



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**DEV SAMAJ COLLEGE FOR WOMEN**

DEV SAMAJ COLLEGE FOR WOMEN SEC-45/B CHANDIGARH  
160047

<https://www.dscw45.ac.in>

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**June 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Started in 1981, Dev Samaj College for Women, a premier multi-faculty institution, is currently spread over 8.05 acres in Sector 45, Chandigarh and has a state-of-the-art building. The college is run under the segis of Dev Samaj which aims at providing higher education among women and fostering high moral values.

The college provides programmes in Arts, Commerce, Science, Computer Applications and Business Administration at the undergraduate level and Masters in Economics and Commerce. In addition to these programs, the institute also offers career oriented add-on courses, thereby equipping students with an additional qualification and making them better employable. The college caters to students coming from diverse backgrounds including those representing all sections of society coming from different states. Students are supported through generous scholarships and freeships by the institution, and government and non-government agencies.

The college has 53 full-time teachers out of which 21 are PhDs and 3 are M.Phil. The college has 15 well-equipped laboratories, 41 facilitated classrooms and an automated library. Over the last five years, 32 computers having latest configurations were purchased. During 2019-20, six new smart classrooms with interactive flat panel (IFP) technology have been added. The library has been updated to the RIFD technology. The institution has adequate infrastructure for sports and co-curricular activities. Students participate in the inter-college, inter-university, state and national level and bring laurels for the institution.

We at Dev Samaj College lays emphasis on community outreach programmes through its NSS, NCC and Rotaract clubs. Students carry out activities for the welfare of the underprivileged sections of society, elderly and the neighbouring community. The vision of the founder of Dev Samaj was to provide equal opportunities to women, and adhering to this vision, Women Cell of the college held activities in the same direction. The college has made significant contribution in the "BETI PADHAO BETI BACHAO" campaign. The institution follows green practices of using renewable energy and waste recycling.

### **Vision**

In line with the vision of the most worshipful Bhagwan Dev Atma, the aim of the college is to empower and emancipate women. We strive to sensitize and inculcate in the young women a desire for excellence combined with right attitudes, values and ideologies. Dev Samaj College believes that high ethical standards and transformation of society can be achieved by developing scientific temperament and imparting appropriate skills for livelihood through a value-based education system.

### **Mission**

Since inception, the mission of the college was to "Acquire Knowledge Build Character"

The management of the college under the worthy chairmanship of Shriman Nirmal Singh ji Dhillon adopted new mission statement which is the need of the hour.

## *"Let Scientific Temper Live Through You"*

### **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

#### **Institutional Strength**

- Plethora of academic courses both at graduate and postgraduate level.
- Value-based education is being offered under all the programmes.
- The institution has a beautiful, eco-friendly, lush green campus sprawling 8 acres of land.
- Excellent infrastructure, Eco-friendly building, state-of-the-art laboratories, IT-facilitated classrooms and automated library.
- Institution has highly qualified, experienced, stable, committed and students-caring faculty.
- Mentoring on the basis of one-to-one student counselling is an intrinsic part of the institutional culture.
- The institution is committed to rendering social service through NSS, Rotractors, Red Ribbon Club and Women's Cell.
- The institution ensures effective Teaching-learning processes with appropriate use of ICT.
- Feedback is collected online from stakeholders and the systemic functioning is regularly updated with appropriate steps taken on the basis of the received feedback.
- The college library is housed with more than 18,000 books with INFLIBNET, RFID facility.
- Fee concessions to needy and students from marginalised section of the society.
- Liberal scholarships to meritorious students and sports achievers.

#### **Institutional Weakness**

- Lack of Research Centre
- Disadvantageous location of the college.
- Inadequate Sanctioned Posts.
- Limited Industry-Academia Linkage

#### **Institutional Opportunity**

- Introduction of more UG and PG Courses
- Introduction of skill-based courses
- Inculcating global competencies among students
- To be an NPTEL local chapter for MOOC courses

#### **Institutional Challenge**

- Many private and government colleges situated in the nearby area
- Government policy regarding recruitment of new teachers

- Students with average potential
- Enhancement of students' enrollment in all courses
- Increasing employability of students

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The college is affiliated to the Panjab University, Chandigarh and follows the curriculum prescribed by it. The college provides programmes in Arts, Commerce, Science, Computer Applications and Business Administration at the undergraduate level and Masters in Economics and Commerce. In addition to these courses, the institute also offers career oriented add-on courses in Web Designing & Multimedia, Animation & Graphics, Cosmetology, Advertising & Sales Management and Entrepreneurship Development. These courses help to upgrade the skillsets of the students thereby equipping them with an additional qualification and making them better employable.

The college makes every effort to realize the objective of the development of competent human resources by imparting quality education and by creating innovative educational environment. To make the teaching-learning a more innovative and interactive experience, most of the classrooms are equipped with modern gadgets like interactive boards, LCD projectors and other ICT tools. Conventional classroom teaching is blended with the use of ICT to make the teaching-learning process more learner-centric. The college provides ample opportunities of exposing the students to the actual job environment by conducting field trips in nearby industries, internships, workshops, special lectures from industry experts, and group discussions.

The college strives to offer highest quality education and services through continual self-assessment, evaluation by students and seeking feedback from stakeholders. Institution regularly obtains feedback on the syllabus and its transactions from its stakeholders. Feedback so obtained is discussed and analyzed to prepare an improvement plan.

### Teaching-learning and Evaluation

The institution follows Centralized online admission process monitored by Director, Higher Education U.T., for B.Com, BBA, B.Sc, BCA and M.Com. classes. The admission to B.A. and M.A. are done offline in the college campus only. The merit and reservations are strictly followed as per the admission procedures and norms. The college has highly qualified, competent and experienced faculty. They are recruited as per the Panjab University/ D.H.E norms. To enhance quality of teaching, teachers are encouraged to regularly hone their professional skills. In the course of last five years, number of teachers with PhD degrees has increased substantially.

The college caters to students of diverse backgrounds. The institution strives to provide equal opportunities to all. The institute has a well-defined system to identify weak students and fast learners. Advanced learners are identified in debates, discussions, assignments and presentations. The appropriate teaching methods such as case studies, assignments, field visits and expert lectures are arranged for the students. As part of teaching-learning process, departments organize various workshops and training programmes by inviting experts, professionals and activists from government and non-government organisations. Extra classes are organized for weak students. The students display good performance in university results.

The institution has students mentoring system in place. A group of 23 students is assigned to an experienced faculty member who acts as their mentor in the college. Students confide in her/him for all their academic, emotional and personal issues. The one- to- one counselling is also done by 'Samvedna' and 'Hope' clubs.

The college follows modalities of conducting continuous internal evaluation which comprise of class tests, class participation and mid-semester tests. The template of internal assessment is explained to the students by the teachers in the very beginning of the session. 50 percent of internal assessment is on the basis of class projects, assignments and surprise tests. Students are encouraged to think critically and be innovative in doing projects and assignments assigned to them.

### **Research, Innovations and Extension**

To inculcate research culture among the faculty and the students, the institute is having a dedicated research and innovation cell. This committee encourages teachers to submit research proposals, publish research articles and to pursue doctoral as well as post-doctoral research. Many teachers in the college have published their research papers in national and international journals and have also completed their doctorate degrees. Entrepreneurship Development Cell promotes internships and localized trainings in industries and financial organisations for students.

The college is also actively involved in extension activities to help the society by its services. NSS wing of the college holds many extension activities during the year in the village Burail, adopted by the college. The college runs two units of NSS, each having 100 students under the able guidance of two programme officers. Various rallies, camps and programmes are organized to sensitize people about the problems prevalent in the society. Various clubs of the college such as Red Ribbon Club, Rotaract Club, Women Cell and Environment Society equally contribute in terms of impact and sensitizing students to social issues, thus developing them into responsible citizens and ensuring their holistic development.

### **Infrastructure and Learning Resources**

The college houses state-of-the-art laboratories, IT-facilitated classrooms and an automated library. Each classroom is equipped with required furniture and fittings, good ventilation and natural light. All the classrooms are having Wi-Fi facility. The Computer Resource Center acts a nodal center to support all digital needs of the students and teachers. The library is housed in a hall measuring 75' x 30' with 17000 books and is equipped with the latest ICT facilities. The database of library can be accessed by users through Online Public Access Catalogue (OPAC) using the software. Presently, the library is using KOHA (16.11.14.000) software since MAY 2018. It also uses Radio Frequency Identification (RFID) technology for efficient management of library services and convenience of users. The college campus as well as the hostel has internet facility through broadband and Wi-Fi. The bandwidth of the internet connection of the college has been upgraded to 50 mbps in 2019. The IT facilities are continuously upgraded and to ensure this, a Digital Cell is in place. For effective and IT-based learning, the college has maintained a student-computer ratio of 8:1.

Adequate sports infrastructure comprises sprawling sports grounds for outdoor and a multipurpose hall for indoor activities. The sports field has a netball court, badminton court and a cricket net. In addition, gymnasium and multipurpose hall is used for all types of indoor sports. The college has lush, green and

spacious gardens in front and backside of the academic building which are used for holding extracurricular and cultural activities and competitions. There is a student center, a fully computerized administrative block, two state-of-the-art hostels with a mess hall and one multi gymnasium hall in the hostel. College has adopted a well-established policy for maintaining and utilizing physical, academic and support facilities which are on the college website. Budget allocations are also made for the upgradation and maintenance of infrastructure and augmentation as per recommendations made by the management and IQAC.

### **Student Support and Progression**

For holistic development, the institution provides professional, emotional and financial support to students for their all-round development. College liberally provides scholarships and fee concessions to the needy and meritorious students besides the government scholarships. The scholarship committee of the college helps the students in obtaining scholarships from the government schemes meant for students belonging to SC, OBC and minority categories. To hone our young students' talents, they are encouraged to participate in various cultural and extra-curricular activities/competitions within and outside the college. These activities are organized by various committees and clubs throughout the year. The institution also awards trophies, medals and certificates to the achievers.

The college has a democratically-elected student council. Student council and representatives of various committees and clubs/societies actively participate in academic and administrative bodies/committees under the guidance and supervision of the teaching faculty.

The institution also has a Grievance Redressal Committee, Anti-Ragging Redressal Cell to address the grievances of the students and to help resolve the issues as early as possible. For quantitative and qualitative transformation of the students, college regularly organizes workshops and sessions on soft skills, communication skills, public speaking and personality development along with life skills and e-learning resources. Career and Placement cell prepares students for progression to higher studies as well as finding suitable placement by organizing job fests within the college campus.

The college has an Alumni Association 'Virasat', an active body with many alumni as its members. It fosters a spirit of belongingness to the college and to play an active role in the welfare of the institution. The alumni being the true torch-bearers of the institution representing the value and culture of the institute to the outer world, their suggestions and feedback is considered of utmost importance for the institutional growth.

### **Governance, Leadership and Management**

The vision and mission of the college centres around the empowerment of young women by teaching appropriate skills for livelihood and to instil a scientific temper through value based education system. The institution has a well-defined organizational hierarchy and an open and participative management. All major decisions are taken collectively and democratically by committees constituted for the purpose. The highly decentralized structure helps to facilitate working and encourages participation of all faculty members as well as non-teaching staff at all levels of decision making.

The institution provides the facilities of gratuity, leave encashment, group insurance, flexi-hours and host of other mandatory as well as non mandatory welfare measures for teaching and non-teaching staff. The financial statements of the college are well documented and are audited annually. The college initiates and takes all possible efforts towards resource mobilization and generation of funds from government and other external sources as such philanthropists, corporates, industry and other funding agencies. The college has implemented e-governance in all areas of operations i.e. planning and development, administration, finance and accounts, student admissions, and examinations.

Mechanisms for regular performance appraisal of staff have been evolved to ensure academic excellence. The parameters of appraisal are teaching-learning and academic competence, research, extension activity and innovative practices followed by faculty members. Non-teaching members are appraised on the basis IT skills, disciplined working, honesty and integrity, punctuality and commitment. The college maintains transparency in all its financial management and audit. Both internal and external audits are an intrinsic feature of the college roster. Each and every financial transaction goes through the lens of the college bursar. The college has a well established IQAC for compliance of academic and administrative procedures and their continual improvement. IQAC charts out the roadmap for progress in all strategic areas and quality parameters.

### **Institutional Values and Best Practices**

The commitment to Gender Equity and Sensitivity, Environment Consciousness and Human Values are ingrained in the tenants of Dev Samaj, which form the basic principles of Dev Samaj College for Women. The college maintains lush green eco-friendly campus with rich biodiversity. The policy of Reduce, Recycle and Reuse is followed in the campus. Tertiary water is used for the gardening and watering college grounds. The green waste is used to make manure and e-waste is responsibly disposed of. To conserve energy, solar panels have been installed in the college and in the hostel. LED lights are used for energy-efficient ways in the campus.

All important days of national and international importance like International Yoga Day, World AIDS Day, Voters' Day, Earth Day, International Women's Day are observed in the college. A large number of activities are undertaken by the college to promote universal values of respect, fairness and responsibility. Professional ethics and Handbook of Code of Conduct are mentioned in the prospectus and on the website.

Gender Equity initiatives have been at the core of Dev Samaj College for Women, under aegis of the college Women Cell. We strongly believe that society will progress when women and girls get their rightful due of dignity, equality and safety. In achieving this, mothers of boys and boys themselves have to play a crucial role. activities have been planned from time to time to counsel school boys to understand that girls though being biologically different from them, are vital half of society with equal dreams and aspirations and are not a piece of property to be owned, nor are their bodies to be played upon.

The institution is highly conscious of its responsibility towards local community and a number of extension and outreach activities are undertaken to promote health and hygiene, and social progress in the local community by the NSS units, Rotract Club, NCC unit, Red Ribbon Club and the Environment Club. The institution has received appreciation from the U.T. administration for contribution in Swachh Bharat Programme, International Yoga Day, Rashtriya Poshan Mah and for exceptional work for spreading awareness on HIV/AIDS.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	DEV SAMAJ COLLEGE FOR WOMEN
Address	Dev Samaj College for Women Sec-45/B Chandigarh
City	Chandigarh
State	Chandigarh
Pin	160047
Website	<a href="https://www.dscw45.ac.in">https://www.dscw45.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Meena Chopra	0172-2603497	9855709238	0172-2603502	info@dscw45.com
IQAC / CIQA coordinator	Shiva	0172-2602502	9914461365	0172-2602332	dscwshiva@gmail.com

Status of the Institution	
Institution Status	Private and Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	24-07-1981



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

State	University name	Document
Chandigarh	Panjab University	No File Found
Chandigarh	Panjab University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	25-04-1995	<a href="#">View Document</a>
12B of UGC	25-04-1995	<a href="#">View Document</a>

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

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

**Details of autonomy**

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

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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Dev Samaj College for Women Sec-45/B Chandigarh	Urban	8058	15417.81

## 2.2 ACADEMIC INFORMATION

NAAC

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/ Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Arts	36	Plus Two with English as one of the subjects	English,Hindi,Punjabi	1174	471
UG	BA,Arts	36	Plus Two with English as one of the subjects	English,Hindi,Punjabi	26	26
UG	BCom,Commerce	36	Plus Two The merit shall be determined on total of percentage of qualifying marks and four percent each for commerce accounts economics maths and statistics not exceeding sixteen in total	English	303	290
UG	BCom,Commerce	36	Plus Two with merit determined on the basis of the score in percentage in qualifying exam four percent for each in Commerce Accounts Economics maths	English	117	117

			Statistics not exceeding sixteen			
UG	BSc,Science	36	Plus Two with Non Medical and Fifty percent marks Minimum	English	120	73
UG	BSc,Science	36	Plus Two with Physics and Maths and Minimum Fifty Percent Marks	English	120	31
UG	BCA,Computer Application	36	Plus Two with fifty Percent	English	240	70
UG	BBA,Management	36	Plus Two with Minimum Fifty Percent	English	120	114
UG	BVoc,Vocational Programme	36	Plus Two in any stream	English	40	19
PG	MA,Arts	24	Graduation with Forty Five Percent Minimum	English	120	45
PG	MCom,Commerce	24	Bachelors in commerce or with hons in Economics Statics Maths Commerce with minimum forty five percent marks	English	80	55

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				4				11			
Recruited	0	0	0	0	0	4	0	4	2	5	0	7
Yet to Recruit	1				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				39			
Recruited	0	0	0	0	0	0	0	0	4	35	0	39
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				11
Recruited	5	4	0	9
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				5
Recruited	1	4	0	5
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				2
Recruited	1	0	0	1
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	3	1	0	4
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	3	0	3	16	0	22
M.Phil.	0	0	0	0	1	0	1	4	0	6
PG	0	0	0	0	4	0	4	29	0	37

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	4	0	5
M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	3	13	0	16

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	699	500	0	1	1200
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	80	24	0	0	104
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0



<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	0	0	0	0
	Female	56	42	41	94
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	4	5	6	7
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	15	10	16	48
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	1133	1146	1219	1155
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	2	1	0	0
	Others	0	0	0	0
<b>Total</b>		<b>1210</b>	<b>1204</b>	<b>1282</b>	<b>1304</b>

## Extended Profile

### 1 Program

#### 1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
354	363	361	339	315
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
10	11	11	10	8

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1304	1282	1204	1210	1237
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
304	301	279	271	267

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
388	394	393	417	375

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
46	44	44	41	46

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
53	54	53	50	50

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 43**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
118.18	198.76	198.26	167.22	72.90

**4.3**

**Number of Computers**

**Response: 156**

NAAC

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

Our institution is affiliated to Panjab University, Chandigarh and follows its prescribed curriculum. In pursuit of an effective curriculum delivery, following steps have been undertaken by our college. Prior to the commencement of the session, each department holds meetings to discuss the course distribution and time-table for the upcoming session. The Time Table Committee designs a detailed time-table. Time-table is then displayed on the notice boards. Each faculty member maintains an attendance register and a personal diary for effective academic planning and its implementation. Faculty maintains a systematic record of attendance, marks list and progress of the students. All faculty members take utmost care to complete the syllabus in time. Regular class-tests, assignments and tutorials/projects comprise the formal internal evaluation process. Students are also encouraged to meet faculty members beyond classroom hours for any problem related to subject and curricular discussions. Extra hours are devoted to weak students by taking remedial classes. Progress of curriculum delivery is regularly monitored via department-wise meetings, ensuring necessary and timely corrective measures. Conventional classroom teaching is blended with the use of ICT to make the teaching-learning process more learner-centric and to support, enhance and optimize the delivery of curricular matter. Classroom teaching is also supplemented with meticulously planned seminars, workshops, special lectures, group discussions, projects, educational tours, field trips and industrial visits. Subject experts and industry specialists are invited to deliver lectures and conduct workshops on regular basis to enhance student's knowledge. Students are actively motivated to participate in the aforementioned events.

The college library plays a vital role in effective delivery of the curriculum. It provides teachers as well as students with the necessary learning resources by subscribing to diverse research journals and access to various e-books via issuance of user names and passwords. The college library is regularly updated by procuring latest books and journals. The college also encourages faculty members to attend orientation/refresher courses, workshops and present research papers in seminars to enrich their subject knowledge.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

##### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

###### Response:

The Annual Academic Calendar is prepared according to the University Calendar, specifying the available

dates for particular events and the same is displayed on the notice boards. Admissions take place as per the university schedule in all the subjects except Arts, wherein, admissions are granted by the college itself. Post admissions, the new session is inaugurated with an orientation program and a fresher's party is organized to welcome the newcomers. As the session begins, students are made aware of the various clubs in the college and are motivated to join them on the basis of their skills and interests. Subsequently, the convener of each club organizes an inaugural event to mark its spirit and essence. Thereafter, student council and class representatives' elections are conducted by the college on the same dates as announced by Panjab University. With an aim to develop a sense of love and respect for our culture among the students, some cultural events are also celebrated in the college which includes Teej that acts as an icebreaking event among old and new students of the college. A fest is celebrated to mark Basant where students showcase their talent. Various competitions are held during the fest. Also Lohri, a festival dedicated to new-born girl children, is celebrated with great fervor in the college campus. Students feel more connected with their teachers through such celebrations as these events involves both students and teachers. All internal examinations like class tests, mid-term tests are conducted according to the academic calendar which is followed by a parent-teacher meeting in order to make parents aware of their ward's performance. University examinations are conducted as per the academic calendar prescribed by Panjab University. Annual sports meet is another regular feature of the college which instills the sense of healthy competition among students. Annual prize distribution function is conducted to honor the students who bring laurels to the college in academics, sports, cultural and other co-curricular activities. Convocation is organized to give away degrees to the students who complete their undergraduate and postgraduate courses. In addition, to keep the connection alive in the hearts of its ex-students, the college organizes an alumni meet where the students are invited to cherish their memories and relive the time they spent at the college.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

- 1. Academic council/BoS of Affiliating university**
- 2. Setting of question papers for UG/PG programs**
- 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
- 4. Assessment /evaluation process of the affiliating University**

**Response:** B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<b>1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>Response: 0</b>	
<b>1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.</b>	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

<b>1.2.2 Number of Add on /Certificate programs offered during the last five years</b>				
<b>Response: 24</b>				
<b>1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.</b>				
2019-20	2018-19	2017-18	2016-17	2015-16
4	5	4	5	6
File Description	Document			
List of Add on /Certificate programs	<a href="#">View Document</a>			
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>			
Any additional information	<a href="#">View Document</a>			

<b>1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b>
<b>Response: 5.31</b>

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

2019-20	2018-19	2017-18	2016-17	2015-16
91	73	41	59	69

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.3 Curriculum Enrichment****1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum****Response:**

The college is affiliated to Panjab University, Chandigarh which follows a responsibly designed syllabi of various courses at undergraduate and postgraduate level. Cross cutting issues relevant to gender, environment, sustainability and professional ethics are included in the curriculum in order to spread awareness among the students.

The students of all undergraduate courses are offered a compulsory non-credited paper “Environment, Road Safety Education, Violence against Women/Children and Drug Abuse”. In this paper, students study basic concepts of biosphere, natural resources and ecosystems. Students are also sensitized towards environmental issues viz. harmful effects of pollutants, need for conservation of natural resources and solid waste management. Students are also educated about various laws on environment like Environment (Protection) Act. Gender issues are also included in this paper with the purpose of spreading awareness about prevalent gender inequalities and violence. The students also learn about safeguards and remedies provided to victims under various provisions of Indian Penal Code, Domestic Violence Act and Sexual Harassment of women at work places (Prevention, Prohibition and Redressal) Act.

At graduate level, commerce students study subject of Entrepreneurship and Small Business, in which they learn about the reasons behind slow growth of women entrepreneurs despite having relevant skills and qualities in comparison to their male counter parts. They are also made aware of role of various organizations to promote women entrepreneurship. The students of “History and Culture of Punjab” study gender related issues by understanding the position of women in ancient and medieval periods and inherent gender discrimination in the society. In Sociology, several topics give an insight into underprivileged section with special reference to problems faced by female headed households and working women.

The students of economics and commerce study effects of conventional agricultural practices on environment and remedial measures required to correct it. The syllabi cover agriculture policies with an



insight into sustainable agriculture which promotes the use of environmentally non-degradable/non-hazardous use of natural resources, organic farming in order to reduce the adverse effect of agricultural practices and preserve the natural habitat, soil and environment. At postgraduate level, economics students learn about negative relationship between population growth and environment.

There is a special subject in B.com and BBA where student understand the concept of social and business ethics. The students are familiarised with various concepts of rights, values, morals, justice and they learn that ethical business is a successful business and sustained in the long run. However, unethical business not only harms various stakeholders but is also not viable in the long run. In addition to this, students of Public Administration study about professional ethics in public services.

The institution regularly tries to sensitize students about such issues of paramount importance by periodically organizing workshops, talks and seminars which lead to holistic development of students.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 43.68

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
151	154	152	150	148

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 6.9

#### 1.3.3.1 Number of students undertaking project work/field work / internships

Response: 90

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni**

**Response:** B. Any 3 of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

**1.Feedback collected, analysed and action taken and feedback available on website**

2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 89.31

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1304	1282	1204	1210	1236

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1433	1454	1367	1361	1367

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 27.48

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

2019-20	2018-19	2017-18	2016-17	2015-16
101	96	71	66	60

#### File Description

#### Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

#### Response:

**Advanced learners** have high mental capacity and are quick to comprehend things. These students are passionate to learn, hardworking, confident and have intellectual interests. They thrive to widen their reasoning and thinking horizons. They are identified by the teachers through their past academic scores, observation and personal interaction.

#### Special Programs for Advanced Learners

- These students are given innovative and creative projects and assignments.
- They are encouraged to refer to advanced-level books and prepare notes to enhance their knowledge.
- They are also guided to improve their writing and time management skills through personal attention.
- Expert lectures are arranged in the college where advanced learners are given exposure to the latest developments in the field.
- To provide first-hand knowledge and experience the students are taken to the field trips and industrial visits.
- Skill-based workshops are organised to impart vocational knowledge.
- They are encouraged to take part in inter and intra-college contests such as debate and declamation contests.
- They are encouraged to take honours in the subject of their interest for smarter and faster learning.
- The college organises coaching for UGC- NET exam for the post-graduate students and competitive exams.
- The college has digitally equipped itself by having more smart classrooms, Language lab, video-lectures and access to e-resources for the efficient, extensive and varied learning.
- Meritorious students are encouraged through scholarships and cash prize awards.
- They are encouraged to opt for Add-on course as per their interest and competence.

**Slow learners** face challenges in learning new concepts and perform below average due to delayed ability to learn the necessary academic and reasoning skills. It helps, if the teacher identifies them so that their special needs and challenges are addressed at the earliest. They are identified on the basis of their past performance, lack of willingness to participate in class and low-score in the class tests.

#### Special Programs for Slow Learners

- They are very patiently supported by the teachers by devoting extra-time and paying personal attention to curb their inferiority complex.
- Extra classes are arranged to bridge the knowledge gap and self-explanatory study material is provided to them.
- For improving their scores, remedial classes are arranged for them and are encouraged to appear for chapter-wise tests and assignments on difficult topics.

- In special cases, Mentor provides assistance in solving their personal and emotional problems hindering the academic performance of the child.

Regular PTMs are also conducted to provide feedback to their parents to improve their academic performance.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Past link for additional Information	<a href="#">View Document</a>

### 2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

**Response:** 28.35

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

**Response:**

The institution has made a conscious attempt to shift from the traditional teacher centric approach to a student centric one. The teachers act like a catalyst agent and students play a dynamic role in the learning process. The teaching methodologies are designed according to the needs of the students and the subject knowledge is effectively communicated to the students by fostering a learning environment which nurtures critical thinking.

Basic Science departments promote experiential and participative learning of the students through the practical exposure to the subject, like in the department of Physics; the basic concepts are explained through live demonstrations, models, and poster presentations. i.e. movement of waves is explained through spring vibration and the concept of transmission of light is demonstrated by using toy lasers. Department of Psychology also organises workshops by practising psychologists who train student to increase their concentration for better performance and creative visualisations.

Students of social sciences are taken on field visits after which they are encouraged to prepare the questionnaire and collect data, conduct surveys and sometimes they even do case studies which hold socio-

economic importance for our society. Market surveys are done by the students of Department of Commerce and Management where they experience the reality of the retail market and the industry which gives them exposure to the real economic world. Engaging students in the Public Awareness Programmes not only broadens their knowledge level but also sensitizes them about socio-political issues plaguing our society. Giving assignments to the students on emerging areas related to their subject course where they themselves play an active role in gathering the latest information, group discussions and role plays are also a regular feature of the class activity.

Students also contribute towards the college magazine and act as 'Student Editors' of college magazine in different sections. The contributions of students in the college magazine not only bring out their creativity and critical thinking, but also give them a platform where they can raise voice in the areas of their concern.

Students participate in various clubs and societies as members and office bearers. As president and secretary of their respective clubs and societies they carry out outreach programme for under-privileged section of society. Students of Languages inter-act with writer's poets in Triveni club. D- Masters club train them in the art of public speaking. Students participate in sports activities to exhibit talent in various games. They participate in various sports at inter-university levels, state level and national level which foster the spirit of team work and leadership. These practices enable a lifelong learning and independent problem-solving attitude of the students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

Present day classroom teaching with use of ICT has moved from teacher-centred model of education to student-centred learning. ICT approach has replaced chalkboards with interactive digital whiteboards and the model where students watch lectures at home on the computer and use classroom time for more interactive exercises. Teachers as well as students participate in class room discussion. Education is based on child centric methods, so the teachers use different technologies such as project based learning which puts the students in the role of active researchers.

College staff frequently uses the ICT technologies as these methods help in effective class room teaching which creates a long lasting impact on the student's development. ICT helps in transferring of knowledge in very less time and gives access to huge amount of information. The college provides 31 ICT enabled classrooms and 4 Smart Classrooms so that students can give presentation, use projectors, computers etc. so as to make them grow according to the need of hour.

Other ICT tools and resources available in the college are LCD in focus Projector (2400 Luminus), LCD Projector BENQ (wireless) (3100Luminus), WIFI, LAN.

Our college staff regularly use laptops, smart boards, projectors etc. Our seminar hall is also equipped with the ICT tools. Invited talks and webinars are conducted with the help of ICT facilities. e- journals and e-books are also available in the college library. The Library automation was started with the purchase of desktop server and SOUL Software as early as 2004 and started creating database of its holdings. With the gradual up gradation to LIBSYS and automating other subsystems, bar-coding of documents was done and bar coded library membership cards were introduced in 2005. With this, the college library becomes one of the first few College Libraries of Punjab University which was using barcode technology for circulation. The library upgraded to LIBSYS Software in 2009 which was produced by INFLIBNET Centre, Ahmadabad. The database of library can be accessed by user through Online Public Access Catalogue (OPAC) using the software. Presently, Library is using KOHA (16.11.14.000) software which is one of latest web centric library management software. It also uses Radio Frequency Identification (**RFID**) technology for efficient management of library services. There are research journals which are available online and college provides an access to all such materials. College is equipped with the following software:

• Microsoft Windows 8.1 ( WinSl 8.1 SNGL OLP NL Acdmc)	
• WinPro 8.1 SNGL Upgrd OLP NL Acdmc	
• Microsoft Office 2013 (Office Pro Plus 2013 SNGL OLP NL ACDMC)	
• Microsoft Windows 10 HOME (WinPro 10 SNGL UPGRD OLP NL ACDMC)	
• WinPro 10 SNGL UPGRD OLP NL ACDMC	
• Microsoft Office 2013 (Office STD 2016 SNGL OLP NL ACDMC)	
• Tally (ERP-9)	
• Visual Studio (VS Pro 2017 SNGL OLP NL Academic)	
• Oracle (Oracle Database 12C-Std Edition 2)	
• Microsoft Office 2016 (Office Std 2016 SNGL OLP NL Acdmc)	



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )

**Response:** 28.35

#### 2.3.3.1 Number of mentors

Response: 46

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 85.06

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 44.85

#### 2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
24	24	19	18	14

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

**Response:** 9.43

#### 2.4.3.1 Total experience of full-time teachers

Response: 433.58

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

Evaluation in a continuous mode has helped improve student, regularity and participation in various class activities like class presentations, group discussions, class projects etc. as they all carry marks which are counted in internal assessment. The college follows the rules of conducting the Continuous Internal Evaluation as prescribed by the Panjab University. Each department has worked out the details of how the assessment will be carried out for each paper thus taking care that holistic development of each child is achieved through different assignments. The division of marks is done according to the rules of the Panjab University. In Department of Commerce the total assessment is given out of 20 marks per semester whereas the Departments under Humanities and Sciences give the assessment out of 10 marks per semester. The languages like English, Hindi and Punjabi are assessed out of 5 marks.

Further the division of internal assessment is based on various parameters like –

1) 20% assessment is done on the basis of the performance of the students in the two class tests taken during the semester.

2) 30% assessment is done on the basis of their performance in Mid-Semester Exams and remedial classes.

3) The rest 50% of the assessment is done on the basis of academic activities of the students which include presentations, assignments, projects and regularity of the student in the class. Internal assessment is a method of assessing whether learning outcomes for all courses are being achieved. It provides an opportunity to relook at and modify teaching strategies if the students are not performing well. Students who miss the assignments due to ill health or participation in extra-curricular activities of the college are given an opportunity to give the assignment on an alternate date. There is a set schedule for conducting the assignments which the students know in advance and which helps them to prepare for exams.

The college follows the modalities of conducting the Continuous Internal Evaluation as prescribed by the Panjab University. The internal marks evaluation scheme is conveyed by head of the department to the students at the start of each semester.

Thus, the indicator of assessment increases the efficiency and effectiveness of the system. One of the purposes of assessment is to evaluate a student through various parameters. The qualitative dimension of assessment is to enhance the competence of the students. This type of evaluation system not only ensures the growth of the students but instead the holistic growth of the students who are the future of our society.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### **2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient**

#### **Response:**

The university has introduced the semester system for the evaluation of undergraduate and post -graduate degree students. The college by virtue of its affiliation to the Panjab University has also implemented the same.

\*The University has given the provision of getting a photocopy of the answer sheet through RTI to the students.

\*Internal assessment prepared by the college (as per University guide lines) is based on the marks obtained by the students in house test, class attendance and class participation which is shared with the students before submitting it to University. Earlier the assessment was solely on the basis of marks secured in the house examination but now along with it attendance, students participation in class, projects etc. have been added as other parameters.

\* For the purpose of internal assessment a part of which is based on the house examination conducted by the college, if some of the students are not able to give the exams due to medical or other unavoidable circumstances the candidate is again given a chance to appear for class test and hence improve their assessment. Date sheet for the above mentioned examinations displayed well before time so that students can prepare accordingly.

\*Students are distributed the answer sheets after checking and if students have any grievance, they discuss with their respective teachers.

\*At university level too at the time of semester examination, students who want to get the re-evaluation done need to apply to the University. This process is done according to the University ordinances. The administrative office of the college guides the students about the process.

For the errors at the time of declaration of result by university where the candidate is shown absent the college promptly sends the dully certified attendance sheets to the University so that correct marks can be awarded to the students by the examination branch along with other discrepancies.

For smoother functioning the college has computerised the marks and assessment of the students for easy access. This feature further adds to transparency and efficiency of the system.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

#### Response:

Course outcomes for the students:

- Students after graduation in different disciplines will understand the world, their country, their society as well as themselves in a better manner.
- They become socially more responsible towards ethical problems and social issues.
- They develop inter-disciplinary approaches in thinking and practice.
- Students learn to think critically and create innovations.
- Communication skills of students also get enhanced.
- They become more responsible as team members while working in groups on multi-disciplinary teams.
- Graduate students will have the positive perspectives and skills that create productive managerial leaders.
- Programs offered to students ensure professional development growth through contextual, reflective and lifelong learning.
- The curriculum of various programmes aims to instill respect for democratic values and principles of human rights.

The college offers Undergraduate courses in Commerce, Management, Sciences, Computer Applications and Arts streams and Postgraduate courses in Commerce, Economics and Computer Applications.

The College has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students

- Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are also uploaded to the Institution website for reference.

The importance of the learning outcomes has been communicated to the teachers in every

- IQAC Meeting and College Committee Meeting.
- The students are also made aware of the same through Mentoring groups.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View Document</a>
Past link for Additional information	<a href="#">View Document</a>

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

**Response:****Attainment of Social relevance**

The college strives to uphold its mission in moulding students into disciplined citizens with intellectual, emotional

**Attainment of Economic relevance**

Student placements:

- Career and Placement cell organizes campus interviews to provide job opportunities to the students.
- It has collaboration with organizations/companies/institutions to ensure that the students are exposed to latest technological advancements.

**Entrepreneurship**

- Conduct various add on certificate courses and summer workshops which encourages self-employment.
- Management based subjects are introduced in the regular curriculum of the students to give them an idea of how to run entrepreneurial venture.
- Department of Physics and Maths organize various activities like field trips, competitions, quiz, workshops etc. Department of Science and Technology (DST) and CREST.

**Evaluation of attainment by Institution is measures through:**

- The IQAC members who are from various sectors such as Administration, faculty, management, alumni, students give their feedback on various activities of the college to ensure improvement and development in the college.
- Placement records of passing out class and success rate in various competitive exams such as GATE, NET etc. joining higher education programs.

The following assessment methods are used for the assessment of Program Outcomes and Program Specific Outcomes

**1. Direct Assessment**

- Assignment
- Internal Examination
- Semester end examination

This process includes following three components

**1. Assignment:** The students are assigned to solve several problems related to respective courses; one assignment per course. The assessment will be done based on their performance.

**2. Internal Examination:** Mid Semester Tests(MST) is carried out once in each semester. Each and every internal examination is focused in achieving the course outcomes.

**3. Semester End Examination:** Panjab University Semester End examination comprising entire syllabus of the course. The college is assessing whether the entire COs are attained or not.

**2. Indirect Assessment**

At the end of every academic year annual report is developed where the statistics of students who have participated workshops, conferences, sports tournaments, inter college competitions etc. is prepared.

We take student progression in terms of attainment of marks as criteria and following table exhibits the result of B

**B. Com (Session 2016-17)**

Attainment levels	Level 1		Level 2		Level 3	
Session	2016-17		2017-18		2018-19	
	Sem 1	Sem 2	Sem 3	Sem 4	Sem 5	Sem 6
<b>Total students</b>	155	155	149	148	148	148
<b>No. of Students scoring marks above 70%</b>	8	17	29	25	48	67
<b>No. of Students scoring marks 60% &amp; above</b>	30	49	55	69	65	42

The above table shows that students are showing upward progression in terms of marks with each passing year.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**2.6.3 Average pass percentage of Students during last five years**

**Response:** 88.94

**2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
371	340	350	362	326

**2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
388	394	393	417	375

<b>File Description</b>	<b>Document</b>
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.36

<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>



## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 1.12

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0.23	0.28	0.06	0.23	0.32

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**Response:** 2.17

**3.1.2.1 Number of teachers recognized as research guides**

**Response:** 1

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 0

**3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

### 3.1.3.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	5	5	5

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

#### Response:

#### 1. Research & Innovation Cell:

Institute is having separate research and innovation cell. Such a committee plan strategies for upgrading, creating and facilitating infrastructural facilities to meet the needs of the researchers.

#### Details of research and innovation cell

Name	Designation
Dr. Meena Chopra	Principal, DSCW, Chandigarh
Dr. Shiva	Associate Professor
Dr. Samita	Assistant Professor
Dr. Meenakshi	Assistant Professor
Dr. Komal	Assistant Professor

#### Aims and objectives of research and innovation cell:

- To inculcate research culture amongst the faculty and the students.
- To encourage industry-academia interface.
- To ensure interdisciplinary and multi-disciplinary researches.
- To encourage research collaborations with national and international government agencies, universities and industries.
- To establish links with various research and funding agencies for sponsored research.

- To organize national & international conferences, seminars, workshops, lectures and webinars.
- To motivate the faculty members for doctoral and postdoctoral research.
- To encourage faculty to take up minor and major research projects.
- To promote research publications in UGC enlisted journals.
- To create & facilitate infrastructure to support the research activities in the campus.

1. **Entrepreneurship Development Cell:** Our innovation ecosystem promotes internship and localized training in industries and financial organizations for students. Besides that, it identifies the challenge being faced by them and promotes and facilitates entrepreneurship activities.

Name	Designation
Dr. Shiva	IQAC Co-ordinator
Dr. Ila	Department of English
Ms. Seema	Department of Fashion Designing

1.

Dev Samaj is proud to start an incubation center in the form of 'Digital Cell', to enable its students to get hands on experience in technological innovation and provide a comprehensive and integrated range of support including mentoring, training programs networking and an array of other benefits. A 'video cell' has been formulated to make available video lectures of the faculty. The cell manages the uploading of videos on You Tube and has also linked it with the college website. Through our small initiatives, we plan to make high impact ventures in social, educational, commercial and other domains.

### 1. Start-Ups:

At Dev Samaj, we have encouraged our women to have the 'Power to Create Something from Nothing'. We make available- 'A World of Knowledge'. Through our add-on courses (Certificate and Diploma courses), we have tried to empower these young girls into successful entrepreneurs. Besides that, many students are under CA training and also run tuition and coaching center's in the evening. Such activities inculcate effective learning for the creation and transfer of knowledge.

### 1. Magazine (Nibhrant):

The college also motivates the students to come up with the articles to be published in the yearly college magazine. It enhances their creativity and is one of the initiatives for the creation and transfer of knowledge.

### 6. Trips and Tours:

College also arranges industrial visits and study tours to impart practical subject knowledge to the students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property

**Rights (IPR) and entrepreneurship during the last five years****Response:** 21**3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	5	4	4	4

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>

**3.3 Research Publications and Awards****3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years****Response:** 1**3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years**

Response: 1

**3.3.1.2 Number of teachers recognized as guides during the last five years**

Response: 1

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years****Response:** 1.04**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
11	13	10	6	6

<b>File Description</b>	<b>Document</b>
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 0.86

#### 3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	13	8	2	11

<b>File Description</b>	<b>Document</b>
List books and chapters edited volumes/ books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Extension Activities

**3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.**

**Response:**

**Extension activities in the neighborhood community:**

Our adopted village is 'Burail Village', Sector 45, Chandigarh.

NSS wing of the college holds many extension activities during the year. The college runs 2 units of NSS having 200 students under the able guidance of 2 programme officers. Our volunteers regularly visit our adopted village and educate the families by sensitizing them on various problems prevalent in the society such as Dengue and its preventions and cures, Women Empowerment, AIDS Control, Environment Protection issues, Pulse Polio immunization, Cleanliness drive etc. are other such activities plaguing the society and which are taken up by our students either through rallies or nukkad natak etc.

Our 'USP' is that during the NSS 7 day and night camp, children from Burail are invited and are tutored by our NSS volunteers and later they participate in various games organized by them. In a very playful manner, the students are taught basic mannerisms and imparted basic education. Free medical check-up camps are regularly held for our neighboring community. In 2012-13 camp, a fashion show was especially organized for children of our adopted village. Around 30 children in the age group of 7-15 years participated and performed. Such events not only inculcate a community service in volunteers but also helps to build a cordial relationship with them. In our college premises, free computer classes are regularly held for students of Govt. Senior Secondary School, Burailand functions are held in their school inviting participation from their students. Regular tree plantation and cleanliness drive is also held at Govt. Schools and surrounding areas for its beautification. NSS also celebrated Rashtriya Ekta Saptah Week to inculcate the spirit of unity, peace and harmony.

**Clubs and Societies-** Various clubs of the college such as Red Ribbon Club, Rotaract club, Women Cell, Environment Society etc. equally contribute in terms of impact and sensitizing students to social issues and holistic development. Throughout the year door to door canvassing, rallies etc. are conducted on different issues. 'Pinkathon Rally' was held in 2016-17 to sensitise women to adopt fitter lifestyle and raise awareness about girl child. Rotaract Club holds regular 'Health and Hygiene' camps in the neighbouring areas and promote 'Swachh Bharat Abhiyaan' at regular intervals. A cycle rally was held on 4th June on the eve of 'World Environment Day' to sensitise and promote eco-friendly use of cycle for commuting on city roads. National youth day rally is also organized to create awareness and eradicate this problem especially in our youth on an annual basis.

Thus, local events are indeed a great way to bring communities closer together. Whenever funds are to be raised for a worthy cause, or a positive change has to be brought about, or community service feeling has to be incorporated in our college students, such community event helps create a more caring and inclusive community. Ultimately, it will make our local area a nicer place to live.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response:** 39

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

2019-20	2018-19	2017-18	2016-17	2015-16
7	8	9	8	7

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

**Response:** 60

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

2019-20	2018-19	2017-18	2016-17	2015-16
16	10	11	9	14

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years**

**Response:** 59.65

**3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
907	816	675	355	985

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

### 3.5 Collaboration

#### 3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

**Response: 28**

##### 3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
01	07	18	01	01

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>

#### 3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

**Response: 9**

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	4	0	1	3



<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

The College is spread over 8.058 acres having lush green eco-friendly campus. It caters to the academic and professional needs of girls not only from Chandigarh and adjoining rural areas but also from different states of India. It has been upgrading its infrastructure and physical facilities for teaching and learning. In the current year, college has added a new block, which has administrative wing, new library building and additional classrooms.

**Learning Spaces**

The college has well equipped laboratories, facilitated classrooms and automated library. The entire college campus is Wi-Fi enabled. There are primarily 41 classrooms to meet the requirements of students of undergraduate and postgraduate level. The dimensions of the rooms are 30\*30 sq. ft. & 15\*30 sq. ft. and can comfortably accommodate 70 & 30 students, respectively. The teaching-learning process is facilitated in these rooms with high speed internet connectivity. Some of the rooms are equipped with projectors and smart boards also. Each classroom is equipped with appropriate and comfortable furniture, enough fans, good ventilation, and adequate light. The classes have black/green and white boards for manual and online teaching and learning.

To engage students to a variety of practical orientation, self-instructional, learner friendly modes, there are 15 well-equipped laboratories. The college has 5 high-tech **computer labs** including **language lab** with computers configured with latest hardware and software having LAN connectivity and internet services through Wi-Fi. Apart from that multi-function printers, scanner, projectors are also available for students in labs. **Chemistry lab** is created to be fire resistant as well as chemical resistant which can handle any kind of mishap. **Psychology lab** is equipped with tests of intelligence, personality, learning, memory, anxiety, stress etc. Both the **music instrumental and vocal rooms** have adequate number of best musical instruments both manual and electronic. **Fine arts studio** is provided with all the required material for practical purpose. **Fashion designing and Cosmetology labs** are fully equipped with latest amenities.

The library is housed in a hall measuring 75\*30 sq. ft. on the second floor of college building with latest ICT facilities. It is fully automated and has a big reading room. The air-conditioned seminar room, with a seating capacity of around hundred people is equipped with

projector screen, audio-visual facilities along with excellent sound system.

A NetworkResource Centre acts as a nodal center to support all digital needs of the college like printing, scanning, photocopying and internet browsing. The college is under CCTV surveillance.

Air-conditioned college hall has a seating capacity of about 450 people, which is extensively used for extra-curricular activities and for hosting functions of the college. It is equipped with sophisticated lighting that is managed by specially designated support staff along with the students. Additionally, two more basement halls have been made operational in the current year to promote similar activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

##### **Response:**

To create a balanced atmosphere of academic, cultural and sports activities for the overall personality development of the students, the college has adequate infrastructure for sports and extracurricular activities. The college has full-fledged department of Physical Education that imparts vigorous training to the students for participation in a variety of sports such as Kho-kho, Cricket, Net ball, Ball Badminton, Sepak-Takraw, Drop-ball, Marshal Arts, Kabaddi, Boxing etc. The sports infrastructure comprises gymnasium, sprawling sports field and multipurpose halls. Gymnasium is well-resourced with all kind of fitness equipments such as twister, front pulley, abdominal board and bench press etc. for all kind of fitness activities of sport persons and students. The sports field has standard Netball court, Ball Badminton court, Shuttle Badminton Court, kabaddi Court and a Cricket net practice ground and track facilities. All kind of field events like Javelin-throw, Shot-put, Hammer-throw, Discuss-throw, matches, training, annual sports meet etc. held in the well-maintained sports field. Multipurpose halls which can accommodate more than 200 students, is used for all indoor sports (e.g. Kick Boxing, Wushu, Taekowondo, PencakSilat, Wrestling etc.). The Multipurpose halls also provides ample space for various yoga activities (learning and practising) in the college premises. Yoga activities are made part of the extracurricular activities to revive the ancient tradition to provide a healthy practice along with academics. All the sports activities are observed under expert guidance and training by competent coaches. There is a sports' room for storing all kind of sports equipments. The students participate in various inter-department, inter-college, inter-university, state and national competitions for netball, wushu, taekowondo, basketball, badminton, cricket etc. Students of our college won accolades in various tournaments. The college annual athletic meet held every year and prizes are awarded to the winners of various events to motivate them.

The College also encourages students to participate in various cultural, art, and literary activities and make the students excel in their fields of interest. For outdoor events, there are spacious lawns which can

accommodate approximately 2000 persons in the college premises. These lawns are used for holding events such as youth festivals, students' festivals (freshers, farewell), college events (like Teej, Basant) etc. The College armature has seminar and Multipurpose halls for accomplishing all kind of indoor cultural events. The range of co-curricular learning is rooted in different student societies and clubs (Women, Rotaract club, Red ribbon club, Environment club, Design aura club etc.). For overall coordination of College Council activities, a faculty member is assigned with the role of the Dean, College Affairs. Further, each society has a faculty member as staff advisor and student representatives who plan and execute the events of their society. The students of the college participate and won prizes in various Inter college, Zonal, Inter-zonal youth festivals and other art and literary events.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 44.19

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

**Response:** 19

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

**Response:** 106.47

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
413.63	112.53	125.25	99.36	2.30

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

Library is spacious, student friendly and situated on the second floor of college building. The library is surrounded by noise free atmosphere. It has a capacity to accommodate sufficient number of students at one time.

The library was automated in October 2003 with the purchase of desktop server and SOUL software. The library upgraded to LIBSYS software in 2010. The circulation functions – membership, issue and return and the entire operations of the library were further upgraded with the installation of Radio Frequency Identification Technology (RFID) through Open Source Library Management Software KOHA in 2018. This technology has ensured foolproof security (effective theft detection system through security gate antenna at the entrance of the library) and simplified the circulation process (rapid Check in/ check out facility). Library has three workstations to access e-resources and e-database through Online Public Access Catalog (OPAC).

Name of ILMS Software	Nature of automation (fully or partially)	Version	Year of Automation
KOHA	Fully	16.11.14.000	May, 2018

Library has **22,752 text books, 547 reference books, 103 Journals, 45 e-books, 1132 CDs and Videos.** Library also has a separate section for book bank, study material for competitive exams, maps, project reports, and Ph.D. thesis. The library of the college has been a subscribed member of NLIST programme to provide access to e-Journals & e-Books to the college since 2010.

DEAR (Drop Everything and Read) Club of library holds activities i.e. Reference Hunt, Book Finding, Book Exhibitions, Orientation Program throughout the year. Library has been holding various workshops and seminars since its inception. Detail of few activities held from the year 2015-16:

1. 'Emerging Trends in Libraries' National Conference on October 17, 2015
2. 'Information Literacy Workshop' on March 10, 2016
3. 'CLA Library Conference' on December 15, 2017
4. 2 days' books exhibition on 14-15 September, 2017

Library is well equipped with 7 computers, 3 printers, 2scanners, 4 air conditioners and 1 Xerox machine. Library is provided with dedicated internet connection and the computer systems in library are connected through LAN. It is also under **CCTV surveillance**.

All major decisions are taken by the **Library Committee** consisting of Librarian and other senior faculty members under the guidance of Principal. Library works from 9a.m. to 4p.m. on all working days except Saturday (9a.m. to 2p.m.) and open for students, former students, staff

members and general public on request.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 6.21

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
5.09	5.92	9.42	5.61	5.00

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year**

**Response:** 6.96

**4.2.4.1 Number of teachers and students using library per day over last one year**

Response: 94

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

**4.3.1 Institution frequently updates its IT facilities including Wi-Fi**

**Response:**

The institute has four state-of-art Computer Labs and one Language Lab which accommodates a total of 127 computers for students. Each computer in the labs is connected through LAN. There is 'Network Resource Centre' having 09 computers with internet, 2 printers, 1 scanner, and 1 photocopier for teachers and students. The computer facility with internet and printer is also made available in the respective departmental labs to facilitate effective teaching, learning and research.

The college has 03 Internet Connections:

1. **Netplus Leased Line 50 MBPS (WiFi for Campus/ Hostel)**
2. **Connect Broadband 24 MBPS (Office)**
3. **Conjunix Broadband 10 MBPS (Library)**

The students and faculty can also access internet in the library. Off campus, Wi-Fi facility is available in the hostel, so that residents can access internet in their respective rooms.

The college has 10 smart classrooms equipped with multimedia facility and screen that enhances the learning experience. The college has a well-furnished AC Seminar Hall with capacity of 100 persons and is equipped with computer with internet, sound system and multimedia projector. These facilities help in smooth conducting of seminars, workshops etc.

The college library has also been equipped with ICT facility for students and staff. There are 07 computers in the library with printers. In order to automate the library tasks, Soul software was installed in library from INFLIBNET in the year 2003, which was replaced by upgraded software LIBSYS in 2010 and the library is updated to RFID Technology through KOHA in 2018. The library of the college has been a subscribed member of NLIST programme initiated by INFLIBNET Centre to provide access to e-journals & e-Books to the college since 2010. The college has also purchased a number of e-books from EBSCO international Inc.

Since the last five years, the college has been updating its IT facilities in its academic and administrative areas. **32 Acer All-in-one computers having latest hardware configuration, windows 10 operating system, Microsoft Office 2016 and automatic wireless connectivity to Wi-Fi were purchased.** 06 Interactive Flat Panel with Core i5 processor, 1TB HDD, 8 GB RAM and WINDOWS 10 are purchased. RAM in 14 old computers was updated. **15 new multifunction printers were purchased.** The college has purchased the latest versions of software like **Microsoft windows 8.1, Microsoft windows 10, Microsoft Office 2013, Microsoft Office 2016, Visual Studio 2017 and Oracle Database 12C-Std Edition 2.** Two Electronic Lectern PMEL-i3 with projector screen are installed in college halls. Computer Kiosk with 43" display is purchased.

For raising the academic standards, and improving day-to-day activities, the college has updated its website [www.dscw.ac.in](http://www.dscw.ac.in). The notices concerning academics, workshops, seminars, club's activities, functions organized in the college are uploaded on the website regularly. Understanding the importance of the secure connection online, the college has acquired and got implemented the SSL certificate for the college website. A Staff Career Management Tool has been added to the website.

The college has

- Facebook account <https://www.facebook.com/devsamajcollege45/>
- Instagram account <https://instagram.com/devsamajcollegeforwomen?igshid=nd5jxqsl7lfo>
- Youtube Channel in which the videos of the faculty have been uploaded. These videos can be seen at <https://www.youtube.com/channel/UCx59AR25HeUjJlJuLgiC0ptQ/>.



<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 8.36

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** A. 750 MBPS

<b>File Description</b>	<b>Document</b>
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

**Response:** 18.62

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

2019-20	2018-19	2017-18	2016-17	2015-16
29.35	24.59	28.41	21.36	21.00

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

##### **Response:**

##### **Maintenance Policy**

College has established a system for maintenance and utilizing physical facilities like laboratories, library, sports equipment, classrooms, electronics and electrical equipment etc. HODs of different departments prepare their annual budget and get them approved from the Principal and the managing committee of the College. Budgets are also prepared for organizing various academic and non-academic activities. This document provides a framework for assigned responsibilities for maintenance and utilization of infrastructure in the best possible way.

1. General cleanliness of the college campus, classrooms, laboratories, library, toilets etc. is undertaken regularly and supervised by Dean, College Affairs. Classrooms along with fixtures are maintained by the D-class employees and supervised by the teaching staff from time to time. Students are also mentored to make conscious effort in upkeep of the classroom furniture and facilities.
2. A caretaker has been appointed by the college to ensure the maintenance of general physical facilities. The services of plumber, electrician, carpenter, and computer analyst are available round the clock in the college premises. Maintenance of water plumbing, plants, sewage and drainage is undertaken by dedicated supporting staff.
3. A Complaint log-book is kept in the college office to record routine problems of electricity, water and general infrastructure. All the complaints entered in this register are attended by the caretaker and the coordinator on a very regular basis.
4. ICT facilities of the college are maintained by the teaching, technical and supporting staff of the computer labs. College has an arrangement with all service providers to call them whenever required and AMCs are done for all expensive equipment. There is a 'Digital Cell' in the college that takes care of all ICT-related issues and policies in a proactive way.
5. Stock register, log books are maintained by the respective laboratories to report entries and defects arising for rectification and repair. All major repairs are identified and outside expertise is sought for the repair with prior permission of the principal.
6. Annual stock taking for college furniture, hostel furniture, lab equipment, stationary, sports equipment NSS, NCC, and other assets is done by the designated faculty at the end of the session and a consolidated report is submitted in the office for necessary action.
7. For writing-off of obsolete/damaged equipment, a dedicated 'Write-Off Committee' is in place. Obsolete items are written off by following a planned procedure after getting a report from stock

taking committee and the same is entered in the stock register.

8. The sports equipment, playgrounds and various courts are supervised and maintained by the 'College Sports Committee'.
9. 'Library committee' is in place for smooth functioning of the library.
10. Proper cleaning, fumigation and exposure to sunlight are regularly taken up to reduce the risk of insects on documents in the library and administration office. Repellents are used to save the precious document from rats.
11. Green environment aspects like college gardens, pots, herbal garden and green area of the hostel are maintained by the college gardeners and NSS volunteers as a regular activity.
12. College is also amongst the first few institutions in the region to shift to solar energy for power consumption. Regular checks for its maintenance are done.
13. Water coolers, photocopier, salon facility etc. are also available in the campus. The college is always keen on adding to the facilities that can be provided to the students to improve upon their learning experience.
14. Fire extinguisher are in place at all prominent sites in the college. An annual inspection of the equipment is exercised to make sure that the system is intact and there are no vulnerabilities.

Safety of students has been one of the primary concerns of the college and to ensure that there is no untoward incident, CCTV cameras have been installed at all significant locations. The monitoring is done from the office of the coordinator. A daily check is exercised to ensure proper functioning of the CCTV cameras and immediate measure are taken in wake of any

issue relating to the cameras.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

**Response:** 2.86

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

2019-20	2018-19	2017-18	2016-17	2015-16
13	54	30	26	55

#### File Description

#### Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

**Response:** 11.19

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
111	130	185	109	160

#### File Description

#### Document

Upload any additional information

[View Document](#)

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

[View Document](#)

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 44.84

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

2019-20	2018-19	2017-18	2016-17	2015-16
714	632	591	503	365

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

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

**Response:** 6.84

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

2019-20	2018-19	2017-18	2016-17	2015-16
30	39	28	25	13

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 64.95

#### 5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 252

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

**Response:** 88.75

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

2019-20	2018-19	2017-18	2016-17	2015-16
8	7	9	3	3

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
8	16	9	3	3

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 31

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
8	4	7	2	10

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

### **5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)**

#### **Response:**

Student council and representatives of various committees and clubs/societies actively participate in different administrative and extracurricular activities like fests and festivals as well as inter/intra college competitions. They do their work under the guidance and supervision of teaching faculty.

#### **Representation of students on academic and administrative bodies/committees**

- Students are active members of various committees of the college.
  - AF committee
  - Grievance Redressal Committee, Anti-Ragging committee and Sexual Harassment Committee.
  - Sports Committee.
  - IQAC.
- Students act as observers of the student candidates contesting the student council elections.
- Students act as student editors for different sections of college magazine.
- Students act as office bearers for various clubs/societies of the college like: Women Cell, Moorchhana Club, Hope Club, Epsilon Club, Red Ribbon Club, D-Masters Club, Rotaract Club, Business Club, Design Aura Club, Economics Society, Kala Kriti, Career and Placement Cell, Environment club.

They manage the administrative and financial aspects of different activities of the clubs.

#### **Contribution of Students Council in Organising Youth Festival**

In the year 2018-19 the Students 'Council actively participated in organizing Zonal Youth Festival which



was hosted by our college from 3rd October to 6th October, 2018. The Student Council performed various duties like: pandal decoration, refreshment, parking, maintaining discipline during the event, arranging sponsors for the event.

### Other Contributions of the Students Representatives

- Coordinate in organizing academic activities like workshops, seminars, competitions etc. They help in inviting guests and speakers/experts.
- Organization of various festivals like Basant, Teej and Holi.
- Help in conducting different events of the college like Fresher's Party, Farewell Party, Prize distribution, Annual Convocation and Alumni Association Function.
- Coordinate in organizing sports and games like Annual Athletic Meet of the college and other events and activities held in the college.
- Help in arranging industrial visits, trips and tours of the college.

Help in raising funds for various cultural and social events in the college

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 22.6

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
29	21	20	18	25

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

#### Response:

Q1M The college has an Alumni Association by the name 'Virasat'. It is an active body with many alumnae as its members to continue an integral and cordial relationship with their alma mater. The purpose of Virasat is to foster a spirit of belongingness to the college and to play an active role in the welfare of the institution. Because it is the students, who are the true torch bearers of the institution representing the value and culture of the institute to the outer world. The association aims to strengthen the bond between the alumni, faculty and parent organization with the objective of institutional growth. Alumni meet is organized every year in the college with active support and great effort from the alumni members, faculty and student council of the college. On joining DevSamaj College for Women, a student becomes an integral part of DevSamaj Family. A student can become a life member of the association in her final year.

Virasat conducts regular meetings twice a year with its members. Alumni feedbacks are collected regularly to incorporate the suggestions given by the students for future growth and development of the college. This provides a platform to the former students to give suggestions for holistic development of the institution.

Alumni meet is organized every year in the college with active support and great effort from the alumni members, faculty and student council of the college. Generally, Virasat holds its annual meet on the rehearsal day of the Annual Convocation organized in the college in the month of April. For the years 2016-17 and 2017-18, Alumni meet was held jointly in April 2018. Various cultural and entertainment programmes are organized, participated by both former and current students.

Many of our alumni are employed in various academic and non-academic fields in both public and private sectors. Many of them are working as faculty in various colleges and universities. The college utilizes the intellectual inputs of its alumni working in various walks of life, both academic and professional to enrich the curriculum implementations by inviting them in various functions, for special lectures and as mentors for current students in different departments. The main purpose is to help the students, boost their confidence and skills to explore their areas of interest. The college conducts meetings with its Alumni Association They work as inspiration and support system for the current students by sharing their experiences in the college.

The list of teacher incharges of the Alumni Association 'Virasat' for the last five years are listed below:

2015-16	2016-17	2017-18	2018-19	2019-20
Mrs. PankajaVashisht	Dr. Jaspal Kaur	Dr. Shiva Malik	Dr. Shiva Malik	Dr. Shiv
Dr. Jaspal Kaur	Dr. Shiva Malik	Dr. Satinderjit Kaur	Dr. Satinderjit Kaur	Dr. Sati
Mrs. Sabina Chadha	Mrs. Anupam Rani	Dr. Arshdeep Kaur	Mrs. Sabina Chadha	Mrs. Sa
Mrs. Anupam Rani	Mrs. Neha Singh	Mrs. Neha Singh	Dr. Rita Rai	Dr. Rita

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**5.4.2 Alumni contribution during the last five years (INR in lakhs)****Response:** D. 1 Lakhs - 3 Lakhs

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

NAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Response:**

**Vision of the college** is to empower and emancipate women by shaping, sensitizing and inculcating a desire for excellence combined with right attitudes, values, and ideologies.

**The mission of the college** is to "**Let scientific temper live through you**". The motive is to strive and maintain high ideals of regeneration of mankind and transform the society by imparting appropriate skills for livelihood by instilling a scientific temperament amongst students, teachers and all stakeholders.

**Governance:** For fulfilment of the same, the management strives to maintain an open and interactive environment with the teachers. Formal as well as informal meetings between the faculty and the head of the managing committee are a continuous phenomenon. The teachers are made aware of the vision and mission of the institution so that they synchronize their individual efforts and plans with the same. The emphasis on the same is made through the practices like use of rational approach in charting out hierarchy and accessibility. The teachers are actively involved in decision making and execution of the plans. The faculty-members shoulder the various responsibilities as office-bearers which are undeniable for the smooth flow of operations in the college.

**Perspective Plans:** Developing appropriate skills of livelihood and instilling scientific temper in the students is a perennial pursuit at Dev Samaj College for Women. Constant plans are formulated and executed for the achievement of the same. For instance, cells like Career and Placement cell organizes seminars, workshops, placement drives, where students are made aware about the opportunities available to them right after their college. The students are introduced to new different skill development programmes provided by the Government and Non-Government agencies. It is a constant effort to motivate the students to engage themselves in various activities at college and inter-college level to realise their inner potential.

**Participation of teachers in decision making bodies:** The College has a very simple system in place to ascertain the participation of teachers in decision making bodies. The managing committee of the college has two representatives from the faculty and the college IQAC has representatives from the management in it. The setup is to ensure that the teachers have an organized channel to voice their opinions to the management. For instance, a meeting to decide upon the construction activities to be carried out in the college is decided in the meetings having representation from the staff so that a need analysis is carried out from all the angles.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

#### Response:

The college has a highly decentralized structure to facilitate an ease of working and to encourage participation. This is visible in each and every activity and in the decision making process.

In the year 2018 the college was the proud host of Panjab University Zonal Youth and Heritage Festival, Zone B. The Youth Fest, held from Oct 3 to Oct 6, 2018, witnessed a sprawling display of the artistic talent of the participants of nine colleges of the zone. The event as such involved extensive planning and logistics – from coordinating with Department of Youth Welfare, Panjab University, and the other participating colleges to organising the event, soliciting sponsorships and seeking the support of various experts and district bodies.

Planning and execution of the event involved decision making at various levels and stages like:

1. Meeting of the Director, Youth welfare, Panjab University with the Principals and Contingent In-charges of the participating colleges, and the Organizing Committee on 25th July, 2018, to decide the venue, date and the changes in the rules and regulations for the Festival.
2. The Principal convened a meeting with the Organizing Secretaries, and the members of the Organizing Committee of the College, on August 6, 2018, to decide:

- the budget required for hosting the event and to bring out a souvenir for generating additional funds required for the purpose.
- the allocation of duties regarding the receiving, verification and compilation of entries from participating college

3. The Principal held a meeting with the Organizing Secretaries of the college and the members of the Judgement Committee on August 9, 2018. In the meeting

- decision was taken about the remuneration for the judges who were appointed by the Department of Youth Welfare. Dr Shiva Malik, the Convener stressed the need for utmost secrecy.
- decisions were also taken about the files and the judgement format to be provided to the judges.

4. Meeting of the Principal and Conveners was held with in-charges of the college committee for purchasing of trophies and mementoes on August 13, 2018. The members took decisions regarding the allocation of budget for the following:

- number of prizes to be awarded to individual and team winners.
- mementoes to be given to the guests;
- special file folders and badges to be made for the occasion.

5. Principal held a meeting with the Organizing Secretaries and the in-charges of the certificate committee, on August 22, 2018, to decide about the following:

- the certificates to be given to the winners, participants and accompanists;
- the allocation of registration numbers and maintenance of the record. Mrs. Rakhi J Singh, Co-Convener, gave the necessary details required for the printing of certificates, and the maintenance of the record.

With the significant contribution of the teaching, non-teaching, support staff and students, the event proved to be a huge success. The hectic activity that spanned over more than three months provides a good example of participative management in the college.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

The action-plan policy of the college is in alignment with the affiliating university and the UGC. All the strategic plan and deployment documents are sent by Panjab University, RUSA, MHRD and UGC and many are available on their respective websites. The academic quality policies are framed by the IQAC in coordination with the management. Such policies are implemented through various IQAC committees and monitored by the Principal. With the aim to make the college a multi-faculty institution, Bachelor of Science and Masters in Commerce programmes were introduced in the college. This further led to the need of a better infrastructure with computer systems, smart classrooms etc. For the upgradation of infrastructure, the college adopted the usage of Government E-Marketplace (GeM) for online procurement of necessary goods and services. A strategic procedure was established and followed for the implementation of the same. This can be understood as follows:

#### Strategic Plan:

- To identify and analyse the requirement of the newly introduced programmes.
- To form a team to implement the identified needs.
- To get the hands-on the latest procedures for effective usage of through proper training.
- Optimal utilisation of government grants.
- To make sure that the students and teachers benefit from the execution of the above stated plan.

#### Strategic deployment:

- An Immediate meeting was called by the Principal, Technical Committee, Procurement Committee and Finance Committee to initialize the plan.
- The team then organized a Training Workshop on “E-Procurement from GeM” under the aegis of

## RUSA for Private Aided Colleges in Chandigarh

- An understanding was developed of the different ways of making a purchase through GeM through direct purchase, bidding and reverse auction depending on the amount involved and the centralised payment format of PFMS. In order to utilise a grant of RUSA towards the purchase of computers (Desktop systems), a Technical committee was constituted comprising 4 members. The step-by-step procedure was then followed. The bid for the purchase of 32 computer systems was made through GeM and a seller was retrieved transparently after going through comparison sheets. A utilisation of Rupees 15,81,120 towards the purchase of 32 computers was executed and payment settled through PFMS on November 10, 2017.
- The computer systems bought were installed in the computer Lab 1 and 2 have been extensively used by the students of multiple programmes like Bachelor of Computer Applications, Bachelor of Science(IT) and Masters in Commerce ever since.

File Description	Document
strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

#### Response:

The managing body consists of the Dev Samaj Managing Committee guided by the Dev Samaj Managing Council. The committee supervises the overall functioning of the college within the powers defined by the regulatory bodies. The college functions under the supervision of an established regulatory framework consisting of the Panjab University, Directorate of Higher Education and University Grants Commission. Each of these bodies has a representative in the college. Principal is the chief executive and administrator of the college who coordinates all the activities of the college. Principal is also the ex-officio chairperson of the Staff Council which functions through various committees to carry out various functions of the college. The decisions related to academics like workload calculation, library purchases, time tables, maintenance of infrastructure, admission etc. are taken by the Staff Council through its committees, subject to provisions and ordinances of the Panjab

University. IQAC plays a key role in initiating activities that focus on the maintenance of quality and sustainability. The cell meets regularly to make sure the college operations run effectively. The teachers-in-charges of various cells and departments, Bursar, Warden, Librarian, Administration Officer carry out all the functions of the college. The college has a well-defined organizational structure in the administration staff and laboratory staff. Hierarchy of the staff, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism is defined as per the rules of the Panjab University and

approved staffing pattern of the UGC.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

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

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

The college extends certain welfare facilities to the permanent teaching and Non-Teaching staff.

The facilities for the welfare of teaching and Non teaching staff are as follows:

- **Group Insurance:** All the permanent Employees of the college are covered under the personal and accidental Insurance by HDFC Ergo.
- **Contribution towards EPF, Loan against PF:** As per the norms the contribution towards the EPF is made and loans can be advanced out from the PF deposited as per the guidelines
- **Payment of Gratuity:** Employees are covered to be paid Gratuity as per the Payment of Gratuity Act 1972.
- **Payment of Earned leave:** Leave Encashment rules are followed for the covered retiring



personnel.

- **Flexible work Timings:** The Employees are given flexibility to adjust their timings in case of any personal need, for example attending Child's Parents' Day/School Function etc. It is done in such a way that the efficacy of studies of the students is not impacted.
- **Leave:** Leaves are facilitated to the employees and availed by them as per the Panjab University guidelines.
- **Maternity Leave:** Employees are given the facility to avail a 6-month Maternity Leave.
- **Extraordinary Leave:** In a few extraordinary cases as defines the university Employees are granted an extraordinary leave.
- **In-house Salon:** An all-day salon service is available for the use of the Employees inside the college campus at subsidized rates.
- **Loans to Employees:** The Multi-tasking staff can avail a loan against their Salary when in need.
- **Fee concessions:** The wards of the employees are provided with a concession in the fee when they take admission in our college.
- **Canteen, Mess and other eateries:** The College is well equipped with a canteen, a mess, a juice corner and a street food stall for all sorts of eating options available for all the employees.
- **Staff Welfare Committee:** The college looks after the welfare needs through a exclusive committee, where in the welfare related aspects are taken care of.
- **Medical Reimbursement:** The College has a provision for reimbursing medical expenditures incurred by the employees covered under insurance.
- **Staff-offsite:** The staff is taken for regular outings for taking breaks from the monotonous life and to refresh themselves.
- **Stationery and Tuck-Shop:**A provisional store for stationery and other basic necessities is available for the employees.
- **Computer accessibility and Wi-Fi facility:** The College has in place well equipped computer laboratories and Wi-Fi system for the use of staff members in the college premises.
- **Free Residence:** The multi-tasking staff force have been provided with free in-college residences for their families.
- **Free Uniforms:** Free uniforms are provided to the Multi-Tasking staff.

In addition to these facilities Dev Samaj Management plays a key role to provide need based help to staff from time to time as and when the need arises.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 16.6

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

2019-20	2018-19	2017-18	2016-17	2015-16
34	4	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

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

**Response:** 1.6

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

2019-20	2018-19	2017-18	2016-17	2015-16
6	0	2	0	0

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	<a href="#">View Document</a>
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 12.91

#### 6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
10	5	0	12	1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

### 6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

#### Response:

The college has a Performance Appraisal System as per the UGC regulations 2010 (and two amendments thereafter). An Academic Audit is conducted by the IQAC to evaluate the strengths and the areas of improvement for the various departments and the faculty members. To facilitate an efficient working process the institute also has an Annual Appraisal Process (Annual Confidential Report). The teaching staff is required to do a self-appraisal on the basis of:

1. Teaching, Learning, Evaluation and Academic Competency reflected in the academic performance of the students in the Internal (Mid-Semester Exams) as well as Semester Exams held by the Panjab University.
2. Adoption of Innovative teaching methods.
3. Academic and Professional Progress – Research Degree, Orientation Course, Refresher Course, Publications, Research Paper, Training, Faculty Development Programme, Conference, Workshop, Certification Course et al.
4. Contribution towards Extension Activities; Extra Curricular activities (NSS, NCC, Social Responsibility – Gender Sensitization, Environmental Awareness, Cleanliness Drive etc).
5. Governance and Leadership mirrored in the ability to lead teams, organize various academic and non-academic activities in the different clubs and cells; as well as other such events in the entire session.
6. Teaching Methodology, Pedagogy.
7. Best practices initiated or followed for the growth of the students and the institution.

On the basis of the details provided by the teaching staff in the Annual Confidential Report (document attached), the Principal assesses the individual on various parameters of proven diligence, relations with subordinates, administrative abilities, *innovative teaching methodology* and *best practices*, academic as well as *professional growth and research work*, and the *leadership skills* reflected in the personality and bearing, balance and restraint, sociability and work efficiency and commitment of the individual. The performance of the teaching staff is continuously monitored by the Principal also on the basis of the record, the teacher's diary maintained by the teachers, which includes details of the academic and non-academic duties performed by them. On the basis of these performance indicators the teachers apply for CAS based

promotions. As per the UGC directives the API scores indicated in the API system are calculated as per the Performance Based Appraisal System.

Similarly, the non-teaching-staff provides the details of Annual Confidential Report which is assessed by the Office Superintendent and the Principal. They are assessed on the basis of their intelligence including IT skills, disciplined working, honesty and integrity, punctuality and commitment. The library-staff is assessed by the College Librarian on the basis of the details provided by them. For the Non-Teaching Staff the Career Advancement Scheme is not applicable. They may apply for promotion to a senior vacant position. The promotions are done as per government rules and regulations.

The management fosters best practices by acknowledging and appreciating the exemplary performance of the staff members

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The college is extremely particular in maintaining transparency in its financial management through strategic planning and a regularly audited account of its income and expenditure. Regular internal and external audits are an intrinsic feature of the college roster. Each and every financial transaction goes through the lens of the college bursar.

Here in Dev Samaj College for Women, during the years 2013-2014, 2014-2015, 2015-2016, 2016-2017 and 2017-2018 all the expenses made by the college were audited by three different wings of the auditsystem viz. INTERNAL AUDIT, FINANCIAL AUDIT and GOVERNMENT AUDIT by the audit team deputed by the Accountant General (AG), UT Government.

Annual audit is conducted by certified chartered accountants appointed by the Dev Samaj Management Council. This annual exercise is conducted in all the institutions managed by the Dev Samaj Managing Council. All the income and expenditure accounts including the Amalgamated Fund, General Fund, Establishment, the government grants (RUSA, UGC & NSS) and hostel funds are checked and verified by the chartered accountant. The audit report and the balance sheet are sent to the Dev Samaj Head office. In the last five years internal Audits were done in 2014-15, 2015-16, 2016-17, 2017-18 and 2018-19. A continuous monitoring by the chartered accountant leaves no room for audit objections, as their suggestions are incorporated from time to time.

External audits are conducted by government auditors appointed by the Indian Audits and Accounts Department, Office of The Principal Director of Audit (Central), UT Chandigarh. The most recent one was conducted for the financial years 2013-14 to 2017-18 in May 2018. The audit objections, if any, were duly answered and dealt with by the college. The external auditors appointed by the Office of The Principal

Director of Audit (Central), UT Chandigarh, audit the salary accounts of the salary disbursed to the individuals holding government Grant-in-Aid positions, the utilization of government grants – RashtriyaUcchatar Shiksha Abhyan, University Grants Commission, NSS, NCC and any such income and expenditure. Earlier the external audits were conducted once in three years, but now it is done once in five years. Financial audits are also done by government auditors deputed by the DHE (Director, Higher Education), UT Chandigarh.

The RUSA (RashtriyaUcchatar Shiksha Abhiyan) grant is granted by the MHRD, and is continuously monitored by the MHRD and the SPD, State Project Directorate, Chandigarh. The college uploads the action plan on MIS SPD, RUSA. Any expenditure above 2 lakh rupees needs a prior approval of SPD, RUSA. All the expenditure done from the Preparatory Grant as well as the Infrastructure Grant is monitored by MHRD and SPD through Fundtracker. The college regularly uploads all expenditure details, details of all payments done to the vendors, on the Fundtracker. All the photographs of items purchased under RUSA are geotagged. All the payments to the vendors are done through PFMS, Public Fund Monetary System.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 15.09

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

2019-20	2018-19	2017-18	2016-17	2015-16
1.53	7.941	3.1301	1.5118	.9753

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

The accounts division of the college office, headed by the Office superintendent looks after the finances of the college under the supervision of the principal and the management. Separate teams of personnel are established for the purpose of recording all the financial transactions, maintaining the records and developing financial statements to promote and enable internal check. Each teaching department is considered as a separate cost centre and prepares its budget for the year and then submits it with the office. The time-tables are prepared in a way that no part of the college remains unutilized. Each budget goes through the scrutiny of the finance committee and the bursar before it is approved. A budget from all the centers is then consolidated and the annual need is analyzed. The actual is then compared with the budgeted to find the variability in the figures and using it as reference for the preparation of a Zero-Based Budget for each annual year.

Major sources of income for the college and their utilization:

**1. 95% Grants received from Chandigarh Administration:** Being a Grant-in-aid College the college receives grant from the DHE Chandigarh. The strategic plan to procure and utilize the grant is undertaken by the office superintendent Mr. CM Gupta. The funds so procured are utilized in paying salaries to the covered posts.

**2. Grants from University Grants Commission:** The power and responsibility of procuring the grants from UGC are vested in the UGC Coordinator Mrs. Shikha Vohra. The grants so received are deployed towards add-on courses and developmental projects.

**3. Funds received from RUSA-** under MHRD: The RUSA coordinator Dr. Renu Kalra works towards utilizing the grants received from RUSA towards the infrastructural needs identified by the college from time to time.

**4. Fees collected from self-financing courses:** Fees collected from students are recorded in the Day-Book on daily basis. The day-book is the first step of understanding the apportionment of fees amount received into 3 different funds, namely the General Fund, the amalgamated fund and the establishment fund. The general fund is entirely utilized by the college, and as the name suggests the amalgamated fund is shared between the university and the college.

**5. Hostel fees:** Hostel is inhabited by students of our as well as other colleges.

**6. Financial support from Management:** For the staff members not covered under the grant-in-aid post the salaries are aid by the management as per the earnings of the college. The college management prepares and passes an annual budget for the college and disbursement of the college expenses. The college Bursar plays an active role in scrutinizing the college budget and disbursement of money.

**7. Miscellaneous sources of funds like:**

- Sponsorship received from private organizations for conducting seminars, workshops, setting up canopy etc. in the college premises, and preparation of souvenir during youth festival.
- Rent from On-Campus shops, sports academies.

- Income from letting out college premises as a venue for conducting sports championships and tournaments and conduct of exams.
- Free events/workshops/seminars by NGOs, local bodies etc.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

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

#### Response:

The internal quality assurance cell of the college has been increasingly active to work towards the betterment of the college environment and its processes. The cell pro-actively conducted its meetings each year, several times with new agendas towards improvement.

During meeting from 2015-2019, these are a few goals established and two such practices were institutionalized:

1. Parents/students about the monthly status of their attendance gave them a timely indication of their attendance was going good or needed improvement. Taking this as the basis it was imperative to improve the quality of maintenance of our attendance records in a more organized manner and in a way that it is easy to send a timely report of the same to the parents or students. The system so introduced involves 4 steps.

**Step 1:** Every teacher records each day's' attendance in their respective registers.

**Step 2:** Each teacher then re-records the attendance on a slip called the Present students' slip, lecture wise and submits it in the office at end of the day.

**Step 3:** All such slips for the day are then entered manually for each class and each student into the software used to generate attendance reports.

**Step 4:** A month's attendance for each student is consolidated and communicated to parents'/students phone via text message.

2. **Usage of alternate sources of Energy and power:** Sustainability initiatives are said to form the core of quality processes in each organization. Similarly, it was observed that we focus on developing and using alternate sources of energy and power taking in view our consumption. The college successfully installed

solar panels of such capacity that has benefitted the college by saving the power of 62,076 Kwh (approx.). The endeavor is to grow sustainable step by step and formulate such plans which confirm to quality sustainability.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

The IQAC of our college plays a significant role in taking decisions regarding the betterment of on-going processes by constantly reviewing them. The teaching-learning processes too stay under a constant scrutiny for implementing perpetual improvements. The meetings conducted by IQAC post the second accreditation cycle focused on the recommendations of the team. Emphasis was then laid upon the need to improve the professional development levels of the faculty, infrastructure of the college and student center, use of ICT in the daily teaching practices, conduct of remedial classes and changes in the existing feedback mechanism

- **Infrastructure:** The institution has focused on improving its infrastructure in the last five years. Under this a new building was built, with three floors, the basement consisting of multi-utility rooms, seminar room with an electronic podium and projector, an exclusive administrative office, classrooms equipped with smart-boards and furniture, an entire floor for the library and a lift. In addition to this, a new floor was built for the college hostel to capacitate more students. The college recognized the need for moving the gate to a location nearer to the main road and successfully installed the new gate. A new parking was also built to accommodate more vehicles. The student center was provided with new furniture. With an aim to use alternate source of energy, solar panels with the capacity of 62,076 Kwh were installed and put to use.
- **Professional Development of faculty:** As per the recommendations of the accreditation committee focus was to be laid on improving the professional development of the faculty. In the last 5 years, 11 faculty members completed their Ph.D. and 3 faculty members are currently pursuing their doctorate degree.
- **Feedback Mechanism:** Feedback makes an important part of improving quality of operations. The feedback collection mechanism has been systematically digitized to allow an easy collection and assessment. Feedbacks from students, parents, teachers and management are taken using specifically designed forms. After the feedbacks are received they are collated and analyzed on different parameters so as to identify gaps for potential improvement.
- **Teaching-Learning processes:** The process starts with each department carefully dividing the subjects amongst teachers by trying to fit everyone's expertise or area of interest.

1. Emphasis is laid on using pedagogical approaches where the focus is to educate the students with



not just the curriculum but also to teach them the culturally and emotional whereabouts of being educated.

2. Stress is laid on using the usage of different methods of teaching like Role-play, group discussions, power point presentations, brain storming sessions, etc.
3. The reviews of students are then periodically held where in combination with their attendance records, their marks in class tests, their class presence, their participation in various other activities is discussed.
4. The Internal assessment is based on the Mid-semester tests, class tests, attendance, assignments /presentations submitted and participation in co-curricular activities/sports by the students. The assessment prepared by each teacher is reviewed and signed by the respective Head of Department.

Two quality initiatives for specifically to improve the teaching-learning process taken by the Institute have been:

**Use of Information and Communication Technology for teaching-learning processes:** The College encourages the usage of ICT in the regular teaching environment for an increased level of interactional studies. Selected classrooms are equipped with projectors and screens to accommodate a more audio-visual learning practice. Such practices encourage a more participative class environment than ordinary. A careful use of technology is made to acquaint the students to the use of latest software, latest visual content and information to their advantage in studies and in assignments. The use of technology is intelligently incorporated in the assignments and projects given to the students.

**Organization of remedial classes and tutorial sessions:** Keen interest is taken into improving the learning abilities and performance index of students who are not able to fare well in the MSTs or in the class tests so that they can improve their performance in the final semester exams. Conducting remedial classes is a quality practice establishing the need of repetitive learning in certain cases as identified by the teachers. The aim is to improve the understanding level of students about topics which are unclear to them in the class at the first go. Umpteen attempts are made to help the weak students level up their performance

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** B. 3 of the above

<b>File Description</b>	<b>Document</b>
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

The institute regularly takes initiative for the promotion of gender equity through curricular and co-curricular activities. College has an active Women Cell. The Women Cell has been organizing various events like Flash Mobs, Nukkad Natak etc. on the national campaign of "Beti Bachao, Beti Padhao" regularly. Pinkathon rally is organized to promote gender equity in society.

Women of all spheres of life are invited to share their personal experiences. College alumni from Melbourne delved on the importance of loving oneself, forgiving oneself and to be good to be oneself. SSP Chandigarh interacted with students and advised them to speak up against the violators. To promote women entrepreneurship interactive sessions with city women entrepreneur are organized where they share their experience and their success story to motivate the students. Self-training sessions are organised to empower them physically and safeguard themselves against any violence. Various departments of the college organize workshops on the topics of women issues. Department of Political Science organised a workshop on "Human Rights" throwing light, especially on Domestic Violence Act and Sexual Harassment of Women Act at work place. Department of Sociology organised a lecture on the topic "Disappearing Daughters". To uplift the self-esteem of girl students a talk on "Role of women in Nationalist Moment" was conducted by the Department of History.

##### Safety and Security :

The college is well equipped with safety and security facilities. The college campus is under surveillance of CCTV. There are separate washrooms for students, staff and gents. The campus has a walled compound with a watchmen 24x7 at the entry gate of college as well as hostel gate. Fire fighting safety equipment has been installed in the college. Complain box has been put up to collect suggestions or complaint from the students. Information about Students Election and events such as Youth Festival is given beforehand to the area Police Station so that they can provide police security on that day. At the time of admission, the students sign an affidavit to refrain from ragging activities. Action is taken against those found guilty.

##### Counselling:

Counselling is an integral part of the activities undertaken by clubs and cells in the college. These activities sensitize the young girls to respond constructively to disparity and injustice in the society, and inculcates in them socially desirable values to make them responsible citizens.

Eminent personalities from various fields are invited to conduct lectures and workshops on various issues such as Gender Sensitization, Self Defence, Career Counselling, Communication Skills and Personality Development, Human Right, Holistic Health, Self-Awareness and many more. Mentoring sessions are conducted on the regular basis in the college.

**Common Room:**

The college has open green area in the campus, cafeteria, common room facility and indoor games for relaxation of students.. In order to provide better access to basic hygiene facility for girls, Sanitary Napkin Vending Machine has been installed.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Link for annual gender sensitization action plan	<a href="#">View Document</a>

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

**Response:** C. 2 of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

**Solid Waste Management:**

For the collection of Solid Waste garbage bins are placed on the campus, which are later disposed off at proper collection points provided by Municipal Corporation. Garden waste which cannot be recycled is collected and sent to disposal sites. The Scrap Disposal Committee oversees the disposal of raw paper (Raddi) and other material.

### **Liquid Waste Management:**

All waste water lines from washrooms and kitchens are connected to the Municipal sewer system.

### **Biomedical waste management**

Biomedical waste management is not required in our institution.

### **E-Waste Management:**

E-waste is managed in the college as per safety norms, by government approved vendor. An e-waste corner has been made where students and staff members are encouraged to put their e-waste, which is later collected by the vendor.

### **Waste Recycling System**

Raw food and peels from canteen is gathered along with layers of dry leaves in a pit for composting. This fertilizer is used in herbal garden.

### **Hazardous chemicals and radioactive waste management**

In an effort to create an environment friendly, more effective and cost efficient waste, the Department of Chemistry follows the following procedure for the disposal of hazardous chemical laboratory waste.

- Waste materials are segregated properly in different categories because different chemical wastes have different disposal methods.
- Liquid chemical waste is collected in empty chemical reagent bottles which are chemically compatible with the waste to be collected.
- Bottles/ containers with chemicals for disposal are properly labeled with details of the content. Date of packaging is also mentioned
- Waste containers are kept closed at all times except when adding waste to it.
- Chemical bottles are packed in cartons. Flammable chemicals are packed separately.
- Empty chemical bottles are packed in sacks.

File Description	Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Link for Geotagged photographs of the facilities	<a href="#">View Document</a>

**7.1.4 Water conservation facilities available in the Institution:**

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

**Response:** D.1 of the above

<b>File Description</b>	<b>Document</b>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.5 Green campus initiatives include:**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

**Response:** Any 4 or All of the above

<b>File Description</b>	<b>Document</b>
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:**

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions / awards**
- 5. Beyond the campus environmental promotion activities**

**Response:** B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for persons with disabilities ( Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

**Response:**

The institution lays great importance on providing inclusive environment by undertaking number of initiatives on regular basis, as the values, which our students choose to live their lives by now, will ultimately become the values by which they make their future.

The on campus clubs, NSS and NCC carry on such initiatives. Rotaract Club regularly undertakes activities such as Blood Donation Awareness Campaign, Educating slum children and celebrating Diwali with them, visiting Old Age Home and interacting with elderly people. Celebrating Mother's Language Day with school children, celebrating Annapurna Day by providing hygienic and nutritious homemade food to slum children. Under "Thoughts of people about the society and by the society" project by RID 3080, the Rotaractors undertook numbers of humanitarian initiatives such as "Hygiene and Sanitization", "Pledge on peace", "Donate Red, Save Blue and Spread Green", "Reuse", "Feed the soul", "Water bowls for animals", "Candles of happiness", "Menstruation hygiene".

NSS unit of the college annually holds 7 day and night camp as well as undertakes number of other

activities throughout the year such as Self Defence training, Yoga classes, Awareness on Drug Addiction and AIDS, Organ Donation Campaign, Walk and Signature campaign on “Save Animals, Save Humanity” and cleanliness drive. NCC cadets attend National Integration Camp every year.

Dev Samaj Week is celebrated annually in the month of November in which many activities such as “Moral Education Discourse”, Debate, Quiz, Poster making, Slogan writing, Collage making, Still Life Drawing, on the Ideology of Bhagwan Dev Atma are organised. To develop language skills among the youth the Literacy Society organises workshop on Creative Writing Skills and competitions such as Poetry Recitations and Quiz.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

##### **Response:**

Education plays an important role in nation building. Our Institution takes keen interest in imbuing altruistic feelings such as reverence, gratitude, spirit of sympathy, charity, sense of duty among students and employees. At the inaugural function of the new session the students are acquainted about the importance of inculcating these values. To promote the spirit of patriotism and commitment towards National growth, days such as Constitution Day, National Voter’s Day, Yoga Day, Republic Day, AkshayUrjaDiwas are celebrated annually. Wall of democracy has been set up by Electoral Literary Club to create awareness among students about Electoral Process. Eligible voters are motivated to get themselves enrolled online, for which helpdesk has been set up in the college office. Awareness talks on Human Rights, Health and Hygiene, Environment Conservation, Road Safety and other social issues are held on regular basis. To imbibe sense of gratitude and love, college prayer is recited everyday. Students participate in Youth and Heritage Festival every academic year with avowed purpose of keeping in touch with our glorious art, literature, culture and heritage.

Regular meets of Mentoring groups are held in the college to inculcate sense of discipline and scientific temperament. There are various on campus clubs. The students are encouraged to join these clubs as it helps to foster practical skills such as time management, leadership and sense of responsibility in them.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>



**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

Yes, the institution celebrates the National and International days, events and festivals. Celebrating events and festivals is integral part of learning and helps to build strong cultural belief, by cherishing the thoughts and ideologies of great personalities. The National festivals unite the whole country for celebrating under one roof, portraying national unity and patriotism. Important days like Independence day, Republic day, Constitution Day, National Voter's day, AkshayUrjaDiwas, Yoga day are celebrated with great enthusiasm. The birth and death anniversaries of great Indian personalities like Mahatma Gandhi, SardarVallabhbai Patel, Jawahar Lal Nehru are also celebrated with great zeal.

Celebration of Gandhi Jayanti helps the students to understand the ideology of Mahatma Gandhi. On this day NSS unit along with other clubs undertake cleanliness drive in the college and village Burial. Teacher's day is celebrated by the students to mark the birth anniversary of Dr. Radhakrishnan. To acquaint the students about the contribution of SardarVallabh Bhai Patel in the freedom struggle 'RashtriyaEktaDiwas' is celebrated by taking a pledge and organising run for unity. Children's Day is celebrated with underprivileged children on the birth anniversary of PanditJawaharLal Nehru. Functions are held on International Women's Day, International Girl Child Day, Human Rights Day, AIDS Day, National Science Day and National Sports Day to create awareness about these events.

AkshayUrjaDiwas is celebrated to create awareness about the development of renewable energy. Republic day is celebrated by the NCC cadets by participating in parade and hosting National Flag. Awareness is created among the students about the significance of Constitution Day. On the National Voter's Day various competitions are held to convey the importance of casting vote. International Yoga day is celebrated to make the students realise that by practicing yoga one can grow into a better human being with

a sharp mind, good health and relaxed soul.

Other than observing these days various festivals such as Teej, Lohri, Basant and Holi are also celebrated in the college

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

#### Response:

#### Title of the practice – Maat Pita SantanDiwas

**Objective of the practice** – In Dev Samaj great significance is laid on inseparable, inescapable and inevitable relationship of a human with existence around him, be it human world, animal world vegetable world or the inanimate. With this objective in mind celebrating one of the most valued human relationship, that of parents and children is an annual feature of the college.

**The Context** – In today’s fast moving world where human relationships are taking a back seat, a platform is provided for the students to pay gratitude and reverence to their parents, who provide guidance, support and unconditional love to their children. Upholding the college motto “Acquire Knowledge Build Character” the college besides providing knowledge and skill for better future also imbibes ethical values among the students by observing Maat Pita SantanDiwas.

**The Practice** – Maat Pita SantanDiwas is celebrated in a unique manner every year to make it memorable for everyone. Students attend this function along with their parents and express their feelings by sharing incidents and reciting self composed poems on the occasion. Skit is also presented by them to pay reverence to their parents.

**Evidence of Success** – The success of any initiative depends on the positive response one gets. In regard to Maat Pita SantanDiwas parents have shared that they have observed positive change in their children and better understanding has developed between them. Following this transformation participation in this event has increased with each passing year.

**Problems Encountered** – At times it is challenging to convince some students about the importance of this day as sometimes they hesitate to convey their feelings to their parents.

**Best Practice-2**

**Title of the Practice: Extension activities focusing on Women Empowerment.**

**Objective of the Practice:-** The vision of most worshipful founder of Dev Samaj was to provide equal opportunities for education and work for women in the society. Adhering to this vision, the mission of the college is to empower women by providing them quality education along with mentoring them to become liberated women, which is essential for sustainable development of the country.

**The Context:** Educational institution can play a significant role in fostering confidence and independence among women so that they can discriminate between wrong and right , and make correct choices in life.

**The Practice:** Various extension activities are undertaken on Regular basis by NCC, Clubs and Cells which focus on empowering women. Women's day is celebrated annually in the college. Women entrepreneurs are invited to share their success story to motivate the students. Interactive session with high Police officials is organized to encourage girls to speak up against the violations. Flash-mobs are organized at public places to spread the message of BetiBachao, BetiPadhao through interesting dance, song and role-play skills. Self defence training sessions are conducted to give effective tips and techniques to students for their safety and defence. Talks and workshops on gender sensitization, holistic health, career counselling, human rights, communication skills and personality development are conducted for all round development of students.

**Evidence of Success:** There is a visible change in overall personality of the students as these activities create awareness and foster confidence in them. Keeness to participate in these activities can be seen among the students.

**Problems Encountered:** Greater participation of students and faculties is not possible due to tight academic schedule.

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>

**7.3 Institutional Distinctiveness**

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

The Dev Samaj(a unique religious moment) was founded in 1887 by the most Worshipful Bhagwan Dev Atma. The Dev Samaj considers women education essential for their social, moral and spiritual upliftment. DevSamaj College for Women, Chandigarh started with a humble beginning in 1981 to blossom to its present position. Located in Burail village, Sector-45, the college has carved a distinctive place for itself even after majority of the students come from low income families with minimal exposure in the cultural

and sports arena and lowest rung academically. Nurturing these students to excel in various fields is the priority for the institution. The college focuses on catering to the social, emotional and educational needs of the students to make them realize their full potential.

Over the past 38 years the Institution has functioned with the sole aim of ensuring access to quality education, particularly to those who struggle to access mainstream learning. The students with mediocre profile are selected in various co-curricular activities and sports, and then given the right exposure and guidance so that they can create a mark for themselves.

Some of the students who have excelled in various fields are –

Asha Kumari – Hailing from a humble background, Asha Kumari daughter of migrant labour of Bihar was admitted in the college with 52% marks in 12th class(CBSE) with Hindi medium. She was encouraged by her teachers to switch over to English medium. Her quest for learning along with guidance provided by teachers made her improve her score from 52% to 75% in B.Com. and 78% in M.Com.

Sukhleen – According to Sukhleen she realized her passion for public speaking in 10th class, but lacked confidence to stand firm and speak. With the trust and never ending support from college teachers she became bold enough to participate in co-curricular activities. She stood first in Zonal and Inter-Zonal Youth Festival Debate Competition and also represented Panjab University at Inter-University Level Debate Competition. With proper guidance and motivation, she was able to expand her horizon in all fields, be it academics, leadership, cultural activities, social work or public speaking. She received “Girl Star Award” from State NSS Cell, Chandigarh. After pursuing Applied Economics from Christ University she is working with Deloitte at present. Explaining her success story, she says “I owe these accolades to the teachers who nurtured my skills and art with their teachings, dedication and trust, and the college which gave me atmosphere to bring the best out of me”.

Deepa – She is A Grade handball player of Chandigarh. In 2014 as a student of this college she participated in Handball in Asian Games at South Korea. Later on she participated in World University Championship in Spain and Asian Games 2018 in Indonesia. At present she is working in Indian Railways under Sports Talent Quota at Chandigarh.

Mehakpreet Kaur – The motivation from the teachers encouraged her to participate in dramatics and organize functions in the college. This made her realize her hidden talent. Today she is Managing Director at Surkhwaab Creations and House of Dance, one of the best Event Management Company, which is brain child of Mehakpreet.

YashikaGoyel – When Yashika joined college she was a modest student who lacked confidence. With continuous encouragement and guidance her journey from a timid person to becoming President of Rotaract Club and later the College President, who was honoured with “Student of the Year Award” was possible.

The college believes that education is the process of enlightening divinity which is within and every interaction between the student and teacher should transform students. The teachers recognize that they have to be self-aware and self-directed, then only they can create self-directed students. The institution works towards inspiring students to fulfil their potential and takes pride in it.

<b>File Description</b>	<b>Document</b>
Link for appropriate web in the Institutional website	<a href="#">View Document</a>

NAAC

## 5. CONCLUSION

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### Additional Information :

During the last five years, the college has transformed in both quantitative and qualitative form. We have received preparatory and infrastructure grant under the aegis of RUSA, a flagship programme of MHRD which has helped the college improve infrastructure use renewable energy and improve facilities for teaching-learning. Some of the highlights are as follows:-

1. Additions in girls' hostel: - The College has added 17 new rooms to accommodate more students from other state.
2. Solar Power Plant: - The College has setup 40Kwp solar power plant to generate clean renewable energy.
3. Smart Classrooms: - The College has upgraded smart classrooms by installing interactive flat panels, projectors and motorized projectors screen.
4. Installation of Elevators:- The college has installed elevator which has enabled persons with special needs to access all classrooms , library, and other facilities.

### Concluding Remarks :

The foundation of the College is laid on principles of Dev Samaj which aims at social, moral and spiritual upliftment of humanity. The Institute distinguishes itself in the cause of female education and emancipation. Special attention is paid in the institution to inculcate among students altruistic feelings and make them responsible and rational citizens. In the four decades of its existence, the college has strived to provide quality education to the girls for their holistic development, at the same time inculcating a scientific temperament amongst them.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.3.2	<p><b>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</b></p> <p>1.3.2.1. <b>Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>6</td> <td>4</td> <td>5</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>151</td> <td>154</td> <td>152</td> <td>150</td> <td>148</td> </tr> </tbody> </table> <p>Remark : as per clarification and data provided</p>	2019-20	2018-19	2017-18	2016-17	2015-16	5	6	4	5	4	2019-20	2018-19	2017-18	2016-17	2015-16	151	154	152	150	148
2019-20	2018-19	2017-18	2016-17	2015-16																	
5	6	4	5	4																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
151	154	152	150	148																	
2.1.2	<p><b>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)</b></p> <p>2.1.2.1. <b>Number of actual students admitted from the reserved categories year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>101</td> <td>47</td> <td>47</td> <td>66</td> <td>60</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>101</td> <td>96</td> <td>71</td> <td>66</td> <td>60</td> </tr> </tbody> </table> <p>Remark : as per data provided after clarification</p>	2019-20	2018-19	2017-18	2016-17	2015-16	101	47	47	66	60	2019-20	2018-19	2017-18	2016-17	2015-16	101	96	71	66	60
2019-20	2018-19	2017-18	2016-17	2015-16																	
101	47	47	66	60																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
101	96	71	66	60																	
2.3.3	<p><b>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )</b></p> <p>2.3.3.1. <b>Number of mentors</b></p> <p>Answer before DVV Verification : 53</p> <p>Answer after DVV Verification: 46</p>																				

Remark : as per data provided after the clarification

**2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**

**2.4.3.1. Total experience of full-time teachers**

Answer before DVV Verification : 439.45

Answer after DVV Verification: 433.58

Remark : as per data provided after the clarification by the HEI

**2.6.3 Average pass percentage of Students during last five years**

**2.6.3.1. Number of final year students who passed the university examination year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
381	394	388	417	375

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
371	340	350	362	326

**2.6.3.2. Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
381	394	388	417	380

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
388	394	393	417	375

Remark : as per data provided in the clarification for the year 2018-19 only 87% have pass the examination

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**4.1.3.1. Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 43

Answer after DVV Verification: 19

Remark : as per data provided in the supporting documents.computerlab should not be counted



under classroom and seminar hall

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
33.43	112.53	125.25	99.36	2.30

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
413.63	112.53	125.25	99.36	2.30

Remark : as per data provided by the hei

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
35	21	25	19	22

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
8	4	7	2	10

Remark : data as provided by the HEI

**7.1.4 Water conservation facilities available in the Institution:**

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Answer before DVV Verification : A. Any 4 or all of the above

Answer After DVV Verification: D.1 of the above  
Remark : as per proofs provided

7.1.6 **Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:**

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Answer before DVV Verification : A. Any 4 or all of the above  
Answer After DVV Verification: B. 3 of the above

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>11</td> <td>11</td> <td>10</td> <td>8</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>354</td> <td>363</td> <td>361</td> <td>339</td> <td>315</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	10	11	11	10	8	2019-20	2018-19	2017-18	2016-17	2015-16	354	363	361	339	315
2019-20	2018-19	2017-18	2016-17	2015-16																	
10	11	11	10	8																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
354	363	361	339	315																	
2.1	<p><b>Number of students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1304</td> <td>1282</td> <td>1204</td> <td>1210</td> <td>1236</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1304</td> <td>1282</td> <td>1204</td> <td>1210</td> <td>1237</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	1304	1282	1204	1210	1236	2019-20	2018-19	2017-18	2016-17	2015-16	1304	1282	1204	1210	1237
2019-20	2018-19	2017-18	2016-17	2015-16																	
1304	1282	1204	1210	1236																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
1304	1282	1204	1210	1237																	
2.3	<p><b>Number of outgoing / final year students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>388</td> <td>394</td> <td>388</td> <td>417</td> <td>375</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p>	2019-20	2018-19	2017-18	2016-17	2015-16	388	394	388	417	375										
2019-20	2018-19	2017-18	2016-17	2015-16																	
388	394	388	417	375																	

2019-20	2018-19	2017-18	2016-17	2015-16
388	394	393	417	375

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
53	54	53	50	50

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
46	44	44	41	46

4.2 **Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
118.18	147.76	198.26	167.22	72.90

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
118.18	198.76	198.26	167.22	72.90