses offered by other departments					
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	N.A.				
8	Details of courses/programmes discontinued (if any) with reasons	Nil				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors	08	08		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Monita Salooja	M.A.,M.Phil., Ph.D(English)	Assistant Professor	Fiction	13 Years	
	Prof. Shikha	M.A.,Ph.D (English)	Assistant Professor	Fiction	2 Years	
	Prof. Riva	M.A.(English) , NET	Assistant Professor	-	1 Year	
	Prof. Mukta Mittal	M.A., B.Ed.	Assistant Professor	-	2 Years	
	Prof. Kirti Rani	M.A., B.Ed.	Assistant Professor	-	2 Years	
	Prof. Shuchi Chanana	M.A.,M.Ed., PG Diploma in ELT	Assistant Professor	-	10 Years	
	Prof. Sarabjit Kaur	M.A.(English) ,M.A.Education, B.Ed.	Assistant Professor	-	3 Years	
	Prof. Dimple Singla	M.A.(English)	Assistant Professor	-	1 Years	
11	List of senior visiting faculty	N.A.				

12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	100%
13	Student -Teacher Ratio (programme wise)	M.A.I+M.A.II (English) 25:4
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	N.A.
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	Prof.Monita Salooja - M.A., M.Phil., Ph.D (English) Prof. Shikha - M.A., Ph.D (English) Prof. Riva - M.A.(English), NET Prof. Mukta Mittal - M.A., B.Ed. Prof. Kirti Rani - M.A., B.Ed. Prof. Shuchi Chanana - M.A., M.Ed., PG Dip. in ELT Prof. Sarabjit Kaur -M.A.(English), M.A.Edu., B.Ed. Prof. Dimple Singla - M.A.(English)
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	-
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	-
18	Research Centre /facility recognized by the University	-
19	Publications:	
	a) Publication per faculty	09/08
	Number of papers published in peer reviewed journals (national/international) by faculty and students	09
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)	NIL
	Monographs	NIL
	Chapter in Books	NIL
	Books Edited	NIL
	Books with ISBN/ISSN numbers with details of publishers	NIL
	Citation Index	NIL
	SNIP	NIL
	SJR	NIL

	Impact factor	NIL				
	h-index	NIL				
20	Areas of consultancy and income generated	-				
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	-	-	Working as Editor for the English section of the college Magazine/Gyan-Gosht.		
22	Student projects a) Percentage of students who have done in-house projects including inter departmental/programme b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	-	-			
23	Awards / Recognitions received by faculty and students	-				
24	List of eminent academicians and scientists / visitors to the department	1.Principal Mrs. Suman Gandhi, Kirti College,Patran 2.Prof.Swaraj Raj, Mohindra College, Patiala 3.Prof.Vijay Sharma Govt. Ripudaman College, Nabha. 4. Prof. Madhu Sharma, SD College, Mansa				
25	Seminars/ Conferences/Workshops organized & the source of funding a) National b) International	-				
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled		Pass Percentage
				Male	Female	
	M.A.I		07	01	06	
	M.A.II		18	02	16	71.43%
27	Diversity of Students					
	Name of the Course	% of Students from the same state		% of students from other states	% of students from abroad	
28	How many students have cleared national and state competitive examinations such as NET,	NIL				

	SLET, GATE, Civil services, Defense services, etc.?	
29	Student Progression	Against % enrolled
	<ul style="list-style-type: none"> • UG to PG 	M.A.I (04), M.A.II(08) (Our Old Students)
	<ul style="list-style-type: none"> • PG to M.Phil. 	
	<ul style="list-style-type: none"> • PG to Ph.D. 	
	<ul style="list-style-type: none"> • Ph.D. to Post-Doctoral 	
	<ul style="list-style-type: none"> • Employed a) Campus Selection b) Other than Campus Selection 	
	<ul style="list-style-type: none"> • Entrepreneurship/Self Employed 	
30	Details of Infrastructural facilities	
	a) Library	Yes, Departmental as well as Main College Library is there for the students and staff.
	b) Internet facilities for Staff & Students	Yes, it is available for both.
	c) Class rooms with ICT facility	Yes – Classes of English are held in Smart Classes in some courses
	d) Laboratories	Digital language lab with 30 nodes is available.
31	Number of students receiving financial assistance from college, university, government or other agencies	M.A.I and M.A.II (Nil)
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	Four extension lectures were organized by the department as per Sr. No. 24 above.
33	Teaching methods adopted to improve student learning	Lectures, Discussions, Group Discussions, Presentations, Seminars, Assignments, Guest Lectures, MST, Class Tests, Question-Answer sessions in the classrooms, open dialogue and interactive sessions among students.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	Participation in various activities: N.S.S., Pulse polio campaign and other community service programme.
35	SWOC analysis of the department and Future plans	1. Strengths: Well qualified faculty. The department faculty works in union. Enthusiastic efforts are made by the faculty to enrich student's understanding and for building up a strong base for them. 2. Weaknesses: The weak base of students in English proves to be an

		<p>impediment in the teaching/learning process.</p> <p>3. Opportunities: The faculty is provided with a chance for personal and professional growth.</p> <p>4. Challenges: How to teach the basics of English language to poor English users along with the prescribed syllabus or texts.</p> <p>5. Future Plans: What changes we can devise in our approach, so as to make it more lively, interesting and motivating.</p>
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1	Name of the department	PUNJABI DEPARTMENT				
2	Year of Establishment	1969-70				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	UG, PG				
4	Names of Interdisciplinary courses and the departments/units involved	BCA, B.Sc.(Agriculture), B.Com., BBA.				
5	Annual/ semester/choice based credit system (programme wise)	B.A.II and B.A.III (Annual) B.A.I., B.Com., BBA, B.Sc., BCA. (Semester)				
6	Participation of the department in the courses offered by other departments					
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	N.A.				
8	Details of courses/programmes discontinued (if any) with reasons	N.A.				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors	08	08		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Shamsher Singh	M.A. (PBI.) NET, PH.D.	Assistant Professor		13 Years	5
	Prof. Joginder Singh	M.A. (PBI.) NET, PH.D.	Assistant Professor		11 Years	5
	Prof. Arvinder Kaur	M.A., B.ED., PH.D., NET	Assistant Professor			5
	Prof. Balkar Singh	M.A., NET	Assistant Professor		4 Years	
	Prof. Narinder Singh	M.A., M.PHIL, B.ED., NET	Assistant Professor		2 Years	
	Prof. Satinder Kaur	M.A., B.ED., NET	Assistant Professor		1 Year	
	Prof. Inderjit Kaur	M.A., M.PHIL, B.ED.	Assistant Professor		1 Year	

Prof. Gurdev Singh	M.A., NET,	Assistant Professor		1 Year	
11	List of senior visiting faculty		N.A.		
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty		50%		
13	Student -Teacher Ratio (programme wise)		MA.I+MA.II(Punjabi) 48:5		
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled		N.A.		
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.		Ph.d. – 3 M. Phil. – 2 NET - 7		
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received		NIL		
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received		NIL		
18	Research Centre /facility recognized by the University		Minor Research Project Completed with assistance of UGC amounting to Rs. 80000/-		
19	Publications:				
	a) Publication per faculty		29/08		
	Number of papers published in peer reviewed journals (national / international) by faculty and students		15		
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)				
	Monographs				
	Chapter in Books		10		
	Books Edited		01		
	Books with ISBN/ISSN numbers with details of publishers		03		
	Citation Index				
	SNIP				
	SJR				
	Impact factor				
	h-index				

20	Areas of consultancy and income generated					
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards			Dr. Shamsher Singh- Chief Editor of College Magazine Dr. Joginder Singh – Editor of Punjabi Section of College Magazine Dr. Arvinder Kaur – Samkali Sarokar		
22	Student projects c) Percentage of students who have done in-house projects including inter departmental/programme d) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies					
23	Awards / Recognitions received by faculty and students			Dr. Arvinder Kaur awarded Best Teacher by Bharat Vikas Prishad.		
24	List of eminent academicians and scientists / visitors to the department			<ul style="list-style-type: none"> •Dr. Baldev Singh Cheema, Prof. and Head Punjabi Deptt., Punjabi university, Patiala invited on seminar of Punjabi literature and Punjabi language dated 30.08.12 •Dr. Kuldeep singh Dheer, former Head of Punjabi Deptt., Punjabi university Patiala, invited on seminar of “Role of Literature and science in society” dated 05.02.13 •Dr. Surjeet Singh Bhati, Prof. and Principal Punjabi university constituent college, Ghanur, invited on seminar of “Literature, society and criticism” dated 21.02.14 		
25	Seminars/ Conferences/Workshops organized & the source of funding c) National d) International			Nil		
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled Male	Female	Pass Percentage
	All the students admitted to College have to study					

Punjabi as Compulsory subject and some of them opt for Punjabi Literature as an Optional Subject.				
M.A.I		21	11	10
M.A.II		27	7	20
27	Diversity of Students			
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NET - 02	
29	Student Progression		Against % enrolled	
	• UG to PG		10%	
	• PG to M.Phil.		--	
	• PG to Ph.D.		--	
	• Ph.D. to Post-Doctoral		--	
	• Employed c) Campus Selection d) Other than Campus Selection		--	
	• Entrepreneurship/Self Employed		--	
30	Details of Infrastructural facilities			
	a) Library		Yes, Departmental as well as Main College Library is there for the students and staff.	
	b) Internet facilities for Staff & Students		Yes, it is available for both.	
	c) Class rooms with ICT facility		Some of classes of Punjabi are held in Smart Rooms	
	d) Laboratories		N.A.	
31	Number of students receiving financial assistance from college, university, government or other agencies			
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts		<ul style="list-style-type: none"> •Dr. Baldev Singh Cheema, Prof. and Head Punjabi Deptt., Punjabi university,Patiala invited on seminar of Punjabi literature and Punjabi language dated 30.08.12 •Dr. Kuldeep singh Dheer, former Head of Punjabi Deptt., Punjabi university Patiala, invited on seminar of “Role of Literature and 	

		<p>science in society” dated 05.02.13</p> <p>•Dr. Surjeet Singh Bhati, Prof. and Principal Punjabi university constituent college, Ghanur, invited on seminar of “Literature, society and criticism” dated 21.02.14</p>
33	Teaching methods adopted to improve student learning	Mainly lectures method is used for undergraduate classes, whereas for PG Classes Discussions, Group Discussions, Presentations, Seminars, Assignments, Guest Lectures, MST, Class Tests, Question-Answer sessions in the classrooms and interactive sessions among students
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	Participation in various activities: N.S.S., Pulse polio campaign and community service programme
35	SWOC analysis of the department and Future plans	<p>1.Strengths : Well qualified faculty.The department faculty works in union. Enthusiastic efforts are made by the faculty to enrich student’s understanding and for building up a strong base for them.</p> <p>2. Weakness: The weak base of students at school levels in Punjabi writing is obstacle for Punjabi teaching.</p> <p>3. Opportunities: The faculty is provided with a chance for personal and professional growth.</p> <p>4. Challenges: To develop Punjabi language in such a way so that it becomes the language of technological growth and can generate employment.</p>

1	Name of the department	HINDI				
2	Year of Establishment	1969-70				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.A.				
4	Names of Interdisciplinary courses and the departments/units involved					
5	Annual/ semester/choice based credit system (programme wise)					
6	Participation of the department in the courses offered by other departments					
7	Courses in collaboration with other universities, industries, foreign institutions, etc.					
8	Details of courses/programmes discontinued (if any) with reasons					
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors		01		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc..)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Devinder Pal	M.A.(Hindi), Ph.D.	Associate Professor		15 Years	
11	List of senior visiting faculty	N.A.				
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	NIL				
13	Student -Teacher Ratio (programme wise)					
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	N.A.				
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	01 (Ph.D.)				
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	NIL				
17	Departmental projects funded by DST -	NIL				

	FIST; UGC, DBT, ICSSR, etc. and total grants received	
18	Research Centre /facility recognized by the University	NIL
19	Publications:	
	a) Publication per faculty	02
	Number of papers published in peer reviewed journals (national / international) by faculty and students	
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	03
	Chapter in Books	07
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	NIL
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	NIL
22	Student projects e) Percentage of students who have done in-house projects including inter departmental/programme f) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	NIL NIL
23	Awards / Recognitions received by faculty and students	NIL
24	List of eminent academicians and scientists / visitors to the department	Dr. Virender Walia on 25/7/2011 Dr. Manju Walia on 14/9/2012 Dr. Tarsem Dhaliwal on 21/9/2013 Dr. Nityanand Vats on 13/9/2014

25	Seminars/ Conferences/Workshops organized & the source of funding e) National f) International			NIL	
26	Student profile programme/course wise:				
	Course/programme	Applications Received	Selected	Enrolled	
				Male	Female
	Students enrolled in BA Opted Hindi as an Optional Subject				Pass Percentage
27	Diversity of Students				
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad	
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?				
29	Student Progression			Against % enrolled	
	<ul style="list-style-type: none"> • UG to PG 				
	<ul style="list-style-type: none"> • PG to M.Phil. 				
	<ul style="list-style-type: none"> • PG to Ph.D. 				
	<ul style="list-style-type: none"> • Ph.D. to Post-Doctoral 				
	<ul style="list-style-type: none"> • Employed 				
	<ul style="list-style-type: none"> e) Campus Selection 				
	<ul style="list-style-type: none"> f) Other than Campus Selection 				
	<ul style="list-style-type: none"> • Entrepreneurship/Self Employed 				
30	Details of Infrastructural facilities				
	a) Library			Common Library is available in the college	
	b) Internet facilities for Staff & Students			Yes, internet facility is available both for students and Staff.	
	c) Class rooms with ICT facility			Class rooms with ICT are used by the department.	
	d) Laboratories			Not Required	
31	Number of students receiving financial assistance from college, university, government or other agencies				
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts			<ul style="list-style-type: none"> • Hindi Diwas is celebrated every year. • An Inter College Hindi Elocution 	

		Competition is held on 13/9/2014
33	Teaching methods adopted to improve student learning	Lecture method is used in the classroom. Interactive session are organized in the classes MST/House Examination are held every year.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	Participation in various activities: N.S.S., Pulse polio campaign and other community service programme.
35	SWOC analysis of the department and Future plans	1. Strengths: Well qualified faculty. 2. Weaknesses: Most of the students are from rural areas, hence it takes lots of effort to teach them. 3. Opportunities: The faculty is provided with a chance for personal and professional growth. 4. Future Plans: What changes we can devise in our approach, so as to make it more lively, interesting and motivating.

1	Name of the department	COMPUTER SCIENCE				
2	Year of Establishment	1993-94				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.C.A., P.G.D.C.A., M.Sc. (IT) (Regular course) M.Sc. (IT) (Lateral Entry) <u>Add-on-courses:</u> Information Technology Computer Hardware & Networking Computerized Accounting				
4	Names of Interdisciplinary courses and the departments/units involved	NIL				
5	Annual/ semester/choice based credit system (programme wise)	Semester System				
6	Participation of the department in the courses offered by other departments	The department is teaching subjects related to Computer Applications/Science in B.A., B. Com., B.B.A., B.Com.(Professional), M.Com. courses etc.				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	NIL				
8	Details of courses/programmes discontinued (if any) with reasons	---N.A.---				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors		--		
		Associate Professor		--		
		Assistant Professors	09	09		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Jaswinder Bir Singh	M.C.A	Assistant Professors		23 years	
	Prof. Gurjinder Singh	M.C.A, M. Tech, NET	Assistant Professors		8 years	
	Prof. Nachhatar Singh	M.C.A, M.Tech,	Assistant Professors		7 years	
	Prof. Gurdhian Singh	M.C.A., M.Phil	Assistant Professors		8 years	
	Prof. Palwinder Kaur	M.C.A.	Assistant Professors		7 years	

Prof. Balwinder Singh	M.C.A.	Assistant Professors		5 Years	
Prof. Rupinder Kaur	M.C.A.	Assistant Professors		5 Years	
Prof. Deepika	M.C.A.	Assistant Professors		4 Years	
Prof. Shanty Kumar	M.C.A.	Assistant Professors		4 Years	
11	List of senior visiting faculty			NIL	
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty			47%	
13	Student -Teacher Ratio (programme wise)			BCA	153:8
				M. Sc. (IT)	55:5
				PGDCA	23:4
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled			NIL	
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.			M. Phil. – 1 PG - 8	
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received			NIL	
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received			NIL	
18	Research Centre /facility recognized by the University			NIL	
19	Publications:			NIL	
	a) Publication per faculty				
	Number of papers published in peer reviewed journals (national / international) by faculty and students				
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)				
	Monographs				
	Chapter in Books				
	Books Edited				
	Books with ISBN/ISSN numbers with details of publishers				
	Citation Index				

	SNIP					
	SJR					
	Impact factor					
	h-index					
20	Areas of consultancy and income generated	NIL				
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	NIL				
22	Student projects g) Percentage of students who have done in-house projects including inter departmental/programme h) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	Students of BCA III have to prepare Mini Projects in JAVA Language as part of the Curriculum				
23	Awards / Recognitions received by faculty and students	Jaswinder bir Singh was awarded by NSS Department of the Punjabi University, Patiala on 24-09-2011. Nachhattar Singh was awarded as Best Nodal Officer for SVEEP Project 2 by District Administration.				
24	List of eminent academicians and scientists / visitors to the department	NIL				
25	Seminars/ Conferences/Workshops organized & the source of funding g) National h) International	Inter College Competition on Commerce, IT and Management is being organized in the college since 2014 in association with Management and Commerce Departments of the College.				
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled		Pass Percentage
				Male	Female	
	BCA I		58	21	37	44.83
	BCA II		62	24	38	64.52
	BCA III		42	20	22	95.24
	M. Sc. (IT) I		18	5	13	100
	M. Sc. (IT) II		18	5	13	100
	PGDCA		33	13	20	81.82
	M. Sc. (IT) Lateral Entry		18	5	13	88.89

27	Diversity of Students			
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad
	BCA	97.53	2.47	Nil
	M. Sc. (IT)	98.14	1.86	Nil
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		One	
29	Student Progression		Against % enrolled	
	• UG to PG		30.95%	
	• PG to M.Phil.			
	• PG to Ph.D.			
	• Ph.D. to Post-Doctoral			
	• Employed g) Campus Selection h) Other than Campus Selection		10%	
	• Entrepreneurship/Self Employed			
30	Details of Infrastructural facilities			
	a) Library		Apart from the main library of the college, there is one departmental library in which donated/specimen books are kept and are given to needy students for the whole year.	
	b) Internet facilities for Staff & Students		College labs are fully equipped with networking and leased line connection for internet.	
	c) Class rooms with ICT facility		All the class rooms of the department are fitted with smart boards and internet connectivity.	
	d) Laboratories		Department has three fully air conditioned computer labs with latest equipment.	
31	Number of students receiving financial assistance from college, university, government or other agencies			
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts		NIL	
33	Teaching methods adopted to improve student learning		<ul style="list-style-type: none"> • Smart classrooms with internet facility are there to improve the student learning. • PPT presentations are used to 	

		teach the students
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	Participation in various activities: N.S.S., Pulse polio campaign and other community service programme.
35	SWOC analysis of the department and Future plans	<ul style="list-style-type: none"> •Strength: All the staff members are well qualified and hardworking. Latest and best infrastructure available in the class rooms as well as laboratories. •Weakness: The students seeking admission to the college belong to rural background without any previous knowledge of computers. •Opportunities: New courses are being added to the curriculum to attract the students from time to time by universities. •Challenges: As Patiala is a few kilometers from Samana, so the big city charm attracts the rural students.

1	Name of the department	PHYSICAL EDU. DEPARTMENT				
2	Year of Establishment					
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	UG				
4	Names of Interdisciplinary courses and the departments/units involved	B.A.				
5	Annual/ semester/choice based credit system (programme wise)	B.A.II, B.A.III (Annual) and B.A.I (Semester)				
6	Participation of the department in the courses offered by other departments					
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	N.A				
8	Details of courses/programmes discontinued (if any) with reasons	Nil				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors		02		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Jatinder Dev	M.Phil. (Phy Edu) Dip in coaching	Associate Professor		18 Years	
	Prof. Manpreet Kaur	M.Sc. Sports Sci.), M.P.Ed., NET	Assistant Professor		2 Years	
11	List of senior visiting faculty			NIL		
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty			50%		
13	Student -Teacher Ratio (programme wise)			B.A.I 150:2 B.A.II 100:2 B.A.III 60:2		

14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	One Game Boy, Two Coaches
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	M. Phil – 1 NET - 1
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	NIL
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	NIL
18	Research Centre /facility recognized by the University	NIL
19	Publications:	NIL
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	NIL
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	Member of board of study in Department of Physical Education, Punjabi university , Patiala. Faculty member of Education faculty of Punjabi university Patiala. Member of Selection Committee of Punjab Handball team
22	Student projects i) Percentage of students who have	NIL

	done in-house projects including inter departmental/programme j) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies					
23	Awards / Recognitions received by faculty and students	Award of Honour by Sports Department, Punjabi university, Patiala. to the Sh. Jatinder Dev (2013)				
24	List of eminent academicians and scientists / visitors to the department	<ol style="list-style-type: none"> 1. Mr. T.S. Dhaliwal, I.A.S Director sports Punjab, invited on Annual Athletic Meet,(2014) 2. Dr. Raj Kumar Sharma, Director Sports Punjabi university,Patiala (2014) 3. S. Surjit Singh Rakhra, Cabinet Minister, Govt. of Punjab invited on Annual Athletic Meet (2015) 				
25	Seminars/ Conferences/Workshops organized & the source of funding i) National j) International	NIL				
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled Male	Female	Pass Percent age
	Students opt for the subject and selected on the basis of Physical fitness.					
27	Diversity of Students					
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad		
	B.A.	97	3	Nil		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NA			
29	Student Progression		Against % enrolled			
	• UG to PG		NA			
	• PG to M.Phil.					
	• PG to Ph.D.					
	• Ph.D. to Post-Doctoral					

	<ul style="list-style-type: none"> • Employed i) Campus Selection j) Other than Campus Selection 	
	<ul style="list-style-type: none"> • Entrepreneurship/Self Employed 	
30	Details of Infrastructural facilities	
	a) Library	Main college Library is utilized both by teachers as well as students.
	b) Internet facilities for Staff & Students	Yes
	c) Class rooms with ICT facility	Nil
	d) Laboratories	Nil
31	Number of students receiving financial assistance from college, university, government or other agencies	B.A.I (70)
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	N.A.
33	Teaching methods adopted to improve student learning	Lectures, Discussions, Group Discussions, Seminars, MST, Class Tests, Question-Answer sessions in the classrooms.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	Participation in various activities: N.S.S., Pulse polio campaign and community service programme.
35	SWOC analysis of the department and Future plans	<p>1. Strengths: Well qualified faculty. The department faculty works in union. Enthusiastic efforts are made by the faculty to enrich student's understanding and for building up a strong base for them</p> <p>2. Weakness: Majority of the students does not take interest in Sports Activity.</p> <p>3. Opportunities: The faculty is provided with a chance for personal and professional growth.</p> <p>4. Challenges: How to Motivate the students for the participation in sports.</p>

1	Name of the department	MATHEMATICS DEPARTMENT				
2	Year of Establishment	1971-72				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	UG				
4	Names of Interdisciplinary courses and the departments/units involved	B.A./B.Com./BCA/B.Sc.				
5	Annual/ semester/choice based credit system (programme wise)	Both Annual and Semester				
6	Participation of the department in the courses offered by other departments	Mathematics and other subjects shared inherent relationship.They are interrelated with each other Maths subjects like Economics,Geography,Physics,Chemistry, Commerce and Computer etc. are in Complete.				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	No				
8	Details of courses/programmes discontinued (if any) with reasons	No				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor	01	01		
		Assistant Professors		02		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Rattan Kumar	M.Sc.(Math), M.Phil.	Associate Professor	Complex Analysis	18 Years	
	Prof. Hamit Kumar	M.Sc., NET	Assistant Professor	Numerical Analysis	4 Years	
	Prof.Sapna Jain	M.Sc.,M.Phil	Assistant Professor		6 Years	
	Prof.Rozy Singla	M.Sc.,M.Ed.	Assistant Professor		3 Years	
11	List of senior visiting faculty					
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty			66%		
13	Student -Teacher Ratio (programme wise)					

14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	NIL
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	M.Phil. – 2 NET – 1 M. Sc. – 1
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	No
17	Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received	No
18	Research Centre /facility recognized by the University	No
19	Publications:	NIL
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	No
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	
22	Student projects k) Percentage of students who have done in-house projects including inter departmental/programme	

	l) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies				
23	Awards / Recognitions received by faculty and students				
24	List of eminent academicians and scientists / visitors to the department				
25	Seminars/ Conferences/Workshops organized & the source of funding k) National l) International				
26	Student profile programme/course wise:				
	Course/programme	Applications Received	Selected	Enrolled	
				Male	Female
					Pass Percentage
	Students opted for the subject as an optional subject		163		
27	Diversity of Students				
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad	
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		05		
29	Student Progression		Against % enrolled		
	• UG to PG				
	• PG to M.Phil.				
	• PG to Ph.D.				
	• Ph.D. to Post-Doctoral				
	• Employed k) Campus Selection l) Other than Campus Selection				
	• Entrepreneurship/Self Employed				
30	Details of Infrastructural facilities				
	a) Library	Main college Library is utilized both by teachers as well as students.			
	b) Internet facilities for Staff & Students	Yes			
	c) Class rooms with ICT facility	Nil			

	d) Laboratories	N.A.
31	Number of students receiving financial assistance from college, university, government or other agencies	
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	NIL
33	Teaching methods adopted to improve student learning	Chalk and Board method is used to explain the concepts to the students.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	Participation in various activities: N.S.S., Pulse polio campaign and community service programme.
35	SWOC analysis of the department and Future plans	<p>1. Strengths: Well qualified faculty. The department faculty works in union. Enthusiastic efforts are made by the faculty to enrich student's understanding and for building up a strong base for them</p> <p>2. Weakness: Comparatively very few students opt for this subject.</p> <p>3. Opportunities: The faculty is provided with a chance for personal and professional growth.</p> <p>4. Challenges: How to motivate the students to opt for the subject.</p>

1	Name of the department	HISTORY DEPARTMENT				
2	Year of Establishment	1969-70				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	1.UG 2.PG				
4	Names of Interdisciplinary courses and the departments/units involved	----				
5	Annual/ semester/choice based credit system (programme wise)	1.Annual 2.Semester				
6	Participation of the department in the courses offered by other departments	----				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	----				
8	Details of courses/programmes discontinued (if any) with reasons	----				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors		03		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Harkirat Singh	M.A., PH.D.	Assistant Professor		11 Years	
	Prof. Bharatinder Singh	M.PHIL	Assistant Professor		6 Years	
	Prof. Baljinder Kaur	M.A., M.PHIL, PH.D.	Assistant Professor		2 Years	
11	List of senior visiting faculty			1.Dr.Harkirat Singh 2.Prof.Bharatinder Singh 3.Dr.Baljinder Kaur		
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty			----		
13	Student -Teacher Ratio (programme wise)			----		

14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	----
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	1.Dr.Harkirat Singh – M.A.,Ph.D. 2.Prof.Bharatinder Singh – M.A.,M.Phil. 3.Dr.Baljinder Kaur – M.A.,Ph.D.
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	Major research project funding by UGC entitled – Indian independence movement in South East Asia by Dr.Harkirat Singh.
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	----
18	Research Centre /facility recognized by the University	----
19	Publications:	
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	British interest in the environment in Punjab published in central india journal of historical and Archaeological research – Apeer reviewed international journal.
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	1.The WA Trial and the Raj ISBN No.8126903163 2.Provisional government of Azad Hind ISBN No.9789351133360 by Dr.Harkirat Singh. Book – Social and Economic Transformation of india:special reference to Punjab. (Dr.Baljinder Kaur)
	Citation Index	
	SNIP	
	SJR	

	Impact factor					
	h-index					
20	Areas of consultancy and income generated					
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards		----			
22	Student projects m) Percentage of students who have done in-house projects including inter departmental/programme n) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies		----			
23	Awards / Recognitions received by faculty and students		----			
24	List of eminent academicians and scientists / visitors to the department		----			
25	Seminars/ Conferences/Workshops organized & the source of funding m) National n) International		----			
26	Student profile programme/course wise:		As per office record.			
	Course/programme	Applications Received	Selected	Enrolled		Pass Percentage
				Male	Female	
	Majority of students opt for History as an optional subject when admitted to BA.		969 (BA I, II, III)			
	M.A. I	36	36	27	09	NA
27	Diversity of Students					
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?					
29	Student Progression		Against % enrolled			
	• UG to PG		60%			
	• PG to M.Phil.		----			

	<ul style="list-style-type: none"> • PG to Ph.D. 	----
	<ul style="list-style-type: none"> • Ph.D. to Post-Doctoral 	----
	<ul style="list-style-type: none"> • Employed m) Campus Selection n) Other than Campus Selection 	----
	<ul style="list-style-type: none"> • Entrepreneurship/Self Employed 	
30	Details of Infrastructural facilities	
	a) Library	----
	b) Internet facilities for Staff & Students	----
	c) Class rooms with ICT facility	----
	d) Laboratories	----
31	Number of students receiving financial assistance from college, university, government or other agencies	
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	Department has organized the seminar in 21 feb.2015.The source person was Dr.Y.P.Bajaj former Head Department of History, Punjabi Univ., Patiala.
33	Teaching methods adopted to improve student learning	Lecture method is used to discuss the topics for UG Classes. For PG Classes seminars, assignments and class tests ate adopted.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	Participation in various activities: N.S.S., Pulse polio campaign and community service programme.

1	Name of the department	COMMERCE DEPARTMENT				
2	Year of Establishment	1973-74				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B. Com., B. Com. (Professional), M. Com.				
4	Names of Interdisciplinary courses and the departments/units involved	N.A.				
5	Annual/ semester/choice based credit system (programme wise)	Semester System				
6	Participation of the department in the courses offered by other departments	N.A.				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	N.A.				
8	Details of courses/programmes discontinued (if any) with reasons	N.A.				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors		--		
		Associate Professor		--		
		Assistant Professors	04	04		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Harkirtan Kaur	M.COM., NET, PH.D.	Assistant Professor		18	
	Prof. H.S.Nagi	M. Com.	Assistant Professor			
	Prof. Sonu Jain	M.COM., M.PHIL., MBA, NET	Assistant Professor		1 Year	
	Prof. Nikeeta	M.COM., NET,CS	Assistant Professor		1 Year	
11	List of senior visiting faculty			NIL		
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty			NIL		
13	Student -Teacher Ratio (programme wise)			B. Com. 287:4 M. Com. 33:3		

14	Number of academic support staff (technical) and administrative staff, sanctioned and filled	NA
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	Ph.D. – 1 M. Phil. – 1 NET – 2
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	NIL
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	NIL
18	Research Centre /facility recognized by the University	NIL
19	Publications:	NIL
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	NIL
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	NIL
22	Student projects o) Percentage of students who have done in-house projects including inter departmental/programme p) Percentage of students placed for	NIL

	projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies					
23	Awards / Recognitions received by faculty and students		Dr. Harkirtan Kaur received Best Program Officer Award from the NSS Department of Punjabi University twice.			
24	List of eminent academicians and scientists / visitors to the department					
25	Seminars/ Conferences/Workshops organized & the source of funding o) National p) International		Inter College Commerce, Management and IT Competitions are being organized in collaboration with Computer and Management Departments.			
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled		Pass Percentage
				Male	Female	
	B. Com.		219	109	110	
	B. Com. (Professional)		68	31	37	
	M. Com.		33	12	21	
27	Diversity of Students					
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NA			
29	Student Progression		Against % enrolled			
	• UG to PG		40%			
	• PG to M.Phil.					
	• PG to Ph.D.					
	• Ph.D. to Post-Doctoral					
	• Employed o) Campus Selection p) Other than Campus Selection					
	• Entrepreneurship/Self Employed					
30	Details of Infrastructural facilities					
	a) Library		Apart from the main library of the college, there is one departmental library in which donated/specimen books are kept and are given to needy students for the whole year.			

	b) Internet facilities for Staff & Students	Yes
	c) Class rooms with ICT facility	No
	d) Laboratories	N.A.
31	Number of students receiving financial assistance from college, university, government or other agencies	
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	One day workshop was organized on the Topic of “Research Methodologies” was organized by the department.
33	Teaching methods adopted to improve student learning	Chalk and Board method is used to explain the concepts to the students of UG Classes. For PG Classes the seminars, assignments methods are used to inculcate self study among the students.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	Participation in various activities: N.S.S., Pulse polio campaign and community service programme.

1	Name of the department	POLITICAL SCIENCE DEPARTMENT				
2	Year of Establishment	1970-71				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.A.				
4	Names of Interdisciplinary courses and the departments/units involved	N.A.				
5	Annual/ semester/choice based credit system (programme wise)	Annual and Semester				
6	Participation of the department in the courses offered by other departments	N.A.				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	N.A.				
8	Details of courses/programmes discontinued (if any) with reasons	N.A.				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors	01	01		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Harpreet Kaur	M.A., M.PHIL	Associate Professor		11 Years	
11	List of senior visiting faculty			NIL		
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty			NIL		
13	Student -Teacher Ratio (programme wise)			BA I 219:1 BA II 139:1 BA III 73:1		
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled			Nil		
15	Qualifications of teaching faculty with DSc/			M. Phil – 1		

	D.Litt/ Ph.D/ MPhil / PG.	
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	Nil
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	Nil
18	Research Centre /facility recognized by the University	Nil
19	Publications:	Nil
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	Nil
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	Working as Editor of NSS Section of College Magazine.
22	Student projects q) Percentage of students who have done in-house projects including inter departmental/programme r) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	Nil

23	Awards / Recognitions received by faculty and students		Nil		
24	List of eminent academicians and scientists / visitors to the department		Dr. J.A. Khan, Dean Colleges, Punjabi University, Patiala Dr. Manju Verma, Dept. of Pol.Sc., Punjabi University, Patiala		
25	Seminars/ Conferences/Workshops organized & the source of funding q) National r) International		National Seminar of Good Governance was organized in the college on 10 th March 2012 with assistance from ICSSR North Western Region, Chandigarh		
26	Student profile programme/course wise:				
	Course/programme	Applications Received	Selected	Enrolled	
				Male	Female
					Pass Percent age
	Students opted for the subject when admitted to BA as an optional subject.		431		
27	Diversity of Students				
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad	
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NA		
29	Student Progression		Against % enrolled		
	• UG to PG		NA		
	• PG to M.Phil.				
	• PG to Ph.D.				
	• Ph.D. to Post-Doctoral				
	• Employed q) Campus Selection r) Other than Campus Selection				
	• Entrepreneurship/Self Employed				
30	Details of Infrastructural facilities				
	a) Library	Main college Library is utilized both by teachers as well as students.			
	b) Internet facilities for Staff & Students	Yes			
	c) Class rooms with ICT facility	Nil			
	d) Laboratories	N.A.			
31	Number of students receiving financial assistance from college, university,				

	government or other agencies	
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	NIL
33	Teaching methods adopted to improve student learning	Chalk and Board method is used to explain the concepts to the students.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	Participation in various activities: N.S.S., Pulse polio campaign and community service programme. Various campaigns are organized in the department to make the students aware about their rights.

1	Name of the department	AGRICULTUR SCIENCE DEPTT.				
2	Year of Establishment	2010-11				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.Sc.(Agriculture)-Four year course				
4	Names of Interdisciplinary courses and the departments/units involved					
5	Annual/ semester/choice based credit system (programme wise)	B.Sc.(Agriculture) semester based- four year course with semester I-VIII				
6	Participation of the department in the courses offered by other departments	NA				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	NA				
8	Details of courses/programmes discontinued (if any) with reasons	NA				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors	00	00		
		Associate Professor	00	00		
		Assistant Professors	05	05		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./ Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Kiranjit Kaur	M.Sc. (Bio-Tech.)	Assistant Professor	---	3 Years	---
	Prof. Harneet Kaur	M.Sc. (Botany) Ph.D	Assistant Professor	Ph.D.	3 Years	---
	Prof. Kamini Parmar	M.Sc. (Zoology) M.Phil	Assistant Professor	M.Phil	1 Year	---
	Prof. Prabhjot Kaur	M.Sc. (Botany) NET	Assistant Professor	NET Qualified	1 Year	---
	Prof. Amritpal Kaur	M.Sc.(Botany), M.Ed., NET	Assistant Professor	M.Ed., NET Qualified	3 Years	---
11	List of senior visiting faculty	NA				
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	NIL				
13	Student –Teacher Ratio (programme wise)	B.Sc.I-46:3 B.Sc.II-37:3				

		B.Sc.III-26:3 B.Sc.IV-34:3
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	NA
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	Dr. Harneet Kaur- M.Sc.(Botany), Ph.D. Prof. Kiranjit kaur- M.Sc.(Biotechnology), M.A. (English) Prof. Kamini Parmar- M.Sc.(Zoology), M.Phil.
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	NA
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	NA
18	Research Centre /facility recognized by the University	NA
19	Publications:	NA
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	03
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	NIL
	Monographs	NIL
	Chapter in Books	NIL
	Books Edited	NIL
	Books with ISBN/ISSN numbers with details of publishers	NIL
	Citation Index	NIL
	SNIP	NIL
	SJR	NIL
	Impact factor	NIL
	h-index	NIL
20	Areas of consultancy and income generated	NA
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	NIL
22	Student projects s) Percentage of students who have	NA

	done in-house projects including inter departmental/programme t) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies					
23	Awards / Recognitions received by faculty and students	NA				
24	List of eminent academicians and scientists / visitors to the department	Dr. S.K.Gupta,HOD,Deptt. Of Botany (Feb. 18,2012) Dr. Jagbir Singh,HOD,Deptt. Of Zoology (Aug 11,2014)				
25	Seminars/ Conferences/Workshops organized & the source of funding s) National t) International	Forest biodiversity and conservation Dr. S.K.Gupta,HOD,Deptt. Of botany,Punjabi university,Patiala,sponsored by Ministry of Environment & forests, Govt. of india arranged on feb.18,2012 Biodiversity & Conservation Dr. Jagbir Singh,HOD,Deptt. Of Zoology on 11/08/14 sponsored by Ministry of environment & forests Govt. of India.				
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled		Pass Percentage
				Male	Female	
	B.Sc.(Agri.)-I 2011-12	47	ALL	40	07	51.16
	B.Sc.(Agri.)-I 2012-13	33	ALL	32	01	69.23
	B.Sc.(Agri.)-I 2013-14	50	ALL	42	08	70.73
	B.Sc.(Agri.)-I 2014-15	49	ALL	47	02	
27	Diversity of Students					
	Name of the Course	% of Students from the same state		% of students from other states		% of students from abroad
	B.Sc.(Agri.)I	30		17		Nil
	B.Sc.(Agri.)II	36		1		Nil
	B.Sc.(Agri.)III	19		7		Nil
	B.Sc.(Agri.)IV	34		Nil		Nil
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?			Nil		
29	Student Progression			Against % enrolled		

	<ul style="list-style-type: none"> • UG to PG 	100%(2010-2014)batch
	<ul style="list-style-type: none"> • PG to M.Phil. 	NIL
	<ul style="list-style-type: none"> • PG to Ph.D. 	NIL
	<ul style="list-style-type: none"> • Ph.D. to Post-Doctoral 	NIL
	<ul style="list-style-type: none"> • Employed s) Campus Selection t) Other than Campus Selection 	NIL
	<ul style="list-style-type: none"> • Entrepreneurship/Self Employed 	NIL
30	Details of Infrastructural facilities	
	a) Library	College Library is fully equipped with all reference & text books related to agriculture & time to time upgrading & addition of books is done according to the requirements.
	b) Internet facilities for Staff & Students	Provisions of smart board in agriculture Lab with internet facility has made net availability for all the working hours.
	c) Class rooms with ICT facility	Agriculture Lab is provided with a smart board.
	d) Laboratories	1. Agriculture Lab 2. Chemistry Lab 3. Biology Lab
31	Number of students receiving financial assistance from college, university, government or other agencies	03
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	National Environment Awareness Campaign 1. Seminar on forest biodiversity & conservation by Dr. S.K. Gupta, HOD, Deptt. of botany, Punjabi university, Patiala on feb.18,2012 . 2. Biodiversity & conservation by Dr. Jagbir Singh, HOD, Deptt. Of Zoology, Punjabi university, Patiala on Aug.11,2014.
33	Teaching methods adopted to improve student learning	Lectures, Discussions, presentation, seminars, assignments, written evaluation (regular tests & MSTs), experimental handling of almost all the topics in the well equipped labs & fields. Detailed & advanced learning

		<p>approach is adopted by taking students to various excursion trips during each & every semester. Competitions of paintings & slogan writing is held for students on 14/05/13 & 14/08/14.</p>
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	<p>Lectures are not only focused on providing content knowledge or practical knowledge in Lab but world wide & current researches going on major spheres each & every semester(B.Sc. IV annual class were taken to CHHAT BIR ZOO 16/11/13 & Horticultural Deptt. On 14/10/163 & B.Sc. IV sem VII were taken to Horticulture Deptt. On 07/11/14 while B.Sc.III Sem. VI were taken to PAU,LDH. On 14/03/14 & B.Sc.II Sem. III were taken to PAU,LDH. On 12/09/14</p>
35	SWOC analysis of the department and Future plans	<p>Strengths: Department is focused on interactive,practical & excursive learning along with covering course syllabi in the classroom with innovative approach. Weakness: Departmental Library is required Opportunities: A chance to improve personal & career growth. Interaction with senior classes of other universities when taken for excursion trips. A chance to further deliberately learn beyond course content & know the future prospects through 'Employment Seminars.' Challenges: What adaptations teachers are to make as to prepare to what they see as their difficulties in teaching.</p>

1	Name of the department	ECONOMICS DEPARTMENT				
2	Year of Establishment	1969-70				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.A.				
4	Names of Interdisciplinary courses and the departments/units involved	B.Com.,B.B.A.,B.Sc.(Agriculture),M.Com				
5	Annual/ semester/choice based credit system (programme wise)	----				
6	Participation of the department in the courses offered by other departments	B.Com.,B.B.A.,B.Sc.(Agriculture),M.Com				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	----				
8	Details of courses/programmes discontinued (if any) with reasons	----				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors	00	00		
		Associate Professor	00	00		
		Assistant Professors	02	02		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Anita Rani	M.A., M.Phil., NET,Ph.D. (Pursuing)	Assistant Professor	Economics	2 Years	-NIL-
	Prof. Shaweta Jain	M.A., M.Phil.	Assistant Professor	Economics	1 Years 2 Months	-NIL-
11	List of senior visiting faculty					
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty		100%			
13	Student -Teacher Ratio (programme wise)		127:2			

14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	NA
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	Prof.Anita Rani – PG,UGC NET,M.Phil and Ph.D(Pursuing) Prof. Shaweta – PG,M.Phil
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	----
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	----
18	Research Centre /facility recognized by the University	----
19	Publications:	NIL
	a) Publication per faculty	----
	Number of papers published in peer reviewed journals (national / international) by faculty and students	----
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	----
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	----
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	----
22	Student projects u) Percentage of students who have done in-house projects including inter departmental/programme	----

	v) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	----				
23	Awards / Recognitions received by faculty and students	----				
24	List of eminent academicians and scientists / visitors to the department	----				
25	Seminars/ Conferences/Workshops organized & the source of funding u) National v) International	----				
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled		Pass Percentage
				Male	Female	
	Students opt for Economics as an Optional subject at the time of admission to BA		127			
27	Diversity of Students					
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?			----		
29	Student Progression			Against % enrolled		
	• UG to PG			----		
	• PG to M.Phil.			----		
	• PG to Ph.D.			----		
	• Ph.D. to Post-Doctoral			----		
	• Employed u) Campus Selection v) Other than Campus Selection			----		
	• Entrepreneurship/Self Employed			----		
30	Details of Infrastructural facilities					
	a) Library			Yes		
	b) Internet facilities for Staff & Students			Yes		
	c) Class rooms with ICT facility			No		
	d) Laboratories			Yes		
31	Number of students receiving financial assistance from college, university,			As per annexure attached		

	government or other agencies	
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	----
33	Teaching methods adopted to improve student learning	Through group discussions and by using smart boards.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	----
35	SWOC analysis of the department and Future plans	Qualified Staff

1	Name of the department	GEOGRAPHY DEPARTMENT				
2	Year of Establishment	2010-11				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	U.G.-B.A.I,B.A.II.,B.A.III,				
4	Names of Interdisciplinary courses and the departments/units involved	NA				
5	Annual/ semester/choice based credit system (programme wise)	Both annual as well as semester systems are working				
6	Participation of the department in the courses offered by other departments	Sometimes Practical apparatus are used by other concerned departments				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	NA				
8	Details of courses/programmes discontinued (if any) with reasons	NA				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors	01	01		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Dr. Manjit Kaur	PH.D.	Assistant Professor	Agriculture Geography	5 Years	03
11	List of senior visiting faculty	Nil				
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	100 percent				
13	Student -Teacher Ratio (programme wise)	94:1				
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	Nil				
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	Ph.D.				
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	Nil				
17	Departmental projects funded by DST -	NIL				

	FIST; UGC, DBT, ICSSR, etc. and total grants received	
18	Research Centre /facility recognized by the University	NIL
19	Publications:	03
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	03
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	Nil
	Chapter in Books	2
	Books Edited	Nil
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	Nil Nil Nil
22	Student projects w) Percentage of students who have done in-house projects including inter departmental/programme x) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	Nil Nil
23	Awards / Recognitions received by faculty and students	Nil
24	List of eminent academicians and scientists / visitors to the department	Nil
25	Seminars/ Conferences/Workshops organized & the source of funding	Nil

	w) National x) International			
26	Student profile programme/course wise:			
	Course/programme	Applications Received	Selected	Enrolled Male Female
				Pass Percent age
	Students opt for the subject during admission to BA		94	
27	Diversity of Students			
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad
	B.A.I	98%	2%	Nil
	B.A.II	98%	2%	Nil
	B.A.III	98%	2%	Nil
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		Nil	
29	Student Progression		Against % enrolled	
	• UG to PG		10%	
	• PG to M.Phil.		Nil	
	• PG to Ph.D.		Nil	
	• Ph.D. to Post-Doctoral		Nil	
	• Employed w) Campus Selection x) Other than Campus Selection		Nil	
	• Entrepreneurship/Self Employed		Nil	
30	Details of Infrastructural facilities			
	a) Library		Yes	
	b) Internet facilities for Staff & Students		Yes	
	c) Class rooms with ICT facility		Yes	
	d) Laboratories		Yes	
31	Number of students receiving financial assistance from college, university, government or other agencies		As per annexure	
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts		Nil	
33	Teaching methods adopted to improve student learning		Audio-video aids have been used in the class to make teaching more and more effective. Generally every practical is done with the help of Practical instruments.	

1	Name of the department	HOME SCIENCE				
2	Year of Establishment	1990-91				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.A.				
4	Names of Interdisciplinary courses and the departments/units involved	----				
5	Annual/ semester/choice based credit system (programme wise)	----				
6	Participation of the department in the courses offered by other departments	----				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	----				
8	Details of courses/programmes discontinued (if any) with reasons	----				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors		01		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Anita Rani	M.SC. (Food and Nutrition)	Assistant Professor	Food and Nutrition	3 Years	
11	List of senior visiting faculty	----				
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	----				
13	Student -Teacher Ratio (programme wise)	----				
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled					
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	Prof. Anita Rani - PG				
16	Number of faculty with ongoing projects from	----				

	a) National b) International funding agencies and grants received	
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	----
18	Research Centre /facility recognized by the University	NA
19	Publications:	NIL
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	NA
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	NIL
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	NIL
22	Student projects y) Percentage of students who have done in-house projects including inter departmental/programme z) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	----
23	Awards / Recognitions received by faculty and students	----
24	List of eminent academicians and	----

	scientists / visitors to the department				
25	Seminars/ Conferences/Workshops organized & the source of funding y) National z) International		----		
26	Student profile programme/course wise:				
	Course/programme	Applications Received	Selected	Enrolled	
				Male	Female
					Pass Percentage
	Students opt for the subject at the time of admission		182		
27	Diversity of Students				
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad	
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		----		
29	Student Progression		Against % enrolled		
	• UG to PG		NA		
	• PG to M.Phil.				
	• PG to Ph.D.				
	• Ph.D. to Post-Doctoral				
	• Employed y) Campus Selection z) Other than Campus Selection				
	• Entrepreneurship/Self Employed				
30	Details of Infrastructural facilities				
	a) Library		Yes		
	b) Internet facilities for Staff & Students		Yes		
	c) Class rooms with ICT facility		No		
	d) Laboratories		Yes		
31	Number of students receiving financial assistance from college, university, government or other agencies		As per annexure		
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts		----		
33	Teaching methods adopted to improve student learning		Through discussion, through seminars		

1	Name of the department	MANAGEMENT DEPARTMENT				
2	Year of Establishment	2010-11				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.B.A				
4	Names of Interdisciplinary courses and the departments/units involved	NA				
5	Annual/ semester/choice based credit system (programme wise)	Semester				
6	Participation of the department in the courses offered by other departments	NA				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	NA				
8	Details of courses/programmes discontinued (if any) with reasons	NA				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors	03	03		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Deepshikha Gupta	M.B.A., NET	Assistant Professor		4 Years	
	Prof. Parneet Kaur Bajwa	M.B.A.	Assistant Professor		3 Years	
	Prof. Rajni Batra	M.B.A., M.A. (History)	Assistant Professor		3 Years	
11	List of senior visiting faculty			Nil		
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty			66%		
13	Student -Teacher Ratio (programme wise)			58:3		
14	Number of academic support staff (technical)			NA		

	and administrative staff; sanctioned and filled	
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	MBA – 3 NET - 1
16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	NIL
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	NIL
18	Research Centre /facility recognized by the University	NIL
19	Publications:	NIL
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	NIL
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	NIL
22	Student projects aa)Percentage of students who have done in-house projects including inter departmental/programme bb)Percentage of students placed for projects in organizations outside the	On the Job Training is the part of Curriculum of Final Semester Students

	institution i.e.in Research laboratories/Industry/ other agencies					
23	Awards / Recognitions received by faculty and students		NIL			
24	List of eminent academicians and scientists / visitors to the department		NIL			
25	Seminars/ Conferences/Workshops organized & the source of funding aa) National bb) International		Inter College Commerce, Management and IT Competitions are being organized in collaboration with Computer and Commerce Departments.			
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled Male	Female	Pass Percentage
	BBA I 2011-12		33	29	04	55.17
	BBA I 2012-13		31	17	14	70
	BBA I 2013-14		21	18	03	26.09
	BBA I 2014-15		21	15	06	
27	Diversity of Students					
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NA			
29	Student Progression		Against % enrolled			
	• UG to PG		NA			
	• PG to M.Phil.					
	• PG to Ph.D.					
	• Ph.D. to Post-Doctoral					
	• Employed aa) Campus Selection bb) Other than Campus Selection					
	• Entrepreneurship/Self Employed					
30	Details of Infrastructural facilities					
	a) Library		Apart from the main library of the college, there is one departmental library in which donated/specimen books are kept and are given to needy students for the whole year.			
	b) Internet facilities for Staff & Students		Yes			

	c) Class rooms with ICT facility	No
	d) Laboratories	N.A.
31	Number of students receiving financial assistance from college, university, government or other agencies	As per Annexure
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	
33	Teaching methods adopted to improve student learning	Chalk and Board method is used to explain the concepts to the students of UG Classes

1	Name of the department	MUSIC (VOCAL) DEPARTMENT				
2	Year of Establishment	1995-96				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	UG classes				
4	Names of Interdisciplinary courses and the departments/units involved	NA				
5	Annual/ semester/choice based credit system (programme wise)	Annual/Semester both				
6	Participation of the department in the courses offered by other departments	NA				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	Music(vocal)				
8	Details of courses/programmes discontinued (if any) with reasons	NA				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors	01	01		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Manpreet Singh	M.A., B.ED., NET	Assistant Professor	M.Phil	7 Years	NA
11	List of senior visiting faculty			Nil		
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty			Nil		
13	Student -Teacher Ratio (programme wise)			169:1		
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled			Sh. Gurmeet Singh 01 Tabla Player		
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.			PG, M.Phil/NET		
16	Number of faculty with ongoing projects from			Nil		

	a) National b) International funding agencies and grants received	
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	NA
18	Research Centre /facility recognized by the University	NA
19	Publications:	
	a) Publication per faculty	1. An audio CD with songs about environment named 'Balihari qudrat vesea' 2. An audio CD having one song getting top 10 position in Simko Music Regd.
	Number of papers published in peer reviewed journals (national / international) by faculty and students	Nil
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Nil
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	Nil Nil Nil
22	Student projects cc)Percentage of students who have done in-house projects including inter departmental/programme dd)Percentage of students placed for	NA NA

	projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies					
23	Awards / Recognitions received by faculty and students		Received first Prize(gold medal) with running trophy in Punjabi university, folk festival march 2015			
24	List of eminent academicians and scientists / visitors to the department		Nil			
25	Seminars/ Conferences/Workshops organized & the source of funding cc) National dd) International		Nil Nil Nil			
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled Male	Female	Pass Percentage
	Students opt for the subject as an optional subject when admitted to BA		145			
27	Diversity of Students					
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		Nil			
29	Student Progression		Against % enrolled			
	• UG to PG					
	• PG to M.Phil.		NA			
	• PG to Ph.D.		NA			
	• Ph.D. to Post-Doctoral		NA			
	• Employed cc) Campus Selection dd) Other than Campus Selection					
	• Entrepreneurship/Self Employed					
30	Details of Infrastructural facilities					
	a) Library		About 150 books in college, Library			

	b) Internet facilities for Staff & Students	Nil
	c) Class rooms with ICT facility	NA
	d) Laboratories	A music room with all type of Instruments
31	Number of students receiving financial assistance from college, university, government or other agencies	Nil
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts	Nil
33	Teaching methods adopted to improve student learning	<ol style="list-style-type: none"> 1. Project methods. 2. Practical methods. 3. Discussion methods. 4. Role- playing methods.
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	A Geet/Lok Geet (flok song) competition organized by Music Department.

1	Name of the department	PSYCHOLOGY DEPARTMENT				
2	Year of Establishment	2006-07				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.A.				
4	Names of Interdisciplinary courses and the departments/units involved	NA				
5	Annual/ semester/choice based credit system (programme wise)	Semester as well as Annual				
6	Participation of the department in the courses offered by other departments	NA				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	NA				
8	Details of courses/programmes discontinued (if any) with reasons	NA				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors	01	01		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Suman Rahi	M.A., M.Phil.	Assistant Professor		3 Years	
11	List of senior visiting faculty	NA				
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	Nil				
13	Student -Teacher Ratio (programme wise)	76:1				
14	Number of academic support staff (technical) and administrative staff, sanctioned and filled	Nil				
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	M.Phil – 1				
16	Number of faculty with ongoing projects from a) National b) International funding agencies	NA				

	and grants received	
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	NA
18	Research Centre /facility recognized by the University	NA
19	Publications:	NIL
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	NIL
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	NIL
22	Student projects ee) Percentage of students who have done in-house projects including inter departmental/programme ff) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	NIL
23	Awards / Recognitions received by faculty and students	NIL
24	List of eminent academicians and scientists / visitors to the department	NA

25	Seminars/ Conferences/Workshops organized & the source of funding ee) National ff) International		NA		
26	Student profile programme/course wise:				
	Course/programme	Applications Received	Selected	Enrolled	
				Male	Female
	Students opt for Subject as optional subject at the time of admission to BA		76		Pass Percentage
27	Diversity of Students				
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad	
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NA		
29	Student Progression		Against % enrolled		
	• UG to PG		NA		
	• PG to M.Phil.				
	• PG to Ph.D.				
	• Ph.D. to Post-Doctoral				
	• Employed ee) Campus Selection ff) Other than Campus Selection				
	• Entrepreneurship/Self Employed				
30	Details of Infrastructural facilities				
	a) Library		Yes		
	b) Internet facilities for Staff & Students		Yes		
	c) Class rooms with ICT facility		No		
	d) Laboratories		Yes, well equipped Lab is there for practical work.		
31	Number of students receiving financial assistance from college, university, government or other agencies		As per annexure attached		
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts		Nil		
33	Teaching methods adopted to improve student learning		Lecture method is used.		

1	Name of the department	PUBLIC ADM. DEPARTMENT				
2	Year of Establishment	2001-02				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.A.				
4	Names of Interdisciplinary courses and the departments/units involved	NA				
5	Annual/ semester/choice based credit system (programme wise)	Semester as well as Annual				
6	Participation of the department in the courses offered by other departments	NA				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	NA				
8	Details of courses/programmes discontinued (if any) with reasons	NA				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors	01	01		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Deepika Shardha	M. Phil.	Assistant Professor		5 Years	
11	List of senior visiting faculty	NIL				
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	NIL				
13	Student –Teacher Ratio (programme wise)	155:1				
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	NIL				
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	M. Phil. - 1				
16	Number of faculty with ongoing projects from	Nil				

	a) National b) International funding agencies and grants received	
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	Nil
18	Research Centre /facility recognized by the University	Nil
19	Publications:	Nil
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	Nil
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	Nil
22	Student projects gg)Percentage of students who have done in-house projects including inter departmental/programme hh)Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	Nil
23	Awards / Recognitions received by faculty and students	NA
24	List of eminent academicians and	NA

	scientists / visitors to the department				
25	Seminars/ Conferences/Workshops organized & the source of funding gg)National hh)International		NA		
26	Student profile programme/course wise:				
	Course/programme	Applications Received	Selected	Enrolled	
				Male	Female
					Pass Percentage
	Students opt for Subject as optional subject at the time of admission to BA		155		
27	Diversity of Students				
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad	
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NA		
29	Student Progression		Against % enrolled		
	• UG to PG		NA		
	• PG to M.Phil.				
	• PG to Ph.D.				
	• Ph.D. to Post-Doctoral				
	• Employed gg)Campus Selection hh)Other than Campus Selection				
	• Entrepreneurship/Self Employed				
30	Details of Infrastructural facilities				
	a) Library		Yes		
	b) Internet facilities for Staff & Students		Yes		
	c) Class rooms with ICT facility		No		
	d) Laboratories		NA		
31	Number of students receiving financial assistance from college, university, government or other agencies		As per Annexure		
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts		NA		
33	Teaching methods adopted to improve student learning		Lecture method is used.		

1	Name of the department	RELIGIOUS STUDIES DEPARTMENT				
2	Year of Establishment	2001-02				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	UG-B.A.				
4	Names of Interdisciplinary courses and the departments/units involved	----				
5	Annual/ semester/choice based credit system (programme wise)	----				
6	Participation of the department in the courses offered by other departments	----				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	----				
8	Details of courses/programmes discontinued (if any) with reasons	----				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors		01		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Maninder Kaur	M.A. (Religious Studies), NET, Ph.d. (Pursuing)	Assistant Professor	Religious Studies	1 Year	
11	List of senior visiting faculty			NA		
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty			NA		
13	Student -Teacher Ratio (programme wise)			202:1		
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled			NA		
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.			Prof. Maninder Kaur-PG,UGC NET,Ph.D.(Pursuing)		

16	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	----
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	----
18	Research Centre /facility recognized by the University	----
19	Publications:	----
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	
	Chapter in Books	
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	----
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	----
22	Student projects ii) Percentage of students who have done in-house projects including inter departmental/programme jj) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	----
23	Awards / Recognitions received by faculty and students	----

24	List of eminent academicians and scientists / visitors to the department	----				
25	Seminars/ Conferences/Workshops organized & the source of funding ii) National jj) International	----				
26	Student profile programme/course wise:					
	Course/programme	Applications Received	Selected	Enrolled		Pass Percentage
				Male	Female	
	Students opt for Subject as optional subject at the time of admission to BA		202			
27	Diversity of Students					
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad		
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?					

29	Student Progression			Against % enrolled		
	• UG to PG			----		
	• PG to M.Phil.			----		
	• PG to Ph.D.			----		
	• Ph.D. to Post-Doctoral			----		
	• Employed ii) Campus Selection jj) Other than Campus Selection			----		
	• Entrepreneurship/Self Employed			----		
30	Details of Infrastructural facilities					
	a) Library			Yes		
	b) Internet facilities for Staff & Students			Yes		
	c) Class rooms with ICT facility			No		
	d) Laboratories			Yes		
31	Number of students receiving financial assistance from college, university, government or other agencies					

32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts					

33	Teaching methods adopted to improve			Through group discussions and by		

	student learning	using smart boards
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	----
35	SWOC analysis of the department and Future plans	----

1	Name of the department	SANSKRIT DEPARTMENT				
2	Year of Establishment	1970-71				
3	Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)	B.A.				
4	Names of Interdisciplinary courses and the departments/units involved	NA				
5	Annual/ semester/choice based credit system (programme wise)	Semester as well as Annual				
6	Participation of the department in the courses offered by other departments	NIL				
7	Courses in collaboration with other universities, industries, foreign institutions, etc.	NIL				
8	Details of courses/programmes discontinued (if any) with reasons	NIL				
9	Number of Teaching posts		Sanctioned	Filled		
		Professors				
		Associate Professor				
		Assistant Professors	01	01		
10	Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)					
	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	Prof. Madhu Bala	M.Phil, Ph.D.	Assistant Professor		12 Years	
11	List of senior visiting faculty	NA				
12	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	NA				
13	Student -Teacher Ratio (programme wise)	34:1				
14	Number of academic support staff (technical) and administrative staff; sanctioned and filled	NA				
15	Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.	Ph.D. - 1				
16	Number of faculty with ongoing projects from a) National b) International funding agencies	NIL				

	and grants received	
17	Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received	NIL
18	Research Centre /facility recognized by the University	NIL
19	Publications:	
	a) Publication per faculty	
	Number of papers published in peer reviewed journals (national / international) by faculty and students	20
	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	
	Monographs	1
	Chapter in Books	12
	Books Edited	
	Books with ISBN/ISSN numbers with details of publishers	2
	Citation Index	
	SNIP	
	SJR	
	Impact factor	
	h-index	
20	Areas of consultancy and income generated	
21	Faculty as members in a) National committees b) International Committees c) Editorial Boards	Sub Editor of Jago International Magazine Member Malwa Research Center Adj. Member of Kendri Lekhak Sabha
22	Student projects kk)Percentage of students who have done in-house projects including inter departmental/programme ll) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies	NA

23	Awards / Recognitions received by faculty and students		NIL		
24	List of eminent academicians and scientists / visitors to the department		NIL		
25	Seminars/ Conferences/Workshops organized & the source of funding kk)National ll) International		NIL		
26	Student profile programme/course wise:				
	Course/programme	Applications Received	Selected	Enrolled	
				Male	Female
	Students opt for Subject as optional subject at the time of admission to BA		34		Pass Percentage
27	Diversity of Students				
	Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad	
28	How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?		NA		
29	Student Progression		Against % enrolled		
	• UG to PG		NA		
	• PG to M.Phil.				
	• PG to Ph.D.				
	• Ph.D. to Post-Doctoral				
	• Employed kk)Campus Selection ll) Other than Campus Selection				
	• Entrepreneurship/Self Employed				
30	Details of Infrastructural facilities				
	a) Library		Yes		
	b) Internet facilities for Staff & Students		Yes		
	c) Class rooms with ICT facility		NA		
	d) Laboratories		NA		
31	Number of students receiving financial assistance from college, university, government or other agencies		As per Annexure Attached		
32	Details on student enrichment programmes (special lectures / workshops /seminar) with external experts		NA		

33	Teaching methods adopted to improve student learning	Through discussions
34	Participation in Institutional Social Responsibility (ISR) and Extension activities	NA
35	SWOC analysis of the department and Future plans	NA

Punjabi University, Patiala

(Established Under Punjab Act No. 35 of 1961)

(College Section)

Regd.

No. 7154 /College/G.C. 4

Date 19/5 /2014

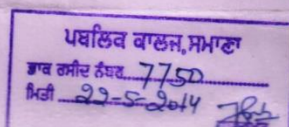
TO WHOM IT MAY CONCERN

This is to certify that **Public College, Samana** is affiliated to Punjabi University Patiala since 1969 and recognized under section 2(F) & 12(B) of the UGC ACT, 1956 and the following courses are taught in the college as per approval:

S. No.	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
1.	Three year BA, B.Com., BCA, BBA	Permanent		Till date
2.	Two year MA (English, Punjabi) M.Sc (IT), M.Sc (IT) (LE)	Permanent		Till date
3.	One year Post Graduate Diploma In Computer Application & Post Graduate Diploma In Dress Designing & Tailoring	Permanent		Till date
4.	Four year B.Sc. (Agriculture)	Permanent		Till date

S. A. Kaur
Dean, College Development Council

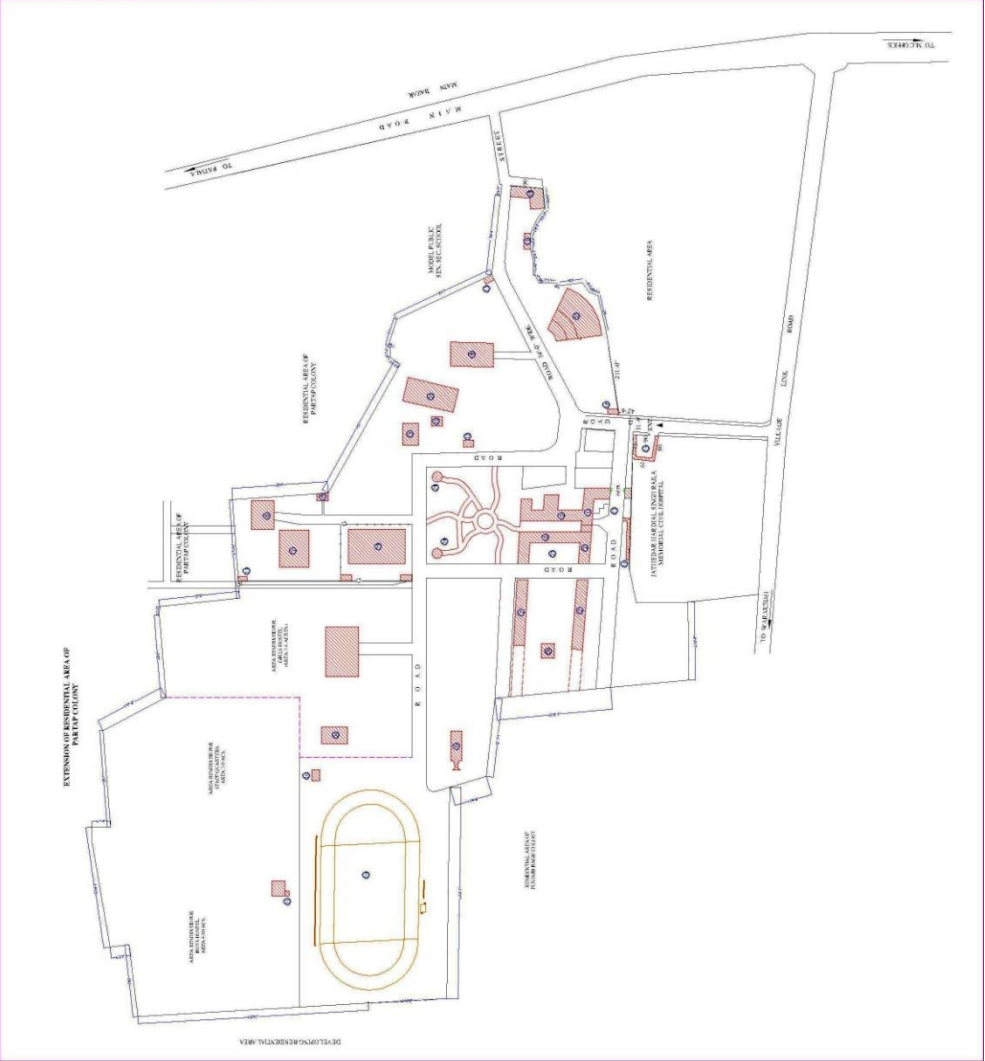
Dean,
College Development Council
Punjabi University, Patiala



MASTER PLAN PUBLIC COLLEGE SAMANA

TOTAL LAND AREA 34.8 ACRE

S.NO	DESCRIPTION
1.	ADMINISTRATIVE BLOCK
2.	CLASS ROOM BLOCKS
3.	HOME SCIENCE LAB
4.	MULTIPURPOSE HALL
5.	CANTEEN
6.	SQUASH COURT
7.	LIBRARY
8.	PRINCIPAL RESIDENCE
9.	COMPUTER CENTER
10.	PHYSICAL EDUCATION STORE & CLO.
11.	MUSIC DEPARTMENT
12.	TUBEWELL & LABOUR ROOMS
13.	TOILETS
14.	STORES
15.	CYCLE STAND
16.	LABOUR ROOMS
17.	PHOTOSTAT & STORE ROOM
18.	STATIONARY SHOP
19.	STADIUM
20.	BASKETBALL GROUND
21.	TENNIS COURT
22.	OPEN AIR THEATER
23.	SWIMMING POOL & CHANGE ROOMS
24.	HUT
25.	STAGE



UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI.

(15)

No. F.13-52/72(GD)

March, 1972.

(28)

The Registrar,
Punjabi University,
Ferozshah.

28 MAR 1972

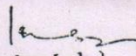
Sub: List of colleges prepared under Section 2(f) of the UGC
Act, 1956 - inclusion of new colleges in the -

Sir,

I am directed to refer to your letter No. 2713/AR
dated 1-2-1972 on the above subject and to say that the
following colleges has been included in the above list:-

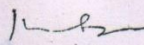
Public College, Samana (Punjab)

Yours faithfully,


(Inder Lal)
for Secretary

Copy forwarded to:-

1. The Principal, Public College, Samana (Pb.)
2. All Officers/Sections.


(Inder Lal)
for Secretary

U.G.C.
Ginn
13/3/72

Ph. 23236351, 23232701, 23237721
23234116, 23235733, 23232317
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)
UGC Website: www.ugc.ac.in
F. No. 1-1/2013 (CPP-I/C)



(91)
विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

July, 2014

The Principal,
Public College
Samana, Dist. Patiala
Punjab

170 JUL 2014

Sub: - Recognition of **Public College, Samana, Dist. Patiala, Punjab** under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

With reference to your letter no. 12945 dated 03.07.2014 on the above subject, I am directed to say that the name of **Public College, Samana, Dist. Patiala, Punjab** established in the year of **1969**, affiliated to **Punjabi University, Patiala** is included in the list of Colleges maintained under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head **Non-Government** College teaching upto **Bachelor's Degree**.

Yours faithfully,

Charan Dass
(Charan Dass)
Under Secretary

ac
10-7-14

ac

