Sri Guru Teg Bahadur Khalsa College Anandpur Sahib

(Under the Management of S.G.P.C., Sri Amritsar)
(Affiliated to Punjabi University, Patiala)

Estd. 1968

Re-Accreditation Report
Cycle-2

Institution Track ID : PBCOGN12575

Submitted to :

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE

Anandpur Sahib - 140118

Managed by Shiromani Gurdwara Prabandhak Committee, Sri Amritsar

Affiliated to Punjabi University, Patiala.

Ref. No: SGTB/ 14-15/10889

Dated: 25-12-14

The Director
National Assessment & Accreditation Council(NAAC)
P.O. Box No. 1075, Nagarbhavi
Bangalore-560072, Karnataka (India)

Sub:-   **Submission/Uploading of Re-Accreditation Report(RAR) on College Website www.sgtbcollege.org.in**

Reference :   Track ID PBCOGN12575

Respected Sir,

This is with reference to your letter No. NAAC/NR/BSP/ Cycle-II/GN/12575 Dated 31st July, 2014 regarding the submission/ uploading of RAR Cycle-II. We are pleased to inform you that the college has uploaded   Re-Accreditation Report (RAR) Cycle-II on college Website **www.sgtbcollege.org.in.**

The said report has been prepared as per manual for self study for affiliated/constituent college (effective from 1.4.2012).

This is for your kind information and further necessary action.

Yours faithfully,

Principal
S.G.T.B. Khalsa College
Sri Anandpur Sahib (Ropar)

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PROFILE OF THE COLLEGE

1.   **Name and Address of the College:**

Name :	Sri Guru Teg Bahadur Khalsa College
Address :	Anandpur Sahib Distt. Ropar
City :	Anandpur Sahib
State :	Punjab - 140118
Website :	www.sgtbcollge.org.in

2.   **For Communication:**

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Kashmir Singh	O:01887-232037 R:01763-229870	9915712370	01887-232138	kashmir_tera@yahoo.com
Vice Principal	Dr. Darshanpal	O:01887-232037 R:01887-232048	9872106050	01887-232138	darsh_palz@yahoo.co
Steering Committee Co-ordinator	Dr. Darshanpal	O:01887-232037 R:01887-232048	9872106050	01887-232138	darsh_palz@yahoo.com

3.   **Status of the Institution:**

Affiliated College   ✓

Constituent College

Any other (specify)

4.   **Type of Institution:**

a. By Gender

    i. For Men

    ii. For Women   ✓

    iii. Co-education

b. By Shift

    i. Regular   ✓

    ii. Day   ✓

    iii. Evening

5. **It is a recognized minority institution?**

Yes ✓

No

If yes specify the minority status : *Religious*

The documentary evidence of Minority Status : *ANNEXURE-I*

6. **Sources of funding:**

Government

Grant-in-aid ✓

Self-financing ✓

Any other (SGPC, Sri Amritsar - College Governing ✓

Body)

7. **a. Date of establishment of the college** : *July, 1968*

b. University to which the college is affiliated : *Punjabi University, Patiala*

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	*May,1983*	
ii. 12 (B)	*May,1983*	

The Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act : *ANNEXURE-II*

d. Details of recognition/approval by statutory/regulatory bodies other than UGC

(AICTE, NCTE, MCI, DCI, PCI, RCI etc.) Not Applicable

Under Section / clause	Recognition / Approval details Institution / Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	NA	NA	NA	NA
ii.	NA	NA	NA	NA
iii.	NA	NA	NA	NA
iv.	NA	NA	NA	NA

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

Yes ✓ No

If yes, has the College applied for availing the autonomous status?

Yes ☐   No ☑

9. **Is the college recognized?**

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

   Yes ☐   No ☑

   If yes, date of recognition: **NA**

   b. for its performance by any other governmental agency?

   Yes ☐   No ☑

   If yes, Name of the agency   **NA**   and   Date of recognition: **NA**

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

Location *	Semi-Urban
Campus area in sq. mts.	**52609.18 sq. mts. (13Acres)**
Built up area in sq. mts.	**8825.79 sq. mts.**
Agricultural Land	**20234.28 sq. mts. (5 Acres)**

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

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

- Auditorium/seminar complex
  with infrastructural facilities   ✓
- Sports facilities
  * Play ground   ✓
  * Swimming pool   ✕
  * Gymnasium   ✓
- Hostel
  * Boys' hostel   **No**
  * Girls' hostel   **Yes**
  i.   Number of hostels   01
  ii.   Number of inmates   25

iii. Facilities

Medical Facility	Visitors Room
R.O. System	Mess
Lady Helper	Library Cum Reading Room
Common Room	Gen. Set
LED and Dish	Wi-Fi Connectivity
Table Tennis, Chess and Carom Board	
Security Arrangement	
Water Heating Arrangement	

Teachers are accommodated in special rooms fitted with full facilities at subsidized rates

∗Working women's hostel :

i. Number of inmates **NA**

ii. Facilities (mention available facilities) **NA**

- Residential facilities for teaching and non-teaching **No**
- Cafeteria **Yes**
- Health centre **No**

First Aid- **Yes**

Out Patient- **No**

In Patient **No**

Emergency **Yes**

Health centre staff –

Qualified Doctor Full Time: **No**

Qualified Doctor Part Time: **Yes**

Qualified Nurse Full Time: **No**

Qualified Nurse Part Time: **No**

- Facilities like

Banking (ATM Facility) **Yes**

Post office **No**

Book shops **Yes**

- Transport facilities to cater to the needs of students and staff: **Yes**
- Animal house **No**

- Biological waste disposal **Yes**
- Generator or other facility for management/regulation
  of electricity and voltage **Yes**
- Solid waste management facility **Yes**
- Waste water management **Yes**
- Water harvesting **Yes**

12. **Details of programmes offered by the college (Give data for current academic year 2014-15)**

SI. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instructions	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	B.A.	3 Years	+2 All Streams	Eng./Hindi /Punjabi	No Limit	630
		B.Sc.(N.M.)	3 Years	+2 Science		450	312
		B.Sc.(Med.)	3 Years	+2 Science		100	42
		B.Sc. (Agr.)	4 Years	+2 Science		250	209
		B.Com.	3 Years	+2 Comm.		228	209
		B.Com.(P)	3 Years	+2 Comm.		380	260
		B.Com.(A&F)	3 Years	+2 Comm.		120	56
		B.B.A.	3 Years	+2 All		180	31
		B.C.A.	3 Years	+2 All		150	129
	Post-Graduate	M.A. (Punjabi)	2 Years	B.A.	Punjabi	76	40
		M.A. (Hist.)	2 Years	B.A.	English	76	30
		M.A. (Hindi)	2 Years	B.A.	Hindi	38	13
		M.A. (Eng.)	2Years	B.A.	English	38	15
		M.Com.	2 Years	B.com./BBA	English	76	76
		M.Sc.-IT	2 Years	Graduation	English	38	37
		M.Sc.-IT(L.E.)	2 Years	PGDCA	English	38	-
		M.Sc. (Maths)	2 Years	Graduation	English	38	31
		M.Sc. (Physics)	2Years	B.Sc.	English	38	36
		M.Sc. (Chem.)	2 Years	B.Sc.	English	38	38
	Certificate courses	Spoken English	1 Year	10+2	English	30	15
	PG Diploma	PGDCA	1 Year	Graduation	English	60	25

13. **Does the college offer self-financed Programmes?**

Yes ✔   No ☐

If yes, how many? 18

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

Yes	✓	No	×	Number	17

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

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Department of Physics	Yes	Yes	No
	Department of Chemistry	Yes	Yes	No
	Department of Botany	Yes	No	No
	Department of Zoology	Yes	No	No
	Department of Mathematics	Yes	Yes	No
	Department of Agriculture	Yes	No	No
Arts	Department of Hindi	Yes	Yes	No
	Department of Physical Education	Yes	No	No
	Department of History	Yes	Yes	No
	Department of Religious Studies	Yes	No	No
	Department of Economics	Yes	No	No
	Department of Political Science	Yes	No	No
	Department of Defence Study	Yes	No	No
	Department of Journalism and Mass Communication	Yes	No	No
	Department of Gurmat Sangeet	Yes	No	No
	Department of Fine Art	Yes	No	No
	Department of Music Vocal	Yes	No	No
	Department of Punjabi	Yes	Yes	No
	Department of English	Yes	Yes	No
Commerce	PG Department of Commerce and Management	Yes	Yes	No
Any Other (Specify)	PG Department of Computer Science	Yes	Yes	No

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

a. annual system | 01 |

b. semester system | 19 |

c. trimester system | Nil |

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17. **Number of Programmes with**

a. Choice Based Credit System   `Nil`

b. Inter/Multidisciplinary Approach   `Nil`

c. Any other (specify and provide details)   `Nil`

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

Yes ☐   No ☑

If yes,

    a.   Year of Introduction of the programme(s)   **NA**

         and number of batches that completed the   `Nil`

         programme

    b.   NCTE recognition details (if applicable)

         Notification No.: …………**NA**……………

         Date: ………**NA**…………

         Validity:………**NA**……..

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

         Education Programme separately?

         Yes ☐   No ☑

19. **Does the college offer UG or PG programme in Physical Education?**

         Yes ☐   No ☑

         If yes,

    a.   Year of Introduction of the programme(s)……**NA**……. (dd/mm/yyyy)

         and number of batches that completed the   `Nil`

         programme

    b.   NCTE recognition details (if applicable)

         Notification No.: ……………**NA**……………

         Date: ………**NA**………

         Validity:……**NA**………

    c.   Is the institution opting for assessment and accreditation of Physical education

         Programme separately?

         Yes ☐   No ☑

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

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government	1	0	05	02	16	0	11	01	06	0
Recruited	1	0	05	02	01	0	04	01	05	0
Yet to recruit	0	0	0	0	15*	0	7*	0	01*	0
Sanctioned by the Management/ society or other authorized bodies Recruited	0	0	03	0	20	61	17	02	07	0
Yet to recruit	0	0	0	0	0	0	0	0	0	0

*State Govt. has freezed the Grant-in-aid posts since 2005.

21.   **Qualifications of the teaching staff:**

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
Ph.D.	01	0	05	02	05	03	16
M.Phil.	0	0	04	0	0	0	04
PG	0	0	0	0	01	04	05
Temporary teachers							
Ph.D.	0	0	0	0	0	03	03
M.Phil.	0	0	0	0	03	08	11
PG	0	0	0	0	10	41	51

22.   **Number of Visiting Faculty /Guest Faculty engaged with the College.** 01

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

Categories	Year 1 (2010-11)		Year 2 (2011-12)		Year 3 (2012-13)		Year 4 (2013-14)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	65	96	59	116	93	114	69	112
ST	0	0	0	0	0	0	02	05
OBC	43	71	23	36	59	77	83	101
General	231	431	354	563	411	651	601	807
Others	339	598	436	715	563	842	755	1025

24. **Details on students enrolment in the college during the current academic year (2014-15)**

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1873	329	-	-	2202
Students from other states of India	30	25	-	-	55
NRI students	-	-	-	-	0
Foreign students	-	-	-	-	0
Total	**1903**	**354**	**-**	**-**	**2257**

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

UG   7.33%   PG   4.07%

26. **Unit Cost of Education for the year 2012-13 :**

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

(a) including the salary component (13812161/1405)   Rs. 9831

(b) excluding the salary component   Rs. 2426

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

Yes   `   No   ✓

If yes,

a) Is it a registered centre for offering distance education programmes of another University

Yes   No   ✓

b) Name of the University which has granted such registration.   **NA**

c) Number of programmes offered   Nil

d) Programmes carry the recognition of the Distance Education Council.   **NA**

Yes   No

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

Teacher-Students Ratio

S. No.	Programme Level	Name of the Programme/ Course	Teachers	Students	Teacher Student Ratio
1.	Undergraduate	B.A.	18	630	35
		B.Com.	5	209	41.8
		B.Com. (Professional)	6	260	43.3
		B. Com. (A & F)	2.375	56	23.6
		B.B.A.	2.375	31	13.1
		B.C.A.	5.125	129	25.2

		B.Sc. (Non-Med.)	16.5	312	18.9
		B.Sc.(Med.)	6.37	42	6.6
		B.Sc.(Agriculture)	5.75	209	36.3
2.	Post Graduate	M.A. (Punjabi)	2.5	40	16.0
		M.A. (English)	1	15	15.0
		M.A. (Hindi)	1	13	13.0
		M.A. (History)	2.67	30	11.2
		M.Com.	2.5	76	30.4
		M.Sc. (IT)	3	37	12.3
		M.Sc. (IT) Lateral Entry			
		M.Sc. (Mathematics)	1.5	31	20.7
		M.Sc. (Physics)	2.25	36	16.0
		M.Sc. (Chemistry)	2.58	38	14.7
3.	PG Diploma	PGDCA	1.5	25	16.7
4.	Certificate Course	Certificate Course in Spoken English	1	15	15.0

29. **Is the college applying fo**r

Accreditation : Cycle 1 ☐   Cycle 2 ✓   Cycle 3 ☐   Cycle 4 ☐

Re-Assessment: ☐

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refer to re-accreditation)

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

Cycle 1 : **2006**   Accreditation Outcome / Result : **B+**

*The copy of accreditation certificate(s) and peer team report(s) as an **Annexure-III***

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

251 days

32. **Number of teaching days during the last academic year**

(Teaching days means days on which lectures were engaged excluding the examination days)

220 days

33. **Date of establishment of Internal Quality Assurance Cell (IQAC)**

IQAC : **July, 2006.**

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

S. No.	Report	Date of Submission
1.	AQAR 2006-07	18-05-2007
2.	AQAR 2007-08	22-06-2008
3.	AQAR 2008-09	15-07-2009

4.	AQAR 2009-10	04-08-2010
5.	AQAR 2010-11	21-09-2011
6.	AQAR 2011-12	04-12-2014
7.	AQAR 2012-13	05-12-2014
8.	AQAR 2013-14	08-12-2014

35. **Any other relevant data (not covered above) the college would like to include. (Do Not include explanatory/descriptive information)**

1) The management of the college (SGPC) has allotted **Five Acres** of Agricultural Land to the college. The Agriculture Department of the college will use the land for developing Orchard and for Research in Floriculture and Organic vegetables.

2) Six Faculty Members of the college are pursuing **Ph.D.**

3) The college has started **Five Courses** during 2014-15 Session.

Criterion I:
Curricular Aspects

2. Criteria - wise Inputs

Criterion I : Curricular Aspects

1.1 Curriculum Planning and Implementation.

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

Sri Guru Teg Bahadur Khalsa College is one of the premier Institutions affiliated to Punjabi University, Patiala. Ever since its inception in 1968, it has been a beacon of knowledge and purposeful education for the entire belt that lies between Hoshiarpur and Ropar. Named after the Ninth Guru, the college seeks to give contemporary relevance to the Prophet's message of righteous living and selfless service to humanity while drawing its motivational force from the serene atmosphere that permeates through the hallowed town of Sri Anandpur Sahib, the birth place of the Khalsa.

We take pride in mentioning that this college is one of the prestigious educational Institution under the management of Shiromani Gurdwara Prabandhak Committee (Amritsar), the single largest representative body of the Sikhs enacted under special Act of Indian Parliament. This apex religious body primarily responsible for the upkeep of the sacred Sikh shrines and propagation of religion, also runs a large number of schools and colleges providing quality education to all, particularly the downtrodden and economically weaker sections of the society. Following the vision of the Gurus, this organization has taken upon itself to carry the light of knowledge even to the fringe areas so as to counteract the onslaught of Western influence and to create awareness and opportunities among the young persons by giving them opportunities to make them self reliant and employable in the competitive world of today.

Our Vision :

"Shubh Karman Te Kabhun Na Taron"

(" May I never refrain from righteous deeds")

True to this ideology, this college recognizes the importance of imparting such education as will transform the youth into mentally enlightened, morally upright and enterprising individuals who will have the confidence and skills required to follow the right path and to hold their head high in society. It can be possible through right thinking which springs from right learning. We firmly believe that only right thinking can lead

to right action, for this reason all our efforts are directed towards making wholesome individuals who are action- oriented, mentally alert and morally strong.

Our Mission :

The college, through its activities strives to achieve the ultimate goal of education, i.e. emancipation of mind, in order to promote it as an institution of excellence by providing the rural youth with educational opportunities enriched with high moral and ethical values along with latest technology so that the students are well-fitted in the present-day volatile global scenario.

Our Objectives :

- To provide students with the market relevant, need-specific and latest academic programmes in order to enhance their professional competence.
- To create conducive academic environment for the students so as to develop the best of skills for pursuing knowledge and develop into global citizens.
- To provide the best educational resources and essential infrastructures in order to convert them into confident and employable youth.
- To involve students in such activities, services and experience which foster personal growth by inculcating ethical and human values.
- Above all, to create value based knowledge society.

The vision and mission of the institution are communicated to the students, teachers, staff and other stakeholders through our programmes and policies. They are reflected even in the admission of students and selection of teachers. Our admission process is very transparent affair and all the rules are followed strictly. Special care is taken to see that economic backwardness does not thwart the chance of a bright student' chance for higher education. In the selection of teachers also merit is given high priority. No type of discrimination is allowed in the college. All efforts of the teachers and students to acquire more knowledge are given fair encouragement. The curriculum transaction is completed well in advance of the examination.

Programmes to enrich the academic ambience with co-curricular and extracurricular activities are given special thrust. The institution pays special attention for maintaining a calm and peaceful atmosphere. Political or factional rivalries are totally absent in the campus. Our extra-curricular and co-curricular programmes give special attention to supplement the students' knowledge with professional skills.

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

The college prepares a detailed action plan every year before the commencement of the new academic session. The deviations in the implementation of the curriculum during the previous year are reviewed and corrective actions are planned for the pursuing academic session. The college Academic Council prepares detailed action plan for the effective implementation of the curriculum whereby following measures are taken :

- All the Heads of the Departments are directed to prepare and follow a mechanism for the effective implementation of the curriculum. Meetings of all the teachers in the departments are held at regular intervals.
- Department Heads share the 'To-do' list with the teachers. Information is sought from them regarding the curriculum accomplished in the light of the vital course content.
- Individual teachers prepare the class-room activities on the lines of the syllabus plan with minute considerations to details (such as data, figures etc.). A specimen copy of the syllabus plan is attached.
- Departments prepare their own academic calendar(s) which correspond to the compiled Academic calendar of the institution.

Course content of the entire curriculum is segmented according to the academic calendar of the institution. For example :

(i) Course content to be covered before MST-I & MST-II for semester system classes.

(ii) For annual system, course content is planned according to the terms falling before Autumn break, Winter break and House Exams etc.

(iii) Timetable is prepared and implemented for the completion of the curriculum as per the syllabuses of each class. It is circulated among the students and staff members at the beginning of the new academic session.

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

1. Detailed Academic Calendar for the session is conveyed by the University to all its affiliated colleges for disseminating information to the students and teachers.
2. Detailed and revised syllabuses are made available before the commencement of the session.
3. Regular teachers are nominated as the members of various Boards of Studies responsible for preparing/modifying details of the syllabuses.
4. Inspections are carried out by the representatives of the University at the time of initiating a new course in the college.
5. Teachers are invited to attend conferences, work-shops and seminars organized by related departments of the University.
6. University organizes Orientation and Refresher courses for the teachers.

For effectively translating the curriculum the institution provides maximum working days, adequate infrastructure, teaching-learning aids as well as conducive academic atmosphere. In addition to that, requirements of the teachers are invited for effective implementation of the curriculum and they are provided with necessary support. Affiliating University, i.e. Punjabi University, Patiala, provides practical and procedural guidelines by various means. More specifically the following additional support system is available to the teachers:

i.   Well-stocked Library with collection of latest books, journals and magazines, e-lib facility with INFLIBNET.
ii. Smart class rooms equipped with audio-visual aids.
iii. Wi-Fi enabled campus and
iv. 24-hour internet access.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction of the curriculum provided by the affiliating university or other statutory agency.

The institution follows a well-regulated time-table for effective curriculum delivery. Curriculum is designed by Punjabi University, Patiala and the affiliating colleges have to strictly abide by it. After taking into account the feedback received from the students and other class-room situations, the teachers on the panel of board of studies request the University to introduce or curtail a certain portion of the syllabus. Accordingly, study materials are updated from time to time and the students are updated

with latest knowledge in their field of study. Latest books and journals on the concerned subjects are purchased in time and placed in general library for students' use. The college has sufficient computer and science Labs equipped with latest electronic gadgets and other equipments. Departmental workshops, national and state level seminars and guest lectures are conducted regularly in the college.

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

The college has also set up career guidance cell which helps in networking and interacting with the industry. The institution motivates the departments to take the students to industrial visits related to their subjects (I.T. industries, Chemical industries, Banks, Co-operative societies, Scientific research institutes etc.). Students of various professional courses undertake Industrial Training courses as a part of the curriculum which helps them to gain practical knowledge in their field of study. Various business houses and industrial bodies are invited to the college to conduct Mock Interviews and Mock Tests. Seminars and workshops are organized in collaboration with research bodies such as ICSSR, UGC, DST etc.

1.1.6 **What are the contributions of the institution and/or its staff members to the development of the curriculum by the university ? (number of staff members/departments represented on the Board of studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

Teachers can influence curriculum planning only indirectly. Staff members who happen to be on the Board of Studies make suggestions regarding the relevance and requirement of particular course content. They give their suggestions to improve the quality of syllabus by including the current trends in the syllabus. For this the teachers mainly depend upon the feedback of the students and their co-teachers.

The institution constantly collects feedback from different stakeholders and well-wishers. PTS meetings, the Alumni meetings and IQAC provide a forum for collecting feedback from public. The data collected as feedback is consolidated and the opinions are discussed during meetings of the college council, IQAC, Academic Committee and Departmental Committees.

The output is communicated to the appropriate bodies through institutional agencies. The matters regarding the institution are communicated to the management

through the Principal. Academic matters are put before the relevant/concerned University bodies through teacher-members. At present, the following faculty members are representing the college in the Board of Studies of the University :

1. Dr. Kashmir Singh   -   Dept. of Commerce and Management
2. Dr. Darshan Pal   -   Dept. of English
3. Dr. Sucha Singh Dhesi   -   Dept. of Physical Education
4. Prof. Jagdish Singh   -   Dept. of Physics
5. Dr. Maninderjeet Kaur   -   Dept. of Chemistry
6. Dr. Malkeet Singh   -   Dept. of Hindi
7. Dr. Manjeet Singh   -   Dept. of Commerce and Management
8. Prof. Mohd. Anwar   -   Dept. of Business Studies

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

No, it is mandatory for the institution to follow curriculum plan of the affiliating University. The institution works in an affiliated system where the normal academic programmes and curricula are controlled by the University. However, the institution is making full use of the opportunities offered by co-curricular and extra-curricular activities for supplementing the curriculum and giving it an institution-specific orientation.

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

Periodical reviews are conducted and findings are further discussed in Academic council to ensure that the objectives of the curriculum are achieved. Students' feedback is acquired through regularly held Tutorial classes and random quizzing. Mid-semester and house exams are held at regular intervals to assess the students and to analyze the proper implementation of the curriculum. Attendance reports of the students from the faculty members are sought to ensure the completion of the curriculum. Feedback system is also utilized to monitor the faculty performance and the status of syllabus completion. The management involves itself in reviewing the university examination results.

1.2   Academic Flexibility

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

In addition to the regular academic programmes, the college offers Punjabi University's Add-on course of Spoken English for communication skills for the students of all streams. The objective behind starting this course five years ago has been to give an opportunity to the students (coming from rural background) to improve their proficiency in English and to make them more eligible for the job market. A Diploma course (PGDCA) to provide knowledge in computer application has also been started by the college. It is meant to make the students of this educationally backward area computer savvy and well-equipped by making available to them the latest developments in information technology.

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

Punjabi University does not allow the college to offer independent programmes. The horizontal and vertical movement of students to select their choice of papers and streams has to be within the prescribed framework of the affiliating University. The students, currently doing their degree/course, are not permitted to appear for any other degree of their choice.

1.2.3   Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond :

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

The college is affiliated to Punjabi University, Patiala. It is mandatory for the institution to follow the rules and guidelines of the University in terms of academic flexibility. The college does not enjoy autonomy in the matters of syllabus preparation

or framing of new courses. Short term courses such as Personality Development, Basic Computer. Knowledge and Coaching for competitive purposes are however offered from time to time along with the main course work.

- The college has taken up all other core/elective options which suit the needs of the students and the feeding area catered by the institution. The college cannot opt for all core/elective options offered by the university because of the limitation of the resources as well as a small number of takers.
- Choice based credit system has not yet been adopted by the affiliating university and the prevailing system of percentage is in mode.
- Some of the courses offered by the University subscribe to modular pattern/form. For example, the syllabus structure of some Elective subjects give the students choice of modules.
- There is no provision for Credit Transfer and accumulating facility by the affiliating university.
- There is a provision for lateral and vertical mobility in the initial days of an academic session. Students are given the opportunity to change subjects within the streams or change the course across the stream within the first month of the entry level courses.
- Enrichment workshops and seminars are held for the benefit of students at regular intervals, but there isn't any provision for an enrichment course as such because the courses and the course contents are designed by the affiliating University.

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

Yes, The college offers following self-financed programmes:

S. No.	Programme	Annual Fee	Duration
Post Graduate			
1	M.Sc. IT	37595	2 years
2	M.Sc. IT (Lateral Entry)	48745	1 year
3	M.Sc. (Physics)	37295	2 years
4	M.Sc. (Chemistry)	37295	2 years
5	M.Sc. (Maths.)	25845	2 years

6	M.Com.	27545	2 years
7	M.A. (English)	22905	2 years
8	M.A. (Punjabi)	22905	2 years
9	M.A. (History)	22905	2Years
10	M.A. (Hindi)	22905	2 Years
11	PGDCA	27295	1 year
Under Graduate			
1	BCA	35295	3 years
2	B.Sc. (Agriculture)	44025	4 years
3	BBA	35295	3 years
4	B.Com. (A & F)	27025	3 years
5	B.Com (Regular)	20750	3Years
6	B.Com (Professional)	31283	3 Years

Admission to all these courses is essentially merit-based. Quality and not the quantity is given preference. The courses are well-advertised long before the commencement of the actual admission process and prospective applicants are asked to register themselves to ensure their seats.

The curriculum of these courses is enriched with more extra-curricular activities such as seminars, workshops, projects, trainings etc.

The fee structure of these self-financed programmes is comparatively higher, but very much within the limits set down by the University for privately managed institutions.

The institution appoints well qualified and experienced faculty members as per UGC guidelines. Only the subject knowledge and quality aspects qualify the faculty members for an appointment in the institution. Special incentives in the form of salaries are also offered to the deserving ones.

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

Yes, without transgressing its jurisdiction, the college has devised programmes such as special coaching programmes for the rural youth to cover up and compensate for their lack of proper orientation. There is also provision for short term Personality

Enhancement Courses to pull up the level of the educationally and economically backward students so that they can match the expectations of global employment market. Remedial courses/classes in various subjects are especially offered to improve the performance of the low-scoring students.

Details of additional skill oriented programmes and their beneficiaries (2013-14) :

Sr. No.	Courses/classes	No. of Students benefitted	Percentage of Successful students
1	Coaching Programme	120	56%
2	Personality enhancement	257	80%
3	Remedial Course	469	75%

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

This type of facility is not made available to the colleges by the University.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the university's curriculum to ensure that the academic programmes and institution's goals and objectives are integrated ?

The academic programmes offered to the students are in line with the institution's goals and objectives and they, directly or indirectly, address the needs of the society. They are relevant to the regional, national and global trends and developments. Also, staff members on various panels of Board of Studies make requisite recommendations to the University keeping in view the goals and objectives of the institution so that curriculum can be improved and framed in such a way as to develop the best of skills for pursuing knowledge while paying attention to self-development, community and national development. This is the only available mechanism to integrate academic curricula and the goals and objectives of the institution. The college has started a number of new professional programmes/courses in the last 5 years and the purpose of

starting such courses is to transform the youth into employable work-force relevant for the current market.

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

The academic curricula designed by the University are reviewed and updated periodically and the college tries to find innovative methods to communicate different topics of curriculum to the students in order to make them employment- oriented.

Practical aspects are focused along with modern audio- visual teaching techniques, workshops and case studies related to the curriculum. Market relevant topics are selected to prepare the students for jobs and placement in the market. To enrich and organize the curriculum, the institution arranges:

- Guest lectures
- Industrial trainings
- Experts in different subjects and areas of study are invited during the semester
- Lectures are organized about dynamic market needs to acquaint them about the employment situation
- Teachers provide students with the most progressive, need-specific and latest know-how to enhance their professional competence. With the changing trends of time, courses such as graduation and post-graduation in Computer Application have been added. Similarly, B.Com (Accounting & Finance), B.Sc. (Agriculture), M.Sc. in Physics, Chemistry and Mathematics have also been included.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate change, Environmental Education, Human Rights, ICT etc. into the curriculum ?

The college follows co-education system; hence every teacher takes the responsibility of communicating general understanding about gender equality. Gender sensitization programmes are organized to help students overcome gender biases. Awareness regarding gender factor is also created through lectures and interaction between students and teachers. The college has formed a 'Nanni Chaan' club to sensitize the society (girls in particular) about the issues related with girl child.

Environmental education as a compulsory subject has been introduced by the University. Changes in the climate circle is an essential part of the EVS course. The college celebrates the Birthday of Seventh Sikh Master – Guru Har Rai Ji - as the 'World Sikh Environment Day'. Other than this, celebrating tree-plantation day (Van Mahotsav) is a regular feature of every session. Students are encouraged to participate in poster-making, paper-reading competitions to heighten the awareness about clean and healthy environment. NSS, Environment Club, NCC and other social clubs and societies of the college combine to inculcate awareness among students about human rights. All these cross cutting issues are also highlighted through tutorial groups.

Majority of teachers use ICT for supporting the contents of their lectures and for enhancing the students' comprehensibility. Most of the class rooms are equipped with projectors and audio-visual aids. Computer and internet facility is available in all the departments. College has ICT enabled Language Lab. College library, accounts branch, examination department are fully computerized.

The college has been given a piece of agricultural land by the management which will be specifically utilized for setting up an orchard and for cultivating organic farming based vegetables and floriculture. This institution is named after the Ninth Sikh Master – Sri Guru Teg Bahadur Ji – who sacrificed his life for protecting the human rights of people who did not profess his faith.

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

Moral and ethical values :

Special celebrations and competitions on particular religious days are part and parcel of the college cultural calendar. Divine blessings are sought in the form of prayer in college campus at the beginning of every new session. Special Prayers, including students and the entire staff members are held at the start of every month (Bikrami Saka Calendar). Students are given guidance and counselling to follow moral and ethical value system. The college has also the provision for Religious Studies as one of the elective subjects for the under-graduate students. We have an active anti-ragging cell which observes the students closely against any criminal incident of ragging. Till date, no ragging case has ever been reported in the college campus or hostel.

Employable and life skills:

Industrial trainings, workshops, seminars, conferences, guest lectures, remedial coaching classes are conducted to ensure employable and life skills. Personality development and competition coaching classes are also held during summer break.

Better Career Options:

Career guidance cell has been constituted which appraises the students from time to time about career opportunities available to them. Clippings from the newspapers about career options and entrance tests are displayed well in time on the notice boards.

Community Orientation:

Membership of Guru Gobind Singh Study Circle is open to all those students who might wish to join it. This organization conducts exams and holds camps on ethical and religious lines. The NSS unit of the college takes out 'Chetna Marches' and conducts various awareness drives to make students socially accountable and responsible citizens. SGPC, the premier sikh religious body, also holds special religious exams. In this way concerted efforts are made by the college for the holistic development of the students. The District administration also organizes seminars and awareness programmes about voting rights, traffic rules, anti-drug and anti-corruption etc. During these awareness programmes, community participation is encouraged.

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

The main curriculum is designed by the University and it is mandatory for the college to follow the curricula of various courses as prescribed by the affiliating university. Still, certain efforts are made to improve the curriculum keeping in view the goals and objectives of the institution. Students are served feedback performas (at the end of the course) for the analysis and assessment of the curriculum. Their suggestions are compiled and discussed in the Academic advisory council of the college. Direct feedback collected through interaction with the students is supplemented with the information gleaned from the feedback performas. Suggestions are also invited from the alumni, academic peers and the community. Requisite suggestions are communicated to the University by the teachers who are members of different Boards of Studies. The University gives due consideration and weightage to the suggestions and recommendations received from the stakeholders.

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

IQAC, faculty meetings, periodical reviews by the committees, Board of Studies, academic advisory council, other regulatory bodies of the institution and the University help to monitor and improve the quality enrichment programmes developed by the institution.

1.4 Feedback System

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

The Institution is affiliated to Punjabi University, Patiala, and the curriculum is basically designed and planned by the members of the Board of Studies. The faculty members who are on the panel of different Boards get a chance to influence the curriculum in its gestation state, albeit indirectly. They have the feedback from the students and they know the prevailing trends of the feeding area. These factors are conveyed to the core planners of the curriculum.

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

The Institution gives high priority for collecting feedback from different stakeholders. Students and parents are the prominent sources of our feedback. The Departments and individual teachers collect direct feedback from students through elaborate performas which permit exhaustive analysis of the programmes, practices, strengths and limitations of the system, individuals as well as the Institution. Feedback from the parents is collected during PTS meetings. Academic peers provide a strong correcting force. The Institution gets many opportunities to interact with academic peers officially as well as unofficially and the views of these persons are valued with high respect. A lot of data is generated by feedback from different sources. The Institution has representation in various bodies of the University through its faculty and they also provide a route for communicating the Institutional opinion and suggestions. The University introduced Semester system in various courses during the year. Due to

the suggestions put forth by the faculty members, the University revised the curriculum of English Elective (B.A. I) making it more streamlined and student-friendly.

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

New Programmes/Courses introduced by the institution during the last four years are as given under :

S. No.	Programme/Course
Undergraduate Courses	
1.	B.Com. (Professional)
2.	B.Com. (A & F)
3.	B.B.A.
4.	B.Sc. (Agriculture)
5.	B.C.A.
6.	Certificate Course in Spoken English
Postgraduate Courses	
1.	M.A. (Punjabi)
2.	M.A. (Hindi)
3.	M.A. (English)
4.	M.A. (History)
5.	M.Sc. (IT)
6.	M.Sc. (IT) Lateral Entry
7.	M.Sc. (Physics)
8.	M.Sc. (Chemistry)
9.	M.Sc. (Mathematics)
10	M. Com.
11.	PGDCA

The basic rationale behind the introduction of these courses has been the persistent demand expressed by the students and other stakeholders. For example, B.Sc. Agriculture is area-specific and has turned out to be very popular with agricultural community. On the other hand, courses such as B.B.A., B.Com.

(Professional), B.Com(Accounting & Finance) are market-relevant and enhance employability in the corporate sector/business world. The introduction of Masters in some subjects enable the students to fulfill their ambition for higher education while saving them the expenditure of going all the way to the University in Patiala or Chandigarh. These new courses are also significant milestones in the institution's onward march. They have upgraded the institution while adding to its esteem.

Any other relevant information regarding curricular aspects which the college would like to include.

The college has got approval from Punjabi University, Patiala, for starting M.Sc. programmes in Mathematics, Chemistry and Physics. Two new subjects–Music Vocal & Fine Arts– have also been approved by the University. M.A. courses in English and Hindi have also been sanctioned by the University.

Criterion II:
Teaching – Learning and Evaluation

Criterion II : Teaching-Learning and Evaluation

2.1   Student Enrollment and Profile

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

Publicity :

The college is using techniques to ensure wide publicity to the admission process, which include college prospectuses, institutional website, CCTV publicity mode, flax boards, pamphlets and advertisements in regional/national newspapers. Teams of the college teaching staff visit schools and colleges of the area well before the admission time to publicise college profile among the prospective admission seekers through documentary and visual aids.

Information imparting/career counselling and guidance cell of the college is active during pre-admission days. Special hand-outs and brochures are prepared to disseminate adequate information about activities, achievements and profile of the college.

Transparency :

Our admission process to various courses is very transparent, for the rules and regulations of the state government, affiliating university and the college management committee are strictly followed and equity with regard to geographical area, socio-economic strata, cultural or demographic backgrounds is strictly maintained. Irrespective of all these considerations, admission is open to all the deserving ones. Admission Committees, under the convenership of senior staff members are constituted. The admission process of all the affiliated colleges is controlled by common rules and schedule fixed by the University. Applications are invited for different courses and subjects as per the prescribed schedule, and merit list is prepared and displayed on the college notice board and college website. Last dates of admission, with or without late fee, are also adhered to. Three days are given for depositing the fees to those students whose names appear in the college merit list. All details regarding admission process are fully disclosed in all the publicity documents being used by the college, such as prospectus, pamphlets, brochures etc.

2.1.2   Explain the details the criteria adopted and process of admission (Ex (i) merit (ii) Common admission test conducted by state agencies and national agencies(iii)

combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

Merit is the only criterion and consideration for admission to various programmes and courses in the college. Applications are invited well in advance. Specific admission committees concerned with different streams conduct the interview taking into account all the queries and admission requirements of the students. After due processing, merit list is prepared and displayed on college notice board and website. There is no such course in the college for which common entrance test by national or state agency is required.

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

Minimum percentage of the marks essential for the eligibility to a particular course has been clearly laid out by the affiliating University and that minimum percentage is strictly adhered to by the college. While comparing the percentage of marks for admission at entry level with nearby colleges, it has been noted that, relatively speaking, the admission seekers with better percentage opted for this college. In some of the courses SGTB Khalsa College has been the only choice for the admission seekers as this college is the only institution offering those courses in this area. For Example, B.Sc. (Agriculture), B.Com (Professional), B.Com (Accounting and Finance) and M.Sc. in the subjects of Physics, Chemistry and Mathematics. In addition to these courses, subjects like Religious Studies, Defense Studies, Gurmat Sangeet give an edge to the college over other neighboring colleges as these subjects are not offered by them.

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

During every session the admission process is reviewed and new strategies are worked out to improve the process/procedure. The Principal of the college and college Academic council hold meeting after the admission is over to analyse the drawbacks and discuss the strategies to fill up the loopholes, if any. Students' profiles are also scrutinized to trace out the scope for improvement in admission process.

Before the start of the admission process, high-powered admission committee is constituted which scrutinizes previous admission procedure and its implications in the light of the students' profiles. On the basis of this scrutiny, a blue-print for the coming session is prepared to improve the process further.

The strategies followed have brought improvement in the admission process, making it more transparent and student friendly. Consequently, the strength of the students, both quantitatively and qualitatively, has also improved effectively. Thus, such kinds of efforts as these have considerably contributed to the improvement and refinement of admission process.

2.1.5 **Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate how the admission policy of the institution and its student profiles demonstrate/reflect the national commitment to diversity and inclusion -- SC/ST, OBC, Women, Differently abled, Economically weaker sections, Minority community, Any other.**

These categories are taken special care of while designing and preparing the admission process. Relaxation in the percentage for admission as per central government rules is ensured. Similarly, reservation of seats for SC/ST/OBC is maintained according to state/national norms. There is also adequate provision of scholarships for the SC/ST/OBC/, differently abled and single girl child sponsored by the state government, by UGC, by the college management and by some NGOs.

Separate cell is constituted to help the students in filling up the scholarship forms for those categories of students who deserve such scholarships. Students belonging to these categories are assisted in getting their scholarships in time. The information about scholarships available to them is well-publicised through specially designed flax boards and notice-boards. Some staff members are deputed to help the students with their scholarship forms. They make all out efforts to smooth out the process of completing the forms so that the beneficiaries may get their scholarship amount duly.

As far as women/differently abled/weaker sections are concerned, the college administration, certain NGOs and other agencies provide the required help to such students. Our management has always paid special attention to the education of girls and encourages admission of women candidates in different courses. The college

deploys buses for helping the girl students to commute conveniently from adjoining towns and nearby villages.

There is no discrimination at any level. Minority communities are treated like all the rest. All efforts are made to ensure their admission if they fulfil the conditions set forth by the University.

The college administration pays special attention to ensure that differently abled students do not face any difficulty while attending their classes. They are assisted personally by the office, library and canteen staff.

Diversity of the Students (2014-15)

Courses (1)	Female (2)	Male (3)	General (4)	SC (5)	ST (6)	BC/OBC (7)	Minority (8)	Total (4+5+6+7)
Under- Graduate								
B.A.	326	305	408	123	10	90	356	631
B.Com.	117	95	160	35	-	17	76	212
B.Com.(Prof.)	163	102	202	49	-	13	71	265
B. Com (A&F)	29	28	38	9	-	10	19	57
B.B.A.	26	10	25	6	-	5	10	36
B.Sc. (Agri.)	55	154	150	38	-	21	100	209
B.Sc. (N.M.)	243	72	234	49	-	32	104	315
B.Sc. (Med.)	40	3	35	4	-	4	20	43
B.C.A.	80	55	100	22	-	13	98	135
Post- Graduate								
M.A.(Eng.)	13	4	11	3	-	3	6	17
M.A. (Hindi)	11	2	10	2	-	1	3	13
M.A. (Punjabi)	34	7	32	5	-	4	19	41
M.A.(History)	24	6	22	5	-	3	14	30
M.Com.	68	8	63	8	-	5	32	76
M.Sc. (Chem.)	32	6	32	3	-	3	14	38
M.Sc. (Phy.)	36	0	30	4	-	2	14	36
M.Sc. (Maths)	28	3	24	6	-	1	18	31

M.S c. (IT)	25	1	19	4	-	3	19	26
M.Sc.(IT)-LE	11	1	10	1	-	1	3	12
P.G.D.C.A.	18	12	20	6	-	4	8	30
Certificate Course in Spoken English	7	2	4	2	-	4	1	9
Total Students	**1386**	**876**	**1629**	**384**	**10**	**239**	**1005**	**2262**

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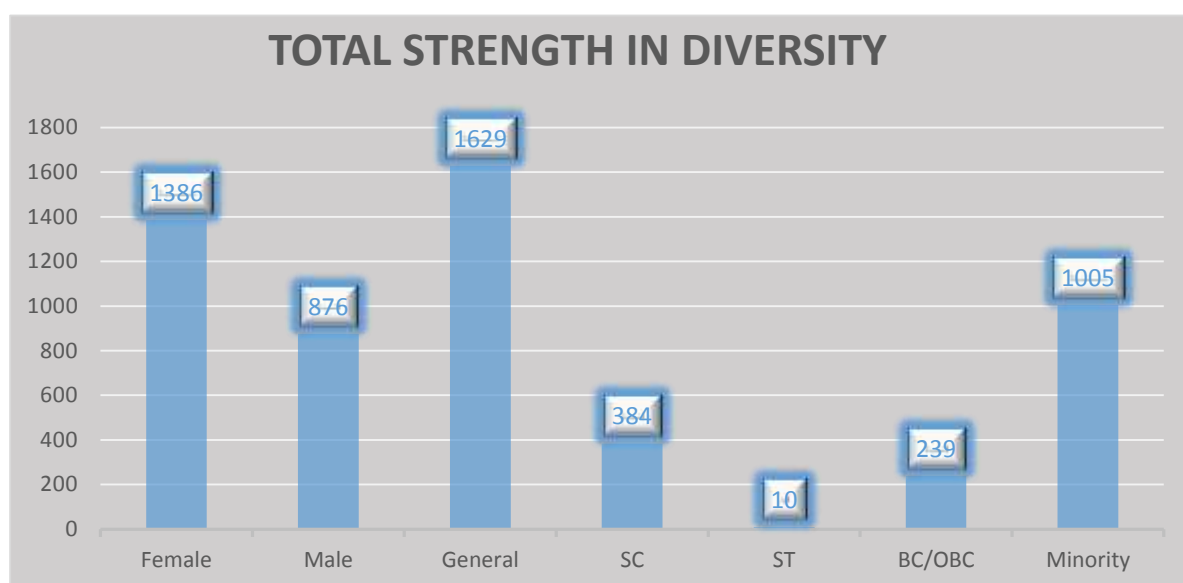
2.1.6. Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e. reasons for increase/decrease and actions initiated for improvement.

Programme	No. of Applications (A)				No. of Students admitted (B)				Demand Ratio C= (A/B)			
	2011-12	2012-13	2013-14	2014-15	2011-12	2012-13	2013-14	2014-15	2011-12	2012-13	2013-14	2014-15
Under Graduate												
1.B.A.	450	550	700	650	426	501	637	630	1.1	1.1	1.1	1.0
2. B.Com.	165	170	215	230	155	163	195	209	1.1	1.0	1.1	1.1
3. B.Com.	120	196	254	290	110	175	229	260	1.1	1.1	1.1	1.1
4. B. Com. (A & F)	-	-	18	68	-	-	18	56	-	-	1.0	1.2
5. B.B.A.	30	50	36	38	29	45	30	31	1.0	1.1	1.2	1.2

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6. B.C.A.	145	145	148	146	141	138	138	129	1.0	1.1	1.1	1.1
7. B.Sc. (Non-Med.)	95	167	258	354	80	150	237	312	1.2	1.1	1.1	1.1
8. B.Sc.(Med.)	28	23	40	57	28	23	37	42	1.0	1.0	1.1	1.4
9. B.Sc.(Agriculture)	45	90	135	260	33	69	113	209	1.4	1.3	1.2	1.2
Post Graduate												
1.M.A. (Punjabi)	38	36	40	48	36	34	38	40	1.1	1.1	1.1	1.2
2. M.A. (English)	-	-	-	20	-	-	-	15	-	-	-	1.3
3. M.A. (Hindi)	-	-	-	18	-	-	-	13	-	-	-	1.4
4. M.A. (History)	-	-	13	38	-	-	13	30	-	-	1.0	1.3
5. M.Com.	-	30	78	89	-	26	62	76	-	1.2	1.3	1.2
6. M.Sc. (IT)	70	64	42	46	63	52	36	37	1.1	1.2	1.2	0
7. M.Sc. (IT) Lateral												
8. M.Sc.	-	-	-	38	-	-	-	31	-	-	-	1.2
9. M.Sc. (Physics)	-	-	-	42	-	-	-	36	-	-	-	1.2
10. M.Sc. (Chemistry)	-		-	46	-	-	-	38	-	-	-	1.2
11. PGDCA	40	25	20	30	30	20	17	25	1.3	1.3	1.2	1.2
12. M.B.A.	20	09	-	-	20	09	-	-	1.0	1.0	-	-
13. Certificate Course in spoken English	16	14	14	23	16	14	14	15	1.0	1.0	1.0	1.5

2.2   Catering to Student Diversity

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

Differently-abled students are given special attention right from the date of submission of the application for admission. All applicants belonging to this category are granted admission if they fulfil the eligibility criteria of the affiliating university. Special steps are taken to facilitate the mobility of the physically challenged students, such as :

i.   Differently-abled student are allocated that section which has the classroom on the ground floor.

ii.   Student helpers are provided in all blocs to voluntarily help the physically challenged to move around with ease.

iii. In case the need arises, scribes authorized by the University are provided.

iv.   Wheel chair is made available for those physically challenged who require it.

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

Yes, there is a provision for assessing students' knowledge and skills before the commencement of the programme. The information collected from students' profiles is used as the base for assessing the students' needs. Factors such as general background, percentage of marks, economic-geographical and demographic aspects are taken into consideration to assess knowledge and skills available to them. Once their needs and problem areas have been earmarked and assessed, essential steps are taken, such as special classes, counselling by senior faculty members, group discussions with the peers etc. in order to alleviate their fears and apprehensions.

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

Conscientious efforts are made to fill up the knowledge gaps of the enrolled students through following strategies :

- Students who register themselves for professional courses during the new session are called to participate in Bridge courses conducted by senior faculty members. These Bridge courses are conducted before the commencement of the classes. Potential admission seekers at undergraduate level are invited to attend bridge course once the XIIth class exams are over.

- Remedial courses are arranged for low-scoring students of commerce and science streams specially and in the subject of Mathematics invariably. These courses have always proved to pull up the level of the students.

- Extra classes are also organized on Sundays and during holidays to enhance the performance of the students (high scoring as well as low scoring). These special classes sharpen their learning skills and grasping power while helping the students prepare for examination in a more thorough manner.

- Departmental as well as inter-disciplinary seminars, group-discussions and declamation contests are organized from time to time as enrichment programmes.

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

There is a provision for an orientation programme for the freshly appointed staff members at the start of the session, during which they are sensitized on these issues. The orientation programme precedes the regular teaching work and includes guest lectures, inter-active sessions with the senior faculty and the Principal, Once the staff has been sensitized, that information is percolated through the students. They are further sensitized about the issues of gender and inclusion in tutorial classes and through specially organized lectures. Students are not discriminated on the basis of their disability, unprivileged status or economic backwardness. Monetary help is also given to such students and most of the staff members contribute to the corpus meant for such help. Senior faculty members convince the fresh joiners to extend help towards this noble cause. All the students study environmental science as a compulsory subject. In addition to that they are also enlightened about the preservation of environment during N.S.S. activities.

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

An initial assessment of the students' capabilities is made by analyzing the marks scored during the qualifying examinations. The institution identifies the advanced learners through students' profiles collected at the time of admission. The institution conducts two mid-term tests in addition to regular class tests. These two assessing practices enable the teacher/tutor to identify advanced learners.

Special and personalized attention is paid to the needs of advanced learners. They are encouraged to study so as to get university positions. There is a provision for Mentor-Mentee Club to develop enhanced rapport among teachers and students. They can seek personal guidance and get career-counselling during their interaction with their tutors. This helps in their skill development and knowledge development as well.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk

of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided) ?

Students' profiles collected at the time of admission are the main source of information about the academic performances of students with poor abilities. An initial assessment of the student's capacity is made by analyzing the marks scored in the qualifying examination. Mid-term tests also help in identifying the slow learners. The information given in admission forms is also used to identify students coming from disadvantaged sections or economically weaker sections. Students are guided to apply for available scholarships if they come from economically weaker or disadvantaged sections of society. They are also advised to take their course books through Book Bank. A close watch is kept over the attendance and class-room performance of the students. Those falling short in the matter of attendance are called and counselled by teachers in general and by career guidance cell in particular. Their parents/guardians are informed about the situation and asked to come and discuss. Those who profess their inability to continue studies due to financial reasons are given financial aid through Staff Fund, Red Cross Fund or through the funds donated by some philanthropic individuals and NGOs.

2.3 Teaching – Learning Process

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

After proper deliberations the Principal and the members of the college Academic council prepare academic calendar of the new session every year. It contains the details not only of the academic activities but also of all other activities in the college. The academic calendar is uploaded on the college website. Students are informed about it through notices as well.

Class-room teaching is scheduled as per the dates prescribed by the affiliating University and the academic calendar corresponds to that time-schedule. Teaching plan is prepared by each teacher according to the specific requirements of the allocated subjects in proportion to the allotted periods. Weekly or monthly plan of the syllabus is duly communicated to the students and the copy of the same is given to the Dean Academics for effective implementation. Heads of the Departments ensure that the

proposed teaching plan is strictly adhered to. Departmental calendars, which include special activities and monthly events, such as tests, seminars, guest lectures etc., are also charted out in tandem with the main academic calendar.

Academic council meetings, departmental meetings and staff meetings are conducted from time to time to discuss the academic plans and matters. A suggestion box has been installed in the college and the students provide their feedback regarding the academic programmes and the quality of teaching through it. Students are also encouraged to interact with the faculty members regarding their academic issues and problems.

Evaluation blue print is prepared well in advance alongside the academic calendar. The evaluation schedule is based on class tests, mid-semester tests, house tests, conditional tests and the final examination. The schedules of house tests and mid-semester tests are incorporated in the academic calendar itself at the commencement of the new academic session. The students are also evaluated on the basis of their class work, assignments, class participation, projects, workshops, viva and seminars.

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

IQAC is operative in the college as per the UGC/NAAC requirement and it is consistently working towards realizing the goal of quality enhancement and sustenance initiatives. IQAC of the college monitors the entire academic programme through sustained efforts to improve the academic and administrative performance of the institution. The part of the syllabus covered, lesson plans and the notes prepared by the teachers are often cross-checked.

IQAC has periodical interaction with the students and the faculty to create a healthy environment for teaching and learning. Monthly tutorial classes are held to get feedback response from the students. Parents and other stakeholders are regularly informed about quality related institutional processes adopted by the college.

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

Sufficient support system is available in the form of well equipped, computerized library, internet connectivity, on-line journals, laboratories furnished

with latest equipment and audio-visual aids. This support structure is used by the teachers to make classroom teaching more effective.

In addition to the support structure, learning is made more student-centric and interactive by ensuring that the teaching session should also be learning session for students. This is accomplished by the following process. The teacher widens his/her knowledge by thorough study supplemented with departmental discussions, and then prepares the topic with focused interest. The information collected thus is then imparted to the students verbally and graphically. For the purpose of collaborative learning, seminars, group discussions, workshops, guest lectures, soft-skill boosting sessions and academic functions are organized from time to time.

The teacher is responsible for the learning of students and uses every skill at his/her disposal to engage the students' interest and to make them work. Teachers also suggest books for independent reading and thus guide the students to broaden their self-study according to their individual capacities. Lecture is prepared taking into view different levels of students present in the class.

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

To inculcate critical thinking among the students, the college has made special provision for library period in the Time Table. During the library period they are expected to expand their learning by consulting books other than those of their course work. Students are also involved in group discussions and asked to respond to mock situations related to their subject areas. To nurture creativity besides critical thinking, students are encouraged to write for the college magazine. Essay writing competitions are also organized for the students to whet their creative instincts. Various kinds of activities and competitions are included in the departmental teaching plans; for example, poster and collage making, quiz and declamation contests, documentaries and ppt presentations etc. Scientific temper is developed by giving the students an experience of industrial trips, educational tours and trade fairs at regular intervals. Students are also sent to exhibitions and science fairs.

2.3.5 **What are the technologies and facilities available and used by the faculty for effective teaching ? e.g. Virtual laboratories, e-learning resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission**

on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The entire campus of the college is fully Wi-fi enabled. On-line connectivity is available for 24 hours. Teachers are free to access internet in their own departments and in the college library, as per their teaching needs. Teachers are also encouraged to use ICT tools for the effective implementation of the curriculum. Some classrooms are fully equipped with latest pedagogical requirements such as digital smart boards, LCD projectors, laptops etc. The Language Lab of the college aims at improving communication skills in English.

The college has fully computerized and well-stocked library having a wide variety of books, journals and magazines. This collection is further updated and replenished on regular basis as per the requirements of the faculty and the students. The college also possesses the e-library facility from INFLIBNET. The teachers regularly visit the library and use its resources for widening their knowledge base in order to polish their teaching skills.

The college also has well-equipped science and computer laboratories with ultramodern and sophisticated apparatus such as Analytical balance, Incubator, high quality Binocular Microscopes, Laminar flow, Autoclave, Kjeldahl appratus, G.M. counter, C.R.O. (Two Beam), Spectrometer, Laser, Diffraction Grating, Newton's Ring appratus etc.

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

Students are exposed to advanced level of knowledge and skills through workshops, seminars and extension lectures. They are also sent to other institutions to participate in various competitions.

Orientation programmes are organized in the college for the faculty. At the beginning of every session the faculty is exposed to the challenges and expectations confronting them as teachers. These and other vital issues pertaining to classroom teaching are addressed by experts and special invitees from teaching and administrative fields.

Teachers and students are also exposed to expert views and guidance through National level and State Level seminars, talks/lectures held during the session. Faculty

members are encouraged to attend conferences, workshops, symposiums, etc. The teachers are also motivated to undertake research projects.

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

Majority of the students benefit during every session from various cells and clubs formed to help and guide the students. The college has Women Guidance Cell, 'Nanni Chaan' Society, Greviance Redressal Cell, Counselling and Guidance Cell, Mentor-Mentee Club besides regularly held Tutorial Classes. These cells are active all through the session and take up issues falling within their respective spheres whenever the need arises. The faculty members are always available to provide professional counselling or academic advice to the students. Students are free to approach their teachers for any kind of guidance that they may need or desire. A good number of students constantly approach their teachers, especially senior faculty members, for advice on personal and academic matters. The teachers, on their part, make every possible effort to handle any kind of personal or psycho-social issue discretely and amicably keeping in view the seriousness and wider implications of the matter.

Number of Students benefitted

S.No.	Programme	Frequency of Programme	No. of Students per Session (Approx.)
1.	Personal Hygiene and Health	4-5 every year	200
2.	Academic Counseling	10-15 every year	100-150
3.	Value Education	2-3 every year	400-500
4.	Divinity Classes	2-3 every year	60-70
5.	Psycho-Social	On regular basis	500-600
6.	Career Counseling and Guidance	2-3 every year	100-150

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

Amongst the innovative teaching methods, generally interactive method is appreciated by the students, and teachers are well aware of this component of class room teaching. For the past 2-3 years, ICT enabled teaching has become an essential aspect of teaching due to the incorporation of smart/digital class rooms equipped with interactive boards into the infrastructure of some departments.

Since the entire campus is fully Wi-fi enabled, students have free access to internet. Some teachers use the processes of e-learning in conjunction with face-to-face teaching. They frequently make use of audio or videotapes, CD-ROMs and computer based learning to supplement and support their lectures and course work. Preparing ppt presentation is part of the course work of some professional classes. To make teaching more interesting, interactive and innovative teachers often plan Role Playing by the students, during which students are expected to read aloud from a text in a group. This technique is, however, not found suitable for science subjects or practical based subjects. The facility to use internet during class room teaching has brought in new dimension to class room teaching. Seminar based teaching is another innovative method practiced in two forms: class room seminars and specially organized seminars

Opportunity for computer assisted learning is now available to all students, the college keeps on augmenting its infrastructural base by including latest teaching learning aids to keep up with the educational requirements of the current times. Environment is provided to encourage the teachers to use latest technology available to them.

Innovative teaching methods have led to the development of confidence and research aptitude in students. They have become more capable to relate themselves to the changing needs of the times. Their frequent and regular use of eLearning and internet facilities enable them to place their educational goals in global context. The self-assurance acquired through the experience of innovative teaching practices helps to kindle reasoning skills and original thinking among the students. The positive impact is evident in the students' readiness to take up projects and power-point presentations.

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

The college has a centralized library system and all books are listed in the library database. The main library is spacious and has plentiful titles of books besides journals and magazines. It has an exclusive A.C. reading hall, too. Every year new titles are

added to the central database. Since the library is fully computerized and Wi-fi enabled, facilities such as eLearning and reprography help to augment the teaching-learning process. These facilities are being used by the faculty and students alike.

There is a provision for special library period for professional classes in the main time-table of the college. The library has Book Bank through which books are loaned to the students for longer duration. The college has acquired N-List programme of INFLIBNET under which 2100 reputed National and International journals and more than 50,000 books are available to the students and the faculty.

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

As far as the annual system is concerned, we have ample time to complete the curriculum within the time schedule allowed by the University, and the college calendar is made to fit that time plan. The semester system, however, does pose challenges in the completion of curriculum within stipulated time. To overcome this, special meeting of the departmental heads is held for mid-term review of the syllabus. Accordingly, extra classes/periods are arranged by the teachers if the need is felt.

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

To monitor and evaluate the quality of teaching-learning, the college adopts various procedural steps besides giving special incentives to keep the teachers motivated.

- Periodical meetings at departmental and college level are held to review the teaching plans.

- Feedback from the students is used by the teachers for self-improvement. If required, the teaching pattern is altered to a more innovative and intensive method.

- Results are evaluated at the end of the session according to the pass percentage of the University. These reports help the teachers in self-assessment.

- Results of individual teachers are one of the criteria for ACRs.

- Financial incentives, like annual increments are also linked to the academic performance of the faculty.

- The teachers are encouraged to further expand their knowledge base by writing research papers and by participating in seminars and conferences etc. The college administration takes an evaluative view of the papers *written or* published.

- On the basis of the latest guidelines of the UGC, teachers are encouraged to do the needful for securing API score. Grades and scales are granted to them according to PBAS.

- The college management has adopted API scores for promotion to higher grades for those teachers whose promotion fell due after August, 2013.

2.4 Teacher Quality

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

The college administration recommends the number of the new teachers required or those to be continued in the next session. The recruitment and retention of its human resource is then planned and managed by the centralized independent autonomous authority, Directorate of Education, SGPC. This educational and managerial body advertises all the posts in the newspapers. The qualified teachers are shortlisted and called for interview. They are selected after intensive and rigorous interview.

Once recruited through the laid down process, as per the policy of the Directorate of Education, they are called for the next session without having to go through the interview. This privilege is granted to only those whose work and conduct have been satisfactory and have received positive feedback from the students.

Qualification of Teaching Staff

Highest Qualification	Professor		Associate Professor		Assistant Professor		
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D. Lit.							

Ph.D.	01	0	05	02	05	03	16
M.Phil.	0	0	04	0	0	0	04
PG	0	0	0	0	01	04	05
Temporary teachers							
Ph.D.	0	0	0	0	0	03	03
M.Phil.	0	0	0	0	03	08	11
PG	0	0	0	0	9	40	49
Part Time teachers							
Ph.D.	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0
PG					1	1	2

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

The institution has developed a panel of specialized teachers who are invited periodically to supplement teaching of those subjects and programmes where senior faculty members are not available. For frontier areas which require external help we organize invited talks by eminent faculty.

Well qualified teachers have been hired to teach M.Sc.-IT, PGDCA, BCA etc. Teachers with Doctorate are preferred for teaching post graduate courses. Guest lectures, workshops and seminars are organized to fill in the knowledge gaps.

We had organized talks by a host of eminent teachers and academic experts on a range of topics to augment the teaching and learning of emerging areas during the past three years.

All these efforts made by the institution have helped in improving results, in boosting up students confidence level, and in making them more employable in the job market.

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

Staff Development Programmes

Academic Staff Development Programme	Number of Faculty Nominated			
	2010-11	2011-12	2012-13	2013-14
Refresher Courses	-	1	2	1
HRD Programmes	-	1	1	2
Orientation Programmes	-	-	-	2
Staff Training conducted by the university	1	-	1	-
Staff Training conducted by other institutions	-	-	-	-
Summer/Winter Schools, Workshops etc.	3	2	3	3

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

Regulatory bodies such as ICSSR, UGC, BST provide such grants to the teachers and to the college for faculty development programmes. The college availed grants during the session 2011-12, 2013-14 for a conference organized by the department of Economics – "Punjab Economy at Crossroads : A way Ahead" - and a seminar by Political Science department – "Emerging Trends in Punjab Politics Since 1997". Even though no research grants or financial support are directly distributed to the faculty, encouragement and support occur in the following areas :

- The college administration encourages the teachers to apply for projects/research to the regulatory bodies.
- Teachers are also encouraged to publish books on different subjects.
- The faculty is encouraged to attend specialized programmes conducted by different institutions.
- There is a provision of study leave for the teachers after due approval by the college management.
- Teachers are allowed the free use of infrastructural facilities for preparing research projects.

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

Awards/recognition won by the faculty

Sr. No.	Name of Faculty	Department	Name of Award	Agency	Year
1	Dr. Jasvir Singh	Punjabi	Best Programme Officer	Punjabi University, Patiala	2013-14
2	Prof. Mohammad Anwar	Commerce	Best Programme Officer	Punjabi University, Patiala	2013-14

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

Yes, an evaluation system has been framed which is based on students' feedback system and the annual ACRs of the teachers.

Students of the outgoing classes are asked to fill up the performa regarding the performance of the faculty. The facts collected from the peers' notes added to the ACRs and the students' feedback forms are scrutinized by the Principal, Vice-principal and senior staff members. Weak areas or shortcomings are communicated to the teachers and remedial measures are also taken in some of the cases.

2.5 **Evaluation Process and Reforms**

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

The prescribed evaluation processes are included in the college prospectuses, and the students are supposed to read the college manual properly and thoroughly. In addition to this students are informed well in advance about the class tests, mid semester

tests, house tests, semester/annual exams through notices, circulars and date-sheets. Teachers also disseminate the information during the class room teaching.

Similarly, the faculty is apprised of this process through staff meetings and the meetings of the Heads of Departments. Information regarding evaluation process is also passed on to the teachers via notices and circulars especially meant for the faculty

Other stakeholders, that is the parents, get to know of the evaluation process through PTS meetings and Progress Reports etc. Lecture shortage and MST results are conveyed to the parents by post as well. Parents are asked to keep in touch with the college office in order to learn about the progress and general behavior of their wards. Lecture shortage & MST results are conveyed to the parents by post as well.

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

Shifting of the examination pattern from Annual to Semester system is the major reform that the University has recently brought into practice as a part of the overall evaluation system. Reforms at the level of University also include introduction of internal assessment of UG students on the lines of PG classes and replacing the subjective with the objective form of question papers. The college has duly adopted this change in examination and evaluative system. Teaching strategies are formulated in accordance with the given University pattern.

The latest reform the University introduced in the area of evaluation is the provision for the students to examine the valued or marked answer books. The student can apply to the University through the Principal and get his/her grievances in the matter redressed.

At the level of the college, class tests, mid-term tests, special tests besides assignments, class performance and class attendance are also used as evaluvative criteria. Regular class tests are combined with different innovative methods, such as subject quizzes, mock tests, mock viva voce examination etc. In this way the college has initiated above mentioned methods in addition to the evaluation system of the affiliating University.

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

Punjabi University, Patiala, has established various evaluation centres for expediting the declaration of results; our college is one of them. It has been a venue for a very efficient and effective evaluation centre of the University for the last five years.

The college takes various steps for the effective implementation of the evaluation reforms. The students as well as parents are informed of the evaluation process as soon as the classes start.

The college academic calendar and departmental teaching plans include all tests and exams which are held mandatory by the University. MSTs are conducted in a very systematic manner by the examination branch of college. This branch maintains all the records to be used for assessment and evaluation at the end of the semester.

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

At the level of the college, continuous and comprehensive assessment pattern is followed. Students are not evaluated on the basis of formative and summative assessment, because this pattern is not relevant as far as the University mechanism and norms are concerned. The college has adopted periodical and comprehensive assessment as per the requirement of the University through class tests, presentations, assignments, case studies etc. This comprehensive approach for assessment has remarkably impacted the performance and confidence level of the students. Results have improved and pass percentage has also increased visibly.

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

To ensure rigor and transparency in the internal assessment, conditions laid down by the University are strictly followed. We take extra care that internal assessments are transparent and are strictly in accordance with the University norms.

Performa for the weightages assigned at college level (Internal Assessment) : Attached Annexure No : V

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

There are a number of societies, associations and programmes which impart graduate attributes to the students by providing them a framework for engaging with the world.

National Service Scheme is a University sponsored programme which inculcates love for service, respect for fellow beings and responsibility towards society. The college has three active units of NSS comprising of boys and girls. NCC teaches discipline and nationalism while training the youth to be fearless and strong in the face of danger. A girls' unit of NCC is a recent addition to the college assets. The sports society of the college teaches love for fair play and the value of fitness. The religious society of the college looks after ethical and moral development of the students. Religious functions are celebrated with great fervor, especially the Martyrdom Day of Sri Guru Teg Bahadur, the ninth Guru whose name embellishes the very existence of this college.

Every month one period is dedicated to the collective prayer in the Gurudwara Sahib situated within the precincts of the college. Regular camps are held such as Blood Donation Camp, Youth Camp, long and short NSS Camps. Eminent scholars are invited to inform the students about graduate attributes. Through all these activities the college makes all out efforts to give that learning and understanding which is far beyond mere knowledge.

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

There exists a well-structured system of redressal at college and University level. The University has a mechanism for redressal of grievances regarding final examination. The candidates have to apply to the University for recounting and revaluation. Separate Examination cell has been created in the college under the convenership of the college Registrar and the Controller of examinations. Grievance of the students regarding the evaluation by college and University are submitted to the Examination Cell. The matters pertaining to college evaluation system/process are sorted out there at the earliest possible and to the satisfaction of the students. The issues related with the University evaluation system are forwarded to the Examination Branch

of the University. Exclusive assistance on the part of the college office and teaching staff is readily available for the students to follow any matter at the level of the University. Thus grievances of the students regarding evaluation, revaluation or DMCs are passed on to the University through the college examination cell within the given time. Every care is taken by the examination branch to follow up the matters with the University till they are properly resolved.

2.6   Student performance and Learning Outcomes.

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

The prescribed or stated curricula for different courses have been designed in such a way that students get acquainted with basic as well as specialized information and expertise of a particular subject. Learning outcomes and objectives are clearly stated in the syllabus provided by the University. Copies of the syllabus are available for the students and the staff right from the beginning of the session. The syllabus structure for all the subjects/courses is printed in the college prospectuses as well.

2.6.2   Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme ? Provide an analysis of the students results/achievements and explain the difference, if any, and patterns of achievement across the programmes/courses offered.)

The college monitors the students' progress through class performance, class tests, mid semester tests, house tests and final examination. Their progress is communicated to them through awards and assessments. Award lists are displayed on the notice boards. Their performance, monitored through these various evaluative stages, is indicative of their level of study and effort. The progress reports are dispatched to the parents as well. Low scorers are warned through special notices and circulars. Slow learners are identified and extra efforts are made for them by the teachers. The complete record of the students' performance is maintained by the Examination Department of the college.

Analytical Table for the results/achievements of previous four years :

S. No.	Programmes	2009-10	2010-11	2011-12	2012-13
1	B.A.	78.98	76	69	73
2	B.Com.	94.29	96	91	93
3	B.Com. (Professional)	-	98	95	96
4	B. Com. (A & F)	-	-	-	-
5	B.B.A.	97.04	94	93	97
6	B.C.A.	89.1	87	93	91
7	B.Sc. (Non-Med.)	79	82	87	88
8	B.Sc.(Med.)	90	92	89	91
9	B.Sc.(Agriculture)	-	-	95	93
10	M.A. (Punjabi)	100	100	99	98
11	M.A. (English)	-	-	-	-
12	M.A. (Hindi)	-	-	-	-
13	M.A. (History)	-	-	-	-
14	M.Com.	-	-	-	-
15	M.Sc. (IT)	100	97	95	96
16	M.Sc. (IT) Lateral Entry	100	100	100	97
17	M.Sc. (Mathematics)	-	-	-	-
18	M.Sc. (Physics)	-	-	-	-
19	M.Sc. (Chemistry)	-	-	-	-
20	PGDCA	98	95	85	90
21	M.B.A.	100	98	100	-
21	Certificate Course in Spoken English	93	97	96	94

The following table shows impressive increase in number of merits positions secured over the last four years :

Impressive increase in number of merits positions

S. No.	Session	No. of Merit Positions in University
1.	2009-10	09
2.	2010-11	11

3.	2011-12	13
4.	2012-13	16

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

Teaching, learning and assessment strategies are a part of the curriculum provided by the University. The institution ensures complete adherence to those strategies so that the intended learning objectives can be achieved. Academic council of the college takes stock of the learning outcomes of the students at periodical intervals and corrective measures are adopted to remove the gaps, if any.

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

- The college has exclusive guidance and placement cell which guides the students about job opportunities available in their particular branch of study.
- Special coaching classes are arranged to make the students aware of the social relevance of the course or area of knowledge being pursued by them. These special classes also explain to them the economic viability of the courses of their choice.
- Special lectures, seminars and workshops are arranged to develop innovating thinking and research aptitude among students.

The college is going to set up Research and Innovation Centre where the teachers and the students will volunteer themselves to introduce innovative practices in connection with different subjects which will enable them to sort out and search out the societal problems/issues. The focus of this centre will be on localized issues and the purpose of the research will be to trace out probable solutions to those problems.

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

The Examination Branch of the college and the Registrar's office compiles all the data on students' performance and learning outcomes. The results of all tests and examinations are compiled and analysed by the examination branch. Record of every

student's performance is maintained. Teachers use the compiled result to compare the student's performance and also to judge the overall attitude. The analysis conducted by the examination cell is discussed by the college advisory/academic council and problems, if any, are looked into.

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

Monitoring is done through class performance, class tests, mid-semester tests, house tests and semester examinations. To ensure the achievement of learning outcomes, the progression of a student from test to test is closely observed. Various evaluative stages are taken to be as yardsticks for measuring efforts and outcome.

Teachers pay special attention to see that the student also possesses requisite soft skills to translate the learning outcomes into achievements. The students are counselled and helped to chisel their learning, grasping and writing skills so that their efforts bring desired results.

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

Yes, individual teachers use assessment/evaluation outcomes to determine and plan their further teaching strategies. Teachers decide about the need for extra or special classes using the evaluation outcomes as an indicator. Students are segmented according to their performance level, and remedial courses or special coaching classes are arranged to pull up the level of the low scorers. Previously Remedial Courses have been held in the areas of Science, Commerce and Maths.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

- Providing quality education and overall development is the major focus of the institution. Our actual mission is not only to give subject based knowledge but to shape the students as better citizens.
- In addition to the routine matters of curriculum, student are told about discipline, morality, hygiene, cleanliness. Outcome of this exercise is very positive. It is well appreciated by the students and parents alike.

- IT content in teaching, learning and evaluation has increased considerably. Use of internet as a regular component of teaching is a significant innovation that the college has initiated in teaching area.

- Language Lab for language teaching has improved the standard of curriculum transaction considerably.

- We are not making the students literate only, but we're educating the students. Tutorial system, functioning of clubs and societies, practices like teaching plans and academic calendar have been made essential part of the college system. We have a number of societies functioning in the college which are instrumental in nourishing the extra-curricular talents of the students. Environment society, English Literary Society, Science club, Blood Donors' Association, Sahit sabha, Folk Dance and Music Society, Sports Society etc. are some of these bodies. Competitions are arranged at the level of the societies or on departmental basis and successful students are given prizes by the college. The cultural activities are coordinated by the Folk Dance and Music Society and the sports events by the Sports Society. Based upon their performance in those events, teams are sent for competitions organized by the University.

Criterion III:
Research, Consultancy and Extension

Criterion – III : Research, Consultancy and Extension

3.1 Promotion of Research

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

No, there is no provision of a recognized research centre in the college, but the college is going to establish its own Research and Innovation Centre as stated in 2.6.4.. However, the university has allowed the faculty to supervise the students for M.Phil. and Ph.D. Five members of the faculty are supervising students for Punjabi University, Patiala and Punjab Technical University.

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

Yes, the college has a research committee which is entrusted with the responsibility of promoting the research activities of the teachers and students. It has representation from major departments and one senior member functions as the convener. The research committee has been constituted with the following objectives :

- To promote the research aptitude of students
- To facilitate research achievements
- To promote interdisciplinary research

It has been increasingly felt that research temperament needs to be cultivated among students and teachers in order to promote research and innovation. The college research committee has made some recommendations to this effect :

- Every teacher must submit one paper related to course/subject to the Head of the Department during a term.
- A series of workshops on research methodology to be conducted in the college for the teachers.
- Students of each final class should be divided into smaller groups, and every week each group should submit a summary of the books consulted in the library.
- As an assignment work, students should be asked to submit uploaded notes related to their class work at the end of every month.

The college administration has taken a serious note of these recommendations. A library period has been included in the main timetable to gently propel the students towards research and in-depth study. During the semesters the students are given short-term research projects to be completed within specified period of time. Local research issues are preferred for such projects. Some of the classes also have minor projects as part of their curriculum and teachers are assigned to supervise their research projects. This exercise has improved research orientation and helped to create research atmosphere.

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

Teachers are encouraged to prepare projects. A few teachers have submitted the proposals of their minor and major projects to BST and UGC. Teachers have total autonomy in the choice of their subjects/topics and in the approach that they want to take. The infrastructure of the college such as labs, library, internet, laptops, printers etc., are available to them free of cost and for 24 hours. The college also takes a compassionate view of the teachers involved in research and allows such facilities as time-off, reduced teaching load and special leave etc. In no way, and at no level, the college administration or management has ever posed any hindrance in the fulfilment of an investigator's aims or in the completion of his/her work. The college will do everything to ensure smooth progress of research projects. The college governing body, SGPC, Amritsar, has specially created research fund to partially finance the research projects. Many faculty members of the college have attended national and international conferences in India and two faculty members have attended conferences in USA, Canada and China

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

The institution gives high priority to the development of a research culture in students. Seminars and workshops are organized by all departments in which researchers from different fields introduce the students to the frontier areas of research in their respective disciplines. Students are being motivated and encouraged to be more objective and analytical in their observations.

With the setting up of Research and Innovation centre, teachers will be encouraged to undertake research projects. Efforts are afoot to involve students in small projects. In addition to the promotion of faculty research, the research cell organizes programmes for the development of a research culture among students. Most of the PG programmes have research project in the final semester, which the college utilizes for the promotion of student based research.

Students are involved in science exhibitions and science quizzes. Visits to science museums, zoological parks and botanical gardens are also aimed at giving the students exposure and kindling the spark of research in them. Activities such as preparing models and charts to explain certain concepts also help to develop analytical aptitude in them.

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

List of Faculty Members who are guiding student-research

S. No.	Name of Faculty Member	Subject	No. of Registered/ Enrolled Scholars	No. of Students who have been awarded degree
1	Dr. Kashmir Singh	Commerce & Management	8	1
2	Dr. Manjeet Singh	Commerce & Management	4	-
3	Dr. Jasvir Singh	Punjabi	7	-
4	Dr. Amanpreet Singh	Maths	4	-

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

Workshops, seminars and conferences are organized in the college from time to time in order to create a research culture and sensitize the faculty about research. A number of training programmes and workshops have been arranged by the faculties of

Computer Science and Commerce. The department of Political Science organized a seminar in 2013 on 'Emerging Trends in Punjab Politics since 1997'.

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

Prioritized areas available in the college are :

- Basic Sciences & Agricultural Science
- Commerce & Management
- Computer Science/Information Technology

Expertise is available in the form of Ph.D. teachers and senior faculty who have a wide range of experience alongwith specialized knowledge of their respective subjects.

List of the teachers having Ph.D. degrees :

S.No.	NAME	DEPARTMENT
1.	Dr. Darshanpal	English
2.	Dr . Sucha Singh	Physical Education
3.	Dr. Manninderjit Kaur	Chemistry
4.	Dr. Malkeet singh	Hindi
5.	Dr. Manjit Singh	Commerce
6.	Dr. Jasvir Singh	Punjabi
7.	Dr. Ravinder Singh Rekhi	History
8.	Dr. Jasvinder Singh	Punjabi
9.	Dr. Rajbir Kaur	Botany
10.	Dr. Gurpreet Kaur	English
11.	Dr. Amanpreet Singh	Mathematics
12.	Dr. Rashmi Dhawan	Chemistry
13.	Dr. Jhujhar Singh	Agriculture
14.	Dr. Gurpreet kaur	Punjabi
15.	Dr. Jaspreet Kaur	Punjabi
16.	Dr. Sunita	Political Science

17.	Baljit Singh*	Commerce
18.	Shivani Sharma*	Commerce
19.	Maninder Kaur*	Physics
20.	Sartaj Singh*	Botany
21.	Bharti Kapoor*	Mathematics
22.	Baljeet Singh *	English

* Pursuing Ph.D.

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

Researchers of eminence who visited the college and interacted with teachers and students during the session 2013-14 :

Dr. Mahinder Singh   -   Sikh Religion

Dr. Narinder Singh Kapoor   -   Ethics

Dr. Ashutosh,   -   Political Analyst, Prof. of Pol. Sc.,

Punjab University

Dr. S.R. Chaddha,   -   Learning Skills

Punjabi University

Dr. Jamshed Ali Khan,   -   Punjab Politics

Punjabi University

Dr. Vir Bikram Singh,   -   Nuclear Physics

S.G.G.S. World University

Dr. Dharmendra Singh Ubbha,-   Educationist

Director of Education

Dr. Gurmohan Singh Walia,   -   Educationist

V.C., S.G.G.S. World University

Dr. Manoj Kumar,   -   Nano Technology

S.G.G.S. World University

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

Though a number of teachers completed their doctrates during service, but no one among them applied for Sabbatical Leave.

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

Efforts are being made to involve teachers in research by creating awareness among them for the need to contribute significantly towards community. The research cell is actively engaged in the promotion of faculty as well as students' research. It works to coordinate the research activities and to see that the research findings reach maximum students and teachers. The college has set up an elaborate system of LAN and 8mbps leased line internet facility and these are also available to the researchers without any restriction.

Research and Innovation Centre is involving the students to take up those projects which concern themselves with major problems faced by the society. The members of the centre visit the surrounding areas to pinpoint major issues such as drugs, female foeticide, agricultural potential, soil testing etc. The focus is to study immediate problems faced by the society and the objectives are to trace out the solutions to those problems.

3.2   Resource Mobilization for Research

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

There is no specific amount appropriated for research during the preparation of the college budget. However, SGPC has set aside a budget of ten lakhs for the faculty members working in the colleges run by it. In addition of this, the college makes the payments of registration fee etc. for those wishing to attend seminars or conferences. Research grants can also be sought from such bodies as UGC, BST, ISSR etc. The

college management is seriously thinking of making a research fund with the help of certain benevolent individuals and organizations.

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

Provision for providing seed money to the faculty for research is there, but none of the faculty members has applied for getting financial help during last four years.

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

Financial provisions are available for the students in the form of certain funds such as Staff Fund, Red Cross Fund and the financial aid extended by some munificent individuals and NGOs. If a student comes with a need-based, suitable project, he/she will be provided with adequate funds.

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

The college has constituted a Research Committee comprising of faculty members from different disciplines. Research projects of interdisciplinary nature are scrutinized by the Research Committee and finally selected proposals are forwarded to research bodies for research grants. That our endeavours will be successful is hoped for, because research at the college level is, comparatively speaking, a rather recently inducted area to the college system. Challenges are many as the students of this particular area are rather reluctant and wary of breaking new paths.

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

Library, labs, internet, computers and other facilities are utilized by the students and the staff optimally. In case the facilities available are found to be insufficient, the researchers are directed to institutions/bodies sharing collaborations with the institution.

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

U.G.C. is the main body other than DPI, that gives developmental grants to the college. During 11th plan, special grant was received from UGC for developing science and other labs. In addition to this ICSSR and UGC have also given grants for organizing seminars. In all of U.G.C. grants, 10% is earmarked for research projects, but can be utilized for any of the purposes like equipment, infrastructure, books etc. Our management has also been quite generous at occasions and funds received from the management have been utilized to expand the research and infrastructural base.

No special grant has been received from any industry or other beneficiary agency.

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

The college administration and management provide total support in securing funds and grants for research or research equipment.

3.3   Research Facilities

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

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

Science labs, computer labs, 24 hours Internet, 8mbps bandwidth leased line and college library which includes e-journals, INFLIBNET and free reprographic facility besides other regular features.

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

The college academic council reviews the developments taking place in research and the needs of the researchers. This is done in conjunction with the research

committee. The research facilities available in different disciplines are scrutinized in the light of the minor or major proposed projects. Accordingly, planning for required upgradation is discussed and required equipment as well as items are shortlisted. The recommendations for new implements, equipment, books or journals for advanced study and research are forwarded to the Principal. After due sanctions, new additions are made to the resources already available in the college. Labs, library, computers and other sophisticated instruments are upgraded from time to time to keep them up-to-date. Internet speed is enhanced, Wi-Fi connectivity and Wi-Fi controls are streamlined whenever the need is felt. Two new science labs have been established : one in the department of Physics and one in the department of Chemistry. A piece of agricultural land has been acquired on lease for organic farming and floriculture. An orchard will be created in that patch of land. The college is planning to cultivate unused patches of land for varieties of cactus and other plants as an agriculture project.

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

No special grant has been received from any industry or beneficiary agency.

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

The research laboratories available in the neighbouring regions are requisitioned for the utilization of the facilities by our students. For instance, depending upon the need-based research, the following institutions can be contacted for research facilities : Punjab University, Chandigarh; Sri Guru Granth Sahib University, Fatehgarh Sahib; Thapar University, Patiala, and Punjabi University, Patiala. The management committee of the college is running 35 colleges and one university which can be visited by the students of this college at any time.

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

The college library is a rich resource centre for the students and the faculty. It has more than 30,000 titles covering almost every subject. Many national as well as international journals, magazines and periodicals are available for the researchers. The

library is fully computerized. The researchers can use the facilities of on-line study and e-journals. Free reprographic facilities are also available for the researchers. Besides, separate reference section has been created in the library where rare books and manuscripts are kept.

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

All facilities have been created and developed by the college itself. The college management has always believed in investing in ultra modern and up-to-date infrastructure. Over the years, the college has expanded its infrastructural base to accommodate new courses and subjects. Help from other well-equipped institutions is sought only to use their guidance for developing or creating adequate facilities.

3.4 **Research Publications and Awards**

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

- **Patents obtained and filed (process and product)**

  Nil

- **Original research contributing to product improvement**

  Nil

- **Research studies or surveys benefiting the community or improving the services**

  The research and innovation centre of the college motivates the students to focus on local issues especially. Survey are carried out by them for collecting data and for framing their initial observations for project proposals. The nature of some projects – such as drug abuse, female foeticide, illiteracy, hygienic awareness etc – requires surveys as part of the main project itself.

- **Research inputs contributing to new initiatives and social development**

  Some teachers are actively involved in studying social issues. Some of them take up small projects for contributing towards society.

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

Yes, the college publishes bi-annual Journal of Business Innovations in collaboration with Business Press of India. The editorial board consists of eminent scholars from India and abroad.

3.4.3 Give details of publications by the faculty and students:

Publication details

S. No.	Teacher's Name	Department	Publication							
			Books			Journals		Research Papers Published in Books		
			As Author	As Editor	Chapters	International	National	International	National	State
1.	Prof. Manveen Kaur	Computer Science	03	-	-	02	-	-	-	-
2.	Prof. Janpreet Singh	Computer Science	-	-	-	03	-	-	-	-
3.	Prof. Pooja Soni	Computer science	-	-	-	01	-	-	-	-
4.	Prof. Paramjeet kaur	Religious Studies	-	-	-	-	01	-	01	-
5.	Dr. Gurpreet Kaur	English	5	2	8	12	14	-	-	-
6.	Dr. Sunita Rani	Political Science	-	2	1	2	6	-	-	-
7.	Prof. Sartaj Singh	Botony	-	-	-	2	-	-	-	-
8.	Dr. Rajbir Kaur	Botony	-	-	-	18	-	-	-	-
9.	Dr. Manjeet singh	Commerce	1	-	-	-	2	-	-	-
10.	Prof. Harjit Kaur	Punjabi	-	-	-	-	-	-	-	1
11.	Prof. Bharti Kapoor	Mathematics	-	-	-	2	1	-	-	-
12.	Dr. Rashmi Dhawan	Chemistry	-	-	-	4	-	1	5	-
13.	Prof. Poonam	Commerce	1	-	-	-	-	-	-	-

14.	Dr. Amanpreet Singh	Mathematics	4	-	-	12	9	-	-	-
15.	Prof. Surjit Kumar	Commerce	-	-	-	-	-	-	1	-
16.	Prof. Manpreet Kaur	Commerce	1	-	-	-	-	-	-	-
17.	Prof. Tejinder Kaur	Commerce	1	-	-	-	-	-	-	-
18.	Prof. Jaspreet Kaur	Commerce	2	-	-	-	-	-	1	-
19.	Prof. Baljit Singh	Commerce	-	-	-	3	1	-	-	-

3.5   Consultancy

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

Our faculty and students visit industrial organizations of the nearby places to get a feel of their actual working. Besides, experts from industry are also invited for interaction with students. BBMB and NFL, Nangal; Thermal Plant, Ropar; Ambuja Cement, Punjab Tractors etc. are frequently visited by the students and faculty of our college.

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

The college has always encouraged and motivated the faculty as far as consultancy services are concerned. Free consultancy services are provided by many members of the faculty. In most cases students are the beneficiaries. Research scholars working in other research centres are sometimes also benefitted. The information regarding the availability of consultancy is published in the website.

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

Most of the consultancy services are provided on individual capacities, so there is not much scope for the involvement of the institution. However, the college motivates the staff to utilize their expertise for the betterment of the students. The college does not interfere if any member of the faculty wants to provide consultancy to some other firm or individual.

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

The major areas in which the consultancy is available include career choice and career counselling, soft-skills, mathematics, agriculture and scientific fields. Consultancy is also available in waste-management, landscaping, floriculture and environment protection.

No revenue has ever been generated out of consultancy services.

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

Nothing is charged by the institution from such faculty members as might be earning anything through consultancy services.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

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

Value-based education is the major focus of this institution. Apart from imparting basic knowledge and skill-based education, greater emphasis is laid on inculcating humane values in students to make them better citizens. Different clubs and societies engage the students, and their respective programmes and activities aim at the students' holistic development besides moulding them to be useful citizens. Following are the many ways in which the institution promotes student engagement in community network :

- NSS and NCC units provide service orientation to the students.
- Awareness rallies against social evils by the NSS department of the college.
- Blood donation camps.
- Monthly prayer gatherings to acquaint them with the spiritual side of life.
- Membership of Guru Gobind Singh Study Circle to further propel the students towards moral way of life.
- Not any religion but religious teachings are propagated.

- Orientation of students and staff for eco-friendly plantation drives and environmental preservation.

- Extension lectures on traffic rules, hygiene and cleanliness, drug abuse, right living, respect for authority, self-discipline etc.

- Students visit Old People's Home and other shelters for the destitute.

- 'Nanni Chaan' society for protecting the girl child, for dealing with women related issues and women empowerment.

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

All the students are members of different clubs and societies of the college. These clubs and societies encourage the students for active involvement in various social activities and also keep track of students' involvement by maintaining record of their activities during the session. For example, Red Cross society organized State level function dedicated to Bhai Ghanaiya Ji and students also participated in Red Cross Fair at Ropar. Similarly, Voters' Day was also celebrated in the college and students joined in to enhance their awareness about the use of voting right. Important religious days are also celebrated, especially the birth anniversary of Guru Nanak Dev Ji and the Martyrdom Day of Guru Teg Bahadur Ji. The purpose is to awaken among the students the spirit of service, sharing, sacrifice and equality. Seasonal festivals, like Lohri which symbolize harmony and 'joie de vivre', are celebrated by students and the staff collectively.

This institutional mechanism is communicated to the students through information pasted in noticeboards. College prospectuses contain the necessary information about clubs and societies working in the college. Students are also motivated and encouraged by special lectures and seminars. In this way efforts are done to make students better citizens and socially responsible.

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

Feedback is collected from the reputed personages of society, Alumni Association, PTS Association. Eminent persons from the neighbouring areas are invited to most of the functions. Their suggestions are incorporated in letter and spirit to improve and enhance the performance and quality of the institution.

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

Extension and outreach programmes are organized by different clubs and societies of the college. Major societies and clubs formed by the students include : Literary Societies, Science Club, Blood Donors' Association, Environmental Society, Sports club, Gurmat Vichar Manch, G.G.S. Study Circle, Commerce and Management Forum, Cultural Society, Social Sciences Association, Information Technology Society, 'Nanni Chaan' Club, Red Cross Society and Environment Society. These clubs and societies organize paper reading competitions, quiz competitions, declamation contests, cultural programmes, poster-making competitions etc. In addition to these, Environment Day, National Education Day, Population Day, Teachers' Day, Literacy Day etc. are celebrated at the initiative of different clubs and forums.

Detail of Expenditure incurred on NSS is as given under

S. No.	Particulars	2010-11	2011-12	2012-13	2013-14
1.	NSS	25145	18101	-	110513
2.	YRC	-	-	-	-
3.	NCC	-	-	-	-
4.	Cultural & Others	581103	365077	827632	541739
5.	Sports	159209	104121	-	221366
6.	Conferences/Seminars/ Workshops	300	-	5370	-

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

Extension activities are an essential part of the academic calendar of the college. These extension activities, carried out by different clubs and societies, continue during the entire session parallel to the regular teaching and learning schedule.

For example, NSS department holds one day camps a number of times along with seven day long camp during autumn or winter break. Likewise, the parades and training sessions of NCC are a regular feature of the college scenario. The college has NCC units of army. In addition to regular parades, the cadets take part in special parades like Republic Day parade and leadership training camps. NCC cadets frequently participate in other extension activities and functions, especially while receiving, welcoming and escorting the Chief Guest. Students are involved in the celebration of National Education day, Environment day, Literacy day by participating in essay-writing competitions, Elocution contests and ppt presentations.

The faculty plans and makes arrangement for these programmes. The teachers motivate the students to participate in national drives. Recently, students and the faculty enthusiastically joined in the 'Swach Bharat Campaign'. Students are educated regarding the benefits of such activities, for the participations in such activities not only makes them good citizens but also helps them in securing jobs and admission in higher courses.

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

The college believes in the ideals of equality and secularism. Every care is taken that the students learn to be impartial citizens, free from any kind of social or economic biases. All students are treated equally irrespective of the social class they come from. Students coming from under privileged section are brought into the fold as soon as they take admission. There is no question of any kind of discrimination within the college premises. Class based surveys are conducted once the admission process is over to find out the needy or underprivileged students. Also, seminars and special lectures are conducted by the faculty to allay their fears and dissipate any feeling of un-belongingness or of being underprivileged and deprived in any sense. Without any segmenting the students are educated about social injustices in tutorial classes and through the activities of various societies and clubs. About 20 or so students coming from vulnerable sections of society are identified. Financial help is provided by the college and the staff to such students. Special lectures are arranged for such students to make them aware of their rights ; for example, the scholarships available to them and

the college support in the form of text books etc. Study material, by way of help books and texts, is provided to them by the faculty to compensate their lack of sufficient funds.

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

Providing wholesome education and producing service oriented good citizens are the objectives and expected outcomes of the extension activities organized by the institution. Different extension activities provide seed ground for cultivating values like comradeship, tolerance, discipline and sportsman spirit.

Without doubt, the students' involvement in NSS, NCC, religious activities complement their academic learning process because they complete the actual purpose of education, which is to become an intelligent and sensitive individual who is a messenger of hope and good will in society/community. Students' engagement with socially relevant activities develops social responsibility in them while bringing about various attitudinal changes. They learn team-spirit, service, humanity, self-discipline, harmony and love for their environment and work. In addition to these, NCC, NSS etc. improve confidence level, refine their sense of social responsibility, develop leadership qualities and prepare them to manage stage and conduct programmes. In other words, these activities improve their communication and social skills while enhancing their awareness level.

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

The institution is receiving active support and cooperation of the surrounding community in its activities. The college PTA and Alumni which are a cross section of the local and surrounding communities involve themselves in almost all activities of the college directly or indirectly. Awareness rallies are taken out about burning social issues, such as dowry menace/deaths, female foeticide, drug abuse, cleanliness drive, save environment/trees etc. During the literacy drive, NSS activists visit nearby villages regularly and teach middle-aged and old men and women to write their names so that they may get rid of using thumb impression on documents. A short while ago the Police Department of the town conducted seminars for the students against Drug Addiction

and about Traffic rules and regulations. Media persons of the area conducted a workshop as to the need to choose right profession.

Local persons are invited as special guests on Education day and Environment day etc. Important persons of the surrounding community are invited to all the functions of the college.

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

The college maintains constructive relationships with other institutions of the area.

- Students of our college participate in various inter college competitions held in neighbouring colleges. Likewise, the students from other colleges are invited to come and participate whenever an intercollege competition is organized in the college.

- Students and teachers invariably go to attend workshops, seminars, exhibitions etc. in sister institutions of the college (i.e. colleges under the control of the same management)

- Invitations are sent to the Principals of all neighbouring college for programmes or functions of a general nature.

- Quiz competitions are organized among the colleges of the locality. School students are sometimes also involved to give them a feel of the college infrastructure and atmosphere. Recently (in Nov 2014) Inter School Competition was organized by the Commerce faculty of the college. It received a very encouraging response.

- National integration camps, sponsored by Punjabi University, Patiala, are organized in the college, during which students from not only nearby colleges but from neighbouring states also participate and work collectively towards national harmony and integration. Banks, hospitals and NGOs like Rotary Club, Red Cross Society sponsor Blood Donation Camps and Tree Plantation Drives etc.

  Local Gurudwaras extend full help and support to the college during functions of small and large nature. The college always remembers with love the active participation of Takhat Sri Kesh Garh Sahib in providing Community Kitchen Services (Langar) to the college whenever the need arises. The Local

Gurudwara provides lodgings as well for the visiting teams during National Championships.

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

Awards received by NSS Officers

S. No.	Name of Teacher	Department	Extension Activity	Award	Year
1	Dr. Jasvir Singh	Punjabi	NSS	Best Programme Officer	2013
2	Prof. Mohd. Anwar	Commerce	NSS	Best Programme Officer	2013

3.7   Collaborations

3.7.1   How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiative–collaborative research, staff exchange, sharing facilities and equipment/research scholar.

As such there is no collaboration in black and white with other institutions/laboratories etc., but there is a provision for need-based collaboration with state as well as national level institutions. As a part of the University curriculum, the college emphasizes and gives much priority to the students' visits to various industries, companies and other related areas according to the concerned discipline. Students are also inspired to visit those institutions periodically for undertaking research activities.

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

(i) The college is planning to have MOUs/collaborations with the following organizations :

1   MOU with Sheridan Institute of Technical and Advanced Learning, Toronto

2   Waikato Institute of Technology, Newzealand (WINTEC)

3   University of Cambridge, UK, to provide financial support for M.Phil and Ph.D. degree to Sikh students

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

The NSS and NCC take the leading role in organizing collaborative programmes involving institution and community. These programmes depend entirely on student and staff support. Direct collaboration with industries is limited, but we have collaborative arrangements with many agencies that offer placement services to IT industries and are engaged in training the necessary man power. Though not involved in direct collaboration, our students have the permission to visit NFL, Naya Nangal. As part of their course work, the students of certain professional classes associate themselves with leading CAs or accountancy firms.

We'll like to cite some more examples of the college's efforts as part of the placement opportunities and upgradation facilities. Students visited Fish farms at Chamkaur Sahib. They participated in the fair organized by Mata Gujri College, Fatehgarh Sahib. Fifteen students of the college were selected for jobs in different organisations.

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

During last four years, we organized a few seminars, conferences and workshops. Given below is the list of eminent scholars and personages who contributed to those events :

Eminent Scientists/Participants who contributed to the

National Conferences/Seminars

Sr. No.	Year	Name of the scientist/scholar	Name of the event
1	2012	Sh. Avinash Rai Khanna MP (Rajya Sabha)	Guest Lecture

2	2012	Dr. G.S. Walia V.C., Sri Guru Granth Sahib World University, Fatehgarh Sahib	Guest Lecture
3	2012	Dr. Sucha Singh Gill Economics Deptt., Punjabi Univeristy, Patiala	National Seminar
4	2012	Dr. R.S. Ghuman Senior Research Fellow of Nehru Chair at Centre for Research in Rural and Industrial Development, Chandigarh	Guest Lecture
5	2012	Dr. R.S. Salaria HOD, Computer Science & Engineering Rayat & Bahra Institute of Engg. And Nano Technology, Hoshiarpur	Guest Lecture
6	2013	Dr. Jamshid Ali Khan, Deptt. Of Political Science, Punjabi University, Patiala	National Conference
7	2013	Dr. Gurpreet Singh, Deptt. of Political Science, Punjabi University, Patiala	National Conference
8	2013	Dr. Ashutosh Kumar, Deptt. Of Political Science, Punjab University, Chandigarh	National Conference
9	2013	Dr. P.S. Verma, Deptt. Of Political Science, Punjab University, Chandigarh	National Conference
10	2013	Dr. Daljeet Singh Cheema Education Minister of Punjab	Chief Guest, Veledictory Session of National Conference
11	2013	Dr. Dharminder Singh Ubha Principal, Khalsa College, Patiala	Guest Lecture
12	2013	Dr. Vishal Goyal Deptt. Of Computer Science, Punjabi University, Patiala	Guest Lecture
13	2013	Mr. Mangat Singh Dhiman DGM Operations Aniweb Design Pvt. Ltd. U.K.	Workshop

14	2013	Dr. Maninder Singh HOD, Computer Science & Engg. Thapar University, Patiala	Guest Lecture
15	2013	Mr. Sahil Baghla CEO, EH1 Infotech, Mohali	Workshop
16	2014	Dr. Mohinder Singh Eminent Sikh Scholar	Guest Lecture
17	2014	Dr. Bir Bikram Singh Sri Guru Granth Sahib World University, Fatehgarh Sahib	Guest Lecture
18	2014	Dr. Manoj Kumar Sharma, Deptt. Of Nanotechnology, Sri Guru Granth Sahib World University, Fatehgarh Sahib	Guest Lecture
19	2014	Dr. S.K. Chadha, UBS, Punjab University, Chandigarh	Guest Lecture
20	2014	Dr. R.K. Nagaich HOD, Mathematics Deptt. Punjabi University, Patiala	Guest Lecture
21	2014	Ms. Namarta Khalsa College, Patiala	Guest Lecture

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

   a) **Curriculum development/enrichment**

   b) **Internship/On-the-job training**

   c) **Summer placement**

   d) **Faculty exchange and professional development**

   e) **Research**

   f) **Consultancy**

   g) **Extension**

   h) **Publications**

   i) **Student placement**

   j) **Twinning programmes**

k) Introduction of new courses

l) Student exchange

m) Any other

The college has not established any direct linkage/collaboration. However, the Directorate of Education of the college governing body (S.G.P.C., Asr.) has signed formal MOUs with certain reputed educational institutions and universities.

1   MOU with Sheridan Institute of Technical and Advanced Learning, Toronto

2   Waikato Institute of Technology, Newzealand (WINTEC)

3   University of Cambridge, UK, to provide financial support for M.Phil and Ph.D. degree to Sikh students

The involvement of the college through its faculty in the University bodies like Board of Studies, and advisory bodies helped a lot in shaping programmes of the curriculum and the associated rules in tune with the vision of the institution. Faculty development has benefitted a lot by this association. The supportive relationship with various academic staff colleges and University departments has ensured the periodic and timely implementation of staff training programmes (Refresher Courses, Orientation courses etc.) Extension and student placement are the areas where collaborations have benefitted the college extensively.

The career guidance and placement cell of the college is the agency that links the institution with placement agencies. Some students trained in conventional courses have difficulties in meeting all the requirements of modern job market. To fill this gap the college is collaborating with different agencies that work in the area of student placements. Seminars, workshops, vacancy information and placement drives are organized by these agencies.

Introduction of new courses and subjects has become possible due to the collaboration and support of Punjabi University, Patiala

During the session 2014-15, following courses have been introduced in this college :

M.A. in English and Hindi, M.Sc. in Physics, Chemistry and Mathematics, Music (Vocal) and Fine arts as subject options for under graduate (Arts), students and an additional unit for Physical Education.

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

As a part of the University curriculum, the college emphasizes and gives much priority to the students' visit to various industries, companies and other related areas according to the requirements of different disciplines. The college has devised elaborate plans for establishing linkages with national/international-level institutions of high repute. Research institutes are being contacted and students along with the faculty members are sent to such institutions for different need-based research activities.

Criterion IV:
Infrastructure and Learning Resources

Criterion IV : Infrastructure and Learning Resources

4.1 Physical Facilities

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

The institution aims at providing the best possible infrastructure and an environment that should facilitate effective teaching and learning. The college council devises policies and assesses the needs of infrastructure. In addition, separate committees have been structured to assess different infrastructural needs; for example, Building Committee, Maintenance Committee, Infrastructure Committee and Library Advisory Committee.

4.1.2 Detail the facilities available for

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

TOTAL INFRASTRUCTURE

Total Area	13 Acres	Placement Office	01
Gurdwara Sahib	01	UGC Network Res. Centre	01
Library	01	IQAC	01
AC Reading Hall	01	Media Centre	01
Class Rooms	53	Language Lab	01
Digital Class Rooms	03	Girls Common Room	01
Conference Hall	01	Cafeteria	01
Computer Labs	04	Gymnasium	01
Physics Labs	02	Girls Hostel	01
Chemistry Labs	02	First-Aid cum Sick Room	01
Agriculture Labs	01	Botanical Garden	01
Bio-Science Labs	02	Floriculture Garden	01
Staff Room	01	Examination Control Office	01
Departments Offices	13	Parking Area	02
NCC/NSS Offices	01	Security Room	01
Day Care Centre	01	Counselling Room	01
NCC/NSS Stores	01	Server Room	01

<center>EQUIPMENTS</center>

Desktops	147	Podium	02
Laptops	04	Laser Printer (3 in 1)	02
IPad	01	Webcam	03
K-Yan	03	Digital Camera	03
Digital Visualizer	01	Camcorder (Handycam)	01
Overhead Projector	01	Photocopiers	03
TV & VCR	01-01	Gestetner Multicopier	01
Typing Machine	03	UPS (online)	02
Internet (Fiber Optics 8 mbps Leased Line)	01	LED TV	03
Networking Labs	05	Bar code printer/reader	01-01
Dot Matrix Printers	02	Generator	01
Laser Printers	06	CCTV Cameras	08
Colour Laser Printer	01	College buses	03

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

- **Sports:** The College has well-maintained playgrounds for outdoor games like Hockey, Football, Handball, Basketball, Athletics, Volleyball, Kabaddi, Cricket, Kho-Kho, Baseball and Martial Arts etc. It has flood-light facility also. Indoor games like Table Tennis, Chess, Carrom Board are also available to the students. Expert coaches train the student for various games.

- **Gymnasium:** The College has a well-equipped multipurpose gymnasium with 12 stations, such as single workout for muscles, various multi-fitness programmes etc. The gym facility is also available for the hostel residents.

- **NSS/NCC:** 3 units of NSS–2 for boys and 1 for girls– are working successfully in the college. NCC comprises of 1 unit of Army wing. The college has separate well-maintained offices and stores for NSS & NCC.

- **Cultural Activities:** The College occupies a noticeable place in the field of cultural activities in the University. The institution has well-built stage and open air facility for cultural activities. Music room, college hall and open stages are

used for rehearsals of the cultural items to be presented in various functions and festivals.

- **Public speaking and communication skills development:** Language lab and smart class rooms are readily available to the students.

- **Yoga, Health and Hygiene:** A medical practitioner visits college thrice a week. A multispeciality hospital across the road has been asked to attend immediately in case of an emergency. Yoga Camps are also organized by the sports department.

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

The institution is located very close to the holy town of Anandpur Sahib in an area of 13 acres. There are five buildings covering an area of about 8825.79 sq. metres. The main block houses the Principal's office and the Departments of Commerce, Physical Education, Chemistry, Physics, Mathematics, Computer Science and Biology. The main block which comprises of A & B blocks is double storied. Second floor has been added recently to accommodate new PG and UG courses. B block mainly consists of Lecture theatres and class rooms. Agriculture Department is in C block, which also houses Departments of History, Defence Studies and Gurmat Sangeet. There is a separate block for PG classes.

Utilization of space and infrastructure is based upon two level planning. The planning board develops the overall plan for space utilization and distribution of space among 20 departments. This is discussed and finalized after taking into consideration the suggestions of the college council. The individual departments decide upon the utilization of space allotted to them. The two level planning ensures efficient utilization of space.

Many changes have been made in the infrastructure during the last four years. New facilities have been created and some have been extended or expanded. For example, Girls hostel has been constructed at the cost of 1.75 crores have been added.

The entire campus has been brought under Wi-Fi connectivity. Recently, new Labs have been added to Chemistry and Physics departments. New storeys consisting of 12 classrooms have been constructed in A and B blocks in order to stay in line with the academic growth of the institution. A stretch of land has been acquired (on lease) for the use of Agriculture Department. Gen Set facility has been provided for uninterrupted power flow. An A.C. Reading hall has been added to the library. Library has been computerized and college Hall has been fitted with audio-visual aids. The college has acquired four buses for bringing girl students of nearby areas.

As for the future plans, the college is going to ensure the following infrastructural facilities: more toilets, ramps and wheel chairs for differently abled students. Construction plan of an administrative block and another academic block is also on the anvil.

Amount spent on infrastructural development during the last four years :

S. No.	Items	2010-11	2011-12	2012-13	2013-14
1.	Building	7582825	11778023	-	72000
2.	Furniture	112161	96734	445389	-
3.	Equipment	231919	-	-	233750
4.	Computers	1841661	-	-	133500
5.	Vehicles	-	-	-	2800000
6.	Any other	157943	304859	232988	353701

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

The institution takes special care to see that the requirements of differently abled persons are met satisfactorily. The most common type of difficulty of the differently abled students pertains to locomotion problems and we have made several arrangements to ease their difficulties. The classes of such students are shifted to the ground floor whenever possible. Wheel chairs are provided by the institution for such students if the demand is expressed by them. The Computer Science Department is at

present accessible only through steps; we are planning to build special ramps to facilitate mobility of such students.

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

➢ **Hostel Facility :**

Girls' Hostel-I (UG, PG) (Capacity: 60)

➢ **Recreational Facilities :**

A separate room is available for indoor games where students and staff can play carom, chess etc. The college has a fully equipped gymnasium which is entirely at the disposal of the hostel inmates after college hours.

➢ **Computer Facility including access to internet in hostel :**

All departments are provided with a PC and internet facility which is also extended to hostel.

➢ **Facilities for medical emergencies :**

A medical practitioner visits college thrice a week. First aid box is available in the hostel. A nearby Hospital has been requested to send the ambulance in case of an emergency.

➢ **Library facility in the hostels :**

A small library is available at the first floor which provides all newspapers, GK books, competitive exam books and dictionaries etc.

➢ **Internet and Wi-Fi facility :**

Available for Laptops and Mobile phones.

➢ **Recreational facility :**

There is a common room at the first floor where girls can view LCD.

➢ **Constant supply of safe drinking water:**

Safe water supply is constantly available. The college has an RO system installed at a central place.

> ➢ **Security :**

A permanent security system has been provided in the hostel. Hostel gates are properly locked after 8pm. There are night watchmen to keep a vigil within the campus and guards to man the main gate 24 hours a day.

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

A medical practitioner visits our college thrice a week. Health check-up camps are organized in the college with the cooperation of local hospitals. First aid boxes are available in the main building of the college and in the hostel, as well. The college has forged special arrangements with a multi-specialty hospital across the road to attend immediately to any emergency occurring in the college during or after working hours. Doctors are invited to interact with students as well as hostel inmates on health issues.

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

- IQAC has been allocated separate space to monitor the inner growth of the college and to keep a stringent quality check.
- Grievance Redressal Unit has put up a suggestion box to get the feedback from the students about the working of the college and the faculty.
- Women's Cell is active all over the college during working hours. This cell organizes seminars and talks on issues related to gender discrimination, women's education, their position in society, and their changing role in the present scenario.
- Career counseling and Guidance Cell regularly collects information about competitive exams, student-relevant job opportunities, tests etc. and displays that information well before time on the notice boards. Special classes for personality development and for interview preparation are also arranged. Various workshops, placement drives, seminars and guest lectures are also organized by the Guidance cell.

- The college canteen is a neat and clean space where healthy and hygienic food and snacks are served to the students and the faculty. It also arranges meals during small functions, such as seminars conferences etc.
- Library, Gymnasium, Stadium, Canteen, social get-togethers and Gurudwara Sahib provide the recreational space to the students and the staff where they can unwind themselves
- College has its own tube well. Water coolers and RO systems have been installed at appropriate places for providing clean drinking water.
- State Bank of India offers its services in the college campus.
- Transport facility is available for the girl students. College buses are used for collective tours and visits, as well.
- Reprography facility is available in the college campus.

4.2   Library as a Learning Resource :

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

Yes, the Library has an Advisory Committee consisting of faculty members representing almost all the streams.

The composition of the Committee is given below :

1. Dr. Darshan Pal   -   Convener
2. Prof. Jagdish Singh   -   Physics Deptt.
3. Dr. Manjeet Singh   -   Commerce Deptt.
4. S. Sohan Singh   -   Library Restorer

On the basis of the library advisory committee's recommendations, the library has been modernized and digitalized and has added the facilities like N-List programme of Inflibnet. Pest control treatment has been done to keep the books safe. CCTV cameras have been installed for surveillance and fire extinguishers are kept in working order.

The Library Committee also takes the initiative to purchase new furniture, books/journals, library management software etc. as per the need of the users. The

creation of Book Bank for the needy and meritorious students is a special feature of our library.

4.2.2   Provide details of the following : -

> Total area of the library (in Sq. Mts.)   :   **4955 Sq. Mts.**
> Total Seating Capacity   :   **100**
> Working hours (on working days, on holidays, before examination days, during examination days, during vacation)   :   **7 ½ Hours per day**
> Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

**SRI GURU TEG BAHADUR KHALSA COLLEGE
LIBRARY**

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

Based on recommendations of the faculty members and the students, we purchase about 600 new books, some journals and e-resources every year to match the fresh requirement according to the strength of the students.

Details of the amount spent on procuring new books, journals and e-resources:

Library holdings	2010-11		2011-12		2012-13		2013-14	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text Books	2378	462600	658	163596	1127	186183	1316	280897
Reference Books	22	12012	09	1040	09	14500	11	16268
Journals/ Periodicals	50	30040	55	33170	64	35460	51	33290
e-resources	1	5000	1	5000	-	-	-	-
Any other (specify)	-	-	-	-	-	-	-	-

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

➢ OPAC (Online Public Access Catalogue)   :   **Yes**

➢ Electronic Resource Management package for e-journals   :

                                        INFLIBNET-NLIST

➢ Federated searching tools to search articles in multiple databases : **No**

➢ Library Website   :   **No**

➢ In-house/remote access to e-publications   :   **Yes**

➢ Library automation   :   **Yes**

➢ Total Number of Computers for public access   :   **8**

- ➢ Total number of printers for public access   :   **Two**
- ➢ Internet band width/speed   :   **8 mbps**
- ➢ Institutional Repository   :   **No**
- ➢ Content management system for e-learning   :   **No**
- ➢ Participation in Resource sharing networks/consortia (like INFLIBNET)

           : **Yes, N-List**

4.2.5 Provide details on the following items :

- ➢ Average number of walk-ins   : **225 per day**
- ➢ Average number of books issued/returned   :**175 issued, 125 returned**
- ➢ Ratio of library books to students enrolled   : **8.75 : 1**
- ➢ Average number of books added during last three years   : **3129**
- ➢ Number of information literacy trainings organized. : **10 Lectures per year**
- ➢ Details of "weeding out" of books and other materials. :   **9991**

4.2.6 Give details of the specialized services provided by the library :

- ➢ Manuscripts   :   **No**
- ➢ Reference   :   **Yes**
- ➢ Reprography   :   **Yes**
- ➢ ILL (Inter Library Loan Service)   :   **No**
- ➢ Information deployment and notification (Information Deployment and Notification)   :   **Yes**
- ➢ Download   :   **Yes**
- ➢ Printing   :   **Yes**
- ➢ Reading list / Bibliography compilation   :   **No**
- ➢ In-house/remote access to e-resources   :   **Yes**
- ➢ User Orientation and awareness   :   **Yes**
- ➢ Assistance in searching Databases   :   **Yes**
- ➢ INFLIBNET/IUC Databases   **Yes**

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The support provided by the library staff consists of Reprography services, Reference services, OPAC services, Circulation services and Referral services. There

is a provision of Book Bank through which books are issued to the needy students (economically weak and meritorious) for longer periods. The list of new arrivals is put on the notice boards of the library, which informs the students about the latest additions to the corpus.

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

The library staff helps the physically challenged in locating books whenever required. They take every care to see that the differently abled do not face any difficulty in getting or returning books.

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

Yes, the Library gets regular feedback from its users. Students express their requirements and grievances in tutorial classes. This feedback is analyzed by the Library Advisory Committee. Suggestions and recommendations are passed on to the librarian for taking corrective measures. Students also use suggestion box for voicing their opinions regarding the working of the library. Formal feedback inputs are collected at the end of every session through a questionnaire framed for the students and teachers. It is ensured that the books needed by the users should be added to the library corpus. The services provided by the library staff are also improved as per the demands of the users.

4.3 IT Infrastructure

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

Following are the details of computing facility available in the institution:

- Number of systems with configuration   =   **152**

Desktops :

Sr.	Brand	Processor Details	RAM	Hard Disk	No. of Systems
1	Dell Optiplex-3010	Intel® Core™ i5	4 GB	500 GB	**30**
2	Dell-Optiplex-790	Intel® Core™ i3	4 GB	500 GB	**10**
3	Dell Vostro	Intel® Core™ i3	4 GB	500 GB	**50**
4	Dell Optiplex-380	Intel® Core™ 2 Duo	2 GB	320 GB	**5**
5	Lenovo	Intel® Core™ 2 Duo	1 GB	320 GB	**25**
6	Lenovo	Intel® Pentium ® Dual	1 GB	150 GB	**14**
7	Lenovo	Intel® Core™ 2 Duo	512 MB	120 GB	**8**
8	DELL (Server)	Inter (R) Xeon (R)	8 GB	500 GB 320 GB	**1**
9	IBM (Server)	Intel (R) Xeon (R)	2 GB	250 GB	**1**
	TOTAL				**144**

Laptops :

Sr.	Brand	Processor Details	RAM	Hard Disk	No. of Systems
1	Lenovo	Intel 2 GHz Pentium	2 GB	250 GB	**2**
2	Lenovo	Intel 2 GHz Pentium	2 GB	250 GB	**1**
3	Lenovo	Note book Duel Core	1 GB	320 GB	**1**
	TOTAL				**4**

K-Yans :

Sr.	Brand	Processor Details	RAM	Hard Disk	No. of Systems
1	K-Yan	Intel i3	2 GB	320 GB	**3**
	TOTAL				**3**

I-Pad :

Sr.	Brand	Processor Details	RAM	Hard Disk	No. of Systems
1	IPad	A5R2	1 GB	64 GB	**1**
	TOTAL				**1**

-	**Computer-student ratio**	=	**1:2**
-	**Stand alone facility**	=	All Computers are stand alone
-	**LAN facility**	=	All Computers are connected to the LAN with 8 Mbps backbone
-	**Wi-Fi facility**	=	Wi-Fi facility available in the college as well as in Girls Hostel.
-	**Propriety software/ Open source software**	=	Windows XP (Starter / Home / Pro) Windows 7 Home Basic/Pro. Linux (Virtual Machine) MS-Office Student 2007 MS Office Professional Java C++ Builder 2009 Professional Codegear C++ Tally ERP 9 Antivirus (Norton, Quick Heal) Dreamspark MSDN Library Scanning & Reading Software Screen Magnification Software Screen Reading Software Oracle 11i SOUL 2.0 (Library Mgmt.) Advanta ERP(Fee Mgmt.) ORELL (Language Learning Soft.) Campus Mgmt. Software (Solitaire)
-	**Number of nodes/computers with internet facility**	=	Internet is accessible on all the stand alone desktops/laptops
-	**Any other**	=	APC Online UPS = **2** BSNL leased Line = **8 Mbps**

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

Faculty and students can avail the facility of ultra-modern computer labs equipped with hi-tech computers of latest configuration. The college has a post graduate department of computer science. Computer Applications is also offered as a subject option for undergraduate arts and science students. All department rooms are fitted with computers and printers. All senior faculty members have been issued Desktops/Laptops. Wi–Fi network connectivity is available 24 hours a day in the campus. In addition to this the faculty and students can access internet in Library also. The Girls hostel of the college is also fully Wi–Fi enabled.

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

The IT infrastructure and associated facilities are upgraded in accordance with the
(i) augmentation of the courses, (ii) increase of the students' strength in the college.
The following are the plans for deploying and upgrading the IT infrastructure :

- To establish more departmental computer labs.
- To increase the number of ICT enabled classrooms.
- To add new science laboratories.
- To replace old computers by new ones.
- To establish multipurpose conference hall equipped with ICT facility.
- To upgrade the Internet bandwidth from 8mbps to 10 mbps.
- To make use of more e-content from remote resources in all the subjects
- To add latest software
- To link the college online library with affiliating university and other institutions.
- To establish accounting lab for commerce and management department.

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

The details of the expenditure on procurement upgradation, deployment and maintenance of the computers and their accessories are as follows :

Sr. No.	Item	2010-11 (in Rs.)	2011-12 (in Rs.)	2012-13 (in Rs.)	2013-14 (in Rs.)
1	Computers	1841661	-	-	133500

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

The use of computer-aided teaching and learning materials by its staff and students is encouraged at all levels. The college further facilitates extensive use of ICT resources by way of digital language lab, digital interactive boards, LCD projectors, desktops, laptops etc. The institution conducts workshops to train the staff to make best use of ICT resources.

Other than those mentioned above, the college also provides the following facilities :

- Wi-Fi connectivity
- Reprography
- Audio-visual resources available in language lab and multipurpose hall.

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

The learning activities and technologies deployed by the institution place the student at the centre of teaching-learning process and render the role of a facilitator to the teacher by adopting the following measures:

- Smart classrooms give the students access to ICT enabled learning spaces.
- Computers with Wi-Fi connection are made available to all the departments.
- The college has a well-equipped language lab to improve communication skills in English.
- The college provides its students 8 internet enabled computers in the library along with printer, scanner and photocopier facilities. Students use this facility for presentations and project work.

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

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

4.4 Maintenance of Campus Facilities

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

Advancement of the college in terms of courses, students, infrastructure and other facilities is our aspired goal. For this, it is ensured that the financial resources should be used effectively and judiciously. A proper balance is maintained between the establishment expenditure and the development expenditure.

Detail of budget allocated during the last four years

S. No.	Items	2010-11	2011-12	2012-13	2013-14
1.	Building	7582825	11778023	-	72000
2.	Furniture	112161	96734	445389	-
3.	Equipment	231919	-	-	233750
4.	Computers	1841661	-	-	133500
5.	Vehicles	-	-	-	2800000
6.	Any other	157943	304859	232988	353701

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

The college has different committees for maintenance and upkeep. Among them, it is mainly the Infrastructure Committee that reviews the upkeep needs from time to time. The Heads of the Departments express the requirements of their departments to the Infrastructure Committee or the Building Committee. After the matters have been discussed with the Principal, the college seeks the permission from the management for the required repairs, changes or development of equipment and

facilities. Stock registers are maintained to keep a record of the new additions or developments in the infrastructural base of the college.

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

Scientific and technical companies are allowed to make a survey of the equipment status. They quote for the servicing and a comparative statement is prepared. Generally, most of the instruments are calibrated twice a year or whenever required. It is made sure at the beginning of every semester that instruments provide accurate and precise results within admissible experimental error. The concerned departments take care of calibrations and precision measures of the instruments installed in their labs.

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

There are separate rooms provided for UPS maintenance and all costly instruments are kept in Air Conditioned rooms. Voltage stablizers/UPS/ Invertors are used to protect costly and sophisticated instruments from voltage fluctuations. Scientific instruments are installed in the concerned departments in dust and damp free environment. The accuracy and precision of the instruments are maintained by the faculty of the concerned departments. The college has its own tube well for constant supply of water.

Criterion V:
Student Support and Progression

Criterion V : Student Support and Progression

5.1   **Student Mentoring and Support**

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

The institution publishes its updated prospectuses every year : one for the professional and postgraduate courses and the other for the undergraduate courses. The prospectuses contain all programmes offered, their syllabus structure, fee structure, admission schedules and procedure, infrastructure available, departments and their faculty, teaching pedagogy, different societies and clubs, the administrative faculty, placement and guidance cell, all important rules and codes besides brief outline of the college profile alongwith its mission statement.

The institution ensures its commitment and accountability through a clear statement of its objectives. Moreover, all instructions and information printed in the prospectuses are implemented verbatim. All the given details are published in the college website also.

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

As and when the scholarships are received from the government or any agency, they are immediately disbursed to the students through bank cheques.

Scholarship amount disbursed

S. NO.	Type of Scholarship	Session			
		2010-11	2011-12	2012-13	2013-14
1.	Poor Student help	20100	18900	23400	26300
2.	Free Books	8700	14300	11900	10700
3.	Fee Concession	65060	154870	22725	59677
4.	Cultural Activities Prizes	4570	5630	6780	7900
5.	Sports Prize money	5000	6700	125000	18000

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

Following is the detail of financial assistance received from various sources/agencies :

S. No.	Department	Year			
		2010-11	2011-12	2012-13	2013-14
1.	Commerce and Management	76	89	96	108
2.	Arts	97	110	123	156
3.	Science	34	46	59	64
4.	Computer Science	12	21	38	46
5.	Agriculture	-	4	12	24

5.1.4 **What are the specific support services/facilities available for**

- **Students from SC/ST, OBC and economically weaker sections :**

    All the government schemes and scholarships for SC/ST, OBC categories are made available to the students. Members of the faculty are specially deputed to help those students with the filling up of the forms and other formalities. Support for the students from economically weaker sections is provided both at the college level and the departmental level. There is a provision for fee concessions at the college level. A staff fund has also been created on the principle that no girl student should be deprived of the opportunity for higher education due to economic difficulties. Information about scholarships (rules and requirements etc.) is circulated properly among the students. The entire information is displayed on flax boards and notice boards at key points in the college.

- **Students with physical disabilities :**

    Every care is taken that students with physical disabilities have access to the relevant scholarships and schemes. Class rooms, labs and bathrooms are located on the ground floor for them. Wheel chairs are made available as per the demand. The college administration has planned to construct ramps to facilitate their mobility to other floors.

- **Overseas students :**

    The institution has no overseas students at present.

- **Students to participate in various competitions/National and International:**

    Students are encouraged to participate in various competitions. On the cultural side, a Talent-Hunt Competition is organized at the beginning of the session. This is a sifting exercise to find out the students who are to be sent for further competitions. The entire faculty takes great pains in preparing the students for different competitions. Coaches are especially hired for the preparation of zonal and inter-zonal level competitions of the University. In sports, too, students are allowed to attend university, state and national level competitions. They are allowed special leave and are also given concession in their class attendance for the days devoted to preparation and participation. The college offers its premises and equipment for holding state and national level competitions with the purpose to give greater exposure to its students.

- **Medical assistance to students (health center, health insurance etc.)**

    There is an arrangement for a medical practitioner to visit the college thrice a week. Health camps are organized, during which a team of doctors is available for the students. Special check-ups of the students are also organized by Local Rotary Club and other NGOs. Emergency services are available to the students from a well-established hospital across the road.

    The college is planning to implement group health insurance for the students and staff members.

- **Organizing coaching classes for competitive exams :**

    The career guidance cell of the college conducts aptitude classes before the commencement of the session. This cell also arranges coaching classes to prepare students for competitive exams. The college is also planning to hire professional services in this regard.

- **Skill development (spoken English, computer literacy) :**

    An Add-on course (of Punjabi University, Patiala) to develop spoken English for communication skills has been successfully running in college for the past five years. Computer Applications is offered as one of the subject options for undergraduate classes.

- **Support for "slow learners" :**

    Remedial classes are conducted between 3 to 4 pm, particularly in basic sciences and maths. Special counselling sessions are held by the teachers for such students.

- **Exposures of students to other institutions of higher learning/corporate/ business house etc :**

    Students are exposed to other institutions vide industrial visits, workshops, trainings and project work.

- **Publication of student magazines :**

    The college magazine 'Anand Jyoti' is published every year. It contains students' articles and creative efforts. It also includes a pictorial glimpse of all the significant events and activities during the session.

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

Students are encouraged to be entrepreneurs through workshops and seminars. For example, special workshops are held by the Agriculture Department of our college to transform waste products into artistic, decorative, useful and saleable items.

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

The institution has devised a policy to promote students' participation in extra-curricular and co-curricular activities. Right from the beginning of the session, a calendar of co-curricular and extra-curricular activities is prepared alongside the academic calendar. The college has physical education department which actively ensures students' participation in various sports. Different societies and clubs of the college organize quiz competitions, debates and discussions from time to time. Certain departments also take the initiative to conduct academic competitions. Folk Dance and Music Society alongwith the Gurmat Sangeet and Music (Vocal) departments look after major cultural activities. Likewise, a team of special teachers are given the charge to prepare students for dramatic competitions.

- **Additional academic support, flexibility in examinations :**

     There is a provision for extra classes and remedial courses for 'slow learners' and weak performers. Special classes are held to complete the syllabi on time. The University examination schedule cannot be tempered with, but the college adopts a flexible approach regarding the decided dates for house tests, mid-semester tests or class tests.

- **Special dietary requirements, sports uniform and materials :**

     The college makes special arrangement of refreshment for the participants during the days of rehersals and preparations for cultural events and sports competitions. Sports uniforms and other materials are made available to the team members/players. Free coaching is given to students and special coaches are arranged for certain games. T.A. and D.A. are given to the students for the days of participation.

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

- The faculty guides the students of PG classes about the expected pattern and required technique for clearing UGC-NET. Students are encouraged to take this test.

- The college has Defence Studies department which keeps track of various competitions and tests conducted for Defence Services. This information is also displayed on the notice boards. We have the Army wing of NCC in the college and this too proves a support for the students keen on joining Defence Services.

- Students are encouraged to sit for the civil services examinations. Teachers guide the students who show the spark and provide them the requisite information about coaching centres etc.

- Students are also guided and counselled about CAT/GRE/TOFEL and GMAT etc.

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

All types of counselling services are available for the students. Teachers are ever ready to help, support and guide the students outside the classroom. There is mentor-mentee club in the college which works on the principle of sorting out the students' personal or psycho-social problems.

For career guidance, we have Career Guidance and Placement Cell. There is also a student mentoring system which works through tutorial groups in which all the students of the college are divided into groups in proportion to the faculty members. Tutor is responsible for students falling in his/her group and attends individually to their personal problems as well as the issues connected with the college atmosphere or administration.

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

The institution has a well-structured Career Guidance and Placement Cell which has been established with an objective to help the students in planning their future career by maintaining liaison with prospective employers. To fulfil this objective, the CGP Cell prepares students for interviews and makes effort to get-them placements. The cell also arranges extension lectures and workshops by professional consultants and experts in order to make students aware of current trends and to prepare them to suit the market demand.

Our recruiters/employers are :

1. HDFC Bank	*6. Imperial Technologies*
2. Indiamart.com	*7. Vodafone*
3. Competent Synergies	*8. Gurdev Fincap Pvt. Ltd.*
4. Tech Mahindra	*9. AXIS Bank*
5. India-Infoline	*10. Maruti Udyog Ltd.*

Programmes :

1. Summer Training Programme
2. Placement Drives

3. Training Programmes with C.As.

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

The college has a grievance redressal cell comprising of senior faculty members. This cell has arranged for a suggestion box which is placed at the most convenient and key position in the college. Students can go personally to Dean Students' Welfare with their grievance or they can express themselves incognito by writing them down and putting in the suggestion box. This has proved a very useful medium to learn about the weak areas in the college system.

Grievances redressed include :

Problems	Redressal
- Timetable problems	- Timetable/periods readjusted.
- Crowded water points	- More water coolers installed.
- Irregularity in the matter of issuing books	- Librarian asked to streamline the procedure.
- Insufficient text books	- Number of text books purchased every year increased.
- Insufficient class rooms	- New class rooms have been added, some more are under construction.
- Dissatisfaction with certain faculty members/teaching method	- Concerned teachers asked to improve their teaching pattern.
- Lack of enough dustbins	- Dustbins placed at every floor.
- Fans/electricity problem	- Maintenance department asked to be more regular with repairs.
- Demand for tours and trips	- Departmental tours allowed.
- Dissatisfaction with the canteen facility	- Canteen Committee looked into the matter.
- Incorrect DMCs and Degrees	- The College office followed up the matter immediately.

Students also voice their grienvances and requirements in tutorial classes. The feedback collected by the teachers during tutorial classes has always proved very helpful in the working of the college system and in refining teaching methodology.

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

There is a separate Women's Cell to sort out women-related issues and any other issue pertaining to sexual harassment. This cell looks into the matter and corrective measures are taken after consulting the Principal. Most of the key points are under CCTV surveillance. Guards are active round the clock in the college. Teachers also perform proctorial duties during their free periods to keep a check on any kind of indiscipline.

The faculty on the panel of Women's Cell and female teachers guide the girls in classes and create awareness among them about their safety and security on the college premises. Lectures on moral and social issues are also delivered to the girl students in the beginning of the session.

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

The discipline committee acts as anti-ragging committee. A strict vigil is kept by the institution regarding this menace and as such no instance of ragging has been reported for the last four years.

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

- **Fee concessions :**
  i.   Fee concessions on merit basis at the time of admission.
  ii.   Concessions granted from college funds to economically weaker students.
  iii. Siblings' concession.
  iv.   Fee concession from Sodhi Scholarship.

- **Fee concessions from staff collection/fund :**
  i.   For economically weaker students specially coming from labour class.
  ii.   For students with deceased parents.

- **ATM Facility :**
  Punjab National Bank

5.2   **Student Progression**

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

Percentage of students' progression

Student Progression	2010-11	2011-12	2012-13	2013-14
UG to PG	71.3%	84.2%	77.8%	79.6%
Employed- Campus Selection	15.6%	17.2%	22.1%	21%

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

Programme-wise pass percentage

S. No.	Programmes	2009-10		2010-11		2011-12		2012-13	
		Coll.	Univ.%	Coll. %	Univ.%	Coll.%	Univ.%	Coll.%	Univ.%
1	B.A.	87	67.6	81	73.3	87	81	89	84
2	B.Sc.(NM)	90	79.3	94	87	88	82	96	92
3	B.SC.(Med.	100	97	97	92	97	94	91	87
4	B.SC.(Agr.)	100	-	100	-	100	-	100	-
5	B.Com.	98	98.2	97	88.8	96	96.88	95	-
6	B.Com.(P)	-	-	95	-	98	-	92	-
7	B.B.A.	100	-	98	-	98	-	96	-
8	B.C.A.	93		92	-	89	-	88	-
9	M.Com.	-	-	-	-	-	-	100	-
10	M.Sc.IT	100	-	100	-	100	-	100	-
11	M.Sc.IT(LE	100	-	100	-	100	-	100	-
12	M.A.(Pbi.)	-	-	-	-	100	-	100	-
13	PGDCA	98	-	99	-	100	-	94	-

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

The college has provision for PG courses. They include a post graduate diploma in Computer Applications besides Masters in a number of other subjects. The PG courses running at present in the college are : M.A. in Punjabi, History, Hindi, English; M.Sc. in Mathematics, Physics, Chemistry; M.Sc.-IT and M.Com. For other courses, students are motivated and guided to seek admission in the University. They are also prepared for the employment opportunities available in the market. The career guidance and placement cell of the college plays an active role in this regard.

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

A close watch is kept on the performance level of the students. Those falling short in the matter of attendance or performance are called and counselled by teachers in general and the career guidance cell in particular. Those who profess their inability to continue studies due to financial reasons are given financial aid through Staff Fund, Red Cross Fund, or through funds generated by some philanthropic individuals and NGOs. Remedial classes are organized for those at risk of failure. Special tests are also conducted for them in addition to the regular class tests and house tests. Teachers try to enhance their motivational faculty by giving them psychological support. Readmission to the drop outs is also allowed as per the availability of seats.

5.3   Student Participation and Activities

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

List of sports & games available to the students :

1. Table Tennis (Men, Women)
2. Cross Country Race (Men)
3. Volley Ball (Men, Women)
4. Cricket (Men)
5. Foot Ball (Men)

6. Badminton (Men, Women)

7. Basket Ball (Men, Women)

8. Kabaddi (Men, Women)

9. Kho-Kho (Men, Women)

10. Handball (Men)

11. Weight/Power Lifting (Men, Women)

12. Best Physique (Men)

13. Athletics (Men, Women)

14. Hockey (Men, Women)

15. Wrestling (Men)

16. Boxing (Men)

17. Judo (Men, Women)

18. Gatka (Men, Women)

Details of Participation :

All the above stated teams participate in different competitions at inter-college (University), inter-university, state and national levels.

Programme Calendar (2014-15)

- Sports Day on 29 August 2014

- Lecture on the History and Importance of Sports Day by Mr. Davinder Singh

- Friendly match of Women Kabaddi team with that of Govt. Sr. Sec. School, Takhatgarh

- Inter-College Punjabi University Weight Lifting (Men & Women), Power Lifting (Men & Women) and Best Physique (Men) Competitions from 9-11-2014 to 12-11-2014.

- Extension Lecture by Dr. Baljinder Singh Bal (GNDU)

- Extension Lecture by Dr. Nishan Singh, Prof. & Head, Physical Education Department, Punjabi University, Patiala

- Annual Athletic Meet of the college in February 2015.

Cultural and Other Extra-curricular activities :

1. Bhangra

2. Giddha

3. One-act Play

4. Malwai Giddha

5. Classical Dance

6. Mime

7. Mimicry

8. Histrionics

9. Group Shabad

10. Group Song

11. Geet/Ghazal

12. Western Song (Group, Individual)

13. Classical Instrument (Percussion)

14. Literary Competitions : Debate, Elocution, Quiz, Poetical Recitation

15. Fine Arts : Poster Making, Collage Making, Cartooning, Clay Modelling, Rangoli

16. Folk Orchestra

17. Folk Instrument

18. Folk Arts

19. Folk Song

Details of Participation :

Students who show spark of talent or those who show interest are selected for different items after rigorous screening. They are then put in the hands of experts which include specially invited coaches, experienced teachers and departments such as Gurmat Sangeet, Music (Vocal) and Fine Arts. Special significance is given to the participation in University Youth Festivals. Preparation of the teams for University level competitions involves lots of efforts, expenses, extra time and energy.

Programme Calendar :

- Talent Hunt Competition (September 2014) at college level.
- Teej Festival (First/Second Week of August 2014)
- Zonal Youth Festival (October 2014)
- Inter-Zonal Youth Festival, Punjabi University, Patiala (First Week of November 2014)
- Lohri Celebration (13th January 2015)

- Folk Festival of Punjabi University, Patiala (February, 2015)
- Khalsai Yuvak Mela (26th – 27th February, 2015)

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

Major students' achievements in co-curricular, extra-curricular and cultural activities are as given below :

Cultural Activities :

Achievements in Cultural Activities (2010-11)

S. No.	Events	Zonal level	Inter zonal
1	Group Shabad, Group Song, Folk Orchestra, Folk Song, Classical Vocal	First Position	-
2	Gazal,Classical Instrument-Percussion, Western Group Song	Third Position	-
3	Group Shabad, Folk Orchestra	-	Second Position
4	Malwai Giddha	-	Third Position

Achievements in Cultural Activities (2011-12)

S. No.	Events	Zonal level	Inter zonal
1	Group Shabad, Folk Orchestra, Western (Solo), Western Group Song, Skit	First Position	-
2	Geet/Gazal, Indian Group Song	Second Position	-
3	Folk Song, Elocution, Bhangra	Third Position	-
4	Classical Music, Poetry Recitation	Fourth Position	-
5	Geet/Gazal	-	First Position
6	Folk Orchestra	-	Second Position

7	Group Song	-	Third Position

Achievements in Cultural Activities (2012-13)

S. No.	Events	Zonal level	Inter zonal
1.	Folk Song, Folk Orchestra, Western(solo), Western Group Song, Skit, Group Shabad, Classical Vocal, Shabad, Poetry Recitation, Bhangra	First Position	-
2.	Play, Geet/Gazal, Group song, Cartooning	Second Position	-
3.	Giddha, Classical Instrument-Precussion	Third Position	-
4.	On the spot Painting, Debate, Mimicry	Fourth Position	-
5.	Folk Item, Bhangra	-	First Position
6	Folk Orchestra, Poetry Recitation	-	Second Position
7	Group Shabad, Western Group Song, Folk Item	-	Third Position

Achievements in Cultural Activities (2013-14)

S. No.	Events	Zonal level	Inter zonal
1	Group Shabad, Western Instrumental (solo), Western Group Song	First Position	-
2	Geet-Gazal, Bhangra, Folk Orchestra Folk Song, Debate,Tabla	Second Position	-
3	Indian Group Song, On the spot Painting, Classical Dance, Play, Giddha	Third Position	-
4	Folk Orchestra	-	Fourth Position
5	Indian Group Song	-	Fourth Position

6	Debate	-	Fourth Position

Sports Activities :

Achievements in Sports (2010-11)

S. No.	Event	Inter college	All India Inter-University/National
1.	Weight Lifting (Men)	First Position	Three Players represented Punjabi University, Patiala
2.	Weight Lifting (Women)	Second Position	One Player represented Punjabi University, Patiala
3.	Yatching (Women)	Second Position	Two Players represented Punjabi University, Patiala
4.	Kayaking	Second Position	One Player represented Punjabi University, Patiala
5.	Gatka (Men)	Second Position	Two Players represented Punjabi University, Patiala
6.	Gatka (Women)	Second Position	Two Players represented Punjabi University, Patiala
7.	Power Lifting (Men)	Nil	One Gold Medal
8.	Athletics	One Gold	Nil

Achievements in Sports (2011-12)

S. No.	Event	Inter college	All India Inter-University/National	International
1.	Kabaddi	Second Position	2-Gold	7- Gold- World Cup, Kabaddi
2.	Weight Lifting (Men)	1-Gold, 2-Silver, 2-Bronze	One Player represented Punjabi University, Patiala	Nil
3.	Weight Lifting (Women)	3-Silver, 3-Bronze	One Player represented Punjabi University, Patiala	Nil
4.	Power Lifting (Women)	2-Bronze, 3-Silver	Nil	Nil
5.	Gatka (Men)	2-Gold, 3-Bronze	Two Gold	Nil
6.	Gatka (Women)	2-Gold, 2-Bronze, 2-Silver	Two Gold	Nil
7.	Badminton (Men)	5-Bronze	One Player represented Punjabi University, Patiala	Nil
8.	Athletics (Women)	One Gold	Nil	Nil

Achievements in Sports (2012-13)

S. No.	Event	Inter college	All India Inter-University/National	International
1.	Kabaddi (Women)	12-Bronze	2-Gold	6- Gold-World Cup Kabaddi
2.	Weight Lifting (Men)	1-Gold, 2-Silver, 1-Bronze	One Player represented Punjabi University, Patiala	Nil
3.	Weight Lifting (Women)	2-Silver, 3-Bronze	One Player represented Punjabi University, Patiala	Nil
4.	Power Lifting (Women)	4-Bronze, 1-Silver	Nil	Nil
5.	Gatka (Women)	1-Gold, 1-Silver 1-Bronze	Two Gold	Nil
6.	Badminton	6-Bronze	Nil	Nil

Achievements in Sports (2013-14)

S. No.	Event	Inter college	All India Inter-University /National
1.	Athletics	4-Silver Medals	Nil
2.	Weight Lifting (Men)	1-Silver	Nil
3.	Weight Lifting (Women)	2-Silver, 2-Bronze	Nil

| 4. | Kabaddi (Men) | Nil | One Player represented Punjabi University, Patiala |
| 5. | Judo | 1-Bronze | Nil |

Note - One player of our college represented Punjab State in the Junior National Championship and won Gold Medal.

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

The college gets feedback from graduates every year when they came to receive their degrees on the occasion of convocation. Their feedback proves very useful for improving the working of the college and for bringing about constructive changes in the methods of teaching. The representatives of the management visit the college as eminent guests during various functions. Their suggestions, advice and guidance have always helped to improve the performance and quality of the institution. So, the feedback received from its graduates and employers enable the college to meet the target of imparting quality education.

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

Students are encouraged to contribute articles for the college magazine. A student editor is nominated for every section of the magazine, 'Anand Jyoti', and that editor is given the responsibility of collecting articles for a given section. Those articles are carefully scrutinized by the staff editor of the section and finally articles are selected according to their literary merit, social value or entertainment quotient. All the departments of the college encourage their students to display their creative work on wall magazines. Activities of the department are also highlighted on wall magazines. In addition to this, the departments also organize poster-making competitions, projects -display, documentaries and other exhibitions etc.

5.3.5 Does the college have a student council or any similar body ?

We do not have a student council in the college.

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

There are student representatives in the following academic and administrative bodies of the college :

- Class Committees (as CRs)
- All clubs and societies
- Departmental Associations
- Captains of the college sports teams

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

The institution has a healthy relationship with Alumni and former faculty members. Their suggestions and feedback act like a mirror for the college administration, by virtue of which the college can eliminate its weakness and work upon its strengths. The convener of the Alumni Association stays in touch with the college and conveys the opinions and suggestions of others for making the administration better. Old students visit the college periodically and make suggestions while being appreciative of the changes (new courses, additional infrastructure etc.). Former faculty members are honoured guests at all major functions of the college. Their feedback is highly valued and their positive suggestions are invariably implemented to raise the standards of academics and administration.

Criterion VI:
Governance, Leadership and Management

Criterion VI : Governance, Leadership and Management

6.1   Institutional Vision and Leadership

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

The college recognizes the importance of imparting such education as will transform the youth into mentally enlightened, morally upright and enterprising individuals who have the confidence and skills required to follow the right path and to hold their head high in society. True to this ideology, the college vision is : "Shubh Karman te Kabhun Na Taron" (May I never refrain from righteous deeds). We firmly believe that only right thinking can lead to right actions. In this light, the mission of our college is :

- To provide the rural youth with educational opportunities enriched with high moral and ethical values along with the latest technology-based knowledge, so that students are well-fitted in the present day volatile global scenario. The college through its activities, strives to achieve the ultimate goal of education, which is emancipation of mind.

To achieve this mission, the college sets forth following objectives :

- To provide students with the most progressive, need-specific and latest academic programmes in order to enhance their professional competence.
- To create conducive academic environment for the students so as to develop the best of skills for pursuing knowledge and develop into global citizens.
- To provide the best of education resources and essential infrastructure in order to convert them into socially responsible and employable youth.
- To involve students in such activities, services and experiences which foster personal growth by inculcating ethical and human values in them.
- To create value based knowledge society.

The institution takes special care to maintain a calm and secure atmosphere. The campus is kept totally free from political or fictional rivalries. Our extracurricular and co-curricular programmes give special attention to supplement the students' knowledge with professional skills.

Our Vision for the future is to promote the college as an institution of excellence by preparing young students to become leaders with multi-pronged talents, a sense of responsibility and humane values. At the same time, the college also hopes to encourage its students and faculty to take up research projects which are socially relevant and academically enriching.

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

There is a centralized Directorate of Education which ensures quality in the educational and administrative affairs of all the colleges managed by SGPC, Amritsar. The Directorate conducts periodical meetings of college principals for policy making, quality control and planning regarding work force, new academic programmes, infrastructural expansion and any other related matter. The Principal acts as the main link between the management and the faculty. The plans finalized by the Academic council and other committees are forwarded to the Management/Directorate for approval through the Principal. The Principal is responsible for the overall control of the day-to-day activities. He sees to it that the quality is maintained in teaching, discipline, sports, co-curricular and extracurricular activities. With the help and support of the senior faculty, he designs the policy that will fulfil the objective of providing socially useful, economically viable and ethically enabling quality education to the students. The faculty are the real performers and contributors to the development of the college. The members of the faculty are involved in every kind of quality policy and planning. The senior faculty participate in the policy making and in the implementation of the policies. They follow the advice given by the Principal and interact with him every now and then to work for the good results of the college. The faculty, in fact, translates the Principal's vision about college and its working into result-oriented action.

6.1.3 What is the involvement of the leadership in ensuring :

- **The policy statements and action plans for fulfillment of the stated mission :**
  The college has a centralized leadership system. At the beginning of the session college leadership including the Principal and the senior faculty devise the action plan for the current year so that quality education and technology based knowledge may be imparted to the students.

- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan :**

  The centralized leadership formulates plans for the current session keeping in view the future overall growth of the college. The leadership frames :

  - Academic action plan
  - Infrastructure improvement action plan
  - Co-curricular activities action plan.

  All these action plans are incorporated into the general working of the college for furthering the mission and progression of the institution. The top-level leadership is fully involved and committed to bring about organizational changes which will further modernize and revolutionize the working of the college.

- **Interaction with stakeholders :**

  Major stakeholders are the students, the faculty, the parents and the society at large. Every now and then they have interaction with the Principal and senior faculty members. Senior office bearers are invited to all important functions of the college, and generally top management interacts with the representatives of the stakeholders. Their suggestions and advices are communicated to the Principal for implementation.

- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders :**

  The college has made this provision that the members of the faculty may meet the parents at their residence. Contact programmes are also conducted in schools and other institutions by the visiting teams of our faculty. The feedback collected after such visits and consultations help in need-analysis. Mostly the needs that are felt also get the support and sanction of the management.

- **Reinforcing the culture of excellence :**

  To bring about such changes as would reinforce the culture of excellence, students are awarded according to their performance in academics, sports, extracurricular and co-curricular activities. In order to improve the culture of excellence among faculty, there is a provision for selecting and awarding five best faculty members from among the colleges being managed by SGPC, Amritsar.

- **Champion organizational change :**

  The leadership is fully involved and committed to bring about organizational changes. They are supportive in their approach and their help, academically as well as financially, is always available. It has been the policy of the Directorate of Education (centralized body for managing sikh educational institutions) that at least some of the institutions being managed by SGPC, Amritsar, should be termed as institutions of excellence.

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

The top leadership at institutional level reviews the action plans from time to time to assess their effectiveness. The Principal holds staff meetings collectively and also meetings with the Academic council of the college to reiterate the need to ameliorate the standard of the college in every sphere. The suggestions and felt needs are passed on to the Directorate of Education by the Principal. The Directorate evaluates the existing policies and gives guidelines for improvements.

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

The Management doesn't interfere in the decision making process at the level of the staff where the betterment of the college is concerned. All the policies regarding students are framed and implemented by the faculty with the support and guidance of the Principal. The members of the faculty are free to decide upon pedagogy, assessment pattern, student-centric other activities within the criteria given by the University.

The faculty can opt for career advancement programmes (refresher course, orientation course, workshops, project works, etc.) without any hindrance on the part of the leadership. The Management also grants study leave, allows long leave to visit abroad, sanctions leave for participation in International conferences.

6.1.6 How does the college groom leadership at various levels ?

In order to inculcate leadership qualities among students, they are invited to volunteer themselves for different duties during functions and other programmes. They are nominated as CRs, given group projects. Besides, NSS, NCC and Sports play a great role in grooming leadership attributes among the students.

Likewise, the faculty members are made conveners of various committees. They are given responsibilities to conduct programmes, to hold functions, organize seminars and workshops. The senior faculty has a major role to perform in the administrative sphere. Many of them are given the responsibility to take care of different aspects such as those of students, examination, library, canteen, timetable etc.

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

The college delegates authority by distributing vital administrative areas and duties to the members of the faculty. Deans have been appointed for looking after academics, sports, sciences, cultural affairs, student welfare, research and Innovations etc. In addition to these, there are bursar, registrar, controller (exams), placement officer and teachers in charge of religious aspect.

Teaching, Learning & Testing :

Autonomy is given to the faculty to devise various pedagogies for the teaching-learning process. These are then monitored during the preliminary meetings at the beginning of each semester/session. Departments are given the freedom to invite academic experts for their National/State level programmes from any part of the country. The equipment and books to be purchased are decided by the respective departments though the college allots money for these. The office of the bursar monitors whether the purchase of equipment is done as per the norms of the college.

In the formative evaluation the teacher is given the freedom to use any evaluation tool to assess percentage of the formative requirements during the semester and MSTs conducted by the college. Evaluation is completely done by the course teacher for college exams, but it is monitored by the head of the department. Students are given the opportunity to review their evaluated answer scripts and enquire about discrepancies, if any.

The affiliating University has a common central evaluation method for all theory papers. There is an inbuilt mechanism to check the proper implementation of the process of conducting classes, course design, delivery and evaluation. The student and faculty feedback mechanism ensures accountability. Heads of the Departments are given twofold responsibility of monitoring faculty performance and attending to communications received from the Principal or the college office.

Curricular Designing :

In academic programmes, the departments are given the freedom to design their departmental calendar. The rationale for all the proposed academic changes is discussed with the Heads of the Departments. A preliminary meeting before the beginning of the semester is held, during which the departmental calendar and teaching plans are discussed in detail. The minutes of the meeting are circulated to all the staff members after the meeting.

Admissions :

Autonomy with reference to student admissions is given to the departments to select students on merit basis as per the University norms. Before releasing the interim list of students selected for admission, the Principal or the Vice Principal validates the list in compliance with admission norms.

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

The participatory management approach is practiced at different levels in the college and stakeholders are involved in the process of decision making based on shared insight.

Involvement of faculty members in management :

All the decisions of the college are taken through specialized committees of the faculty members, and generally senior most faculty members act as the conveners of the committees. The major committees include :

Academic Council

Examination Committee

Discipline Committee

Library Committee

Infrastructure Committee

Maintenance Committee

Grievance Redressal Committee etc.

The Principal represents the faculty in the academic meetings held by the management where important resolutions are discussed and passed. The IQAC also ensures the involvement of teaching and non-teaching staff, students and other prominent persons in the decision making process. The heads of all departments and the senior faculty are actively involved in the decision making process at every level.

Involvement of the alumni, the society and the college students :

Active involvement of the old students, prominent members of society and the senior students is ensured in the decision making process regarding the welfare of the students and other infrastructural needs. IQAC, the college Guidance and Placement Cell and other such committees have as members some old students along with the existing students.

6.2 Strategy Development and Deployment

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

Yes, the quality policy has been formulated based on the vision and mission of the college and is the guiding force that helps various departments to plan their activities. The Principal, the IQAC and the college council ensure that the policy embodied in the quality objectives are well communicated to all the personnel of the college for better accomplishment. These objectives are regularly reviewed and revised in the college council meetings.

The quality policy that is to be pursued during the year is developed at the beginning of the session by the Academic Council under the leadership of the Principal. Expert opinions from the outside viz industry, academia and society are also invited while designing this quality policy. Recommendations, expectations and suggestions of the leadership prove very useful in the implementation of the quality policy. The effectiveness of the quality is reviewed during the session and measures are adopted to make it more conducive to the need of the institution.

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

In the beginning of the session itself the Academic Council, under the chairmanship of Dean Academics, prepares the plan for development for the year. All the Departmental Heads are included in the formulation of this plan. The Academic Council has access to the feedbacks received from students, parents and general public and this contributes to the development of the perspective plan. Mainly the following aspects are considered :

- New departments/courses to be introduced or included
- Publication of books and academic journals

- Upgradation to PG departments
- Addition of more teaching-learning space
- Strengthening of sports facilities
- Incorporation of new audio-visual aids etc.
- A new block, preferably a separate research block needs to be created.
- Organization of facilities : addition of new science and computer labs or updating of computer labs and other equipment

6.2.3 Describe the internal organizational structure and decision making processes.

The formulation of policy takes place at the level of top management and the implementation is carried out at the college level through various committees, mostly headed by senior faculty, under the guidance and supervision of the Principal. The functional organization of the college includes :

President, SGPC, Sri Amritsar

↓

Director, Directorate of Education, SGPC

↓

Principal

↓

Vice Principal

↓

| Dean Cultural Affairs | Dean Student Welfare | Dean Sciences | Dean Management & Commerce | Dean Arts Faculty | Dean Sports |

↓

Teaching Staff   Non Teaching Staff   Technical Staff
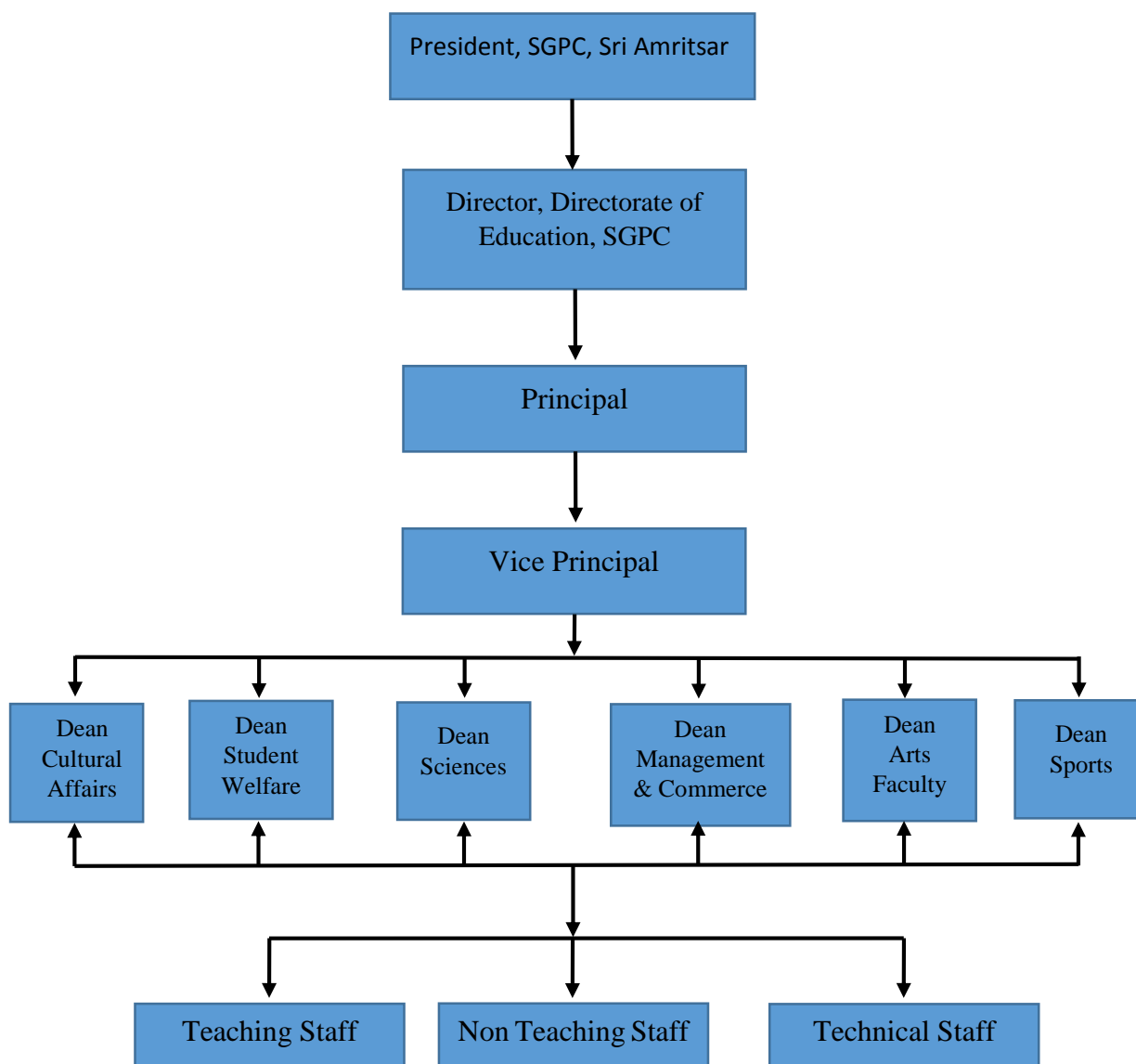
The organizational structure of the college involves leadership at several levels. In such a system, decentralization has been highly effective in taking decisions and implementing them.

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

- **Teaching and Learning**
- **Research and Development**
- **Community engagement**
- **Human Resource Management**
- **Industry Interaction**

Teaching and Learning :

The major quality improvement strategy in teaching and learning involves upgradation of the departments from UG to PG. The teaching staff is asked to use audio visual aids for teaching and testing. For example staff members are requested to prepare Power Point presentations for at least some aspects of syllabus. Departments are expected to prepare teaching plans and departmental calendars containing the details of syllabus management and other co-curricular activities.

Research and Development :

Formulation of research and innovation committee is the main strategic step that the college has taken for the development of research culture in the institution. The faculty of all departments are asked to apply for minor and major projects of UGC.

Community Engagement :

The college has adopted 'Nanni Chaan' programme of Punjab Government to protect and educate the girl child. Special staff fund has been created to help girl students coming from weak financial background. The college takes up literacy drives and adopts villages through NSS students with special focus on adult education and the need for clean environment and surroundings.

Human Resource Management :

The college organizes contact programmes for girls' self-help groups and makes arrangement for their need based recruitment.

Industry Interaction :

Industrial visits for the students' project work and general exposure are arranged regularly. Experts from Industry are invited for delivering lectures and they are also involved in the development of quality policy.

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

The institution gives high priority to the collection of feedback, its compilation and use of the data for reviewing activities and future planning. We have two mechanisms for institutional feedback. One is a programmed feedback collection from the students of final year classes towards the end of the course. The other is the feedback collected from the students and parents during PTS meetings. Feedback is also collected from general public who visit the college or come as guests at different functions.

Formally and informally received feedbacks are reviewed and it is ensured that the suggestions are incorporated in the system, and implemented for the better activity-management of the institution.

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

The college management is ever ready to encourage and give required support to all the staff members to develop themselves academically and otherwise. The office bearers from management who happen to visit the college from time to time motivate the staff and encourage them to involve in all the institutional processes. Our management, SGPC, is especially devoted to the cause of higher education and its Directorate of Education is very supportive of innovative teaching methods and progressive academic parameters which aim at skill development as much as imparting knowledge.

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

List of the resolutions made by the Management Council in the last year

S. No.	Date	Resolution No.	Detail	Status
1	26-2-2014	2065	To purchase College Bus	Implemented

2	27-2-2014	959	Regarding installation of ATM	Implemented
3	26-2-2014	1995	For Ex-India leave to Supdt. S. Karnail Singh	Implemented
4	26-2-2014	2052	Increment of Rs. 1000 to S. Gurdip Singh	Implemented
5	26-2-2014	2005	Ph.D. increment to Associate Professor S. Manjit Singh	Implemented
6	26-2-2014	2173	For installation of CCTV cameras in college campus	Implemented
7	5-9-2013	1658	Special increment at the completion of 32 years of service to Supdt. S. Gurmail Singh	Implemented
8	5-9-2013	1727	Fixing of New scales of Retired Teaching Staff	Implemented
9	5-9-2013	1720	Approval of appointment of S. Pardeep Singh and Ms. Simrandeep Kaur	Implemented
10	5-9-2013	1780	Regular appointment of Dr. Kashmir Singh as Principal	Implemented
11	5-9-2013	1698	Promotion of S. Jarnail Singh from Peon to Lab Attendent	Implemented
12	5-9-2013	1712	Approval of appointments of Teachers on Ad-hoc basis	Implemented
13	17-7-2013	469	Collection of funds to help the victims of Disaster, Uttrakhand	Implemented
14	1-5-2013	1358	Ph.D. increment to Associate Professor Dr. Sucha Singh Dhesi	Implemented

15	1-5-2013	1342	AGP benefit to Mrs. Paramjeet Kaur	Implemented
16	1-5-2013	1296	To regularize the duties of S. Paramjit Singh as Lib. Attendant	Implemented
17	3-6-2014	2318	Financial aid of Rs. 2500000 from SGPC for building	Implemented
18	3-6-2014	2501	For starting International Journal of Innovations in Business	Implemented
19	3-6-2014	2243	Installation of 2 AC's in College Guest House	Implemented
20	3-6-2014	2316	To give benefit of Career Advancement to Mrs. Jaswinder Kaur (Librarian)	Implemented
21	23-8-2014	1601	Acquiring land on lease (5 acres) for Agriculture Research Work	Implemented

All the resolutions passed by the management governing council have been implemented as such.

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

Yes, the University allows autonomy status. However, the college has no plans for getting autonomy at present.

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

There is a grievance redressal cell in the college which attends to the queries and grievances by the stakeholders. As and when the complaints are received they are resolved immediately. In some particular cases, special committees are formed to resolve the matter. All the complaints and grievances are analysed by the college

advisory council and they are solved effectively to the satisfaction of all the stakeholders involved.

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

List of cases filed against the institute as given under

Sr. No.	Cases	Status
1	Associate Professor S. Gurbaksh Singh and others Regarding Arrears	All the dues have been paid, but the petitioners have filed fresh petition
2	S. Jaswant Singh, S. Karnail Singh Regarding Arrears from 1-1-1993	Settled
3	S. Shamsher Singh and others Regarding Arrears from 1-1-1993	Settled
4	Manpreet Singh Regarding refund of fee	Attached with similar pending cases in the State Consumer Court

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

Yes, the institution gives high priority to the collection of feedback and the students' feedback responses are duly taken into account. We have two mechanisms for institutional feedback. One is a programmed feedback collection from students of final year classes towards the end of a course. The other is the feedback collected from the students at random, during tutorial classes, during PTS meetings or at the year end. The institution responds immediately by attending to the complaints raised by the students and resolve them case by case. If the issue underneath is a common or general one, a face-to-face meeting is conducted with the students to get to the crux of the matter and a decision is taken by the administrative bodies of the college. The suggestions are accepted and implemented to improve the system. The academic part of the demands that can be met by the departments concerned are solved at that level itself. Anything

that requires the attention of the Principal is brought to his notice and efforts for solution are initiated from the level of the Principal.

6.3 Faculty Empowerment Strategies

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

The college provides all support and encouragement to the teachers for enhancing their professional development. The teachers are given leave to attend seminars and conferences. They are allowed to go for Orientation or Refresher courses. They are also permitted to attend workshops and participate in training programmes. No overhead expenditure is collected from researchers for using the facilities in the college for research or project purposes.

On the similar pattern, workshops are conducted in the college for non-teaching staff to keep themselves abreast with the changing technology. They are also allowed leave to attend training programmes for enhancing their computer and professional abilities.

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

For the healthy growth of an institution, it is very important for its employers to be highly motivated and involved in their roles and responsibilities. With a view to empowering the faculty the institution encourages them to develop ICT skills. The teachers are sent for compulsory training programmes and are also asked to participate in career promotional schemes. The motivational strategies for faculty include rewards and certificates of appreciation.

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

The present procedure of performance evaluation is through feedback collected from students and parents. The institution has three programmes for feedback collection :

1. Personal feedback collection by individual teachers.
2. Organized feedback collection by the institution
3. Feedback collection during tutorials and PTS meetings

The first type of feedback collection is optional and is practiced by some teachers and some departments. The questionnaire prepared by the teacher or the department is circulated among the students and the responses are collected. The data generated is used for the self-improvement of the teacher or the department. The second type of feedback collection is more common and it covers all the different aspects of the institution and generates a comprehensive data bank that is used for planning the activities. The information drawn from the tutorial classes or from the parents during PTS meeting also provide important data for institutional planning. The results of evaluation are communicated to the person concerned and also discussed in general bodies like college council, IQAC etc. The periodic review meetings of the academic committee are in fact a peer review as far as teaching is concerned.

The self-appraisal of the faculty is collected periodically for matters regarding their career advancement. To evaluate the conduct and performance of the faculty, ACRs have been created. On the basis of these reports, the teachers are duly graded.

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

The performance appraisal reports, which include ACRs and the students' feedback, are reviewed by the management and on the basis of the given grade, financial incentives of the employees are decided. For example, annual increments and other incentives are based on the performance appraisal report.

The Principal and Vice-Principal of the college conduct a review of teachers' performance before the end of the academic year. During the review the staff are advised to improve or change their style of teaching, behavior etc. If any teacher is not found suitable, the Principal puts their status before the management and a decision is taken as to whether the concerned person will be retained/continued during the next session.

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

A college can be a creative and happening place only if the employees are satisfied. The college administration has put forth several incentives for the teaching and non-teaching staff. These measures address the felt needs of the college community

and are a means of appreciating the contribution of the teaching and non-teaching faculty.

A list of these incentives is given below :

For Teaching faculty :

- Refundable & non-refundable loan against PF
- Maternity & paternity leaves
- Study leave
- Duty leave for professional and career development

For Non-Teaching staff :

- Refundable/non-refundable loan against PF
- Refundable loan against salary
- Wheat Loan to Class IV workers
- Duty leave etc.
- Two sets of uniform to class IV workers at the college expense

6.3.6 What are the measure taken by the institution for attracting and retaining eminent faculty ?

Every effort is made by the college to retain the senior faculty. The senior faculty is given due and timely increments, earned leave and medical leave. Some of the faculty members reconsidered their decision to settle abroad and came back because of the adequate salary and good retaining policy of the institution.

6.4 Financial Management and Resource Mobilization

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

The college has constituted financial advisory committee under the chairmanship of the Principal. Senior faculty members and bursar are the members of the financial committee. The committee prepares the budget of the institution every year, and the total revenue and expenditure to be incurred during the year are planned in the periodical meetings of the committee :

The total revenue is categorized into three major segments :

1. State government grants for salaries of the staff covered under 95% grant in aid scheme.
2. Revenue from fees and funds.

3. Financial aid from the management of the college.

The major expenditure includes salaries of the staff and developmental or expansion expenditure. The financial resources of the institution are kept in the mind while planning for development and other expenditures.

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

The college managing body, Shiromani Gurudwara Prabandhak Committee (Amritsar), has appointed an internal auditor for the audit of the accounts of all the institutions governed by it. A team of the internal auditors visits the institution at the end of every month and examines the account books of all the heads of income and expenditure.

At the end of the year, the compiled accounts are submitted to the external auditor of the institution who prepares the income/expenditure details and the balance sheet of income and expenditure.

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

The major sources of institutional funding includes the fees from the students, grants from the state government, special development grants from UGC and grants from the governing council. The college did not face any shortage of funds during the last 4 years.

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

The institution makes every possible efforts for securing additional funding by applying to both government and non-governmental organizations. The college has applied to the UGC for financial aid under various schemes. Often the support of ICSSR is sought for holding seminars and conferences. The college sometimes also approaches prominent members of society and social organizations for help in the form of scholarships etc. to needy students.

Detail of Additional Funding

S. No.	Details	2010-11	2011-12	2012-13	2013-14
1	Grant from SGPC	5,00,000	45,00,000	16,50,000	Nil
2	From State/ Central Govt.	1,31,26,410	1,47,35,549	2,20,26,756	1,21,40,978
3	From UGC	58,43,000	Nil	300150	27,500

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC) ? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance process ?

Yes, the institution has established an IQAC, which is the principle body to look after the quality aspect of the college. IQAC has the representation from the society alongside the representatives from the management, the teaching faculty, alumni and students, and its meetings provides very good opportunity to incorporate the views of the society in the formulation of programmes and policies of the institution. The institution is committed to provide Quality Education to the students. To ensure quality education, the following steps are being taken :

- Introduction of new courses
- Upgradation of labs/infrastructure
- Appointment of regular faculty
- Upgradation of sports facility
- Adding Library resources
- Holding conferences, workshops, seminars etc.
- Continuous and comprehensive growth of the students
- Tutorial system
- Participation of the students in extracurricular activities
- Career counselling & guidance
- Placements

b. **How many decisions of the IQAC have been approved by the management authorities for implementation and how many of them were actually implemented ?**

- Enhancement of infrastructure, which includes creating more teaching-learning space, expansion of building and addition of more rooms etc, has been approved by the management.
- Proposals for new courses have been approved.
- Appointments of new faculty members have been approved.

All the above mentioned proposals/decisions have been implemented.

c. **Does the IQAC have external members on its committee ? If so, mention any significant contribution made by them.**

Yes, the IQAC has two external members on its committee. They perform a very constructive role by giving suggestions regarding quality aspects of the college. Sometimes they also help in pooling financial aid from philanthropic individuals and organizations.

d. **How do students and alumni contribute to the effective functioning of the IQAC ?**

The office bearers of the alumni association are invited to the IQAC meetings. They give suggestions about the aspects of the college which require improvement. Sometimes they also help in placements and provide financial aid to the students or college in the form of donations. Students are invited to the IQAC meetings as and when the need is felt. So far their role has been of participatory nature.

e. **How does the IQAC communicate and engage staff from different constituents of the institution ?**

- All information is communicated to staff and students by way of circulars and notices.
- Information about the college activities, admission schedules, last dates for depositing fees and achievements of the students or staff is also displayed on the Digital Display board.
- Teachers and the departments are asked to submit their achievements to the IQAC.
- All the members of the staff are engaged, in different capacities, in different activities and they work for maintaining quality in every sphere.

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

Quality assessment of an educational institution requires the evaluation of a number of parameters, such as the quality of students it produces, quality of services it provides, quality and quantum of the academic and intellectual output of the faculty and the contribution of the institution to the society. The quality of education imparted by an institution depends upon many factors. Competency and availability of teachers, infrastructure, nature of programmes and learning environment in the institution are important among them. The institution has formed IQAC with members of staff, students, management, alumni and public representatives. It conducts meetings every month under the chairmanship of the Principal, the Vice Principal acts as its coordinator and senior faculty as the members. These members decide on new methodologies and put them on table for discussions. After this the initiative is passed by all and it takes the form of office order. Every department has one IQAC member who informs the rest of the department about the meetings of the cell.

The IQAC has the following members on its panel :

1. Chairperson	–	Dr. Kashmir Singh , Principal,
2. Coordinator	–	Dr. Darshan Pal, Vice Principal,
3. Management Nominee	–	Director Education, SGPC
		Secretary Education, SGPC
4. Society Representative	–	Principal, SGSS Khalsa Sen. Sec. School
		Anandpur Sahib
5. Prof. Jagdish Singh	–	Teaching Faculty
6. Dr. Maninderjit Kaur	–	Teaching Faculty
7. Prof. Avtar Singh	–	Teaching Faculty
8. Dr. Manjeet Singh	–	Teaching Faculty
9. S. Amandeep Singh	–	Librarian
10. Dr. Amanpreet Singh	–	Alumnus
Giani Surinder Singh	–	Alumnus
11. S. Jagjit Singh	–	Accountant
12. Nirmala Kumari	–	Student (Arts Faculty)
Sanjeev Kumar	–	Student (Science Faculty)

Chetan Sohal	–	Student (Commerce Faculty)

13. Dr. Manjeet Singh   –   External Expert

Deptt. of Applied Management,

Punjabi University, Patiala

Dr. R.K. Nagaich   –   External Expert

Head Deptt. of Mathematics,

Punjabi University, Patiala

14. Harjeet Singh Sandhu   –   Parents Representative

Manager, PNB, Anandpur Sahib

We achieve our objectives through the following resources :

1. Qualified and dedicated faculty
2. Adequate infrastructure and resources
3. Effective co-curricular programmes
4. Promotion of extra-curricular activities
5. Programmes based on human values
6. Schemes for faculty development
7. Result-oriented extension programmes
8. Comprehensive planning and review

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

Teachers hold the prime role in deciding the quality of education imparted. The institution is giving active support for the career advancement of teachers by providing ample opportunities to the staff members for attending training programmes, workshops, seminars and conferences. The faculty members are given special leave to attend orientation courses or refresher courses. An orientation programme is organized in the campus at the beginning of the session for acclimatizing the freshly appointed faculty members. This short course enables the teachers to get familiar with the system by interacting with the Principal, senior faculty and experts from other institutions. Training workshops are also arranged for new teachers of the college. In addition to these, regular meetings are held with the staff to improve their performance and class dealing.

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

Yes, the institution undertakes academic audit through the top level administration. Special staff meetings are held to review the results and to raise academic standards wherever required. During the session/semester, departmental and common staff meetings are convened by the Principal, in which the performance of the teachers is reviewed and necessary remedial actions are taken in those cases where it is not up to the mark.

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

The main regulatory bodies affecting the college working are Punjabi University, Patiala, State Government, UGC and the college management. All internal quality policies are made in conformity with the guidelines laid down by the regulatory bodies. Efforts are made to follow the guidelines in letter and spirit so that quality education can be assured.

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

For the proper review of the teaching learning process, the method of examining the students through various modes is followed. Proper methodology is adopted for house tests and mid-semester tests etc. The assessment pattern is linked with the class tests, mid-semester tests, assignments, class work and class attendance, and this has helped in improving the results of the students every year. Besides, at the end of the academic year students are given feedback questionnaire. Many parents remain in constant touch with the teachers and make regular enquiries regarding the performance or betterment of their wards.

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

Each and every information regarding the college activities, such as timetable schedule, fee schedule, exam dates, co-curricular and extra-curricular activities, competitions etc., is displayed through college website and notice boards. A pictorial view of the students' achievements, the college functions and other significant

happenings is displayed on the digital screen, as well. The performance of the students is conveyed to the students and parents through their progress reports, through PTS meetings and through interaction with parents at individual level. The Principal communicates the policies through staff meetings, meetings with the HODs and his personal meetings with the management.

Any other relevant information regarding Governance, Leadership and Management which the college would like to include.

The college management (SGPC, Amritsar) is a huge body running about 72 schools and 45 colleges with an annual budget of Rs. 905 crores. The management is committed to imparting quality education and ameliorating the standards of the masses by spreading the light of knowledge and skill development.

All the educational affairs and policies are being looked after by a centralized body : Directorate of Education. The formulation of the Directorate, headed generally by eminent educationists, has helped in streamlining and expediting the procedures so as to provide a sound governance to educational institutions. Consequently, the approvals of proposals, sanctions of projects involving finances and appointments etc. are very smooth and fast. Our Management is known to have an employee-friendly attitude and proves to be better paymaster as compared to other privately managed institutes of the state.

The college has instructed all the departments to take care of the students' grievances and help them by redressing their problems and difficulties at the earliest.

A suggestion box is placed near the Principal's office for the students. They can communicate their views on an anonymous basis or in their own name. The college is open to suggestions with an eye to improve the functioning and enhance the quality of teaching-learning process.

Criterion VII:
Innovations and Best Practices

Criterion VII : Innovations and Best Practices

7.1   Environment Consciousness

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

Yes, a Green Committee has been constituted to make the campus eco-friendly and to review the landscaping needs of the college. That committee examines the issues related to environment facility. It has members from students, staff and non-teaching staff. Gardeners of the college are especially included in this committee. The committee ensures

- awareness among the students about the environment issues
- plantation drives to give maximum possible green cover to the institute
- beautification and cleanliness of the campus
- landscaping and other matters like natural resources conservation etc.

The Green Committee periodically reviews the efforts to preserve the environment. This committee also ensures the celebration of 'Vanmahotsava' and Environment Day.

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

The institution specifically takes the following initiatives in this regard :

- **Energy Conservation**
  - Students and staff are expressly and employably given the information regarding minimum use of electricity and minimum wastage of water.
  - Another step towards conserving energy has been the replacement of bulbs and tubes with CFL. The college is in the process of gradually replacing CFL with LED.

- **Plantation**
  - Plantation of saplings is part and parcel of the Environment Day celebrations. The celebration of Vanmahotsav during NSS activities is also used as an occasion for plantation of trees.
  - Distribution of saplings to the general public is also taken up by the students and the faculty of the college.
  - The birthday of Sri Guru Har Rai Ji (the 7th Guru of the Sikhs) is celebrated at a large scale and with great fervour as Environment Day. As per the directions of our management (SGPC, Sri Amritsar), this day is marked as World Sikh Environment Day and it is mandatory for all the educational institutions under the management to celebrate it as such.

- **Campus cleanliness**
  - Campus cleanliness drive is taken up by students during N.S.S. activities. Physical Education department of the college also involves the students in the cleanliness drive prior to the functions and special programmes. 'Swach Bharat' movement has been implemented in letter and spirit in this institution. The hoardings of that campaign have been placed at different strategic locations of the college for sensitizing the students about the importance of clean surroundings.
- **E-waste management**
  - E-waste material, such as scratched CDs and DVDs, out-of-order keyboards and mouses, waste pen-drives and hard drives are disposed off to the waste dealers. Some items, such as drum units and toners, are returned to the company when they become useless. Some useless cartridges, RAMs, and circuit boards etc are disposed off as per the instructions of the manual accompanying them.

7.2 Innovations

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

- Remedial teaching is an important technique we are using to support the below average students. We identify the target students after our first examination (MST) which is conducted in the month of September. The students who score below the average are grouped together and remedial teaching is arranged for their benefit. We have two programmes for this. One is peer teaching. The other includes special classes conducted outside normal teaching or on holidays by the faculty.
- Feedback collection is an important means for ensuring quality parameters. Students take care to enlist their true opinion during the feedback sessions.
- The parents-teachers-student meetings also help a lot in keeping up the quality standards through the associated components of feedbacks and discussions.
- In order to cultivate human values among students, every first day of the month is celebrated in the Gurudwara Sahib of the college. Lectures on moral education are organized by the college faculty as well as by external experts.

- Tutorial groups are formed as soon as the classes have started and tutorial classes are held once a month. Two senior faculty members are appointed as senior tutors for boys and girls.
- For improving the skill and efficiency of our students we have three programmes for our students.
    1. Computer literacy programme
    2. Add on course of spoken English
    3. Training for competitive examinations

In order to improve the communication skills, fully equipped Language Lab has been established.

- Transportation to facilitate the daily commuting of the girl students from the nearby villages has been arranged by the college.
- Child care center has been introduced in the campus for the lady staff working in the college. It provides all play-way methods for the kids and resting facilities for the babies
- Career guidance cell has been introduced to help the students plan their future.

7.3   Best Practices

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

<div align="center">

Best Practice – I

</div>

1. **Title of the Practice :** Moral and Ethical Education of the Students

2. **Goal**

Our actual mission is not only to give subject-based knowledge but to shape the students as noble individuals and better citizens. Keeping this in view, providing quality education that involves overall development is the major focus of the institution. No doubt this institution provides time relevant knowledge, but life-nurturing values have also not been ignored.

The college recognizes the importance of imparting wholesome education as will transform the youth into mentally enlightened, morally upright and enterprising individuals who will have the confidence and skills to follow the right path and to hold their head high in society. This can be possible through right thinking which springs from right learning and which translates into right action.

3. **The Context**

It has been increasingly felt that in the hurry to accumulate knowledge, students drift away from life-sustaining values and give themselves up to dejection and frustration whenever their high, and sometimes unreasonable, expectations are not met. Dealing with boys and girls collectively and keeping under check the gender factor can in itself be quite challenging, especially when 75% of the students come from a background where restrictions are many and awareness is entirely lacking. Moreover, certain alarming tendencies have been found prevalent among the students such as dependence upon drugs and excessive indulgence in modern electronic devices. All these factors erode the value system while distracting and diverting them from the path of knowledge.

Hence, the need to remind the students of such values as self-restraint, compassion, integrity, honour, responsibility, respect and fairness. Students need to understand that the secret of success consists not only in developing skills to become more employable but in developing a balanced personality that

can undergo trials and tribulations with equanimity while serving the humanity in one's individual capacity.

4. **The Practice**

Education, in totality, should cultivate right value system. Our college is in the vicinity of Sri Anandpur Sahib, a holy city renowned for being the birth place of the Khalsa. The college has been established to commemorate the supreme sacrifice made by the Ninth Guru Sri Guru Teg Bahadur Sahib, for religious freedom and human rights. These facts put all the onus on us to nurture noble traditions and value system. The college is, therefore, devoted to impart moral and ethical education to the students to make them useful citizens.

Education changes and modifies our behavior; moral and ethical education ennobles our conduct. Our vision – "Shubh Karman te Kabhun Na Taron" – also emphasizes virtuous conduct.

Our students celebrate 'Sangrand', the monthly religious congregation wherein some scholar of repute is invited to enlighten the students about sterling moral values. Every month one period is kept aside for this when students and staff gather in the college 'Gurudwara Sahib' and join in the prayers. Hymns are recited followed by the Principal's address about right living and high thinking.

Students are encouraged to write 'Thought of the Day' on a strategically placed notice board. Each day up to five sentences of wisdom can be displayed on the notice board. Whenever possible, the same thoughts are also displayed on the Digital board of the college.

The entire faculty uses tutorial classes to inform the students about the value of decent behaviour, peaceful co-existence and respect for authority.

The college has Religious Studies as one of the subject options for undergraduate classes. It was started about 17 years ago because of its strong moral and ethical underpinning.

Girl students of all the undergraduate courses are collectively addressed by the senior female faculty in the beginning of the session. They are informed of the measures that they can take to avoid any situation that might result in eve-teasing. For example, they are told about the necessity to follow decent dress code and practise appropriate demeanor suitable for co-ed institution. This interaction raises their level of awareness and instils confidence in them.

Special programmes are organized and scholars are invited to interact with the students at large about the issues that concern their general behaviour and overall personality.

Although the college makes lots of efforts to involve all the students in its drive to include moral and ethical education in its academic structure, we do come across hostile and escapist attitude on the part of a section of boys. Shortage of time is another constraint that we face in the implementation of this worthy practice. The syllabus compulsions and the demands of academic calendar do not allow as much time as we would like to devote to this noble aspect.

5. Evidence of Success

Stress on moral and ethical education has created congenial atmosphere for teaching and learning. As a result there has hardly ever been any student strike or any serious incident of indiscipline. This has instilled trust and confidence in the hearts of the parents regarding the optimum working of the college. Sharp increase in the strength of the students is an ample evidence to this fact. Due to self-cultivated sense of responsibility and discipline, there has never been any incident of vandalism or tempering with the college infrastructure which is a common occurance in colleges. Students show self-restraint in the use of college computers, internet facility and other gadgets. The instances of eve-teasing are almost negligible in the college campus. No case of ragging has ever been reported.

There is greater participation in sports and other extracurricular activities. Attendance in classes and in the college library has considerably increased. Noble traditions and judicious counselling by the teachers have gone a long way to inculcate positive and helpful attitude among the students. Many students donate their costly text books to the departmental libraries after they clear their exams. This generous attitude reveals their intrinsic virtue and social consciousness. Our students also organize several functions and excursions themselves. It generates a sense of responsibility, humility and co-operation required for useful citizens.

6. Problems Encountered and Resources Required

As stated earlier, we do come across some problems in the implementation of this noble practice. Some students project indifference to the

programmes meant for moral and ethical education. This is more true of a section of boys. For instance, not all of them would be part of the congregation during monthly prayers which are normally held in and around the Gurudwara premises. Likewise, some of them would choose to lurk around in the college grounds when some specially organized programme is taking place in the college auditorium. The compulsions of time table schedule and syllabus completion also act as constraints in implementing this practice more strenuously. Another limitation regarding its implementation is the dearth of space in the college hall, which makes it impossible to accommodate the entire student strength at one go for such educative programmes.

As far as the resources required are concerned, the implementation of this practice requires only the mobilization of human resources. Students involvement and teacher's inclination and persuasion are of prime importance in making this practice a meaningfully significant activity.

7. **Notes**

We would like to point out that in implementing this practice the purpose is not to push students towards any religious ideology but to make them better human beings. The sikh students are encouraged to follow the tenets of Sikhism, but students from other faiths are guided to be true to their religious beliefs. The college entirely subscribes to secularist mode of thinking irrespective of the fact that it is associated with a religiously significant place and managed by a premier Sikh religious body.

8. **Contact Details**

Name of the Principal	:	Dr. Kashmir Singh
Name of the Institution	:	Sri Guru Teg Bahadur Khalsa College
City	:	Anandpur Sahib
Pincode	:	140118
Accredited Status	:	B+
Work Phone	:	01887-232037
Website	:	www.sgtbcollege.org.in
Mobile	:	+91-9915712370

Best Practice – II

1. **Title of the Practice :** Community Service

2. **Goal**

We believe that service is the very purpose of life. If knowledge is power, community is strength and the will to do good is everything. Community service provides an opportunity to apply academic learning to real human needs and to make the knowledge gained usable and useful. The college feels that it has a responsibility to instil in young people the value of giving back to their community. In adopting community service as one of the core practices, the purpose has been to involve more and more students in socially meaningful activities. The idea has been to encourage volunteerism and to foster social consciousness about the needs of community.

3. **The Context**

In today's society people are busy and engrossed in themselves, so to help our young people experience community service as part of their education provides them with the chance to give back to the community that helped to raise them. Community service harnesses that tremendous youthful energy and unleashes it on causes students care for.

The college firmly believes that education should not only prepare students for their profession, but it should prepare them for their role as a societal being. Initially students participated in community service through the activities of NSS and NCC. The visible positive change that it brought to their performance and attitude made us think of adopting community service as one of the main activities.

Community service inspires the students to step outside their egocentric world and help others. It helps them in realizing their educational, social and developmental goals.

4. **The Practice**

Service and sacrifice for the sake of humanity is the message that marks the climatic point in the life of the Prophet (the Ninth Guru) whose good name the college partakes of. The college motto also states : "May I never refrain from righteous deeds." True to its tradition the institution has been a perennial source of encouragement to selfless social service through its various voluntary organizations.

Community service as a part of education means working for personal growth by blending interpersonal skills with civic engagement. It is the best way to inculcate a sense of responsibility in individuals. By participating in community service, students are introduced to good values and morals. Values such as humility, gratefulness, honesty, sincerity and respect are the important virtues that one can acquire from helping the community.

The college community service centre has been named after Bhai Ghanayia Ji, the dedicated disciple of Guru Gobind Singh Ji, who served wounded soldiers of both sides in the battlefield. This centre acts as a liaison between students, faculty, staff, and community organizations of the area. It works in tandem with the college NSS and NCC units which are always in the vanguard of community services.

The college has adopted some villages for various services. For the past several years, the students have volunteered to perform village cleanups village paths are levelled and pot-holes are filled up particularly after the rainy season. Village pastures are cleared up of plastic and synthetic waste. A few months earlier students carried out 'Adult Literacy' drive in one of the adopted villages. The volunteers from our Agriculture Department help farmers in plantation making them aware of the suitable varieties of crops and modern methods of farming.

While deciding about the campaigns the interests of the volunteers are taken into consideration. The teachers first have a conversation with small groups of students, generally in tutorial classes, to understand the causes they care about. Students often plan awareness marches in the city to enlighten the public against social evils, such as dowry deaths, female foeticide, drug addiction, communalism etc. Supported by college cultural society, volunteers stage street plays and skits in villages to generate awareness about burning issues.

Anandpur Sahib, by virtue of its holy and historical status, is the venue for several fairs and festivals. Our student volunteers perform commendable service by assisting various NGOs in running First-Aid booths, regulating traffic, arranging drinking water and in guiding the tourists and pilgrims. Our volunteers serve in community kitchen set up for the pilgrims with great dedication. In addition, our college volunteers conduct cleanliness campaigns

in and around the city, take part in blood donation camps and shoulder responsibility during national calamities.

It has been noticed that community service provides students with the motivation necessary to put forth effort in academics. It generates positive feelings among the students. Timetable constraints and academic schedule deadlines are the main limitations in the full-throated implementation of this activity.

5. **Evidence of Success**

These simple initiatives made a big impact and allowed students to see they can be a part of something empowering. For example, so many students volunteered themselves for helping old people and children cross road safely near schools and hospitals that we had to face difficulty in selecting a manageable group from among them.

Under the able guidance and persuasion of Bhai Ghanayia Ji Community Service Centre, liberal contributions were made to help the victims of natural disasters in Uttrakhand and Jammu & Kashmir. Students collected warm clothes, blankets and water bottles to help the affected people.

Many students care deeply about the threats facing our environment and show so much interest in helping their community "go green" that they pool in money to buy saplings in bulk from the nurseries.

The students involved in adult literacy drive and helping the aged around found the whole activity so satisfying and enlivening that they decided to celebrate New Year with the aged of their village.

By participating in service projects, students forge bonds with each other, as well as other members of the community. These bonds enhance their interpersonal skills and increase their social network.

6. **Problems Encountered and Resources Required**

Generally the students are quite enthusiastic about community service activities except when the exams are close at hand, for mostly holidays or special days are used for such activities. Students from science and professional streams are hard pressed to spare any time particularly due to semester system of examination. They often hesitate to participate in those community service camps which are held away from the college or encroach upon their tuition schedule. Certain service activities require special kind of 'kits' which became

a little difficult to procure in sufficient number from the concerned departments. Mostly the college uses its own resources to provide required implements or equipment etc. Some students also make small but meaningful contributions.

7. **Notes**

Very soon, we are planning to devise a mandatory policy requiring students to complete certain hours of community service during graduation. We feel that it is essential to enhance social connectedness that appears to be waning in our increasingly segmented society.

8. **Contact Details**

Name of the Principal	:	Dr. Kashmir Singh
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Mobile	:	+91-9915712370

Evaluative Report of
the Departments

Evaluative Report of the Departments

Department of Agriculture

1. **Name of the department** : Agriculture
2. **Year of Establishment** : 2011
3. **Names of Programmes /Courses offered** : B.Sc. Agriculture
4. **Names of Inter disciplinary courses and the departments/units involved**: NA
5. **Annual/semester/choice based credit system (programme wise)** : Semester
6. **Participation of the department in the courses offered by other departments:** NA
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**

   NA
8. **Details of courses/ programmes discontinued (if any) with reasons:** NA
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	6	6

10. **Faculty profile with name, qualification, designation, specialization, D.Sc./D.Litt./Ph.D./M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 years
Dr. Jujhar Singh	Ph.D. ,NET	Asst.. Prof.	Ph.D Floriculture Landscaping	1 years Six Months	Nil
Bhawna Thakur	M.Sc.., NET SRF	Asst. Prof.	M.Sc... Horticulture	2 Years 2 Months	Nil
Amandeep Kaur	M.Sc...	Asst. Prof.	M.Sc.. (system B Biology & Bioinformatics)	4 Month	Nil
Alka chambial	M.Sc... Net	Asst. Prof.	M.Sc..(Agro For story)	3 Months	Nil
Akanksha sharma	M.Sc...	Asst. Prof.	M.Sc.. Env. Managements.	3 Months	Nil
Dalbir Singh	M.Sc..	Asst. Prof.	Crop Genetics & Plant Breeding	3 Years	Nil

11. **List of Senior visiting faculty:**

Name Of Senior Faculty visiting our Dept. (Agriculture)	Our Designation of Sen. Faculty	Date
1.Engineer Harpreet Singh	Dept. Of Agriculture Baba Farid College Deon Bathinda, Punjab	11 Nov 2014
2. Dr. Amarjeet Singh	ADO Anandpur Sahib Punjab	23 Nov 2014

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:**

Name Of Faculty	Subject	Class	Percentage
Bhawna Thakur	1.Animal Husbandry	B.Sc.II Year	100%
	2. Filed Crops	B.Sc.II Year	
	3. Manure & Fertilizer	B.Sc.II Year	
	4. Elements Of Veg. Growing	B.Sc.II Year	
	5. Horticulture I (pomology)	B.Sc.III Year	
	6. Animal Breeding & Management	B.Sc.II Year	
Alka Chambial	1. Agri. Eng.& Land Surveying	B.Sc.II Year	100%
	2. Soil & Water Management	B.Sc.III Year	
	3. Agronomy - I	B.Sc.IV Year	
Akansha Sharma	1. Soil Science	B.Sc.II Year	100%
	2. Agronomy II	B.Sc.IV Year	
	3. Entomology	B.sc. IV Year	
Amandeep Kaur	1.Biochemistry	B.Sc.1st Year	100%

13. **Student-Teacher Ratio (programme wise) :** 35:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled :**

Administrative Staff	Ten
Support Staff	Three

15. **Qualifications of teaching faculty with DSc / D.Litt./ Ph.D. / MPhil /PG:**

Name of Faculty	Qualification of Teaching faculty
1. Dr. Jujhar Singh	Ph..D, NET
2. Bhawna Thakur	M.Sc.., ICAR JRF, ICAR SRF & ICAR NET

3.   Alka Chambial   M.Sc..(Agro Forestry & ICAR NET)

4.   Akanksha Sharama   M.Sc.. (Env. Management)

5.   Amandeep kaur   M.Sc.. (Bioinformatics)

6.   Dalbir Singh   M.Sc..(Crop Genetics & Plant Breeding)

16. **Number of faculty with ongoing projects from a)National b)International funding agencies and grants received**   **:**   Nil

17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received**   **:**   Nil

18**.**   **Research Centre/ facility recognized by the University**   **:**   Nil

19.   **Publications :**

∗ **a) Publication per faculty**

* **Number of publications listed in International Database** (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database–International Social Sciences Directory, EB.SC.O host, etc.) **:**

Author :

1.   Jujhar Singh

2.   B.S Dilta,

3.   Y.C Gupta

4.   B.P.Sharma

Publication   **:** Standardization of Growing Substrates & NPK Doses for Growth and Flowering of Alstromeria.

Journal   **:**The Asian journal of Horticulture

Page   **:**Vol. 8,Issue 2,Dec 2013 5772580

∗ **Monographs :**   Nil

∗ **Chapter in Books :**   Nil

∗ **Books Edited:**   Nil

∗ **Books with ISBN/ISSN numbers with details of publishers**   Nil

∗ **Citation Index**   Nil

∗ **SNIP**   Nil

∗ **SJR**   Nil

∗ **Impact factor**   Nil

∗ **h-index**   Nil

20. **Areas of consultancy and income generated:**   Floriculture & Landscaping.

21. **Faculty as Members in a). National Committee , b) International Committee,**

   c). Editorial Boards   Nil

22. **Student projects**

   a) **Percentage of students who have done in-house projects including inter departmental/ programme**   : 75%

   b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories /Industry/ other agencies**   : Nil

23. **Awards/ Recognitions received by faculty and students**   **: Yes**

24. **List of eminent academicians and scientists/ visitors to the department**

25. **Seminars/Conferences/Work shops organized &the source of funding**

   a) **National**   Nil

   b) **International**   Nil

26. **Student profile programme/ course wise:**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc.(Agri) I Year	125	100	77	23	
B.Sc.(Agri) II Year	50	47	28	19	100
B.Sc.(Agri) III Year	38	38	29	9	100
B.Sc.(Agri) IV Year	22	22	20	2	100

   *M=Male *F=Female

27. **Diversity of Students**

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.Sc.Agriculture	70	30	-

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

   Defence Services : Yes (5)

29. **Student progression**

Student progression	Against % enrolled
UG to PG	-
PG to M. Phil.	-
PG to Ph.D.	-

Ph. D. to Post-Doctoral	-
Employed Campus selection Other than campus recruitment	-
Entrepreneurship/Self-employment	-

30. **Details of Infrastructural facilities**

   a) **Library**   Yes

   b) **Internet facilities for Staff & Students**   Yes

   c) **Class rooms with ICT facility**   Yes

   d) **Laboratories**   Yes

31. **Number of students receiving financial assistance from college, university, government or other agencies.**

32. **Details on student enrichment programmes with external experts:**

   1. Chamkaur Sahib Visit To Fishery Farm.   24-10-2013
   2. Musoorie For Haridwar trip.   11-11-2013
   3. Mandi Trip.   7 to 9 -03-2014
   4. Chapad Chidi Visit (Kisanmela)   28-02-2014
   5. PAU Ludhiana (KisanMela)   12-03-2014
   6. Diwali Fate & Exhibition On Day Flower.   21-10-2014
   7. Guest lecture (Agriculture Eng. For Land Surveying)   11-11-2014
   8. Guest Lecture By ADO On Experimental Design.   28 to 29-11-2014

33. **Teaching methods adopted to improve student learning**

   1. Through Educational Movies.
   2. Method declamation.
   3. Landscape Software's.
   4. PPT Presentation.

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**

   1. **Parthenium Eradication Day**: It was celebrated on 29-11-2014 on this day mask is provided to the students to prevent them from the allergic pollen of parthenium. After that lecture was delivered by Dr. Jujhar Singh to the students and other college staff about the ill effects of parthenium on environment and human being.

2. **Lecture on Organic Farming** : Lecture on organic farming was delivered by our staff to the students that how the organic farming is beneficial to the agriculture & environment. Different methods of organic farming was also explained on that day.

3. **Ecofriendly Diwali Celebration Awareness Fate:** It was celebrated on 21-10-2014. In this fate the staff gave message to the students and people that how crackers are disturbing our environment and provided information regarding Ecofriendly Diwali celebration and its benefits to day today life and on the whole universe.

4. **Exhibition on Waste Material Crafts:** Exhibition on material crafts was conducted on 21-11-2014. In this exhibition craft items made from papers, stones, bangles, ice-cream sticks, was displayed and also pots & ornamental plants were displayed.

35. **SWOC analysis of the department and Future plans**

Strengths :

- All the six faculty members are well qualified Ph.D. degree holder, two are M.Sc. (NET) and three are P.G. in their respective disciplines.
- Adequate class rooms, laboratories and field areas for graduate programs.
- The admission response in B.sc. Agriculture degree program is overwhelming.
- Audio – visual system in classrooms.
- Library facilities in campus.
- Adequate field area for practical and training purposes.

Opportunities:

- Scope for engagement of progressive farmers in extension program.
- Scope for soil amelioration by enhancing organic farming program by agriculture department.
- Landscaping & Floriculture offers a good Scope for shaping state into a beautiful state.
- Scope for crop diversification, to reduce the biotic pressure on nation.

Challenges:

- To develop national & state links with department to make their programme accessible to us for participation.

- Development of curriculum and research oriented program.
- Project based learning

Future Plans:

- To organize extension lectures by eminent scholars.
- Involvement of students in more research projects.
- Organization of Educational tour.
- To organize National Level Seminars/Conferences
- To establish Research Centre and to apply for major Research Projects to ICSSR UGC, CSIR.

Department of Botany

1. **Name of the department** : BOTANY

2. **Year of Establishment** : 2004

3. **Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)** : UG-B.Sc.(Medical)

4. **Names of Interdisciplinary courses and the departments/units involved:**

   Botany, Basic Botany and Crop Botany are included in B.Sc.(Agriculture).

   Teachers also teach one interdisciplinary course 'Biology for Chemists' to M.Sc..

   (Chemistry) students.

5. **Annual/ semester/choice based credit system (programme wise):** Semester

6. **Participation of the department in the courses offered by other departments:** Yes

Name of Department	Courses in which Botany Deptt. Participated
Agriculture	B.Sc.(Agriculture)-I B.Sc.(Agriculture)-II B.Sc.(Agriculture)-III
Chemistry	M.Sc. (Chemistry)-I

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**

   Nil

8. **Details of courses/programmes discontinued (if any) with reasons:** Nil

9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	2

10. **Faculty profile with name, qualification, designation, specialization,**

    (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Rajbir Kaur	M.Sc., B.Ed., Ph.D, NET	Asstt. Prof.	Plant Biochemistry and Env. Toxicology	4 yrs	Nil
Mr. Sartaj Singh	M.Sc.; NET	Asstt. Prof.	Ecology And Environment	1 yr	Nil

11. **List of senior visiting faculty:** Dr. Amarjit Singh, Botany Deptt, Punjabi University, Patiala

12. **Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty**

    B.Sc.(Medical): 66% (Theory and Practicals)

    B.Sc.(Agriculture): 50% for botany subject (Theory and Practical)

13. **Student -Teacher Ratio (programme wise):** 20:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

    Academic Support Staff (Technical) : 1 Lab. Attended

    Administrative Staff : 10

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG:**

    Ph.D. = 1

    PG = 1

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : Nil

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received** : Nil

18. **Research Centre /facility recognized by the University:** Nil

19. **Publications:**

    ∗ **a) Publication per faculty**

    1. **Kaur, R.,** Arora, S. and Singh, B. (2008). Antioxidant activity of the Phenol rich fractions of Chukrasia tabularis A. Juss. leaves. Bioresource Technology. 99: 7692-7698. (Impact Factor: 5.039)

    2. **Kaur, R.** and Arora, S. (2008). Investigations of antioxidant activity of methanol extract of Chukrasia tabularis A. Juss. Chinese Journal of Clinical Medicine. 3: 200-205 (International)

    3. **Kaur, R.,** Thind, T.S., Singh, B. and Arora, S. (2009). Inhibition of lipid peroxidation by extracts/subfractions of Chickrassy (Chukrasia tabularis A. Juss.) Naturwissenschaften. 96: 129-133 (Impact Factor: 1.971)

    4. **Kaur, R.** and Arora, S. (2009). Chemical Constituents and Biological activities of Chukrasia tabularis A. Juss.- A Review. Journal of Medicinal Plant Research. 3: 196-216. (Impact Factor: 0.879)

5. Thind, T.S., Singh, R., **Kaur, R.**, Rampal, G. and Arora, S. (2011). In vitro antiradical properties and total phenolic contents in methanol extract/fractions from bark of Schleichera oleosa (Lour.) Oken. Medicinal Chemistry Research. 20: 254-260.   (Impact Factor: 1.612)

6. Kumar, A., **Kaur, R.** and Arora, S. (2010)**.** Free Radical Scavenging Potential of some Indian Medicinal Plants. Journal of Medicinal Plant Research. 4(19): 2034-2042.   (Impact Factor: 0.879)

7. **Kaur, R.**, Sharma, U., Singh, B. and Arora, S. (2011). Antimutagenic and Antioxidant Characteristics of Chukrasia tabularis A. Juss. Extracts. International Journal of Toxicology. 30: 21-34   (Impact Factor: 1.233)

8. **Kaur, R.**, Sharma, U., Singh, B. and Arora, S. (2011). Antimutagenic Potential of Chickrassy (Chukrasia tabularis A. Juss) bark. Journal of Medicinal Plant Research. 5: 5021-5033   (Impact Factor: 0.879)

9. **Kaur, R.**, Singh, B. and Arora, S. (2011). Amelioration of oxidative damage by Methyl gallate in different in vitro models. Phytopharmacology.1: 82-94.

10. Mahajan, J., Kumar, R., **Kaur, R.** and Arora, S. (2012). Exploration of xanthine oxidase producing microorganisms from hypoxanthine supplemented soil and their inhibitors from plants employing nitroblue tetrazolium based colorimetric assay method. Global Advanced Research Journal of Environmental Science and Toxicology. 1: 10-13.

11. **Kaur, R.** and Khanna, N. (2012). Pathophysiology and Risk Factors related to Hypertension and its cure using Herbal Drugs. Spatula DD. 2(4): 245-256.

12. Batish, D.R., Singh, H.P., Kaur, M., Kohli, R.K. and **Singh, S.** (2012).Chemical Characterization and phytotoxicity of volatile essential oils from leaves of Anisomeles indica (Lamiaceae). Biochemical Systematics and Ecology. 41: 104-109   (Impact Factor: 1.170)

13. **Kaur, R.,** Singh, B. and Arora, S. (2013). Modulatory effects of Chukrasia tabularis A. Juss. bark on in vitro generated oxidative stress. International Journal of Pharmacy and Pharmaceutical Sciences. 5(1): 158-167.

14. **Kaur, R.** and Arora, S. (2013). Interactions of Betulinic Acid with Xenobiotic Metabolizing and Antioxidative Enzymes in DMBA treated Sprague Dawley Female Rats. Free Radical Biology and Medicine. 65: 131-142.
(Impact Factor: 5.731)

15. Singla, R., **Kaur, R.,** Arora, S. and Jaitak, V. (2013). In vitro Anti-mutagenic Activity of Asparagus racemosus: An Ayurvedic Medicinal Plant. American Journal of Drug Discovery and Development. 3(4): 286-292.

16. **Kaur, R.,** Kaur, J., Mahajan, J., Kumar, R. and Arora, S. (2014). Oxidative Stress - Implications, Source and its Prevention. Environmental Science and Pollution Research. 21(3): 1599-1613.   (Impact Factor: 2.757)

17. Kumar, R., **Kaur, R.,** Singh, A. and Arora, S. (2014). Diminution of Hepatic Response to 7, 12-dimethylbenz(α)anthracene by Ethyl Acetate Fraction of Acacia catechu Willd. through Modulation of Xenobiotic and Anti-oxidative Enzymes in Rats. PLoS ONE 9(2): e90083. doi:10.1371/journal.pone.0090083 (Impact factor: 3.534)

18. Kaur, J., Chaudhary, A., **Kaur, R.** and Arora, S. (2014). Assessment of mutagenic, genotoxic, and cytotoxic potential of water samples of Harike Wetland- a Ramsar Site in India using different ex vivo biological systems. Ecotoxicology. DOI 10.1007/s10646-014-1240-8
(Impact Factor: 2.5)

19. Monga, P., **Kaur, R.** and Jaitak, V. (2014). Invitro Anti-Mutagenic Potential of Potentilla fulgens: A Western Himalayan Plant. Journal of Natural Remedies. 14(2): 26-34.

20. **Singh, S.,** Batish, D.R., Kohli, R.K. and Singh, H.P. (2014). An Evaluation of the Antioxidant Properties of some Oil yielding Lamiaceous Plants from Morni Hills (Haryana, India). International Journal of Pharmacognosy.1(10): 640-45.

∗ **Number of papers published in peer reviewed journals (national / International) by faculty and students.   :** 20 Papers

∗ **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.) :** 20 Papers

∗ **Monographs**   Nil

∗ **Chapter in Books**   Nil

∗ **Books Edited**   Nil

∗ **Books with ISBN/ISSN numbers with details of publishers** Nil

∗ **Citation Index**   135

∗ **SNIP**   5.926

- $\ast$ **SJR**   2.046
- $\ast$ **Impact factor**   25.547
- $\ast$ **h-index**   5

20. **Areas of consultancy and income generated :**   Nil

21. **Faculty as Members in:**

Dr. Rajbir Kaur

- ➢ Member of Free Radical and Biology Society
- ➢ Life Member of Punjab Science Congress
- ➢ Member of Editorial Board of College Magazine "Anand Jyoti"

Mr. Sartaj Singh

- ➢ Member of International Society of Environmental Botany

22. **Student projects**

a) **Percentage of students who have done in-house projects including inter departmental/programme** :   25%

b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies :**   Nil

23. **Awards / Recognitions received by faculty and students**

Dr. Rajbir Kaur	➢Travel Grant from the organizers of International Conference on "Advances in Free Radical Research: Natural Products, Antioxidants and Radioprotectors" (AFRR-2009) held at Department of Biochemistry, C.S.M. Medical University and Era's Lucknow Medical College, Lucknow (India). (March 19-21, 2009) ➢Awarded Research Associateship by CSIR, New Delhi (2011) ➢Awarded Post Doctoral Fellowship by UGC (January 2012)

24. **List of eminent academicians and scientists / visitors to the department**

Dr. Harpreet Walia (Asstt. Professor, DAV University Jalandhar)

Dr. Vikas Jaitak (Asstt. Professor, Central University Of Punjab, Bathinda)

Dr. Tarunpreet Singh Thind (Asstt. Professor, Miri Piri Khalsa College, Bhadaur)

Dr. Ravneet Kaur (Asstt. Professor, Dolphin College of Life Sciences, Chunni Kalan)

25. **Seminars/ Conferences/Workshops organized & the source of funding**

    a) National   Nil

    b) International   Nil

26. **Student profile programme/course wise:** **(2013-2014)**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc.(Medical) – I	16	16	1	15	56
B.Sc.(Medical) – II	10	10	1	9	100
B.Sc.(Medical) – III	7	7	1	6	100

*M = Male   *F = Female

27. **Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc.(Medical) – I	88	12	Nil
B.Sc.(Medical) – II	100	Nil	Nil
B.Sc.(Medical) – III	100	Nil	Nil

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**   Nil

29. **Student progression**

Student progression	Against % enrolled
UG to PG	28
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed Campus selection Other than campus recruitment	-
Entrepreneurship/Self-employment	-

30**.** **Details of Infrastructural facilities**

    a) Library   Yes

    b) Internet facilities for Staff & Students   Wi-Fi Campus

    c) Class rooms with ICT facility   Enabled

    d) Laboratories   One well furnished lab provided with class work material, microscopes (compound and dissection), and required instruments

31**.** **Number of students receiving financial assistance from college, university, government or other agencies.**   3 students per year

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

- Declamation contest on the Role of Science and Technology on the life of Human Beings (February 22, 2014).
- Visit to Botanical Garden and Forestry Department at Dr. Y.S. Parmar University, Solan on 28th March 2014
- Excursion tour for plant collection and tea garden visit from Dharamshala-Palampur region (October 31-November 2, 2014).

33. **Teaching methods adopted to improve student learning**

- Class Participation
- Chalk-Blackboard
- Demonstration
- Slides and Presentation
- Field Work

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**

Yes, Students participated in different ISR and Extension Activities including NSS, Cleanliness Drive of Campus, Poster Making Competition, Blood Donation Camps, Red Cross.

35. **SWOC analysis of the department and Future plans:**

Strengths :

- Well Established Laboratories

- Participation of the students in inter-college competitions.
- Students hardworking nature and their full hearted involvement in practical and research activities.

Opportunities :
- To conduct cross-faculty courses
- To involve more students in in-house and inter-departmental research projects
- To develop departmental herbarium and repository for the collection of plants.

Challenges :
- To expand infrastructure for research activity.
- in situ conservation of plants.

Future Plans:
- To start Post Graduaton in Botany
- To organize extension lectures by eminent scientists.
- Involvement of students in more research projects.
- Organization of Excursion tour.
- Collection of plants for the preparation of herbarium sheets.
- To organize National Level Seminars/Conferences
- To establish Research Centre and to apply for major Research Projects to UGC, CSIR.

Post Graduate Department of Chemistry

1. **Name of the department** : Chemistry

2. **Year of Establishment** : 1968

3. **Names of Programmes/Courses offered**

   UG : B.Sc.(Med ,Non-Med)

   PG : M.Sc. (Chemistry)

4. **Names of Interdisciplinary course sand the departments/units involved:**

5. **Annual/semester/choice based credit system (programme wise):**

   B.Sc. (Med) semester,

   B.Sc. (Non-Med) semester,

   M.Sc. (chem) Semester

6. **Participation of the department in the courses offered by other departments:** Yes

Name of Department	Courses in which Botany Deptt. Participated
Agriculture	B.Sc.(Agriculture)

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**

   Nil

8. **Details of courses/programmes discontinued(if any)with reasons:** Nil

9. **Number of teaching posts**

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	6	5

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil. etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last 4 years
Dr. Maninderjeet Kaur	Ph.D	Associate Professor	Inorganic	26 Years	
Dr. Rashmi Dhawan	CSIR-NET, B.Ed, Ph.D	Asstt.Prof.	Physical	4 Years 1Months	

Dr. Mandeep Kaur	NET,Ph.D Submitted	Asstt.Prof.	Organic	1 Year 6 Months	
Miss Harpreet	M.Sc. (H.S)	Asstt.Prof.	Organic	1 Year 6 Months	
Mrs. Amarjeet	M.Sc.	Asstt.Prof.	General	5 Months	

11. **List of senior visiting faculty:**   Dr. Randhir Singh, Khalsa College Amritsar,

Dr. M.S Batra, Khalsa College Amritsar.

12. **Percentage of lectures delivered and practical classes handled (programme wise)**

by temporary faculty   B.Sc.(Theory): 86.7% ,

B.Sc.(Pract): 96.2%,

M.Sc. (Theory) 33.3%,

M.Sc. (Pract) 0%

13. **Student-Teacher Ratio (programme wise) :**

UG 46:1

PG 13;1

14. **Number of academic support staff (technical)and administrative staff; sanctioned**

and filled:

Academic Support Staff (Technical)   : 2

Administrative Staff   : 10

15. **Qualifications of teaching faculty with DSc/D.Litt/Ph.D/MPhil/PG:**

Ph.D. :   02

P.G.   :   02

P.G.(NET) :   01

16. **Number of faculty with ongoing projects from funding agencies and grants**

received   a) National   :   Nil

b) International   :   Nil

17. **Departmental projects funded by DST-FIST;UGC, DBT, ICSSR, etc. and total**

grants received: :   Nil

18. **Research Centre/facility recognized by the University   :   Nil**

19. **Publications:**

∗   **a) Publication per faculty**   Dr. Rashmi Dhawan   -   1

Prof.Mandeep Kaur   -   5

∗   **Number of papers published in peer reviewed journals (national/**

international) by faculty and students .   :   Nil

* **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EB.SC. Ohost, etc**.)   :

<div style="margin-left:4em">

Dr. Maninderjeet Kaur -   4 International

                                         5 National

Dr. Rashmi Dhawan   -   4 In International Journals ,

Prof. Mandeep Kaur -   5 In International Journals.

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* **Monographs**   :   Nil
* **Chapter in Books**   :   Nil
* **Books Edited**   :   Nil
* **Books with ISBN/ISSN numbers with details of publishers :**   Nil
* **Citation Index**

PUBLICATIONS

(I) Papers Published: Dr.Rashmi Dhawan

Published in Refereed Journals:

1. Adsorption of dimethylsulfide vapors by activated carbons, M. Goyal, Rashmi Dhawan and M. Bhagat, **Colloids and Surfaces A., Physicochem. Eng. Aspects,** 322, 164-169, (2008)
   (Impact factor = 2.354) 6 citations

2. Adsorptive removal of vapors of toxic sulfur compounds using activated carbons, M. Goyal and Rashmi Dhawan, **International Journal of Civil and Environmental Engineering**, 1, 147-152, (2009)   **(Impact factor = 1.989) 1 citation**

3. Removal of mercury from water by fixed bed Activated Carbon columns, M. Goyal, M. Bhagat and Rashmi Dhawan, **Journal of Hazardous Materials,** 171, 1009-1015, (2009)
   (Impact factor = 4.331) 13 Citations

4. Adsorption of Gallic acid from aqueous solution using fixed bed activated carbon columns, M. Goyal, M. Bhagat and Rashmi Dhawan, **Separation Science and Technology,** 45 , 1265-1274, (2010)
   (Impact factor = 1.2) 1 citation

5. Isotherms, Kinetics and thermodynamics for adsorption of pyridine vapors on modified activated carbons, Rashmi Dhawan K.K. Bhasin and M. Goyal **, Adsorption**, 2014 (under revision)

Published in Proceedings of National and International Conferences:

1. Adsorption-desorption studies Of Water And Ethanol Vapors On Raw And Modified Activated carbons, Rashmi Dhawan K.K. Bhasin and M. Goyal, **National Seminar on Chemistry for Better Tomorrow : Current trends and Challenges,** Mata Gujri College, Fatehgarh Sahib, Punjab (2014)

2. Effect of surface functional groups and metal impregnants on the adsorptive removal of toxic chloroform vapors using activated carbons, Rashmi Dhawan K.K. Bhasin and M. Goyal, **International Congress of Environmental Research (ICER-2011),** Surat (2011)

3. Adsorption isotherms, Kinetics and Thermodynamics of Dichloromethane vapors by activated carbons, M. Goyal and Rashmi Dhawan, **FACC-2009**, New Delhi, 114 (2009)

4. Adsorptive removal of vapors of toxic sulfur compounds using activated carbons, M. Goyal and Rashmi Dhawan, **International Conference on Energy and Environment (Enviroenergy 2009),** Taj Hotel, Chandigarh, 97-102, (2009).

5. Influences of Carbon-Oxygen Surface groups on the Adsorption of Polar and Nonpolar Vapors by Activated Carbons, M. Goyal, Rashmi Dhawan and Mamta Bhagat **Indo Carbon Conference**, Mandideep, Bhopal, 55-62, (2006).

6. Dynamic Adsorption studies of Gallic acid from Water by Activated Carbons, M. Goyal, M. Bhagat and Rashmi Dhawan, **Indo Carbon Conference**, Mandideep, Bhopal, 85-91, (2006)

PAPERS IN NATIONAL & INTERNATIONAL CONFERENCES/ SYMPOSIUM

Abstracts in National Conferences: 20   Abstracts in International Conferences: 8

1. Adsorption-desorption studies Of Water And Ethanol Vapors On Raw And Modified Activated carbons, Rashmi Dhawan K.K. Bhasin and M. Goyal, **National Seminar on Chemistry for Better Tomorrow : Current trends and Challenges,** Mata Gujri College, Fatehgarh Sahib, March 8, (2014) ORAL

2. Kinetics and thermodynamics of adsorption of pyridine vapors on activated carbon samples, Rashmi Dhawan, K.K.Bhasin, M.Goyal**, IVth National Symposium in Advances in Chemical Sciences,** GNDU, Amritsar, February 26-27, (2014) POSTER

3. Adsorption Studies Of Aromatic Hydrocarbons on Raw & Modified Activated Carbons, Rashmi Dhawan, K.K.Bhasin, M.Goyal **Prof. Ram Chand Paul National Symposium on New Visions in Chemical sciences,** Panjab University, Chandigarh, February 15-16, (2014) POSTER

4. Isotherms and Mechanism of adsorption of pyridine vapors on activated carbons, Rashmi Dhawan, K.K.Bhasin, M.Goyal, **International Conference on Recent Advances in Chemical Sciences**, Arya College, Panipat, February 24-26, (2013) ORAL

5. Activated Carbon Adsorption and Environmental Cleanup, Rashmi Dhawan, **National Seminar on Biodiversity and Environment**, Shahzadanand College, Amritsar, January 24-25, (2013) ORAL

6. Adsorption of chloromethane vapors using modified activated carbons, Rashmi Dhawan, K.K.Bhasin, M.Goyal, **National conference on Global Challenges: New Frontiers in Chemical Sciences** : Kurukshetra University, Kurukshetra, September 22-23, (2012) ORAL

7. Adsorptive removal of toxic chloroform vapors using modified activated carbons, Rashmi Dhawan, K.K.Bhasin, M.Goyal, **Prof. Ram Chand Paul National Symposium in Frontiers in Chemistry**, Panjab University, Chandigarh, February 24-25, (2012) POSTER

8. Effect of surface functional groups and metal impregnants on the adsorptive removal of toxic chloroform vapors using activated carbons, Rashmi Dhawan K.K. Bhasin and M. Goyal, **International Congress of Environmental Research (ICER-2011),** Surat, December 15-17 (2011) (**Accepted but not presented)**

9. Adsorption–desorption isotherms of water and ethanol vapours on activated carbons, Rashmi Dhawan, K.K.Bhasin, M.Goyal, **International Conference on Innovations in Chemistry for Sustainable Development (ICSD-2011)**, Panjab University, Chandigarh, December 1-3, (2011). POSTER

10. Adsorption of polar vapours by activated carbon, M. Goyal , K.K. Bhasin and Rashmi Dhawan, **International Conference on Emerging Trends in Chemistry,** Panjab University, Chandigarh , February 11-12, (2011) POSTER

11. Adsorption of triethylamine vapours on activated carbon, M. Goyal , M.L.Sharma, G.R.Choudhary, Kumari Reena and Rashmi Dhawan, **International Conference on Emerging Trends in Chemistry**, Panjab University, Chandigarh , February 11-12, (2011) POSTER

12. Adsorptive removal of vapors of toxic chlorinated hydrocarbons by activated carbons, M. Goyal, Rashmi Dhawan and K.K. Bhasin, **Chandigarh Science Congress (CHASCON),** Panjab University, Chandigarh, March 19-20, (2010) ORAL

13. Effect of surface functional groups and metal impregnants on the adsorption kinetics and thermodynamics of carbontetrachloride vapors on activated carbons, M. Goyal, Rashmi Dhawan and K.K. Bhasin**, Ram Chand Paul VIth National Symposium on Recent Trends on Chemistry**, Panjab University, Chandigarh, March 5-6, (2010) POSTER

14. Comparative study of adsorption of n-butylamine from vapour and aqueous phase on activated carbons, M. Goyal, M.L. Sharma, Kumari Reena, Rashmi Dhawan, **Ram Chand Paul VIth National Symposium on Recent Trends on Chemistry,** Panjab University, Chandigarh, March 5-6, (2010) POSTER

15. Effect of surface chemistry of activated carbon on the adsorption of dichloromethane vapors, M. Goyal, K.K.Bhasin and Rashmi Dhawan, **12th CRSI National Symposium in Chemistry**, at IICT, Hyderabad, February 4-7, (2010) POSTER

16. Adsorption isotherms, Kinetics and Thermodynamics of Dichloromethane vapors by activated carbons, M. Goyal, K.K.Bhasin and Rashmi Dhawan, **FACC-2009** at New Delhi, November 25-27, (2009) POSTER

17. Adsorption of mercury from aqueous solutions by fixed bed Activated Carbon columns, M.Goyal, Mamta Bhagat and Rashmi Dhawan, **ICMAT Symposium I on Carbon Rich Materials (CRMs) and Applications,** at Singapore, 28 June – 3 July, (2009) (**Accepted but not presented)**

18. Adsorptive removal of Cd (II) ions from aqueous solutions by modified activated carbons, M. Goyal, R. Amutha and Rashmi Dhawan, **Carbon 2009**, at Biarritz, France, June 14-19, (2009) (**Accepted but not presented)**

19. Adsorptive removal of vapors of toxic sulfur compounds using activated carbons, M. Goyal and Rashmi Dhawan, **International Conference on Energy and Environment (Enviroenergy 2009)**, Taj Hotel, Chandigarh, March 19-21, (2009). ORAL

20. Kinetics and thermodynamics of adsorption of some aromatic vapors by activated carbons, M. Goyal, Rashmi Dhawan and K.K. Bhasin, **Ram Chand Paul Vth National Symposium on Recent Trends on Chemistry**, Panjab University, Chandigarh, March 3 - 4, (2009) POSTER (Ist Prize)

21. Adsorptive removal of carbon disulfide vapors using modified activated carbons, M. Goyal, Rashmi Dhawan and K.K. Bhasin, **IIIrd Chandigarh Science Congress (CHASCON),** Panjab University, Chandigarh, February 26-28, (2009) POSTER (Ist Prize)

22. Adsorptive removal of toxic aromatic vapors using activated carbons, M. Goyal and Rashmi Dhawan, **11th CRSI National Symposium in Chemistry**, at NCL, Pune, February 6-8, (2009) POSTER

23. Influence of Surface Functional Groups and Metal Impregnants on the Adsorption of Dimethyl Sulfide Vapors by Activated Carbons, M. Goyal , Rashmi Dhawan and K.K. Bhasin, **IInd Chandigarh Science Congress (CHASCON),** Panjab University, Chandigarh, March 14-15, (2008) POSTER (Ist Prize)

24. Adsorptive removal of Dimethyl Sulfide Vapors By Activated Carbons, M. Goyal , Rashmi Dhawan and K.K. Bhasin**, Ram Chand Paul IVth National Symposium on Recent Trends on Chemistry,** Panjab University, Chandigarh, February 19-20, (2008) POSTER

25. Effect of Carbon Surface Chemistry on the Adsorption of polar and non polar vapors by activated carbon, M. Goyal, Rashmi Dhawan and K.K. Bhasin, **Ist Chandigarh Science Congress,** Panjab University, Chandigarh, March 10-11, (2007) POSTER

26. Effect of Carbon Surface Chemistry on the Adsorption of polar and non polar vapors by activated carbon, M. Goyal , Rashmi Dhawan and K.K. Bhasin, **Ram Chand Paul IIIrd National Symposium on Recent Trends on Chemistry**, Panjab University, Chandigarh , March 1-2, (2007) POSTER

27. Dynamic Adsorption studies of Gallic acid from Water by Activated Carbons, M. Goyal, Mamta Bhagat and Rashmi Dhawan, **Indo Carbon Conference,** Mandideep, Bhopal, November 9-10, (2006) ORAL

28. Effects of Carbon oxygen surface groups on the adsorption of polar and non polar vapors by activated carbons, M. Goyal, Rashmi Dhawan and Mamta Bhagat, **Indo Carbon Conference**, Mandideep, Bhopal, November 9-10, (2006) ORAL

Preconference workshop on Frontiers in Nanoscience, Nanotechnology and their applications held in Panjab University, Chandigarh on February 15, 2012.

List of publications: Prof. Mandeep Kuar

1. Ferrocene based chemosensor for Cu^{2+} - A dual channel signaling system. Paramjit Kaur, Mandeep Kaur and Kamaljit Singh, Talanta**2011**, 85, 1050-1055. Impact factor :3.511, ISSN: 0039-9140

2. Thermally stable ferrocenyl "push–pull" chromophores with tailorable and switchable second-order non-linear optical response: synthesis and structure–property relationship. Paramjit Kaur, Mandeep Kaur, GrietDepotter, Stijn Van Cleuvenbergen, IngeAsselberghs, Koen Clays and Kamaljit Singh, J. Mater. Chem., **2012**, 22, 10597-10608. Impact factor :6.626,

3. Multi-signallingcation sensing behaviour of a bis(pyridin-2-yl methyl)aniline based hetarylazo dye. Paramjit Kaur, DivyaSareen, Mandeep Kaur and Kamaljit Singh, Anal. Chimica. Acta, **2013**, 778, 79-86. Impact factor :3.511,ISSN: 0003-2670

4. A ferrocene-pyrene based 'turn-on' chemodosimeter for Cr^{3+}-application in bioimaging. Mandeep Kaur, Paramjit Kaur, VikramDhuna, Sukhdev Singh and Kamaljit Singh, Dalton Trans.2014, 43, 5707. Impact factor :4.097

5. "Turn-on" coordination based detection of Pd^{2+} and bio-imaging applications. Paramjit Kaur, Navdeep Kaur, Mandeep Kaur, VikramDhuna, Jatinder Singh and Kamaljit Singh, RSC. Advances, 2014, 4, 16104. Impact factor :3.708

Presentations/Participation in conferences

1. Attended the "3rd Junior National Organic Symposium Trust Conference (J-NOST)" at Department of Chemistry, Guru Nanak Dev University, Amritsar-**2007.**

2. Presented a paper at North Zonal Symposium of the Chemical Research Society of India (CRSI) at University of Jammu, India, Jammu-**2011**. (Awarded as Best Poster).

3. Presented paper in 7th J-NOST organized at Indian Institute of Science Education and Research (IISER), Mohali-**2011**.

4. Participated in the Workshop on 'Ab-initio calculations' organized at Department of Chemistry, State University of Hyderabad, Hydrabad-**2011**.

5. Presented paper at Annual Symposium of the Chemical Research Society of India (CRSI) at IISER, Trivandrum, Kerala-**2011**.

6. Presented paper in National Symposium on Chemistry in 21st Century organized at Department of Chemistry, Guru Nanak Dev University, Amritsar- **2011**.

7. Presented paper in 15th Punjab Science Congress organized at Guru Nanak Dev University, Amritsar-**2012**

20. **Areas of consultancy and income generated:** Nil

21. **Faculty as Members in:**

- Life member of Indian Carbon Society
- Life member of Chemical Research Society of India (CRSI)
- Panel Member in Bhojia Institute of life sciences, Baddi
- Editorial board member in Journals of Research India Publication
  - International Journal of Chemical Engineering Research (IJChER)
  - International Journal of Chemistry and Applications (IJCA)
  - International Journal of Chemistry and Chemical Engineering (IJCCE)
  - International Journal of Environmental Engineering and Management (IJEEM)
  - International Journal of NanoScience and Nanotechnology (IJNN)

22. **Student projects**

   a) **Percentage of students who have done in-house projects including inter departmental/ programme** Nil

   b) **Percentage of students placed for projects in organizations out side the institution i.e. in Research laboratories/Industry/ other agencies** Nil

23. **Awards/Recognitions received by faculty and students**

- **First prize** in Poster Presentation IIIrd Chandigarh Science Congress (CHASCON-2009), Panjab University, Chandigarh
- **Ram Chand Paul Purskar** comprising of Rs. 1000/- in Poster Presentation Ram Chand Paul Vth National Symposium on Recent Trends on Chemistry (2009), Panjab University, Chandigarh
- **First prize** in Poster Presentation IInd Chandigarh Science Congress (CHASCON-2008), Panjab University , Chandigarh
- **Fourth position** in Research Project Proposal submission in Student Research Convention (SRC-2008)

24. **List of eminent academicians and scientists/ visitors to the department**

   Dr. Randhir Singh, Khalsa College, Amritsar.

   Dr. MS Batra, Khalsa College, Amritsar.

   Dr. Rattan, Khalsa College, Patiala.

25. **Seminars/Conferences/Workshops organized & the source of funding**

    a) **National**   Nil

    b) **International**   Nil

26. **Student profile programme / course wise: (2013-2014)**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
M.Sc. (Chem) – I	46	38	8	30	
B.Sc.(Medical) – I	30	24	2	22	
B.Sc.(Non-Medical) – I	95	88	19	69	
B.Sc.(Medical) – II	10	9	0	9	
B.Sc.(Non-Medical) – II	90	81	16	65	
B.Sc.(Medical) – III	15	10	2	8	
B.Sc.(Non-Medical) – III	72	65	5	60	

    *M=Male *F=Female

27. **Diversity of Students**

Name of the Course	%of students from the same	% of students from other	%of students from abroad
M.Sc. (Chem)	71	28.9	Nil

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**   Nil

29. **Student progression**

Student progression	Against % enrolled
UG to PG	45
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed Campus selection Other than campus recruitment	30
Entrepreneurship/Self-employment	20

30. **Details of Infrastructural facilities**

    a) Library   **:**   Yes

    b) Internet facilities for Staff& Students   **:**   Yes

    c) Class rooms with ICT facility   **:**   Yes (2)

    d) Laboratories   **:**   **2**

31. **Number of students receiving financial assistance from college, university, government or other agencies**   3 (M.Sc. Students)

32. **Details on student enrichment programmes with external experts**

- Workshop on Energy and Environment.
- Guest Lecture on Intellectual Property Rights.

33. **Teaching methods adopted to improve student learning**

- Learning by doing & demonstration in practical's.
- Discussion in small groups.
- Interactive learning method.
- Presentations by students .
- Lecture through PowerPoint.
- Problem based Learning by giving Assignments.

34. **Participation in Institutional Social Responsibility(ISR)and Extension activities**

    Yes, In NSS, NCC, Blood Donation, Gurupurab.

35. **SWOC analysis of the department and Future plans**

Strengths :

Dedicated and highly qualified teaching faculty and highly efficient technical staff**.**

- Excellent Performance of students in various computer and entrance examination and positions in university.
- Well equipped laboratory with necessary equipments and apparatus to cater to the needs of students.
- Good Library and internet facility for academic improvement of students.

Weaknesses :

- Faculty/students exchange not possible due to structural limitations.
- Lack of space and more sophisticated instruments for research activities.

Opportunities :

- The level of academic excellence which department has acquired makes it possible for our students to get entry into institutes of global repute.
- The students are encouraged to participate in national seminars and conferees to expose them to latest developments in the feed of university.
- Greater participation of students in socially relevant programmes for community development, such as organizing voluntary blood donation camps and participation in NSS activities.

Challenges :

- To create research environment.

Future Plans:

- To create a research innovation cell and to start in-house minor projects for students so as to develop the research potential of student.
- To set up separate laboratory with advanced instruments.
- To organize seminars, symposium and conference.

Post Graduate Department of Commerce & Management

1. **Name of the department:**   PG Department of Commerce & Management
2. **Year of Establishment:**   1993
3. **Names of Programmes / Courses offered:**

   <u>Under Graduate Programmes:</u>
   - o   B.Com.   Three Years
   - o   B.Com.(Professional)   Three Years
   - o   B.Com.(A&F)   Three Years
   - o   B.B.A.   Three Years

   <u>Post Graduate Programme:</u>
   - o   M.Com.   Two Years

4. **Names of Interdisciplinary courses and the departments/units involved:**

   Departments Involved: English, Computer Science, Punjabi, Economics, Mathematics.

5. **Annual/ semester/choice based credit system (programme wise):**
   - o   B.Com.   Semester System
   - o   B.Com.(Professional)   Semester System
   - o   B.Com.(A&F)   Semester System
   - o   B.B.A.   Semester System
   - o   M. Com.   Semester System

6. **Participation of the department in the courses offered by other departments:**

   NA

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**   Nil

8. **Details of courses/programmes discontinued (if any) with reasons:**   Nil

9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	1	1
Associate Professors	2	2
Asst. Professors	14	14

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Kashmir Singh	M.Com., M.Phil.Ph.D	Professor	Accounting & Finance	24	8
Dr. Manjeet Singh	M.Com., M.Phil.Ph.D	Associate Professor	Accounting & Finance	23	4
Dr. Baljeet Singh	M.Com., M.Phil.Ph.D	Assistant Professor	Accounting & Finance	6	-
Ms. Jaspreet Kaur	M.Com., UGC-NET	Assistant Professor	Accounting & Finance	6	-
Ms. Rupinder Kaur	M.Com., M.Phil.	Assistant Professor	Accounting & Finance	6	-
Ms. Poonam	M.Com., B.Ed, UGC-NET	Assistant Professor	Accounting & Finance	3	-
Ms. Tejinder Kaur	M.Com., UGC-NET	Assistant Professor	Accounting & Finance	4	-
Ms. Shivani Sharma	MBA, UGC-NET	Assistant Professor	Finance and Human Resource	3	-
Ms. Manpreet Kaur	M.Com., UGC-NET	Assistant Professor	Accounting & Finance	4	-
Ms. Jasmeen Kaur	M.Com.	Assistant Professor	Accounting & Finance	1.5	-
Mr. Sarabpreet Singh	M.Com.	Assistant Professor	Accounting & Finance	1.5	-
Ms. Harmeen kaur	M.Com.	Assistant Professor	Accounting & Finance		-
Mr. Surjeet Kumar	M.Com., M.Phil., UGC-NET, UGC-SLET	Assistant Professor	Marketing	6	-
Ms. Jyoti Rani	M.Com.	Assistant Professor	Accounting & Finance		-
Ms. Harpreet kaur	M.Com.	Assistant Professor	Accounting & Finance	1.5	-

11. List of senior visiting faculty: Dr. S.K. Chadha, UBS Punjab University, Chandigarh

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

- o B.Com.   78%
- o B.Com.(Professional)   88%
- o B.Com.(A&F)   67%
- o B.B.A.   78%
- o M. Com.   67%

13. Student -Teacher Ratio (programme wise):

- o B.Com.   42:1
- o B.Com.(Professional)   43:1
- o B.Com.(A&F)   23:1
- o B.B.A.   13:1
- o M. Com.   30:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Technical staff   : One

Administrative   : Ten

15. Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.

S. No.	Name	Qualification
1	Dr. Kashmir Singh	M.Com., M.Phil., Ph.D.
2	Dr. Manjeet Singh	M.Com., M.Phil., Ph.D.
3	Dr. Baljeet Singh	M.Com., M.Phil., Ph.D.
4	Ms. Jaspreet Kaur	M.Com., UGC-NET
5	Ms. Rupinder Kaur	M.Com., M.Phil.
6	Ms. Poonam	M.Com., B.Ed., UGC-NET
7	Ms. Tejinder Kaur	M.Com., UGC-NET
8	Ms. Shivani Sharma	MBA, UGC-NET
9	Ms. Manpreet Kaur	M.Com., UGC-NET
10	Ms. Jasmeen Kaur	M.Com.
11	Mr. Sarabpreet Singh	M.Com.
12	Ms. Harmeen kaur	M.Com.
13	Mr. Surjeet Kumar	M.Com., M.Phil., UGC-NET,
14	Ms. Jyoti Rani	M.Com.
15	Ms. Harpreet kaur	M.Com.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received   :   NIL

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received** : NIL

18. **Research Centre/facility recognized by the University** : NA

19. **Publications:**

* **a) Publication per faculty**

* **Number of papers published in peer reviewed journals (national /international) by faculty and students**

S.No.	Name	International/National
1	Dr. Kashmir Singh	International= 7 National=3
2	Dr. Manjeet Singh	International= 2 National=4
3	Dr. Baljeet Singh	International= 3 National=1
4	Mr. Surjeet Kumar	National=1

* **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)** : NIL

* **Monographs** : NIL

* **Chapter in Books** : NIL

* **Books Edited** : NIL

* **Books with ISBN/ISSN numbers with details of publishers**

Books Published

NAME	TITLE	ISBN NO.
Dr. Kashmir Singh	Financial Reporting Practices of Banking Co. in India	978-3-659-26431-3
	Corporate Governance Disclosure of Indian Banking Sector	978-93-82376-00-2
	Comm. Theory & Functional Mgt.	81-86898-15-8
	Theory and Practice of Management	81-86898-03-4
	Business Studies	81-86898-40-9
	Store Keeping and Purchasing	81-86898

	Prabhand De Sidhant Ate Abhiyas	81-86898-03-4
	Store Keeping and Kharid	81-86898-19-0
	Prabhand De Sidhant Aur Abhiyas	8186898-27-1
	Vannz sidhant ate karjkari parbhand	81-86898-27-1
	Corporate Governance In India- Emerging Paradigms	
	Store Keeping and Purchasing	
	Income Tax Laws and Practice	
	Practical Problems Income Tax and Law Practice	
Dr. Manjeet Singh Ms.Poonam Sharma	Banking and Insurance Services	978-93-272-4725-1
Prof. Jaspreet Kaur	Investment Management	978-93-272-3435-0
	Computerized Financial Accounting	978-93-8014-523-5
Prof. Tejinder Kaur	Contemporary Accounting	978-93-82376-53-8
Prof. Manpreet Kaur	Strategic Cost Management	978-93-82376-35-4

* **Citation Index**   :NIL

* **SNIP**   :NIL

* **SJR**   :NIL

* **Impact factor**   :NIL

* **h-index**   : NIL

20. Areas of consultancy and income generated: NA

21. Faculty as members in:

Editorial Boards   :   Two faculty members

Dr. Manjeet Singh   :   Member, Faculty of Business Studies,
                                        Punjabi University, Patiala

22. Student projects

a) **Percentage of students who have done in-house projects including inter departmental/programme**

2014-15   1.10%

2013-14   0.80%

2012-13   0.50%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : NIL

23. **Awards / Recognitions received by faculty and students** : NIL

24. **List of eminent academicians and scientists / visitors to the department**

    1. Jathedar Avtar Singh President, SGPC, Sri Amritsar

    2. Dr. Gurmohan Singh Walia, Vice Chancellor, Sri Guru Granth Sahib World University, Fatehgarh Sahib.

    3. Dr. S.K. Chadha, Professor, UBS Panjab Unersity, Chandigarh.

    4. Dr. D.S. Ubha, Principal Khalsa College, Patiala.

    5. Dr. Manjeet Singh, Associate Professor Department of Applied Management, Punjabi University, Patiala.

    6. S. Amarjeet Singh, Chartered Accountant.

25. **Seminars/ Conferences/Workshops organized & the source of funding**

    a) **National** : NIL

    b) **International** : NIL

26. **Student profile programme/course wise:**

Session 2013-14

Name of the Course/programme	Applications received	Selected	Enrolled		Pass
			*M	*F	
B. Com.	200	195	83	112	96.36
B.Com.(P)	240	229	85	144	97.87
B.Com.(A & F)	18	18	7	11	94.11
B.B.A.	30	30	21	9	93.33
M.Com.	70	63	35	28	100

Session 2014-15

Name of the Course/programme	Applications received	Selected	Enrolled	
			*M	*F
B. Com.	235	210	93	117
B.Com.(P)	275	260	118	142
B.Com.(A & F)	57	57	28	29
B.B.A.	34	34	24	10
M.Com.	90	76	9	67

*M = Male   *F = Female

27. Diversity of Students

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
B.Com.	97.3	2.7	-
B.Com. (P)	98.2	1.8	-
B.Com.(A&F)	99.2	0.8	-
B.B.A.	100	-	-
M.Com.	96.5	3.5	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Twenty Five students have cleared Competitive Examinations and have joined Defense services.

29. Student progression

Class	Student Progression of UG to PG % Enrolled			
	2011-12	2012-13	2013-14	2014-15
M.Com. and other PG Courses	76%	86.96%	79.57%	85.26%

30. Details of Infrastructural facilities

  a) **Library**   **:** e-Library

  b) **Internet facilities for Staff & Students** : Yes (Wi fi Campus)

  c) **Class rooms with ICT facility** : Yes

  d) **Laboratories** : Yes

31. Number of students receiving financial assistance from college, university, government or other agencies

Financial Assistance provided to the students by the college

S.No.	Session	Class	Total Students	Amount
1	2010-11	B.Com.	1	9,805
2	2011-12	B.Com.	2	14,750
3	2013-14	B.Com.	1	900

Scholarship Provided to the students by Government under Minority Scholarship Scheme

S.No.	Session	Class	Total Students	Amount
1.	2013-14	B.Com	17	1,02,000
2.	2013-14	B.Com (P)	14	84,000
3.	2013-14	B.Com (A&F)	5	30,000
4.	2013-14	B.B.A.	2	12,000
5.	2013-14	M.Com	2	12,000
6.	2014-15	B.Com	9	54,000
7.	2014-15	B.Com (P)	11	66,000
8.	2014-15	B.Com (A&F)	7	42,000
9.	2014-15	B.B.A	2	12,000
10.	2014-15	M.Com	7	42,000

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

S.No.	Session	Dates	Event
1	2014-15	28-8-2014	Opening Address by Dr. Kashmir Singh
2	2014-15	5-09-2014	Declamation Contest on Teacher's Day
3	2014-15	15-09-2014	External lecture on Guidance and Counseling by Ms. Poonam singh
4	2014-15	16-09-2014	External Lecture on ethical and moral values by Maj.Gen. (Retd.) J.S. Ghuman
5.	2014-15	31-10-2014	Paper Reading Contest on National Unity Day.
6.	2014-15	8-11-2014	External Lecture on Tally ERP 9 by Mr. Amarjeet Singh (C.A.)
7	2014-15	15-11-2014	Inter-School Quiz Contest
8	2014-15	18-20 Nov. 2014	Educational Tour to International Trade Fair New Delhi.
9	2013-14	5-9-2013	Teacher Day Celebration & Lecture
10	2013-14	Sept. 2013	Lecture on Job Opportunities in Banking & Corporate Sector.

11	2013-14	Sept. 2013	Visit to Footwear Factory, Malerkotla
12	2013-14	21-10-2013	Business Quiz
13	2013-14	31-10-2013	Paper Reading Competition
14	2013-14	Oct. 2013	Poster making Competition
15.	2013-14	21-22 Nov. 2013	Educational Tour to International Trade Fair New Delhi.
16	2013-14	Jan. 2014	"Mantras of Success in Life" a lecture by Dr. Kashmir Singh
17	2013-14	31-01-2014	Inter-School General Quiz
18	2013-14	12-02-2014	Declamation Contest
19	2013-14	24-02-2014	Lecture on Development of Reasoning Skills among the students by Dr. S.K. Chadha, UBS Panjab University, Chandigarh.
20	2013-14	30-01-2014	Students participated in inter college Management Fest" held at Mata Gujri College Fatehgarh Sahib. The students secured First Position in Model Making.
21.	2013-14	12-03-2014	Celebrated International Womens' Day. The faculty delivered lectures on role and contribution of women in various fields.
22.	2013-14	20-03-2014	Model Making and Documentary Competition.

33. Teaching methods adopted to improve student learning

- Lecture technique
- Class quizzes are organized by teachers/students in which multiple choice questions are asked out of the syllabus covered during the last 15 days.
- Students are taught with the aid of ICT.
- Assignment of case studies are given to the students and are discussed in the classroom
- To develop numerical ability among the students, teachers lay more emphasis on numerical problems

- Role playing activities are assigned to the students with simulation methods

- Demonstrations are given for effective teaching.

- Students are encouraged to prepare models and make charts on various topics from their syllabus

- Teachers identify the weak students by observation and extra/remedial classes are taken

- Educational tours and industrial visits are arranged from time to time for the students

- Experts of various fields are invited to deliver guest lectures on the topics of the syllabus.

- Tutorials are organized every month in which general problems of the students are taken up. These problems are solved after discussions.

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**

- Blood Donation Camps are organized periodically.

- Religious activities such as Sangrand, spiritual lectures, celebration of birth and martyrdom anniversaries of various religious Gurus are celebrated.

- Students participate in the extension activities like NSS, NCC, Red Cross and cleanliness drive, Nukad Natak, and rallies against social evils are organized.

- Various competitions among students are organized such as documentary making, declamation contest and poster making competition on social issues such as women empowerment, conservation of environment, female feticide, child-labor etc.

- Students regularly visit Gurudwaras and old age homes to be socially more responsible.

- Every year, students celebrate the birth anniversary of Sri Guru Har Rai Ji as "World Sikh Environment Day". They actively participate in tree plantation and awareness programmers regarding the conservation of environment.

- In order to train the students regarding optimum utilization of natural resources, a competition to prepare models out of waste materials, is organized.

35. **SWOC analysis of the department and Future plans**

Strengths:

- A well qualified faculty of 17 members are there, out of which 3 are Doctorate of Philosophy and Five are pursuing Doctorate of philosophy. It is worth mentioning here that out of remaining members, 9 are UGC-NET qualified.

- Three faculty members have applied for Major Research Projects.
- Faculty members are on the panel of Board of Studies in the affiliating University.
- The faculty holds responsible positions in the college such as Bursar, NSS Program Officer, Red Cross officer and in-charges of various college activities.
- More than 635 students are enrolled in graduation and post graduation courses.
- Many students passed out from the department hold important positions in different fields.
- Department has smart class rooms and e-library.
- Department organizes various workshops, seminars, conferences and industrial visits etc.

Weaknesses:
- Lack of industrial and business opportunities in the area.
- Most of the students come from the rural areas and have poor educational and weak economic background.

Opportunities:
- Growing demand for commerce and management courses.
- Employment of more students in the nearby industrial town, Baddi (H.P.).

Challenges:
- To make students job market oriented.
- To make students globally competent and skilled.
- To make the students competent to crack the competitive exams such as IAS, PCS, Bank exams etc.
- To maintain the level of ethical and moral values among the students.

Future Projects:
- To involve the students and faculty in Research Projects to address the local issues.
- To establish Accounting Lab.
- To organize international/national academic activities.
- Collaboration with industrial/business establishments.
- The department is planning to publish international journal.
- To start new courses.

Post Graduate Department of Computer Science

1. **Name of the department** : P.G. Deptt. of Computer Science

2. **Year of Establishment** : 2002

3. **Names of Programmes/Courses offered :**

   - M.Sc.. Information Technology (2 Year course)
   - M.Sc.. Information Technology – Lateral Entry (1 Year course)
   - Post Graduate Diploma in Computer Application (1 Year course)
   - Bachelor in Computer Application (3 Year Course)

4. **Names of Interdisciplinary courses and the departments/units involved:**

   'Information Technology' in all classes of other departments.

5. **Annual/ semester/choice based credit system (programme wise) :**

   - Semester System

6. **Participation of the department in the courses offered by other departments**

   - Yes

Name of Department	Courses in which Computer Science Department Participated
Commerce & Management	M.Com-I
	B.Com.-I
	B.Com. (Professional) – I
	BBA-I
	BAF-I
Science	M.Sc.. (Mathematics / Physics)-I
	B.Sc. (Non. Medical) – I
	B.Sc. (Non. Medical) – II
	B.Sc. (Non. Medical) – III
Arts	BA-I
	BA-II
	BA-III

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**

   Nil

8. **Details of courses/programmes discontinued (if any) with reasons:** Nil

9.   **Number of Teaching posts**

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	12	12

10.   **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experienc e	No. of Ph.D. Students guided for the last 4 years
Surender Kumar	MCA, M.Tech (CS), M.Phil (CS)	Asstt. Prof. and Head of Department	Programming Language C, C++, Java, Software Engg.	9 yrs	Nil
Manveen Kaur	MCA, M.Tech. (IT)	Asstt. Prof.	Operating System, Data Structure	5 yr	Nil
Ranvir Kaur	MCA	Asstt. Prof.	Artificial Intelligence, Computer Networks	4 Yrs	Nil
Kamaldeep Kaur	MCA	Asstt. Prof.	Data Structure, DBMS	3.5 Yrs	Nil
Harpreet Kaur	MCA	Asstt. Prof.	System Analysis and Design, Visual Basic	2.5 Yrs	Nil
Navneet Kaur	MCA	Asstt. Prof.	Data Structure, TOC	1.5 Yrs	Nil
Keshav	MCA	Asstt. Prof.	Programming Languages,	1.5 Yrs	Nil
Janpreet Singh	M.Sc.-IT, M.Tech(CSE)	Asstt. Prof.	Data Mining, TOC	1 Yr	Nil

Kanwaldip Kaur	MCA	Asstt. Prof.	ASP.NET, TOC	1.5 Yrs	Nil
Pooja Soni	B.Tech., M.Tech(CSE)	Asstt. Prof.	Programming Languages, OS	1.5 Yrs	Nil
Harjeet Kaur	MCA	Asstt. Prof.	Programming Languages, DBMS	4 Months	Nil
Mandeep Kaur	MCA	Asstt. Prof.	Operating System, Computer Network	4 Months	Nil

11. **List of senior visiting faculty** : Nil

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** 83.33%

13. **Student -Teacher Ratio (programme wise)** : 16:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

	Sanctioned	Filled
Technical	02	02
Administrative	10	10

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG:**

    M.Phil.   :   01

    P.G.   :   11

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :** Nil

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil

18. **Research Centre /facility recognized by the University :** NA

19. **Publications:**

Sr. No.	Name	National / International Journal
1	Surender Kumar	03-International
2	Manveen Kaur	02-International
3	Pooja Soni	02-International
4	Janpreet Singh	03-International

* **Number of papers published in peer reviewed journals (national / international) by faculty and students.**

Name of Teacher	Title of the Research Paper	Name of Journal
Surender Kumar	Challeges of Software Engineering	Research cell: An International Journal of Engineering Sciences ISSN:-2229-6913 March 2011.
	Ontology for MANET Intrusion Detection	International journal of Computer Science and Technology ISSN:-2229-4333 (print) 0976-8491 (online) June 2011.
	Enchancing use case Points Estimation Method using Soft Computing Techniques	Vinayaka Interanational Reserch Journal of Science & Technology ISSN:- 2277-999X June 2012.
Manveen Kaur	Optimization task in Mobile Cloud Computing	IJCA : ISSN- 09758887
	Security Issue in Online shopping	International and Communication Journal ISSN: 09735836
Pooja Soni	Analysis of Component Composition approaches	IJC SCE 020313 May 2013.
Janpreet Singh	Survey on Outlier Detection in Data Mining	International Journal of Computer Applications ISSN: 0975 – 8887 April 2013.
	Analyzing Outlier Detection Techniques with Hybrid Method	International Journal of Computer Science & Engineering Technology (IJCSET) ISSN: 2229-3345 September 2013.
	Outlier Detection Using K-Mean and Hybrid Distance Technique on Multi-Dimensional Data Set	International Journal of Advanced Research in Computer Engineering &Technology (IJARCET) ISSN: 2278 – 1323 September 2013.

* **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database**

- International Social Sciences Directory, EB.SC.O host, etc.)   Nil

* **Monographs**   Nil

* **Chapter in Books**   Nil

* **Books Edited**   Nil

* **Books with ISBN/ISSN numbers**

1. Surender Kumar
1. Computer Application for Business; ISBN : 978-93-80144-27-6
2. Data and File Struture; ISBN : 978-93-272-3868-6
3. Object Oriented Programming using C++; ISBN : 978-81-89463-24-3
4. Fundamentals of Database Management System; ISBN : 978-93-8014-499-3
2. Manveen Kaur
1. Visual Basic; ISBN : 978-93-80144-77-1
2. C and Data Structure ; ISBN : 978-93-80144-33-7
3. Operating System; ISBN : 978-93-80144-18-4

* **Citation Index**   Nil

* **SNIP**   Nil

* **SJR**   Nil

* **Impact factor**   Nil

* **h-index**   Nil

20. **Areas of consultancy and income generated:**   Nil

21. **Faculty as Members in:**

   - Institutional Member of Computer Society of India
   - Editor of Computer Section of College Magazine "Anand Jyoti"

22. **Student projects**

   a) **Percentage of students who have done in-house projects including inter departmental / programme** **:**10%

   b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies** : Nil

23. **Awards / Recognitions received by faculty and students** : Nil

24. **List of eminent academicians and scientists / visitors to the departments**

Sr. No.	Name	Designation
1.	Dr. Manjinder Singh	Head, Computer Science and Engineering, Thapar University, Patiala

2.	Prof. R.S. Salaria	Head, Computer Science and Engineering, Rayat and Bahra University
3.	Dr. Vishal Goyal	Assistant Professor, Deptt. of Computer Science, Punjabi University, Patiala
4.	Er. Sahil Bhagla	CEO, EH1 Infotech, Mohali
5.	Mr. Mangat Singh Dhiman	CEO, Aniweb Designs Chandigarh

25. Seminars/ Conferences/Workshops organized & the source of funding

- A Special Lecture was organized on Web Designing / Development by Mr. Mangat Singh Dhiman on November-2010. Source of funding College.
- A Special Lecture was organized on enlightening & empowering minds through holistic education in 2011 by Prof. R.S. Salaria. Source of funding College.
- A Special Lecture was organized on I.T. Security on 5th November 2013 by Dr. Maninder Singh. Source of funding College.
- A five days Workshop organized on Ethical Hacking by Er. Sahil Bhagla on 24-25 September 2013. Source of funding College.
- A Special Lecture was organized on Natural Language Processing by Dr. Vishal Goel on 8th November 2014. Source of funding College.

26. Student profile programme/course wise : Session 2013-14

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.C.A.-I	60	50	25	25	96%
B.C.A.-II	43	43	15	28	100%
B.C.A.-III	45	45	13	32	100%
PGDCA	17	17	-	17	100%
M.Sc..-(IT) – I	16	16	-	16	100%
M.Sc..-(IT) – II	20	20	03	17	100%

*M = Male   *F = Female

27. **Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.C.A.I, II, III	98%	2%	Nil
PGDCA	96%	4%	Nil
M.Sc..-(IT) - I & II	85%	15%	Nil

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?** : Nil

29. **Student progression**

Student progression	Against % enrolled
UG to PG	70%
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-

Employed : Campus Selection

Year	Company	No. of Students
19th February 2011	Infosys	BCA-III : 11

30. **Details of Infrastructural facilities**

a) **Library Magazines :**

1. Digit - Monthly
2. P.C. Quest (English) - Monthly
3. Linux – Monthly
4. C.S.I. – Monthly

Books :

Text Books and Reference Books related to Subjects

Journals :

1. Reearch Cell : An International Journal of Engg. Sciences.
2. International Journal of Computer Science and Technology

Computer Laboratory

(Hardware / Software) - Infrastructure :

Number of systems with configuration = **152**

Desktops

Sr. No.	Brand	Processor Details	RAM	Hard Disk	No. of Systems
1	Dell Optiplex-3010	Intel® Core™ i5	4 GB	500 GB	**30**
2	Dell-Optiplex-790	Intel® Core™ i3	4 GB	500 GB	**10**
3	Dell Vostro	Intel® Core™ i3	4 GB	500 GB	**50**
4	Dell Optiplex-380	Intel® Core™ 2 Duo	2 GB	320 GB	**5**
5	Lenovo	Intel® Core™ 2 Duo	1 GB	320 GB	**25**
6	Lenovo	Intel® Pentium ® Dual	1 GB	150 GB	**14**
7	Lenovo	Intel® Core™ 2 Duo	512 MB	120 GB	**8**
8	DELL (Server)	Inter (R) Xeon (R)	8 GB	500 GB 320 GB	**1**
9	IBM (Server)	Intel (R) Xeon (R)	2 GB	250 GB	**1**
	TOTAL				**144**

Laptops :

Sr. No.	Brand	Processor Details	RAM	Hard Disk	No. of Systems
1	Lenovo	Intel 2 GHz Pentium	2 GB	250 GB	**2**
2	Lenovo	Intel 2 GHz Pentium	2 GB	250 GB	**1**
3	Lenovo	Note book Duel Core	1 GB	320 GB	**1**
	TOTAL				**4**

K-Yans :

Sr. No.	Brand	Processor Details	RAM	Hard Disk	No. of Systems
1	K-Yan	Inteli3	2 GB	320 GB	**3**
	TOTAL				**3**

I-Pads :

Sr. No.	Brand	RAM	No. of Systems
1	Apple ipad mini (16 GB wifi+Cl-wh)	16 GB	**1**

-	**Computer-student ratio**	=	**1:2**
-	**Stand alone facility**	=	All Computers are stand alone
-	**LAN facility**	=	All Computers are connected to the LAN with 8 Mbps backbone
-	**Wi-fi facility**	=	Wi-Fi facility available in the college as well as in Girls Hostel.
-	**Propriety software / Open source softwares**	=	Windows XP (Pro)

Windows 7 (Ultimate -32/64)

Linux (Virtual Machine)

MS-Office Student 2007

MS Office Professional

Java

C++ Builder 2009 Professional

Codegear C++

Tally ERP 9

Antivirus (Norton, Quick Heal)

Dreamspark

MSDN Library

Scanning & Reading Software

Screen Magnification Software

Screen Reading Software

Oracle 11i

SOUL 2.0 (Library Mgmt.)

Advanta ERP(Fee Mgmt.)

ORELL (Language Learning Soft.)

Campus Mgmt. Software (Solitaire)

-	**Number of nodes / computers with internet facility**	=	Internet is accessible on all the stand alone desktop / laptops
-	**Any other**	=	APC Online UPS = **2**

BSNL leased Line = **8 Mbps**

b) Internet facilities for Staff & Students   WiFi Campus

c) Class rooms with ICT facility   Enabled

31. Number of students receiving financial assistance from college, university, government or other agencies   3 students per year

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

Sr. No.	Name	Designation
1.	Dr. Manjinder Singh	Head, Computer Science and Engineering, Thapar University, Patiala
2.	Prof. R.S. Salaria	Head, Computer Science and Engineering, Rayat and Bahra University
3.	Dr. Vishal Goyal	Assistant Professor, Dept. of Computer Science, Punjabi University, Patiala
4.	Er. Sahil Bhagla	CEO, EH1 InfoTech, Mohali
5.	Mr. Mangat Singh Dhiman	CEO, An web Designs Chandigarh

33. Teaching methods adopted to improve student learning

- Class Participation
- Chalk-Blackboard
- Demonstration
- Slides and Presentation
- Projects
- Group Discussions
- Quiz, Workshop, Seminars
- Assignments
- Industrial Visits / Educational Tours
- Extension Lectures / Interdisciplinary Lectures
- Counselling to the weak students (Extra Classes)
- Weak students are paired with their brilliant classmates for group discussions
- MST, Monthly Tests and Oral Tests
- Online / Offline Multiple Choice Questions

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**

Yes, The students of the department are the members of 'Computer Society' group of the college and also participated in different Extension Activities including NSS, NCC, Cleanliness Drive of Campus, Poster Making Competition, Model Making Competition, Blood Donation Camps and Red Cross etc.

35. **SWOC analysis of the department and Future plans**

Strengths :

- Department has highly qualified, loyal, hardworking staff. Faculty is dedicated towards their duties and always ready to help students and solve their difficulties.
- Labs are well equipped with latest configuration systems, LCD projectors, Scanners, Printers and have latest operating systems and various application software and programming platforms.
- Systems are provided with the individual Login ID to the students
- Upgrading the process of teaching, networking, practical skills and developing educational contents based on innovative and interactive strategies.

Weaknesses :

- Time constraint.
- Lack of communication skills in students.

Opportunities :

- The courses offered by the departments equip the students with potential to pursue a wide range of highly competent career opportunities like programmers, system analyst, DBA, Software Engineers, Project Leaders, Teachers, Computer Operators, Lab Technicians, Web Designers etc.

Challenges :

- Syllabus not up to the requirement of industry.
- Inadequate linkages with international organizations, agencies, non-governmental academic institutions, policy makers and general public with a view to providing employment opportunities for students and enriching the database in research in all fields.

Future Plans:

- To introduce Master in Computer Applications/Integrated M.C.A. (five year dual degree course)
- To organize National / International conferences.

- More collaborations with industries are in pipeline for training and placement of students.

Department of Defence Studies

1. **Name of the department** : DEFENCE STUDIES

2. **Year of Establishment** : 1968

3. **Names of Programmers / Courses offered:** (UG,)

4. **Names of Interdisciplinary courses and the departments/units involved:**
   Departments Involved: NIL

5. **Annual/ semester/choice based credit system (programme wise):** Annual

6. **Participation of the department in the courses offered by other departments:** NA

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** NA

8. **Details of courses/programmes discontinued (if any) with reasons:** NA

9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	01	01

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sandeep Kumar	M.A, UGC, NET	Asstt. Professor	Inter National Relation	2	Nil

11. **List of senior visiting faculty** : Dr. Kamal Kinger
    (Punjabi University Patiala)

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : 100%

13. **Student -Teacher Ratio (programme wise):** 80:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**
    Administrative Staff : Ten

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.**

                                                                   PG-1 (M.A) NET

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**   : NIL

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**   : NIL

18. **Research Centre/facility recognized by the University**   : NA

19. **Publications:**

    ∗   **a)** Publication per faculty

    ∗   Number of papers published in peer reviewed journals (national/international) by faculty and students

    ∗   Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)   : Nil

    ∗   Monographs   : Nil

    ∗   Chapter In books **:**

        South Asian History Conference ISBN 978-81-302-0296-9, paper on regional Security

    ∗   **Books Edited**   **:**   Human Rights National –Inter National perspectives ISBN 978-93- 8014-508-2

20. **Areas of consultancy and income generated:**   NA

21. **Faculty as members in**:   NA

22. **Student projects:**

    a) **Percentage of students who have done in-house projects including inter departmental/programme**

    b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**   : NIL

23. **Awards / Recognitions received by faculty and students**   : NIL

24. **List of eminent academicians and scientists / visitors to the department**

25. **Seminars/ Conferences/Workshops organized & the source of funding**

    a) **National**   : NIL

    b) **International**   : NIL

26. Student profile programme/course wise:

Name of the Course/	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A I	160	160	124	34	85
B.A II	31	31	18	13	95
B.A III	10	10	7	3	95

*M = Male   *F = Female

27. Diversity of Students

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
B.A.I	96	4	-
B.A.II	98	2	-
B.A.III	100	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?   :

4 Students in Defence service (Indian army)

29. Student progression

Class	Student Progression of UG to PG % Enrolled
UG and PG	-
Employed -compus selection -other than campus recruitment	-

30. Details of Infrastructural facilities

a) **Library**   : Yes

b) **Internet facilities for Staff & Students**   : Yes

c) **Class rooms with ICT facility**   : Yes

d) **Laboratories**   : Yes

31. Number of students receiving financial assistance from college, university, government or other agencies   : NIL

32. Details of student enrichment programmers (special lectures / workshops / seminar) with external experts: 1. Dr. Kamal Kinger

                                                                           2. Dr. I.S Chahal

33. **Teaching methods adopted to improve student learning:**

      1. Seminar,

      2. via ICT Assignments,

      3. Monthly Test

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**

      1. NCC,

      2. NSS,

      3. Blood Donation

35. **SWOC analysis of the department and Future plans**

      1. Department is conducting their GK Class to Improve these basic knowledge.

      2. In Future Department is planning to arrange visits to military bases, air force stations etc.

Department of Economics

1. **Name of the department** **:** Economics
2. **Year of Establishment** **:** 1968
3. **Names of Programmes / Courses offered:** UG,

   1. B A . I
   2. B A . II
   3. B A . III

4. **Names of Interdisciplinary courses and the departments/units involved :** NA
5. **Annual/ semester/choice based credit system (programme wise)** **:** ANNUAL
6. **Participation of the department in the courses offered by other departments:** Yes
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** **:** NA
8. **Details of courses/programmes discontinued (if any) with reasons** **:** NA
9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	-	-
Associate Professors	-	-
Asst. Professors	1	1

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Rajwinder Kaur	M.A, B.ED, M. Phil	Assistant Professor	Rural Indebtedness	I Year 8 Month	-

11. **List of senior visiting faculty** **:** Dr. Naresh Kumar Menra, Govt. Shiwalik Collage, Naya Nangal.

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** **:** 100%

13. **Student -Teacher Ratio (programme wise):**

    BA.I   36:1

    BA.II   22:1

	BA.III	28:1
	B.SC.Agriculture Sem-V	38:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

Administrative Staff	:	Ten
Academic Support Staff	:	Two

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.**

M. Phil: 1

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : NA

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received** : NA

18. **Research Centre/facility recognized by the University** : NA

19. **Publications:**

∗ **a) Publication per faculty**

∗ **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)**

: NA

∗ **Monographs** : NA

∗ **Chapter in Books** : NA

∗ **Books Edited** : NA

∗ **Books with ISBN/ISSN numbers with details of publishers** : NA

∗ **Citation Index** : NA

∗ **SNIP** : NA

∗ **SJR** : NA

∗ **Impact factor** : NA

∗ **h-index** : NA

20. **Areas of consultancy and income generated** : NA

21. **Faculty as members in** : NA

22. **Student projects**

a) **Percentage of students who have done in-house projects including inter departmental/programme**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : NA

23. **Awards / Recognitions received by faculty and students** : NA

24. **List of eminent academicians and scientists / visitors to the department.**

      1. Dr. Naresh kumar Menra, (Govt Shiwalik College Naya Nangal)

      2. Dr. Shakuntla Gupta (Punjabi University Patiala)

25. **Seminars/ Conferences/Workshops organized & the source of funding**

    a) National : NA

    b) International : NA

26. **Student profile programme/course wise:**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A I	40	36	5	31	72.2
B.A II	35	33	6	27	88
B.A III	20	16	1	15	94

    *M = Male   *F = Female

27. **Diversity of Students:**

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
B.A.I	90	10	-
B.A.II	96	4	-
B.A.III	100	-	-

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

Defense Services :   5 Students

29. **Student progression** :   UG TO PG 7 to 8%

30. **Details of Infrastructural facilities**

    a) Library **:** Yes

    b) Internet facilities for Staff & Students : Yes

    c) Class rooms with ICT facility : Yes

    d) Laboratories : NA

31. **Number of students receiving financial assistance from college, university, government or other agencies**

32. **Details of student enrichment programmes (special lectures / workshops /seminar) with external experts   :** Special Lectures

33. **Teaching methods adopted to improve student learning :**

    1. Lecture

    2. Demonstration,

    3. Method Discussion ,

    4. Method Assignments.

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**

    1. NCC -12,

    2. NSS- 50,

    3. RED CROSS (Blood Donation)15

35. **SWOC analysis of the department and Future plans**

    Strengths :

    1. Dedicated faculty.

    2. Greater exposure to the students through various seminars and co-curricular activities related to the subject.

    3. Wealth of knowledge in the form of books in the library.

    Weaknesses :

    1. Lack of awareness in students about scope of the subject due to rural background.

    Opportunities:

    1. Wide range of future prospects in production, distribution, marketing and financing sector.

    2. Greater opportunities in banking sector, teaching and resource management**.**

    Challenges:

    1. To raise the level of students in order to keep pace with comptetive world and future challenges.

    Future Plans :

    1. To organize seminars on various aspects of economics.

    2. To organize debates, declamation and essay writing competitions.

Post Graduate Department of English

1. **Name of the department** : English

2. **Year of Establishment** : 1968

3. **Names of Programmes / Courses offered:** (UG,PG)

4. **Names of Interdisciplinary courses and the departments/units involved: NA**

5. **Annual/ semester/choice based credit system (programme wise) :**

M.A.	2 Year Course	PG Semester
B.A. 1	English Communication Skills	UG Semester
B.A. 2 & 3	English Communication Skills	UG Annual
B.A. 1	Elective English	UG Semester
B.A. 2 & 3	Elective English	UG Annual

6. **Participation of the department in the courses offered by other departments :**

   I. **Department of commerce**
   1. B.Com (Regular) Sem-I,III   Communication Skills
   2. B.Com (Professional) Sem -1   Communication Skills and Personality Development
   3. B.Com (Accounting and Finance)

      Sem -I   Workshop on Communication skill

      Sem – II   Functional English
   4. B.B.A Sem-I   Communication Skill

   II. **Department of Computer Application**
   1. B.C.A. Sem-1   General English
   2. B.C.A. Sem-II, III, IV   Communication Skills
   3. B.C.A. Sem- V,VI   Literary Skills

   III **Department of Science faculty**
   1. B.Sc. I Medical Non Medical   Genreal English

   IV **Department of Agriculture**
   1 B.Sc. (Agriculture) Sem-I, II, III   Communication Skills

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** NA

8. **Details of courses/programmes discontinued (if any) with reasons:** NA

9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	1	1
Asst. Professors	6	6

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.Darshanpal	M.A, M.Phil, Ph.D	Associate Professor	British Fiction (Doris Lessing)	36	-
Dr. Gurpreet Kaur	M.A, M.Phil, B.ed, P.hD	Assistant Professor	American Lit. of Communication	10	-
Prof. Ritu	M.Phil, UGC, NET	Assistant Professor		5	-
Prof. Gurdip Singh	M.A English PGDTE (CIEFL)	Assistant Professor	ELT	35	-
Prof. Baljeet singh	M.A, M.Phil,	Assistant Professor		7	-
Prof. Satminder Kaur	M.A, M.Phil	Assistant Professor		8	-
Prof. Priyanka	M.A English	Assistant Professor		6	-

11. **List of senior visiting faculty:** Dr. Anil Raina (Punjab University)

Dr. Tajinder Kaur (Punjabi University Patiala)

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : 67%

13. **Student -Teacher Ratio (programme wise):** 20:1

Sr. No.	Class	Student Teacher ratio
1	B.A I	1:97

2	B.A II	1:72
3	B.A III	1:53
4	B.Com-I(R)	1:75
5	B.Com-II(R)	1:67
6	B.Com-(Professional)	1:55
7	B.Sc.II (Med,Non- Med)	1:41
8	B.Sc.Agriculture I	1:51
9	B.Sc.Agriculture I	1:39
10	B.C.A I	1:50
11	B.C.A II	1:43
12	B.C.A III	1:45

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

      Academic Support Staff (Technical)   : One

      Administrative Staff   : Ten

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.**

      Ph.D-2 , MPhil-3 and PG-2

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received   : NIL**

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received   : NIL**

18. **Research Centre/facility recognized by the University   : NIL**

19. **Publications:**

    ∗ **a) Publication per faculty :**

      1. Books As Author:

        (a) Written & Oral Technical Communication (Pune : TechMax.2009)

        (b) Effective Communication Skills For Professionals (Jalandhar : New Book co.)

        (c) Communication Skills And Technical Writing (Jalandhar :ACME,2014.

      2. Books As Editor :

        (a) Human Values & Society (Ropar : Bhaddal Tech.Publications,2011)

        (b) Language And Society (Ropar : Bhaddal Tech. Publication,2013)

- **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)** : 17
  - ∗ **Monographs** : NIL
  - ∗ **Chapter in Books** : 7
  - ∗ **Books Edited** : 2
  - ∗ **Books with ISBN/ISSN numbers with details publishers** : 3
  - ∗ **Citation Index** : NIL
  - ∗ **SNIP** : NIL
  - ∗ **SJR** : NIL
  - ∗ **Impact factor** : NIL
  - ∗ **h-index** : NIL

20. **Areas of consultancy and income generated** : NA

21. **Faculty as members in** : (a) National committees (b) International committees
    (c) Editorial Board: Dr. Drashan pal (Chief Editor college magazine

22. **Student projects**
    a) **Percentage of students who have done in-house projects including inter departmental/programme** : NIL
    b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies** : NIL

23. **Awards / Recognitions received by faculty and students** : NIL

24. **List of eminent academicians and scientists / visitors to the department**
    1. Dr. Gurmohan Singh Walia
    2. Dr. Dharminder Singh
    3. Dr. Tejinnder kaur
    4. Dr. Manjinder Singh

25. **Seminars/ Conferences/Workshops organized & the source of funding**
    a) **National** : NIL
    b) **International** : NIL

26. **Student profile programme/course wise:**

Session 2013-14

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A I Compulsory	389	389	215	174	50
B.A II Compulsory	144	144	66	78	86
B.A III Compulsory	105	105	36	69	98
B.A I Elective	18	18	4	14	90
B.A II Elective	16	16	2	12	100
B.A III Elective	14	14	4	10	100

*M = Male   *F = Female

27. **Diversity of Students**

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
B.A.I	98	2	-
B.A.II	98	2	-
B.A.III	99	1	-

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?** :

29. **Student progression**

Class	Student Progression of UG to PG % Enrolled
UG and PG	**25%**
Employed -compus selection -other than campus recruitment	**35** **52**

30. **Details of Infrastructural facilities**

 a) **Library**   **:** Yes (100 Books)

 b) **Internet facilities for Staff & Students**   : Yes

 c) **Class rooms with ICT facility**   **:** Yes

 d) **Laboratories**   **:** Yes (Language Lab)

31. **Number of students receiving financial assistance from college, university, government or other agencies :**

Financial Assistance provided to the students by the college

S.No.	Class	Total Students
1	B.A.I	18
2	B.A.III	2

Scholarship Provided to the students by Government

S.No.	Class	Total Students
11.	B.A.I	18
12.	B.A.II	9
13.	B.A III	13

32. **Details of student enrichment programmes (special lectures / workshops / seminar) with external experts** : Special Lectures On creative Writing By Dr. Tejinder Kaur, Prof. (Punjabi University Patiala)

33. **Teaching methods adopted to improve student learning**

Various innovative methods are used alongwith conventional methods to impart different language skills to the students. Greater participation of students in the process of learning is ensured through :

- Assignments
- Classrooom discussions/participation.
- Quiz Competitions
- Guided Composition – Oral One- followed by written composition on familiar topics.
- Innovative reading/interpretation of the text.
- Learning through catechism (question/answers) in reading prose/ literature.
- Teaching IPA symbols and stress to enable the students to consult dictionary on their own.
- Screening of films related to texts.
- Guest lectures.
- Paper writing on various issues.

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**
    i. Students' participation in various extra-curricular activities.
    ii. Visits to Old-people's Home as members of literary society.
    iii. Active participation in Blood Donation Camps.
    iv. Students' participation in NSS activities.
    v. Students volunteer themselves during different college functions.

35. **SWOC analysis of the department and Future plans :**

Strengths:
- Competent and dedicated faculty.
- Excellent results.
- Specially designed pre-admission Bridge Courses.
- Remedial Classes for weak students.
- Departmental Book Bank facility for needy students.
- Add-on Course in Spoken English.
- Well-equipped Language lab.
- English literary society to encourage students' participation in debates, elocution, recitation and creative writing.
- Short Courses to impart communication skills and job interview skills, specially conducted for the college placement cell.

Weaknesses:
- Rural background of the students.
- Inhibited approach of the students towards learning and speaking English.
- Inadequate number of highly qualified regular teachers (as per UGC norms).
- Insufficient opportunities for research and creative work at local level.

Opportunities:
- Placement in BPO Industry, teaching, banking and other fields.
- Promoting women empowerment by making them economically independent.
- Guidance for employment opportunities abroad.
- Facilitating greater mobility for jobs.
- Improving communication skills by using ICT tools.

Challenges:
- Wide variation of standards in classes.
- Coping with the mother tongue interference among majority of students.
- Inspiring post graduate students to take up research.

Department of Fine Arts

1. **Name of the department** : Fine Arts
2. **Year of Establishment** : 2014
3. **Names of Programmes / Courses offered:** UG (Fine Arts)
4. **Names of Interdisciplinary courses and the departments/units involved:**

   Departments Involved : NIL
5. **Annual/ semester/choice based credit system (programme wise):** Semester
6. **Participation of the department in the courses offered by other departments:** NA
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** : NA
8. **Details of courses/ programmes discontinued (if any) with reasons** : NA
9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	1

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Gurleen Kaur	MA (Fine Arts), M.Ed,UGC NET	Assistant Professor	-	-	-

11. **List of senior visiting faculty:** NA
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 100%
13. **Student -Teacher Ratio (programme wise)** : UG (1/15)
14. **Number of academic support staff (technical) and administrative staff;**

sanctioned and filled:

    1. Administrative Staff   :   Ten

    2. Support Staff   :   One

15.   **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.**

                                                    PG

16.   **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**   : NA

17.   **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**   : NA

18.   **Research Centre/facility recognized by the University**   : NA

19.   **Publications:**

  ∗ **a) Publication per faculty**

  ∗   **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)**   : NA

  ∗ **Monographs**   : NA

  ∗ **Chapter in Books**   : NA

  ∗ **Books Edited**   : NA

  ∗ **Books with ISBN/ISSN numbers with details of publishers**

  ∗ **Citation Index**   : NA

  ∗ **SNIP**   : NA

  ∗ **SJR**   : NA

  ∗ **Impact factor**   : NA

  ∗ **h-index**   : NA

20.   **Areas of consultancy and income generated**   **: NA**

21.   **Faculty as members in**   : NA

22.   **Student projects**

    a) **Percentage of students who have done in-house projects including inter departmental/programme**

    b) **b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**   : NA

23.   **Awards / Recognitions received by faculty and students**   : NA

24. **List of eminent academicians and scientists / visitors to the department** : NA

25. **Seminars/ Conferences/Workshops organized & the source of funding**

    a) **National** : NA

    b) **International** : NA

26. **Student profile programme/course wise:**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
-	-	-	-	-	-

    *M = Male   *F = Female

27. **Diversity of Students:**

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
-	-	-	-

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?** : NA

29. **Student progression** : NA

30. **Details of Infrastructural facilities**

    a) **Library** : Yes

    b) **Internet facilities for Staff & Students** : Yes

    c) **Class rooms with ICT facility** : Yes

    d) **Laboratories** : Yes

31. **Number of students receiving financial assistance from college, university, government or other agencies** : NA

32. **Details of student enrichment programmes (special lectures/workshops/ seminar) with external experts** :Yes

33. **Teaching methods adopted to improve student learning :**

                        1. Lecture

                        2. Demonstration

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities** : NA

35. **SWOC analysis of the department and Future plans**

Strengths :

1. Dedicated faculty
2. Hardworking students.
3. Adequate administrative support.

Opportunities:

1. To make students perfect professionals**.**

Challenges:

1. To inspire more students to opt Fine arts as a subject.
2. Contributing to the wholesome development of the students.

Future Plans :

1. To assist students in their acquisition of artistic and aesthetic experiences, and attitudes**.**

Department of Gurmat Sangeet

1. **Name of the department** : Gurmat Sangeet

2. **Year of Establishment** : 2008

3. **Names of Programmes / Courses offered:** B.A. (optional subject)

4. **Names of Interdisciplinary courses and the departments/units involved:**

   Departments Involved: Nil

5. **Annual/ semester/choice based credit system (programme wise):**

   1. B.A. I Year Semester,

   2. B.A II Year Annual,

   3. B.A III Year Annual

6. **Participation of the department in the courses offered by other departments:** NA

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** NA

8. **Details of courses/ programmes discontinued (if any) with reasons :** NA

9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	1

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Jagpinder Pal Singh	MA Gurmat Sangeet, NET	Assistant Professor	Vocal	8	Nil

11. **List of senior visiting faculty:**

    1. Dr. Gurnam Singh (Punjabi University Patiala)

    2. Dr.Varinder Kaur (Punjabi University Patiala)

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : 100%

13. **Student -Teacher Ratio (programme wise:** : 60:01

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

       Tabla Instructor (Sanctioned)   : One

       Administrative Staff   : Ten

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.** : PG-1

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : NIL

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received** : NIL

18. **Research Centre/facility recognized by the University** : NIL

19. **Publications:**

∗   a) **Publication per faculty :**   Number Of Papers Published : 08 National

∗   **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)** : NIL

∗   **Monographs** : NIL

∗   **Chapter in Books** : NIL

∗   **Books Edited** : NIL

∗   **Books with ISBN/ISSN numbers with details of publishers**

Books Published

   1. Ragg Tall Shashtar (Shabad Bandishan) (General Books)(Johara Publication) ISBN: 978-93-82376-18-7

   2. Sri Guru Granth Sahib Raag Ratan (general Book) (Shahid-E-Azam Publication) ISBN : 978-81-929148-3-1

   3. Gurmat Sangeet Parbandh (TEXT BOOK) B.A Part I (Shahid –E-Azam Publication) ISBN-978-93-84789-00-8

   ∗   **Citation Index** : NIL

   ∗   **SNIP** : NIL

   ∗   **SJR** : NIL

   ∗   **Impact factor** : NIL

   ∗   **h-index** : NIL

20. **Areas of consultancy and income generated** : NIL

21. **Faculty as members in** : NIL

22. **Student projects**

   a. **Percentage of students who have done in-house projects including inter**

departmental/programme

    b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : NIL

23. Awards / Recognitions received by faculty and students : NIL

24. List of eminent academicians and scientists / visitors to the department

        1. Dr. Gurnam Singh (Punjabi University Patiala)

        2. Dr. Jagjeet Singh Khalsa College Patiala.

        3. Dr. Bhagwant Kaur (GNDU).

        4. Bhai. Baldeep Singh (GNDU).

        5. Dr. Kawanljeet Singh (Punjabi University Patiala).

        6. Dr. Shamshad Ali (GNDU)**.**

25. Seminars/ Conferences/Workshops organized & the source of funding

    a) National : NIL

    b) International : NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A I	40	40	39	01	85
B.A II	-	17	17	-	100
B.A III	-	10	8	2	100

    *M = Male   *F = Female

27. Diversity of Students

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
B.A I,	98	02	-
B.A II,	99	01	-
B.A III,	99	01	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Eight.

29. Student progression

  Student Progression   Against % enrolled

    1. UG to PG   **30%**

    2. Employed

    Campus Selection   **20%**

    Other than Campus recruitment

30. **Details of Infrastructural facilities**

   a) **Library** **:** Yes

   b) **Internet facilities for Staff & Students** : Yes

   c) **Class rooms with ICT facility** : Yes

   d) **Laboratories** : Yes

31. **Number of students receiving financial assistance from college, University, government or other agencies :**

32. **Details of student enrichment programmes (special lectures / workshops / seminar) with external experts** **:**Yes

33. **Teaching methods adopted to improve student learning**

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**   1. NCC -05

                                    2. NSS -35

35. **SWOC analysis of the department and Future plans**

   Strengths :

     1. Hardworking and dedicated faculty.

     2. Reponsive and devoted students.

     3. Well-equipped Music rooms.

     4. Students' participation in Youth Festivals and other competitions organized by the university.

     5. Remarkable achievements of the students in various music competitions.

   Weaknesses :

     Too much interest and inclination of the students towards popular music/songs.

   Opportunities :

     Huge scope of employment as a teacher, mixer, recordist, performer etc.

   Challenges :

     To popularize Gurmat Sangeet and traditional classical/folk music.

   Future Plans :

     To organize music workshops and Gurmat Smagams.

Post Graduate Department of Hindi

1. **Name of the department**   : Hindi

2. **Year of Establishment**   :   1968

3. **Names of Programmes /Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**   **:** B.A, M.A. (Hindi)

4. **Names of Interdisciplinary courses and the departments/units involved:**

5. **Annual/semester/choice based credit system (programme wise):**

6. **Participation of the department in the courses offered by other departments:** Yes

Name of Department	Courses in which Botany Deptt. Participated
Agriculture	B. Sc (Agriculture) Sem II

7. **Courses in collaboration with other universities , industries, foreign institutions, etc.**

                                                                                Nil

8. **Details of courses /programmes discontinued (if any) with reasons:**   Nil

9. **Number of teaching posts**

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	1	1
Asst. Professors	1	1

10.   **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt. /Ph.D./M.Phil.etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 years
Dr. Malkeet singh	M.A, M. Phil, Ph D	Associate Professor	Katha Sahitya	23 Years	
Shagun Sikka	M.A.B.ED	Asstt. Prof.	Hindi Kavya	6	

11. **List of senior visiting faculty:** NIL

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary Faculty :** 65%

13. **Student-Teacher Ratio (programme wise):**

        1. B.A I   1:18

        2. B.A II   1:20

        3. B.A III   1:11

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

    1. Academic Support Staff (Technical)   : 10

    2. Administrative Staff   : 2

15. **Qualifications of teaching faculty with DSc/D.Litt./Ph.D./MPhil/PG:**

   Ph.D.   1

   M.A   1

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:** Nil

17. **Departmental projects funded by DST-FIST-UGC, DBT, ICSSR ,etc. and total grants received:** Nil

18. **Research Centre/facility recognized by the University:** Nil

19. **Publications:**

* **a) Publication per faculty**

* **Number of papers published in peer reviewed journals (national/ international) by faculty and students.** Nil

* **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EB.SC.O host, etc**.):

* **Monographs**   Nil

* **Chapter in Books**   Nil

* **Books Edited**   Nil

* **Books with ISBN/ISSN numbers with details of publishers**   Nil

* **Citation Index**   Nil

* **SNIP**   Nil

* **SJR**   Nil

* **Impact factor**   Nil

* **h-index**   Nil

20. **Areas of consultancy and income generated:**   Nil

21. **Faculty as Members in:** Dr. Malkeet Singh (Editor College Magazine Anand Jyoti)

22. **Student projects**

    a) **Percentage of students who have done in- house projects including interdepartmental/ programme**   Nil

    b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies** Nil

23. **Awards/Recognitions received by faculty and students**

24. **List of eminent academicians and scientists/visitors to the department**

25. **Seminars/Conferences/Work shops organized & the source of funding**

    a) **National**   Nil

    b) **International**   Nil

26. **Student profile programme/ course wise: (2013-2014)**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A I	24	21	4	17	-
B.A I	22	20	4	16	-
B.A I	27	22	4	18	

         *M=Male *F=Female

27. **Diversity of Students**

Name of the Course	%of students from the same state	%of students from other States	%of students from abroad
B.A I	100	-	-
B.A II	94	67	-
B.A III	96	4	

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?**   Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	80
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed	35
Campus selection	50
Other than campus recruitment	
Entrepreneurship/Self-employment	50

30. Details of Infrastructural facilities

        a) Library   Yes 100 Books

        b) Internet facilities for Staff & Students Yes

        c) Class rooms with ICT facility   Yes

        d) Laboratories   Yes (Language Lab)

31. Number of students receiving financial assistance from college, University, government or other agencies

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

33. Teaching methods adopted to improve student learning.

        1. Class test.

        2. Seminar.

        3. Group Discussion.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

35. SWOC analysis of the department and Future plans

Strengths :

- Dedicated faculty.

- Good collection of books in the main library as well as in the Departmental library.

- Number of Hindi Magazines and journals for the students and faculty.

Opportunities :

- Students can pursue Masters in the College or at the University.

Challenges :

- To increase the number of students to strengthen the department.

Future Plans :

- To make people aware of the scope and potential of the National Language, Hindi.

- To organize extra activities and programmes for students, such as quiz, seminar etc.

Post Graduate Department of History

1. **Name of the department**   :   History

2. **Year of Establishment**   :   UG Dept. (1968)

                                                        PG (2013)

3. **Names of Programmes /Courses offered(UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**   UG: B.A I, II, III

                                                        PG: M.A

4. **Names of Inter disciplinary courses and the departments/units involved:** Yes

5. **Annual/semester/choice based credit system (programme wise**):

                    1. B.A II, III Annual

                    2. B.A I Semester

                    3. M. A Semester

6. **Participation of the department in the courses offered by other departments**: Nil

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**

                                                                    Nil.

8. **Details of courses/ programmes discontinued (if any) with reasons:**   Nil

9. **Number of Teaching posts**

	Sanctioned	**Filled**
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	3	3

10. **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt. /Ph.D./M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 years
Dr. Ravinder Singh Rekhi	M.A, Ph.D.	Asst. Professors.	Punjab History, Modern Indian.	11 years 4 Month	Nil
Bhupinder Kaur	M.A, M. Phill,	Asst. Prof.	Modern India	2 Years 6 Month	Nil
Lakhvir kaur	M.A	Asst. Prof.	Modern and Medieval India	Session 2014-15	Nil

11. **List of senior visiting faculty** : Dr. Kulvir Singh Dhillon

12. **Percentage of lectures delivered and practical classes handled (programmee wise) by temporary faculty:**

<div style="text-align:center">

For Session 2013-14   50%

For Session 2014-15   66%

</div>

13. **Student-Teacher Ratio (programmee wise**)   80:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**   Administrative Staff : Ten

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil/PG:**

    1. Ph. D   1
    2. M. Phil   1
    3. M.A   1

16. **Number of faculty with ongoing projects from a)National b)International funding agencies and grants received:**   Nil

17. **Departmental projects funded by DST-FIST;UGC, DBT, ICSSR, etc. and total grants received:**

18. **Research Centre/ facility recognized by the University:**   NA

19. **Publications:**

    * **a) Publication per faculty**

        1. Paper Published infernal journal of religions studies, Punjabi. university Patiala under the topic of Sikh intuition of gurmatta in 2003

        2. Paper read and Published in Punjab history conference 2003 under the topic evolution from personal to collective leadership of the Sikh during the compared

        3. Paper read and published in Punjab history conference 2004, under the topic Guru Nanak Dev Ji's State Ideology According To Guru Granth Sahib Ji.

        4. Paper read and published 2007under the topic popularization Sikhism and Development By Guru Anagd Dev Ji.

        5. Paper read and published in Punjab history conference 2008 under the topic of Genesis of Massed system.

        6. Article published in reputed Punjab Govt. journal Jagriti under the topic of Banda Bahadur and Leadership

        7. Article published in jagriti reputed Punjab govt. journal under the topic of

        8. Paper read & published Punjab history conference

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9. I.C.S.S.R & personal national seminar held in S.G.T.B Khalsa college under the topic of emerging in Punjab political science 1997 and paper read under the topic of An Analysis of Votes affecting Punjab Politics - 2013

10. I.C.S.S.R & personal seminar held in Baba Jorawar Singh Fateh Singh College for girls , Morinda and paper read under the topic Concept Of Service In Gurbani 2013

* **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EB.SC.O host, etc.) :**

* **Monographs**   Nil

* **Chapter in Books**   Nil

* **Books Edited**   Nil

* **Books with ISBN/ISSN numbers with details of publishers**   Nil

* **Citation Index**   NA

* **SNIP**   NA

* **SJR**   NA

* **Impact factor**   NA

* **h-index**   NA

20. **Areas of consultancy and income generated:**

21. **Faculty as Members in:**

1. Member of Board of study (U.G) Punjabi University Patiala.

2. Member of Board of Study Mata Gujri College, Fatehgarh Sahib.

22. **Student projects**

a) **Percentage of students who have done in-house projects including inter departmental/ programme**:

b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories /Industry/ other agencies** Nil

23. **Awards/ Recognitions received by faculty and students :** Nil

24. **List of eminent academicians and scientists/ visitors to the department :**

Kulbir Singh Dhillion

25. **Seminars/Conferences/Work shops organized &the source of funding**

a) **National**   Nil

b) **International**   Nil

26. Student profile programme/ course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
BA I Year	140	132	54	78	90
BA II Year	90	90			100
BA III Year	62	62			98
MA (Sem-1)	13	13		13	100

*M=Male *F=Female

27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.A I	98	2	Nil
B.A II	100	-	-
B.A III	100	-	-
M.A	100	-	-

28. Howmanystudentshaveclearednationalandstatecompetitiveexaminationssuch as NET, SLET, GATE, Civil services, Defense services, etc.? 5 Students

29. Student progression

Student progression	Against % enrolled
UG to PG	50
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D.to Post-Doctoral	-
Employed Campus selection Other than campus recruitment	-
Entrepreneurship/Self-employment	-

30. Details of Infrastructural facilities

    a) Library   Yes

    b) Internet facilities for Staff & Students   Yes

    c) Class rooms with ICT facility   Yes

    d) Laboratories   Yes

31. Number of students receiving financial assistance from college, university, government or other agencies.   Yes

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

33. **Teaching methods adopted to improve student learning**
- Discussions.
- Seminars.
- Assignments.
- MST.
- Educational Tour.
- P.P.T

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities .**

35. **SWOC analysis of the department and Future plans**

Strengths :
- Dedicated faculty.
- Successful recruitment programme.
- Good results.

Weaknesses :
- Communication Problem.
- Lack of awareness among the students regarding scope of the subject.

Opportunities:
- Administrative jobs.
- Govt . Jobs.
- Particularly teaching Jobs.

Challenges:
- Awareness problems.
- Lack of Communication Skill In students.

Future Plans:
- Motivate the student for research in the field of History.
- To encourage the student for competitive exams.
- To organize seminars and conferences.

Department of Journalism and Mass Communication

1. **Name of the department** : Journalism And Mass Communication

2. **Year of Establishment** : 2008

3. **Names of Programmes / Courses offered:**

   1. UG (Journalism And Mass Communication)

4. **Names of Interdisciplinary courses and the departments/units involved:**

   Departments Involved : NA

5. **Annual/ semester/choice based credit system (programme wise):**

   Annual/ Semester

6. **Participation of the department in the courses offered by other departments:** NA

7 **Courses in collaboration with other universities, industries, foreign institutions, etc.** NA

8. **Details of courses/programmes discontinued (if any) with reasons:** NA

9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	1

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Amandeep	M. Phil Pursuing	Assistant Professor	Print Media	I Year	-

11. **List of senior visiting faculty:** Prof.Gurkirpal Singh Ashk (Dean Media Center)MG College ,Fatehgarh sahib.

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : 100%

13. **Student -Teacher Ratio (programme wise)** : BA-I : 1:32

   BA-II : 1:12

   BA-III : ,:13

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

Administrative Staff	:	Ten
Support Staff	:	One

15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**

PG

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : NA

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received** : NA

18. **Research Centre/facility recognized by the University** : NA

19. **Publications:**

* **a) Publication per faculty**

   * **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database**

   - **International Social Sciences Directory, EB.SC.O host, etc.)** : NA

   * **Monographs** : NA

   * **Chapter in Books** : NA

   * **Books Edited** : NA

   * **Books with ISBN/ISSN numbers with details of publishers** : NA

   * **Citation Index** :NA

   * **SNIP** :NA

   * **SJR** :NA

   * **Impact factor**
       :NA

   * **h-index** : NA

20. **Areas of consultancy and income generated** : NA

21. **Faculty as members in** : NA

22. **Student projects**

   a) **Percentage of students who have done in-house projects including inter departmental/programme** : NA

   b) **Percentage of students placed for projects in organizations outside the**

institution i.e.in Research laboratories/Industry/ other agencies : NA

23. **Awards / Recognitions received by faculty and students** : NA

24. **List of eminent academicians and scientists / visitors to the departmen**

25. **Seminars/ Conferences/Workshops organized & the source of funding**

   a) **National** : NA

   b) **International** : NA

26. **Student profile programme/course wise:**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A I (JMC)	22	20	10	10	99
B.A II (JMC)	17	16	6	10	100
B.A III (JMC)	13	13	5	8	100

   *M = Male   *F = Female

27. **Diversity of Students:**

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
B.A.I	90	10	-
B.A.II	95	5	-
B.A.III	98	2	-

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

   : Defence Service: 7

29. **Student progression :** **:** UG To PG 40%

30. **Details of Infrastructural facilities**

   a) **Library** **:** Yes

   b) **Internet facilities for Staff & Students** : Yes

   c) **Class rooms with ICT facility** :Yes

   d) **Laboratories** :Yes

31. **Number of students receiving financial assistance from college, university, government or other agencies :** NA

32. **Details of student enrichment programmes (special lectures/workshops/ seminar) with external experts :** Special Lecture

33. **Teaching methods adopted to improve student learning :**

        1. Seminar

        2. Quiz

        3. Discussion

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**

35. **SWOC analysis of the department and Future plans**

Strengths :

1. Dedicated faculty

Opportunities:

1. Students can be involved in promoting media related programs.
2. To make students perfect in photography.
3. News writing can be inculcated in students.
4. Cultavating News-anchoring ability in the students.

Challenges:

1. Inspiring more students to opt for Mass Communication & Journalism.
2. Placement of students.
3. Coping with Political influence on the minds of students that might effect their independent working as journalists.

Future Plans :

1. Preparing the students for research work.
2. Encouraging students to take up Journalism as a profession

Post Graduate Department of Mathematics

1. **Name of the department** : Mathematics

2. **Year of Establishment** : UG 1968,

   PG 2014

3. **Names of Programmes/Courses offered:**

   (UG) 1968

   (PG) 2014

4. **Names of Interdisciplinary courses and the departments/units involved:**

   Departments Involved :

   Science, Arts,

   Commerce,

   Computer Science,

   Agriculture,

   Physics,

   Chemistry

5. **Annual/ semester/choice based credit system (programme wise):**

   1.B.A II and III   Annual

   2.B.A I,B.Com, B.SC, BCA,M.Sc.   Semester

6. **Participation of the department in the courses offered by other departments:**

   Business Mathematics,

   Quantitative Techniques,

   Operational Research,

   Mathematical Physics.

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** N

8. **Details of courses/programmes discontinued (if any) with reasons:** NA

9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	7	7

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.Aamanpreet Singh	M.Sc., M.Phill, Ph.D	Assistant Professor	Operational Research	14	4
Miss.Bharti Kapoor	M.Sc.	Assistant Professor	-	5	-
Mrs.Meena Kathuria	M.Sc., B.ED	Assistant Professor	-	5Years 6 Months	-
Rajni Devi	M.Sc., B.ED	Assistant Professor	-	3 Years 6 Months	-
Razia Jaggi	M.Sc., B.ED	Assistant Professor	-	1 Year 6 months	-
Mrs. Sulekha Dhiman	M.Sc., B.Ed	Assistant Professor	-	2 Years 6 Month	-

11. **List of senior visiting faculty:**

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:**

    Student -Teacher Ratio (programme wise):

    I. Post Graduate Classes

        1. M.Sc. (Mathematics)   31:1

        2. M. Sc (Physics)   34:1

        3. M. Sc (Chemistry)   7:1

        4. M. Sc (IT)   10:1

    II. U G Classes

        1. B.Sc   60:1

        2. B.C.A   47:1

        3. B. Com. (P)   49:1

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   4. B.Com(R)   66:1

   5. B.Sc.(Agriculture)   18:1

   6. B.B.A.   13:1

   7. B.A.   11:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled**:   Administrative Staff-   10

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.**

          PG-5,   Ph.D.- 1

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** :   NIL

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**:   NIL

18. **Research Centre/facility recognized by the University** : NA

19. **Publications:**

∗   **a) Publication per faculty**

∗   **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)**

RESEARCH PAPER INTERNATIONAL (with impact factor and citation)

1. **Singh A** , Kumar S "**Study of Different Methods on Multiple Objectives Mathematical Programming**" International Journal of Computing and Corporate Research (IJCCR)ISSN (Online) : 2249 - 054 X , **Vol. 2 Issue 2 March 2012** with International Manuscript ID : ISSN2249054X-V2I2M4-032012

2. **Singh A** , Kumar S "**Multiple Objectives Mathematical Programming Using Payoff Techniques**" International Journal of Pure and Applied Sciences and Technology (IJPAST), **vol.9 issue 1 (2012)**, pp. 39-46 **ISSN 2229 – 6107. .**   **Global Impact Factor: 0.36   citation 5**

3. **Singh A** , Kumar S "**Advancement of Multi-Objective Programming using Payoff Matrix with C++ Program**" International Journal of Trends in Mathematics and Statistics Volume 1 Issue 6,2012

4. **Singh A** , Kumar S; **A Case Study Of Multi-Objectives Mathematical Programming in Farming Using "Payoff Technique "** For Punjab Zenith International Journal Of Multidisciplinary Research(**Vol.2 Issue 8 ,August 2012, ISSN: 2231-5780) Impact factor 0.7**

5. **Singh A** , Kumar S; **A Case Study Of Multi-Objectives Mathematical Programming in Farming Using "Payoff Technique "** For Anadra Perdesh, International Journal of Social Science & Interdisciplinary Research **Vol.1 Issue 7, July 2012, ISSN 2277 3630**

6. **Singh A,** Sandhu R "**'Payoff in Oligopoly Markets' A Mathematical Model"** International journal of Applied Mathematics **Vol.59, (2013)** pp15432-15434.Impact Factor 1.36, citation 12

7. Kaur R, Mahajan R**, Singh A, "A SURVEY ON MULTIPATH ROUTING PROTOCOLS FOR MANETS"** International Journal of Emerging Trends & Technology in Computer Science (IJETTCS)   Vol. 2 Issue 2 March-April2013,**ISSN2278-6856,**Pp 42-45 Impact factor 2.54

8. **Singh A**, Kapoor B, "**Equilibrium In Non-Linear Differentiated Duopoly"** International Journal Of Computing Sciences.Vol.3 ISBN: 978-93-5107-172-3.Pp 473-478, **Elsevier Publication**

9. **Singh A**, Kaur B, "**Review of Linear and Non Linear Differentiated Duopoly Model"** International Journal Of Computing Sciences. ISBN: 978-93-5107-172-3.Pp 479-486, **Elsevier Publication**

10. **Singh A**, Sanan S, "**An Analytic Comparison Between Cournot's and Stackelberg Duopoly Theory"** International Journal Of Computing Sciences. ISBN: 978-93-5107-172-3.Pp 487-492, **Elsevier Publication**

11. **Singh A**, Sandhu R, "**A Novel Approach for performance evaluation of a DHT based Multi-Path Routing Protocol "**International Journal Of Computing Sciences. ISBN: 978-93-5107-172-3.Pp 597-603, **Elsevier Publication.**

12. **Singh A**, Kaur T, "Comparative Analysis Of SRAD, Median Filter & Wavelet Transform To De-Noise The Medical Image**"** International Journal Of Computing Sciences.Vol.3 ISBN: 978-93-5107-172-3.Pp 226-231, **Elsevier Publication**

RESEARCH PAPER NATIONAL /CONFRENCE ATTENDED

1. **Amanpreet Singh** "Role Of Mathematics in Programming" National conference on "Emerging Trends In IT" on march 16th 2008 sponsored by UGC

2. **Amanpreet Singh**, and Jaspreet Singh "A Project Cost Using Constructive Cost Model" International conference on Engineering Innovation: A Fillip to Economic Development 18th - 20th Feb 2010 at Continental Group Of Institutes Jalvera. Paper Id 1040

3. **Amanpreet Singh**, "Theory of Generalized Thermoelastic Diffusion" International conference on Engineering Innovation: A Fillip to Economic Development 18th - 20th Feb 2010 at Continental Group Of Institutes Jalvera. Paper Id 2034.

4. **Amanpreet Singh "**Theory of Software Development of Cost Estimation Using Empirical Model" paper Id 0073 May 22, 2010 –International Conference EduMatics-2010, CIET , Punjab

5. **Amanpreet Singh** "Using E-Learning Technology In Civil Engineering" paper Id 0077 May 22, 2010 –International Conference EduMatics-2010, CIET , Punjab

6. **Amanpreet Singh** and Jagdish Chand "Benefits Of Calculated Risk Through Risk Analysis In Design Of Project Application" National Conference on Challenges in Emerging Computer Technologies (CECT'10)April 8th-9th, 2010

7. Jaspreet Singh Phul, and **Amanpreet Singh** "An Integration To Data Mining With Database Technology" National Conference on Challenges in Emerging Computer Technologies (CECT'10) April 8th-9th, 2010

8. **Dr. Amanpreet Singh** and Bharti Kapoor "A Mathematical Version of Cournot's Oligopoly for N Firms" Punjab Science Congress, Paper ID C061 held at PTU from 14 - 16th Feb 2014.

9. **Dr. Amanpreet Singh** and Bhupinder kaur "Scope of Pareto Optimality on Natural Resources" Him Science Congress Association (HSCA)**,** Paper ID: MS-P-09 Held at Himalayan Forest Research Institute, Shimla, Himachal Pradesh, India on May 17-18.

∗	**Monographs**	: NIL
∗	**Chapter in Books**	: NIL
∗	**Books Edited**	: NIL
∗	**Books with ISBN/ISSN numbers with details of publishers**	

<u>**BOOKS PUBLISHED**</u>

1. "A Text book of Engineering Mathematics-II" by Salaria Publications New Delhi. (ISBN no.978-93-81107-10-2)

2. "A Text book of Engineering Mathematics-I" by Salaria Publications New Delhi (ISBN No.978-93-81107-13-3)

3. "A Text book of Engineering Mathematics-IV" by Salaria Publications New Delhi. (ISBN No.978-93-81107-15-7)

4. "A Text book of Engineering Mathematics-III" by Salaria Publications New Delhi. (ISBN No.978-93-81107-17-1)

∗	**Citation Index**	:NIL
∗	**SNIP**	:NIL
∗	**SJR**	:NIL
∗	**Impact factor**	:NIL
∗	**h-index**	: NIL

20. **Areas of consultancy and income generated:** NA

21. **Faculty as members in**:

<u>**MEMBERSHIP/ BOARD MEMBER**</u>

1. Life Member of **The Indian Society For Technical Education (ISTE) with M.No: LM 83333**.

2. Life Member of **American Mathematical Society (AMS)** America. With M.No.(SNDRXC)

3. Life Member of **Indian Mathematical Society (IMS) S-13-449** Pune.

4. Life Member of **Ramanujan Mathematical Society (RMS)** With No.963 Chennai .

5. Life Member of **Indian Society Of Labor Economics (ISLE)** New Delhi

6. Member of Technical Advisory Committee of **Lovely Professional University Punjab.**

7. Editorial Board/(Referee) Member of the "**International Research Journal of Engineering Science, Technology and Innovation** (IRJESTI)" (ISSN: 2315-5663) publish from #9 Ogirigbo Street, off New Ogorode Road, Sapele, Nigeria Ph no. +2347086837342.

8. Referee of the "**Asian Journal of Applied Sciences"** (ISSN: 2321 – 0893)" Publish from USA.

9. Referee of "International Journal of Mathematical Analysis and Applications" **Publish by American Association of science and Technology**

10. Referee of "International Journal of Economic Theory and Application" Publish by **American Association of science and Technology**

22. **Student projects**

   a. **Percentage of students who have done in-house projects including inter departmental/programme**

   b. **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies** : NIL

23. **Awards / Recognitions received by faculty and students** : NIL

<u>**AWARDS**</u>

   o Awarded Best Teacher for Academic Excellence on Teacher's Day from Bhaddal Technical Campus in 2012.

   o Awarded Best Paper In Wilkes 100-2nd International Conference on Computing Sciences Held at Lovely Professional University, Punjab, India.

24. List of eminent academicians and scientists / visitors to the department:

1. Dr. R.K Nagaich Head Punjabi University Patiala

2. Ms. Namrata Singla (Khalsa College Patiala)

3. Prof. R.S. Salaria (Rayat Bhara Institute H&p)

25. Seminars/ Conferences/Workshops organized & the source of funding

    a) National   : NIL

    b) International   : NIL

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Minimum Pass percentage
			*M	*F	
M.Sc. (Maths)	35	31	3	28	50

*M = Male   *F = Female

27. Diversity of Students

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
M.Sc. (Maths)	90	10	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : Ten Students Cleared NET

29. Student progression

Class	Student Progression of UG to PG % Enrolled
UG and PG	22
Employed -compus selection -other than campus recruitment	25% 40%-

30. Details of Infrastructural facilities

  a) Library   **:** E-Book

  b) Internet facilities for Staff & Students   : Yes

  c) Class rooms with ICT facility   : Yes

  d) Laboratories   : Yes

31. **Number of students receiving financial assistance from college, university, government or other agencies** **:** Nil

32. **Details of student enrichment programmes (special lectures/workshops/ seminar) with external experts**

Detail of Special Lectures/ Workshop

	Name of Speaker	Designation/Organization	Date /Month
Expert Lecture	Dr.R.K Nagaich	Professor and Head Punjabi University Patiala.	13 September 2014
	Ms Namarta	Khalsa College Patiala (selected topics form P.G course)	21October2014
Workshop (Only of PG Class)	Ms Namarta	Khalsa College Patiala (selected topics form P.G course)	4Sept , 2014

33. **Teaching methods adopted to improve student learning:**

Teaching methods to improve students learning

1. Group discussion on selected topics
2. Use of Animated PPT's .
3. Video lecture using NEPTEL.
4. Seminars by P.G students on different topics covering full syllabus.

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**

NA

35. **SWOC analysis of the department and Future plans.**

Strengths :

- Well-qualified, dedicated and hardworking faculty.

Challenges :

- To prepare students to face global challenges.
- To improve mathematical skills of rural students.
- To enable more students to secure seats in M.Sc. Mathematics.

Opportunities :

- Only college to offer M.Sc. Mathematics in the radius of 30 Km.
- Prepare students for various job opportunities available to them as skilled mathematicians

Weaknesses :

- Insufficient number of regular staff.

Department of Music (Vocal)

1. **Name of the department** : Music (Vocal)

2. **Year of Establishment** : 2014

3. **Names of Programmes / Courses offered** : UG (BA.I)

4. **Names of Interdisciplinary courses and the departments/units involved:**

    Departments Involved : NA

5. **Annual/semester/choice based credit system** : BA Semester-I

6. **Participation of the department in the courses offered by other departments:**

    : NA

7   **Courses in collaboration with other universities, industries, foreign**

    institutions, etc. : NA

8. **Details of courses/programmes discontinued (if any) with reasons:** NA

9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	1

10. **Faculty profile with name, qualification, designation, specialization,**

    (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Varun Kumar	M.A (Music)	Assistant Professor	-	-	-

11. **List of senior visiting faculty:** NA

12. **Percentage of lectures delivered and practical classes handled (programme**

    wise) by temporary faculty: 100%

13. **Student -Teacher Ratio (programme wise):** 10:1

14. **Number of academic support staff (technical) and administrative staff;**

    sanctioned and filled:

1. Administrative Staff: Ten

15.   **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.**

                                                    PG

16.   **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**:   NA

17.   **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**:   NA

18.   **Research Centre/facility recognized by the University**:   NA

19.   **Publications:**

    ∗   **a) Publication per faculty**

    ∗   **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)**

                                                          : NA

    ∗ **Monographs**   **: NA**

    ∗ **Chapter in Books**   : NA

    ∗ **Books Edited**   : NA

    ∗ **Books with ISBN/ISSN numbers with details of publisher**

    ∗ **Citation Index**   : NA

    ∗ **SNIP**   : NA

    ∗ **SJR**   : NA

    ∗ **Impact factor**   : NA

    ∗ **h-index**   : NA

20.   **Areas of consultancy and income generated**   **: NA**

21.   **Faculty as members in**   : NA

22.   **Student projects**

       a) **Percentage of students who have done in-house projects including inter departmental/programme**

       b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies** : NA

23.   **Awards / Recognitions received by faculty and students**   : NA

24.   **List of eminent academicians and scientists / visitors to the Department**   **:NA**

25. **Seminars/ Conferences/Workshops organized & the source of funding**

    a) National   : NA

    b) International   : NA

26. **Student profile programme/course wise:**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
-.	-	-	-	-	-

    *M = Male   *F = Female

27. **Diversity of Students:**

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
-	-	-	-

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**   : NA

29. **Student progression**   : NA

30. **Details of Infrastructural facilities**

    a) Library   **:** Yes

    b) Internet facilities for Staff & Students   : Yes

    c) Class rooms with ICT facility   : Yes

    d) Laboratories   : Yes

31. **Number of students receiving financial assistance from college, university, government or other agencies**   **:** NA

32. **Details of student enrichment programmes (special lectures / workshops / seminar) with external experts**   **:**YES

33. **Teaching methods adopted to improve student learning :** Lecture Demonstration

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**

                                                     : NA

35. **SWOC analysis of the department and Future plans**

    Strengths :

        1.   Hardworking Faculty.

        2.   Responsive students who are interested in learning different aspect of Music (Vocal)

3. Administrative support in successful implementation of the programme**.**

Opportunities:

1. To provide a curriculum framework for students who take music-vocal as a subject.

2. To train students to be good professionals**.**

Challenges:

1 Extra efforts required to make the program successful.

2 Getting more students interested in Music (vocal).

3 Contributing to students' overall development**.**

Future Plans :

1. Preparing the students for research work.

2. To assist students in their acquisition of artistic and aesthetic skills.

Department of Physical Education

1. **Name of the department** : PHYSICAL EDUCATION

2. **Year of Establishment** : 1968

3. **Names of Programmes / Courses offered:** (UG,)

    1. B.A.- I

    2. B.A.- II

    3. B.A.- II

4. **Names of Interdisciplinary courses and the departments/units involved:**

    Departments Involved: NA

5. **Annual/ semester/choice based credit system (programme wise)**

    1. B.A.- I : Semester

    2. B.A.- II : Annual

    3. B.A.- III : Annual

6. **Participation of the department in the courses offered by other departments:**

    Yes

7 **Courses in collaboration with other universities, industries, foreign institutions, etc.**   NA

8. **Details of courses/ programmes discontinued (if any) with reasons:**   NA

9. **Number of Teaching posts:**

	Sanctioned	Filled
Professor	Nil	Nil
Associate Professors	1	1
Asst. Professors	1	1

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. S.S. Dhesi	Ph.D	Associate Professors	Weight Lifting	30	Nil
Harjit Singh	M .Phil, NET	Assistant Professor	Yoga	1	Nil

11. **List of senior visiting faculty** : Dr. Nishan Singh Dept. of Physical Education. (Punjabi University Patiala)

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 50%

13. **Student -Teacher Ratio (programme wise) :** 75:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**

        Administrative Staff: Two

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.**

        1. Ph.D : One

        2. PG : One

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : NA

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**: NA

18. **Research Centre/facility recognized by the University**: NA

19. **Publications:**

    ∗ **a)** **Publication per faculty** 1

    ∗ **b)** **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)** : Dr. S.S.Dhesi

        1. National : 4

        2. International : 2

    ∗ **Monographs** : NA

    ∗ **Chapter in Books** : NA

    ∗ **Books Edited** : NA

    ∗ **Books with ISBN/ISSN numbers with details of publishers:**

        Personality Treats of athletics in individual and team sports

        Lambert Publisher ISSN 978-3-659-388972

    ∗ **Citation Index** : NA

    ∗ **SNIP** : NA

    ∗ **SJR** : NA

   *   **Impact factor**   **:** 4 Papers

   *   **h-index**   **:** NA

20. **Areas of consultancy and income generated**   **:** NA

21. **Faculty as members in**: Indian Weight Lifting Federation National Referee

22. **Student projects**

          b) **Percentage of students who have done in-house projects including inter departmental/programme**

          b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**   : NA

23. **Awards / Recognitions received by faculty and students** : NA

24. **List of eminent academicians and scientists / visitors to the department :**

          1. Dr. Nishan Singh Deol,

          2. Dr. Baljinder Singh Bal

25. **Seminars/ Conferences/Workshops organized & the source of funding**

          a) **National**   : NA

          b) **International**   : NA

26. **Student profile programme/course wise:**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A I	160	141	106	35	100
B.A II	44	44	20	24	100
B.A III	38	38	18	20	100

     *M = Male   *F = Female

27. **Diversity of Students**

Name of	%age of Students from	%age of Students	% of
B.A.I	90	10	-
B.A.II	92	8	-
B.A.III	94	6	-

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**   : Two

29. **Student progression**

Class	Student Progression of UG to PG % Enrolled
UG and PG	**40%**
Employed -compus selection -other than campus recruitment	**40%** **105%**

30. **Details of Infrastructural facilities**

    a) Library   **:** Yes

    b) Internet facilities for Staff & Students   : One

    c) Class rooms with ICT facility   **:** No

    d) Laboratories   **:** Yes

31. **Number of students receiving financial assistance from college, university, government or other agencies : 30 Students**

32. **Details of student enrichment programmes (special lectures / workshops / seminar) with external experts :**

    1. Dr. Nishan Singh.

    2. S. Davinder Singh Principal.

    3. B.S Ghuman.

33. **Teaching methods adopted to improve student learning**

    Chart Models

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**

    : 100

35. **SWOC analysis of the department and Future plans:**

Strengths:

    1. Well qualified faculty.

    2. Standard track.

    3. Sports equipment of International Standard.

    4. National level achievements in Weight Lifting, Power Lifting etc.

    5. International level achievements in Kabaddi.

Opportunities:

    1. Highly encouraging placements

Challenges :

    1. Students are generally unaware of the advantages of sports.

    2. Girls are usually shy.

Post Graduate Department of Physics

1. **Name of the department** : Physics

2. **Year of Establishment** : 1968

3. **Names of Programmes/ Courses offered (UG,PG, M. Phil. ,Ph.D., Integrated Masters; Integrated Ph.D., etc.)** : UG and PG

4. **Names of Inter disciplinary courses and the departments/units involve** : NA

5. **Annual/semester/choice based credit system (programme wise)** : Semester

6. **Participation of the department in the courses offered by other departments** : NA

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** : NA

8. **Details of courses/programmes discontinued(if any)with reasons** : NA

9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	01	01
Asst. Professors	08	08

10. **Faculty profile with name, qualification, designation, specialization**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the Last 4 years
Prof. Jagdish Singh	M.Sc..	Associate	M. Phil.	31	Nil
Prof. Maninder Kaur	M.Sc.., NET	Assistant Professor	Ph.D. (submitted in Experimental Nuclear Physics)	0	Nil
Prof.Manju Bala	M.Sc..	Assistant	Ph.D. (in Nuclear Physics)	10	
Prof. Richa Sharma	M.Sc..	Assistant	Nil	2	Nil
Prof. Rupinder Kaur	M.Sc.., NET	Assistant Professor	Nil	1	Nil
Prof. Pritpal Kaur	M.Sc..	Assistant	Nil	1	Nil
Prof.Anu Sharma	M.Sc..	Assistant	Nil	1	Nil
Prof. Heena Sharma	M.Sc..	Assistant	Electronics	2	Nil
Prof. Rupinderjit Kaur	M.Sc..	Assistant	Nil	0	Nil

11. **List of senior visiting faculty**

   (a) Dr. Birbikram Singh, SGGSWU, Fatehgarh Sahib.

(b) Dr. Manoj Kumar, SGGSWU, Fatehgarh Sahib.

12. **Percentage of lectures delivered and practical classes handled (programme wise) By temporary faculty**   66.7%

13. **Student-Teacher Ratio (programme wise)**   37.3%

14. **Number of academic support staff(technical) and administrative staff sanctioned and filled**   03 and 02 respectively

15. **Qualifications of teaching faculty with D Sc./D. Litt. /Ph .D./M Phil/PG.**

                                        M. Phil. :1,   Ph. D : 1,   M.Sc.: 7

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**   NA

17. **Departmental projects funded by DST-FIST;UGC, DBT, ICSSR, etc. and total grants received**   NA

18. **Research Centre/facility recognized by the University**   NA

19. **Publications:**

   a) Publication per faculty

Maninder Kaur, Department of Physics

International Journals (Publications)

1. **Anomalous deviations from the statistical evaporation spectra for the decay of ^{73}Br and ^{77}Rb compound systems**

    Maninder Kaur, B.R. Behera,Gulzar Singh, Varinderjit Singh,Rohit Sandal,A. Kumar, H. Singh,Gurpreet Singh, K.P. Singh, N. Madhavan, S. Nath, A. Jhingan, J. Gehlot, K.S. Golda, P. Sugathan, DavinderSiwal, Sunil Kalkal, E. Prasad, S. Appannababu **, Phys.Rev. C 89, 034621 (2014)**.

2. Level Density Parameter around A ~ 50-110 nuclei **Maninder Kaur**,Meenu Thakur, Varinderjit Singh, Gulzar Singh, B. R. Behera, **AIP Conf. Proc. 1524, 190 (2013)**.

3. Search for shell closure effect on nuclear dissipation via neutron multiplicity measurement Varinderjit Singh, B.R. Behera, **Maninder Kaur**, P. Sugthan, K.S. Golda, A. Jhingan, JhilamSadhukhan, D. Siwal, , S. Goyal, R.K. Bhowmik, M.B. Chatterjee, A. Saxena, Santanu Pal and S. Kailas, **Phys.Rev. C 86, 014609 (2012)**

4. Effect of N/Z in pre-scission neutron multiplicity for ^{16,18}O + ^{194,198}Pt systems Rohit Sandal, B. R. Behera, Varinderjit Singh, **Maninder Kaur**, A. Kumar, G. Singh, K. P. Singh, P. Sugathan, A. Jhingan, K. S. Golda, M. B. Chatterjee, R. K. Bhowmik,

Sunil Kalkal, D. Siwal, S. Goyal, S. Mandal, E. Prasad, K. Mahata, A. Saxena, JhilamSadhukhan, and Santanu Pal, **Phys.Rev. C 87, 014604 (2013)**.

5. Neutron multiplicity measurements for 19F+194,196,198Pt systems to investigate the effect of shell closure on nuclear dissipation Varinderjit Singh, B. R. Behera, **Maninder Kaur**, P. Sugathan, K. S. Golda, A. Jhingan, M. B. Chatterjee, and R. K. Bhowmik, DavinderSiwal and S. Goyal, JhilamSadhukhan, Santanu Pal, A. Saxena, S. Santra, and S. Kailas, **Phys. Rev. C 87, 064601 (2013)**.

6. Evaporation residue excitation function and spin distribution for $^{31}P + {}^{170}Er$
G. Mohanto, N. Madhavan, S. Nath, J. Gehlot, IshMukul, A. Jhingan, T. Varughese, A. Roy, R. K. Bhowmik, I. Mazumdar, D. A. Gothe, P. B. Chavan, J. Sadhukhan, S. Pal, **Maninder Kau**r, Varinderjit Singh, A. K. Sinha, V. S. Ramamurthy, **Phys. Rev. C 88, 034606 (2013)**.

7. Effect of angular momentum on giant dipole resonance observables in the $^{28}Si+{}^{116}Cd$ reaction IshMukul, A. Roy, P. Sugathan, J. Gehlot, G. Mohanto, N. Madhavan, S. Nath, R. Dubey, I. Mazumdar, D. A. Gothe, **Maninder Kaur**, A. K. Rhine Kumar, P. Arumugam, Phys. Rev. C **88**, 024312 (2013)

8. **Evaporation residue excitation function measurement for $^{19}F + {}^{194,196,198}Pt$ r eactions**
Varinderjit Singh, B. R. Behera, **Maninder Kaur**, A. Kumar, K. P. Singh, N. Madhavan, S. Nath, J. Gehlot, G. Mohanto, A. Jhingan, I. Mukul, T. Varughese, JhilamSadhukhan, Santanu Pal, S. Goyal, A. Saxena, S. Santra, S. Kailas, **Phys. Rev. C 89, 024609 (2014).**

9. Study of effect of shell closure on nuclear Dissipation.Varinderjit Singh, B R Behera, **Maninder Kaur**, DavinderSiwal, JhilamSadhukhan, S Goyal, P Sugthan, K S Golda, A Jhingan, S Santra, A Saxena, S Pal, R K Bhowmik, M B Chatterjee, S Kailas, **EPJ Web of Conferences 17, 16014 (2011).**

10. **Effect of fissility in fission time scales for $^{16,18}O+{}^{194,198}Pt$ systems**
Rohit Sandal, B. R. Behera, V. Singh, A. Kumar, G. Singh, K.P.Singh, **M.Kaur**, Golda K.S., A. Jhingan, P. Sugathan, M. B. Chatterjee, R.K. Bhowmik, S. Mandal, S. Kalkal, D. Siwal, S. Goyal, E. Prasad, K. Mahata, A. Saxena, Santanu Pal, **AIP Conf. Proc. 1524, 167 (2013)**.

11. **Effect of N/Z in pre-scission neutron multiplicity for $^{16,18}O+{}^{194,198}Pt$ systems**
RohitSandall, B.R. Behera , Varinderjit Singh, **Maninder Kaur**, A. Kumar, G. Singh, K. P. Singh, P. Sugathan, A. Jhingan, K. S. Golda, M. B. Chatterjee, R. K. Bhowmik,

Sunil Kalkal, D. Siwal, S. Goyel, S. Mandal, E. Prasad, J. Sadhukhan, K. Mahta, A. Saxena, Santanu Pal, **EPJ Web of Conferences 66, 03006 (2014).**

12. **Spin distribution as a probe to investigate the dynamical effects in fusion reactions**
Maninder Kaur, B.R. Behera, Gulzar Singh, Varinderjit Singh, N. Madhavan, S. Muralithar, S. Nath , J. Gehlot, G. Mohanto, IshMukul, DavinderSiwal, Meenu Thakur, Kushal Kapoor, Priya Sharma, A. Jhingan, T. Varughese, InduBala, B.K. Nayak, A. Saxena and M. B. Chatterjee, (accepted in VI International Conference Fusion-14)

13. **Statistical model calculations of pre-scission neutron multiplicity for the heavy ion induced fusion-fission reactions with actinide target ^{232}Th** Meenu Thakur, B.R. Behera, **Maninder Kaur**, Santanu Pal, P. Sugathan, and AkhilJhingan, (accepted in VI International Conference Fusion-14).

14. **Fission excitation function for ^{19}F + ^{194,196,198}Pt at near and above barrier energies**
Varinderjit Singh, B.R. Behera, **Maninder Kaur**, A. Jhingan, P. Sugathan, Santanu Pal, DavinderSiwal, M. Oswal, K.P. Singh, S. Goyal, A. Saxena, and S. Kailas, (accepted in VI International Conference Fusion-14).

15. **Spin gated GDR widths at moderate temperatures**
IshMukul, P. Sugathan, J. Gehlot, G. Mohanto, A. K. Rhine Kumar, I. Mazumdar, Maninder Kaur, N. Madhavan, S. Nath, R. Dubey, T. Banerjee, N. Saneesh, D. A. Gothe, P. Arumugam, and A. Roy, (accepted in VI International Conference Fusion-

16. **Decoupling the effect of temperature on GDR widths in excited compound nucleus 144Sm**
IshMukul, A. Roy, P. Sugathan, J. Gehlot, GayatriMohanto, S. Nath, N. Madhavan, R. Dubey, T. Banerjee, N. Saneesh, I. Mazumdar, D. A. Gothe, A. K. Rhine Kumar, P. Arumugam, **Maninder Kaur**, J. Phys. G: Nucl. Part. Phys.**41** 115103 (2014).

International/National Symposium/Conferences

1. Effect of shell closure on neutron multiplicity.Varinderjit Singh, B. R. Behera, D. Siwal, S. Goyal, **Maninder Kaur,** P. Sugathan,   Golda K. S., A. Jhingan, A. Kumar, A. Saxena, R. K. Bhowmik, S. Kailas, **DAE-BRNS Symp. Nucl. Phy. 55 320-321 (2010).**

2. Role of N/Z in the Pre-scission Neutron Multiplicity for the 16,18O+194,198Pt Systems.

Rohit Sandal, B.R. Behera, Varinderjit Singh, A. Kumar, G. Singh, K.P. Singh, **M. Kaur**, S. Mandal, S. Kalkal, D. Siwal, M. Saxena, S. Goyal, E. Prasad, P. Sugathan, A. Jhingan, K.S. Golda, R.P. Singh, R.K. Bhowmik, M.B. Chatterjee, R.K. Choudhury, K. Mahata, S. Santra, S. Kailas, A. Saxena, **DAE-BRNS Symp. Nucl. Phy. 55 318-319 (2010).**

3. Light Particle Emission in Fusion Reactions at High Excitation Energy and Angular Momentum.**Maninder Kaur**, B.R. Behera, Varinderjit Singh, GurpreetSingh,G. Singh, Rohit Sandal, A.Kumar, K.P.Singh, H.Singh, D. Siwal, Sunil Kalkal, N. Madhavan, S. Nath, A. Jhingan, J. Ghelot, K.S.Golda, P. Sugathan, Prasad. E, A.Babu, **DAE-BRNS Symp. Nucl. Phy. 55 316-317 (2010).**

4. Investigation of fission reaction dynamics and neutron multiplicity in the mass region ~ 200.SaviGoyal, S. Mandal, P.Sugathan, K.S.Golda, AkhilJhingan, Sunil Kalkal, Varinderjit Singh, DavinderSiwal, RitikaGarg, **Maninder Kaur**, MansiSaxena,S. Verma, Suresh Kumar, Mohini Gupta, Subinit Roy, B.R.Behera, R. Singh, **DAE-BRNS Symp. Nucl. Phy. 55 314-315 (2010).**

5. Effect of shell closure on nuclear dissipation at high excitation energy using neutron multiplicity as a probe.Varinderjit Singh, B R Behera, **Maninder Kaur**, DavinderSiwal, JhilamSadhukhan, S Goyal, P Sugthan, K S Golda, A Jhingan, S Santra, A Saxena, S Pal, R K Bhowmik, M B Chatterjee, S Kailas, **DAE-BRNS Symp. Nucl. Phy. 56 484-485 (2011).**

6. Evaporation residue spin distribution for ^{30}Si, ^{31}P+ ^{170}Er.GayatriMohanto, N Madhavan, S Nath, J Gehlot, I Mazumdar, AJhingan, JhilamSadhukhan, IshMukul, **Maninder Kaur**, Varinderjit Singh, T Varughese, D A Gothe, P B Chavan, A K Sinha, R K Bhowmik, A Roy, S Pal, V S Ramamurathy, **DAE-BRNS Symp. Nucl. Phy. 56 566-567 (2011).**

7. Effects of shell closure of target on neutron multiplicity for the ^{28}Si + ^{204,206,208}Pb. SaviGoyal, S Mandal, RitikaGarg, MansiSaxena, AkhilJhingan, P Sugathan, K S Golda, S Appannababu, D Singh, Suresh Kumar, S Verma, **Maninder Kaur**, Varinderjit Singh, DavinderSiwal, Sunil Kalkal, B R Behera, Mohini Gupta, Subinit Roy, R Singh, **DAE-BRNS Symp. Nucl. Phy. 56 606-607 (2011).**

8. Systematics of Nuclear Level Density Parameter around A~ 50-80.**Maninder Kaur**, Varinderjit Singh, Meenu Thakur, Gulzar Singh, **DAE-BRNSSymp. Nucl. Phy. 56 622-623 (2011).**

9. Exclusive measurements of GDR gamma rays from hot rotating ^{196}Hg nucleus IndranilMazumdar, D A Gothe, P B Chavan, N Madhavan, S Nath, J Gehlot, T Varughese, P Sugathan, I Mukul, G Mohanto, V Singh, **M Kaur**, A K Sinha, **DAE-BRNS Symp. Nucl. Phy. 56 232-233 (2011).**

10. Evaporation residue excitation function measurement for ^{19}F + ^{194,198}Pt reactions. Varinderjit Singh, B. R. Behera, **Maninder Kaur**, N. Madhavan, S. Nath, J. Gehlot, G. Mohanto, A. Jhingan, I. Mukul, T. Varughese, J. Sadhukhan, S. Goyal, A. Kumar, K. P. Singh, S. Santra, A. Saxena and S. Kailas, **DAE-BRNS Symp. onNucl. Phys. Delhi (India) 57, 428 (2012).**

11. Study of fission fragment angular distribution for ^{19}F + ^{194,196,198}Pt reactions at near and above barrier.Varinderjit Singh, B. R. Behera, **Maninder Kaur**, A. Jhingan, P. D. Siwal, M. Oswal, S. Goyal, K. P. Singh, A. Saxena and S. Kailas, **DAE-BRNS Symp. onNucl. Phys. Delhi (India) 57, 400 (2012).**

12. Evaporation residue excitation function measurement for the ^{16,18}O + ^{198}Pt reactions. Rohit Sandal, B. R. Behera, N. Madhavan, S. Nath, J. Gehlot, A. Jhingan, K. S. Golda, H. Singh, V. Singh, A. Kumar, **M. Kaur**, G. Kaur, P. Sharma, S. Mandal, S. Verma, E. Prasad, K. M. Varier, A. M. Vinodkumar and A. Saxena, **DAE-BRNS Symp. onNucl. Phys. Delhi (India) 57, 532 (2012).**

13. Measurement of fission cross-sections for the ^{16,18}O + ^{194,198}Pt systems.Rohit Sandal, B. R. Behera, V. Singh, **M. Kaur**, S. Mandal, S. Kalkal, D. Siwal, S. Goyal, E. Prasad, P. Sugathan, A. Jhingan and A. Saxena, **DAE- BRNS Symp. onNucl. Phys. Delhi (India) 57, 534 (2012).**

14. Giant dipole resonance in compund nucleus ^{144}Sm.IshMukul, I. Mazumdar, P. Arumugam, J. Gehlot,D. A. Gothe, **Maninder Kaur,** A. K. Rhine Kumar, N. Madhavan, G. Mohanto, S. Nath, P. Sugathan, A. Roy,**DAE- BRNS Symp. onNucl. Phys. Delhi (India) 57, 238 (2012).**

15. **Evaporation residues spin distribution for ^{16}O+^{64}Zn and ^{32}S+^{48}Ti systems Maninder Kaur**, B.R. Behera, Gulzar Singh, Varinderjit Singh, N. Madhavan, S. Muralithar, S. Nath , J. Gehlot, G. Mohanto, IshMukul, DavinderSiwal, Meenu Thakur, Kushal Kapoor, Priya Sharma, A. Jhingan, T. Varughese, InduBala, B.K. Nayak, A. Saxena and M. B. Chatterjee Proceedings of the DAE Symp. onNucl. Phys. **58**, **B64** (2013).

16. **Investigation of fission barriers for compound nucleus with neutron number ≥ 126**

Varinderjit Singh, B.R. Behera, **Maninder Kaur**, N. Madhavan, S. Nath , J.Gehlot, G. Mohanto, A. Jhingan, IshMukul, T. Varughese, J. Sadhukhan, Santanu Pal, S. Goyal, A. Kumar, K. P. Singh, S. Santra, A. Saxena, S. Kailas, Proceedings of the DAE Symp. onNucl. Phys. **58, B115** (2013).

17. **Statistical model calculations of pre-scission neutron multiplicity fornear super-heavy nuclei** Meenu Thakur, B.R. Behera ,**Maninder Kaur** and Santanu Pal, Proceedings of the DAE Symp. onNucl. Phys. **58, B119** (2013).

18. **Probing dissipation effects via evaporation residue excitation function for the ^{16,18}O + ^{198}Pt reactions** Rohit Sandal, B.R. Behera, N. Madhavan, S. Nath, J. Gehlot, A. Jhingan, K.S.Golda, H. Singh, V. Singh, A. Kumar, **M. Kaur**, G. Kaur, P. Sharma, S.Mandal, S. Verma, E. Prasad, K. M. Varier, A. M. Vinodkumar, A. Saxena, Santanu Pal, Proceedings of the DAE Symp. onNucl. Phys. **58, B110** (2013).

19. **Evolution of GDR width with angular momentum** IshMukul,P. Sugathan, J. Gehlot, G. Mohanto, A. K. Rhine Kumar, **Maninder Kaur**, I. Mazumdar, S. Nath, N. Madhavan, P. Arumugam, D.A. Gothe, R. Dubey, T. Banerjee, N. Saneesh, and A. Roy, Proceedings of the DAE Symp. onNucl. Phys. **58, A31** (2013)

* **Number of papers published in peer reviewed journals (national/ International) by faculty and students**

    Prof. Maninder Kaur :   16 (international)

    Prof. Manju Bala: 13 (international), 4 (national)

* **Number of publications listed in International Data base (For Eg: Web of Science, Scopus, Humanities International Complete, Dare**

Database-International Social Sciences Directory, EB.SC.O host, etc.)

* **Monographs**

* **Chapter in Books**

* **Books Edited**

* **Books with ISBN/ISSN numbers with details of publishers**

* **Citation Index**

* **SNIP**

* **SJR**

* **Impact factor Seven publications with impact Factor 3.715 and one with Impact factor 5.083**

* **h-index**

20. **Areas of consultancy and income generated** NA

21. **Faculty as members in**

   a) **National committees b) International Committees c) Editorial Boards** NA

22. **Student projects**

   a) **Percentage of students who have done in-house projects including interdepartmental/programme** NA

   b) **Percentage of students placed for projects in organizations outside the Institution i.e.in Research laboratories/Industry/ other agencies** NA

23. **Awards/Recognitions received by faculty and students** NA

24. **List of eminent academicians and scientists/visitors to the department**

Prof. (Dr.) Balbir Singh Sandhu, Head of Physics Department, Pbi. University, Patiala

25. **Seminars/Conferences/Workshops organized& the source of funding**

   a) **National** Nil

   b) **International** Nil

26. **Student profile programme/course wise:**

Name of the Course/ programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. Part I	140	125	40	25	84%
B.Sc. Part II	74	72	11	61	100%
B.Sc. Part III	40	40	8	32	100%

   *M= Male *F=Female

27. **Diversity of Students**

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.Sc. Part I,II,III	96	4	0

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?** 5

29. Student progression

Student progression	Against % enrolled
UG to PG	40
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed Campus selection Other than campus recruitment	NA
Entrepreneurship/Self-employment	NA

30. Details of Infrastructural facilities

a) **Library**   Yes

b) **Internet facilities for Staff & Students**   Yes

c) **Class rooms with ICT facility**   Yes

d) **Laboratories**   Yes

31. Number of students receiving financial assistance from college, university, Government or other agencies   46

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

(a) Dr. Birbikram Singh, SGGSWU, Fatehgarh Sahib. (Research field: Nuclear Physics)

(b) Dr. Manoj Kumar, SGGSWU, Fatehgarh Sahib. (Research field: Nano Technology)

33. Teaching methods adopted to improve student learning

- Seminars
- Quiz contests
- Group Discussions
- Assignments
- Extension lectures
- Project-based learning

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Yes, students have been participating in the ISR and extension activities organized by the College. The details are as follows:

Students participating in NCC: 08

Students participating in NSS: 50

Blood donor students   : 08

35.   **SWOC analysis of the department and Future plans**

  Strengths :

- Co-ordination amongst the teachers and the students.
- Healthy student - teacher ratio.
- Student feedback analysed and used for improvement in all processes.
- Wide range of co-curricular and extra-curricular activities

Opportunities:

- Exploring possibility of collaborative research.

Challenges:

- Sustaining quality along with good success rate.
- Girls are usually inhibited.
- Creating research atmosphere

Department of Political Science

1. **Name of the department** : Political Science

2. **Year of Establishment** : 1968

3. **Names of Programmes /Courses offered(UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)** : UG; B.A

4. **Names of Interdisciplinary courses and the departments/units involved:** NA

5. **Annual/semester/choice based credit system (programme wise**):

    B.A. – I : Semester System

    B.A.- II : Annual System

    B.A.- III : Annual System

6. **Participation of the department in the courses offered by other departments :** No

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**

    N. A.

8. **Details of courses/programmes discontinued (if any) with reasons:** Nil

9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	1

10. **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt. /Ph.D./M.Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided for the last4years
Dr. Sunita Rani	M.A, M. Phil, Ph.D	Asstt. Prof.	Punjab Politics	5 years	Nil

11. **List of senior visiting faculty** : NA

12. **Percentage of lectures delivered and practical classes handled (programmee wise) by temporary faculty** : 100 %

13. **Student-Teacher Ratio (programmee wise**): 58:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** NA

15. **Qualifications of teaching faculty with DSc/D.Litt./Ph.D. /MPhil/PG:**

Ph.D-1

16. **Number of faculty with ongoing projects from a) National b)International funding agencies and grants received:** Nil

17. **Departmental projects funded by DST-FIST;UGC, DBT, ICSSR ,etc. and total grants received:** Seminar Grant From ICSSR in year 2013- 14

18. **Research Centre/ facility recognized by the University:** NA

19. **Publications:**

a) Publication per faculty

Edited a Book, "Current Dynamics of Punjab Politics" Published by Unistar Publisher, Chandigarh. ISBN, 978-9305113-437-4

Co-Editor of a Book, "Emerging trend in Punjab Politics Since 1997", Published by, SGTB Khalsa College, Anandpur Sahib. ISBN, 978-81-928758-0-4

1. **Historical Evaluation of Coalition Governments In Punjab",** Journal, [**The Punjab: Past and Present}**, Published by Department of Historical Studies, Punjabi University, Patiala.

2. **"Responsible Capabilities of Legislative Leadership In Punjab (1997-2012)"** in **Journal of Government and Political Studies**. Published by, Department of Political Science Punjabi, University, Patiala.

3. **Contribution of Sikhs in Freedom Struggle in Punjab"** in the Proceedings of 45th Session of Punjab History Conference, Department of Historical Studies, Punjabi University Patiala.

4. **"Political Profile of Legislative Leadership in Punjab (1997-2012)"** International and Peer Reviewed Journal "**Central India Journal of Historical And Archaeological Research"** CIJHAR,ISSN 2277-4157, in 8th issue ,Oct-Dec.2013 in Contemporary History Section.

5. **Changing Socio-Economic and Political Conditions of Punjab: A Study of 1997 State Assembly Elections in Edit Book, by Satvinder Kaur.**

6. Paper Published on, **"Constituencies Linkages of Legislative Leadership in Punjab Since1997"** in ICSSR Sponsored one Day National Seminar,

Organized by Department of Political Science, SGTB Khalsa College, Anandpur Sahib, Ropar.

* **Monographs**   Nil
* **Chapter in Books**   Nil
* **Books Edited**   Nil
* **Books with ISBN/ISSN numbers with details of publishers**   Nil
* **Citation Index**   Nil
* **SNIP**   Nil
* **SJR**   Nil
* **Impact factor**   Nil
* **h-index**   Nil

20   **Areas of consultancy and income generated:**   Nil

21.   **Faculty as Members in**   **:**   Nil

22.   **Student projects**

    a) **Percentage of students who have done in-house projects including inter departmental/programme**:   Nil

    b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**   Nil

23.   **Awards/Recognitions received by faculty and students**   Nil

24.   **List of eminent academicians and scientists/ visitors to the department**

       Dr. J. A. Khan (Professor, Punjabi University, Patiala)

       Dr. Gurpreet Singh, (Asst. Prof. Punjabi University, Patiala)

       Dr. Ashutosh Kumar, (Professor, Punjab University, Chandigarh)

       Dr. S.P. Verma, (Professor, Punjab University, Chandigarh)

25.   **Seminars /Conferences/ Workshops organized & the source of funding**

     a) **National**   Yes

     b) **International**   Nil

26.   **Student profile programme/ course wise:**   **(2013-2014)**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A – I	140	131	52	79	70

B.A – II	65	56	18	38	99
B.A– III	60	51	17	38	99

*M=Male *F=Female

27. **Diversity of Students**

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.A – I	98	02	Nil
B.A – II	98	02	Nil
B.A– III	100	Nil	Nil

28. **Howmanystudentshaveclearednationalandstatecompetitiveexaminationssuch as NET, SLET, GATE, Civil services, Defense services, etc.?** Nil

29. **Student progression**

Student progression	Against % enrolled
UG to PG	27-8
PG to M.Phil.	-
PG to Ph.D.	-
Ph. D .to Post-Doctoral	-
Employed Campus selection Other than campus recruitment	-
Entrepreneurship/Self-employment	-

30. **Details of Infrastructural facilities**

    a. Library   Yes

    b. Internet facilities for Staff& Students   WiFi Campus

    c. Class rooms with ICT facility   Enabled

    d. Laboratories   NA

31. **Number of students receiving financial assistance from college, university, government or other agencies**   3 students per year

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

- Declamation contest on the "Different issues in Punjab politics" (November, 2013).
- Visit to Punjab Vidhan Sabha, 29th October, 2013"
- Model Making competition of the students"

33. Teaching methods adopted to improve student learning

- Class Participation
- Chalk-Blackboard
- Demonstration
- Presentation

34. Participation in Institutional Social Responsibility(ISR) and Extension activities

Yes, students have been participating in different Extension Activities including NSS, Cleanliness Drive of Campus, Poster Making Competition, Blood Donation Camps, Red Cross functions.

35. SWOC analysis of the department and Future plans

Strengths :

- Students are of hardworking nature and show full hearted involvement in practical and research activities.
- Co-ordination amongst teachers and students.
- Student feedback analyzed and used for improvement in all teaching/learning processes.
- Wide range of co-curricular and extra-curricular actives.
- Participation of the students in inter-college competitions.

Weaknesses :

- Limitation to conduct extension programmes.

Opportunities:

- Exploring possibility of collaborative research.

Challenges:

- To conduct cross-faculty courses
- To involve more students in in-house and interdepartmental research projects
- To arrange quality infrastructure for research activities.

Future Plans:

- To start Post Graduation in Political Science
- To organize extension lectures by eminent scholars.
- Involvement of students in research projects.
- To organize National Level Seminars/Conferences
- To apply for Major Research Projects to ICSSR, UGC & CSIR.

Post Graduate Department of Punjabi

1. **Name of the department**   : Punjabi

2. **Year of Establishment**   : 1968

3. **Names of Programmes / Courses offered**   : UG:BA, PG : MA

4. **Names of Interdisciplinary courses and the departments/units involved:**

    Departments Involved   : Nil

5. **Annual/ semester/choice based credit system (programme wise):**

    > Annual : B.A II, B.A III

    > Semester : B.A I, B.Com (Regular), B.Com(Prof.)Sem-II, B.B.A, B.C.A,

    > B.Com (A/F) Sem I,II,

    > B.Sc.(Agri.), B.Sc.(Med & Non Med.) M.A I (Pbi.), M.A II (Pbi)

6. **Participation of the department in the courses offered by other departments:**

    Science, Commerce, Agriculture, Computer, B.Sc. (Agriculture)

7   **Courses in collaboration with other universities, industries, foreign institutions, etc. :**   Nil

8. **Details of courses/programmes discontinued (if any) with reasons:**   Nil

9. **Number of Teaching posts:**

Professor	Nil	Nil
Associate Professor	3	3
Assistant professor	7	7

10.   **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mr. Avtar Singh	M. Phil	Asst. Prof.	Punjabi Natak	25	-
Mr. Harjinder Singh	M. Phil.	Asst. Prof.	Punjabi Vartak	23	-
Dr. Jasvir Singh	Ph.D.	Asst. Prof.	Punjabi Poetry	16	7
Dr. Jaswinder Singh	Ph.D.	Asst. Prof.	Punjabi vartak	14	-
Dr. Jaspreet Kaur	Ph.D.	Asst. Prof.	Punjabi Natak	8	-
Dr. Gurpreet kaur	Ph.D.	Asst. Prof.	Punjabi Folklore	3	-
Miss Preeti	PG	Asst. Prof.	Langustic	1	

Mrs. Harjit Kaur	PG	Asst. Prof.	Punjabi Novel	2	
Miss Harwinder Kuar	PG	Asst. Prof.	Punjabi Natak	1	
Mr. Sunil Kumar	PG	Asst. Prof.	Punjabi Culture	1	

11. **List of senior visiting faculty** : Nil

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 63%, Practical Class – 1 Class (B.S.C III (Agri.))

    1. Dr. Jaspreet Kaur   91%

    2. Dr. Gurpreet Kuar   92%

    3. Miss Preeti   83%

    4. Mrs. Harjit Kaur   88%

    5. Miss Harwindr Kaur   87%

    6. Mr. Sunil Kumar   89%

13. **Student -Teacher Ratio (programme wise):**

    1. B.A   61:1

    2. B.Com.   51:1

    3. B.Sc.   58:1

    4. B.Sc.(Agri.)   50:1

    5. B.C.A   45:1

    6. B.B.A   13:1

    7. M.A (Punjabi)   22:1

    8. B.Com. (A&F)   38:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:**   Administrative Staff : 10

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ M.Phil. / PG.**

    1. Ph.D   : 4

    2. M.Phil.: 2

    3. P.G   : 3

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received**   :   Nil

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**   :   Nil

18. **Research Centre/facility recognized by the University** :   Nil

19. Publications:

∗ **a) Publication per faculty**

Teacher	No of Publications
1. Mr. Avtar Singh	4
2. Dr. Jasvir Singh	9
3. Dr. Jaswinder Singh	8
4. Dr. Jaspreet Singh	5
5. Dr. Gurpreet kaur	7
6. Mrs. Harjit Singh	1

b) Books with ISBN Numbers:

Teacher	Book Title and ISBN Number
1.Dr. Jasvir Singh	(1) Adhunik Punjabi Kavita : Parmukh Sarokaar, Sanjh Publications , Jallandhar, 1st Ed. July 2014 ISBNo. 978-93-84326-197
	(2) Adhunik Punjabi Kavita da Muhandra, Sanjh Publications, Jallandhar, November, 2014, ISBN No. 978-93-84326-36-4
2. Dr. Jaswinder Singh	(1) Istri Svai-Jeevnikara da Tulnatmak Adhiyen, Zohra Publications, Patiala, 2013 ISBN No. 978-93-82376-18-7

∗ **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EB.SC.O host, etc.)**:

	Nil
▪ **Monographs** :	Nil
▪ **Chapter in Books**:	Nil
▪ **Books Edited**:	Nil
▪ **Books with ISBN/ISSN numbers with details of publishers :** Nil	
▪ **Citation Index**:	Nil
▪ **SNIP**:	Nil
▪ **SJR**:	Nil

- ▪ **Impact factor** :   Nil
- ▪ **h-index**:   Nil

20.   Areas of consultancy and income generated: Nil

21.   Faculty as members in:

Editorial Boards:

1. Mr. Avtar Singh
2. Mr. Harjinder Singh

22.   Student projects

a) **Percentage of students who have done in-house projects including inter departmental/programme**

b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**   : Nil

23.   Awards / Recognitions received by faculty and students : Nil

24.   List of eminent academicians and scientists / visitors to the department.

1. Dr. Jaswinder Singh,(Punjabi University Patiala)
2. Dr. Satish Kumar Verma (Punjabi University Patiala)
3. Dr. Narinder Singh Kapoor (Punjabi University Patiala)
4. Dr.Surjit (Punjabi University Patiala)
5. Balkaran Singh (Punjabi University Patiala)
6. Rana Ranbir (Comedian In Punjabi Movies And Stage Artist)
7. Dr. Nahar Singh (Punjabi University Chandigarh)
8. Dr. Jagjit Singh   (Punjabi University Chandigarh)
9. Dr. Joginder Singh Rahi (Mahindra College Patiala)

25.   Seminars/ Conferences/Workshops organized & the source of funding

a) **National**:   Nil

b) **International**:   Nil

26.   Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A I (C)	389	319	173	146	99
B.A I (E)	144	144	56	88	93
B.A II (C)	144	142	58	84	97
B.A II (E)	52	52	8	44	100
B.A III (C)	105	103	34	69	100

B.A III (E)	43	43	4	39	100
M.A I (pbi)	20	16	0	16	100
M.A I (pbi)	18	18	4	14	100

*M = Male   *F = Female

27. Diversity of Students:

Name of	%age of Students from	%age of Students	% of
B.A.I	98	2	**-**
B.A.II	98	2	**-**
B.A.III	99	1	**-**
M.A.I	100	-	**-**
M.A.II	100	-	**-**

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

:   2 Students have Passed Net.

29. Student progression :   UG TO PG 50%

30. Details of Infrastructural facilities

 a) **Library**   :   Yes

 b) **Internet facilities for Staff & Students** :   Yes

 c) **Class rooms with ICT facility**   :   1

 d) **Laboratories**   :   Yes

31. Number of students receiving financial assistance from college, university, government or other agencies

32. Details of student enrichment programmes (special lectures / workshops / seminar) with external experts   :   Special Lectures

33. Teaching methods adopted to improve student learning : Group Discussion,

:   Audio Visual Aids

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

: NCC -62, NSS- 300, RED CROSS

(Blood Donation)50

35. SWOC analysis of the department and Future plans

Strengths :

   1. High quality academic programming at the graduate and post graduate level.

   2. The department is well-connected with and well-supported by its retired faculty.

   3. Students' interest in department programme is very strong and growing across all programs.

4. Dedicated and experienced staff.

Future Plans :

Because we believe in the power of language to educate, exhort, excite and enlighten, our department hopes to inculcate passion for the capacious discipline of Punjabi Studies.

1. Increase diversity of students, faculty and course offerings.
2. Punjabi department will publish two books in session 2014-2015.
3. We will conduct special extension lectures by experts from outside.
4. Punjabi department will organize two days' national seminar.

Department of Religions Studies

1. **Name of the department** : Religions studies

2. **Year of Establishment** : 17-08-1995

3. **Names of Programmes / Courses offered** : (UG)=B.A.

4. **Names of Interdisciplinary courses and the departments/units involved:**

   Departments Involved : NA

5. **Annual/ semester/choice based credit system (programme wise)**

   : B.A.-I Semester system

   B.A.-II, III Annual

6. **Participation of the department in the courses offered by other departments:**

   : NA

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** : NA

8. **Details of courses/programmes discontinued (if any) with reasons**

   : NA

9. **Number of Teaching posts:**

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	1	1

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt.**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mrs. Paramjit Kuar	M.A, UGC, NET	Assistant Professor	Sikhism	16	Nil

11. **List of senior visiting faculty** : Dr. Jasbir Singh Sabar (GNDU ASR.)

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty** : 100%

13. **Student -Teacher Ratio (programme wise) :** 77 : 1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled** : NA

15. **Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ MPhil / PG.**

: PG

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received** : NA

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received** : NA

18. **Research Centre/facility recognized by the University** : NA

19. **Publications:**

* **a) Publication per faculty**

* **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EB.SC.O host, etc.)** : Two

* **Monographs** : NA

* **Chapter in Books** : South Asian History Conference

    ISBN 98-81- 302-0296-9

* **Books Edited** : NA

* **Books with ISBN/ISSN numbers with details of publishers** : NA

* **Citation Index** : NA

* **SNIP** : NA

* **SJR** : NA

* **Impact factor** : NA

* **h-index** : NA

20. **Areas of consultancy and income generated** : NA

21 **Faculty as members in** : NA

22. **Student projects**

    a) **Percentage of students who have done in-house projects including inter departmental/programme**

    b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies** : NA

23. **Awards / Recognitions received by faculty and students** : NA

24. **List of eminent academicians and scientists / visitors to the department**

25. **Seminars/ Conferences/Workshops organized & the source of funding**

    a) **National** : NA

    b) **International** : NA

26. **Student profile programme/course wise:**

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A.I	165	165	105	60	92
B.A.II	45	45	22	23	96
B.A.III	42	10	19	23	99

    *M = Male   *F = Female

27. **Diversity of Students**

Name of Course	%age of Students from same State	%age of Students from other States	% of students from abroad
B.A.I	96	4	-
B.A.II	98	2	-
B.A.III	100	-	-

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

    : Ten Students Cleared NET

29. **Student progression**

Class	Student Progression of UG to PG % Enrolled
UG and PG	-
Employed -campus selection -other than campus recruitment	-

30. **Details of Infrastructural facilities**

    a) **Library** **:** Yes

    b) **Internet facilities for Staff & Students** : Yes

    c) **Class rooms with ICT facility** : Yes

        d) Laboratories   : NA

31. **Number of students receiving financial assistance from college, university, government or other agencies**   **:** NA

32. **Details of student enrichment programmers (special lectures / workshops / seminar) with external experts**

        1. Dr. Jasbir Singh Sabar,

        2. Dr. Gurmeet Singh Sidhu

33. **Teaching methods adopted to improve student learning**

        1. Seminar

        2. Assignments

        3. Monthly Test

        4. Via Ict

34. **Participation in Institutional Social Responsibility (ISR) and Extension activities**

        1. NCC,

        2. NSS,

        3. Blood Donation

35. **SWOC analysis of the department and Future plans**

  Future Plans :

        1. To organize a conference on religious issues.

        2. To visit different religious educational places.

Department of Zoology

1. **Name of the department** : Zoology

2. **Year of Establishment** : 1968

3. **Names of Programmes/ Courses offered (UG, PG, M.Phil., Ph.D. ,Integrated Masters; Integrated Ph.D., etc.)** : UG- B.Sc. (Medical)

4. **Names of Interdisciplinary courses and the departments/units involved:**
    Zoology, Basic Biology and Zoology are included in B.Sc.(Agriculture). Teachers also taught one interdisciplinary course 'Biology for Chemists' to M .Sc (Chemistry) students.

5. **Annual/semester/choice based credit system (programme wise)** : Semester

6. **Participationofthedepartmentinthecoursesofferedbyotherdepartments** : Yes

Name of Department	Courses in which Botany Deptt. Participated
Agriculture	B. Sc (Agriculture)-I
Chemistry	M. Sc (Chemistry)-I

7. **Courses in collaboration with other universities, industries, foreign institutions, etc.**
    : Nil

8. **Details of courses/programmes discontinued (if any)with reasons:** : Nil

9. **Number of teaching posts**

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	2	2

10. **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt. /Ph.D./M. Phil. etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Charanjit Kaur	M.Sc.; M.Phil	Asstt. Prof.	Physiology	Fresher	Nil
Rani	M.Sc.	Asstt. Prof.		6 months	Nil

11. **List of senior visiting faculty** : Prof. Tarlochan Singh and Prof. Manvir Kaur

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty**

B.Sc.(Medical): 66% (Theory and Practical); B.Sc.(Agriculture): 50% for botany subject (Theory and Practical)

13. **Student-Teacher Ratio (programme wise) :**   20:1

14. **Number of academic support staff (technical)and administrative staff; sanctioned and filled:**   `

      Academic Support Staff (Technical) : 1 Lab. Attendent

      Administrative Staff   : 10

15. **Qualifications of teaching faculty with DSc/D.Litt. / Ph.D. /MPhil/PG:**

      1. M. Phil- 1

      2. PG   - 1

16. **Number of faculty with on going projects from a) National b)International funding agencies and grants received:**   Nil

17. **Departmental projects funded by DST-FIST;UGC, DBT, ICSSR, etc. and total grants received:**   Nil

18. **Research Centre /facility recognized by the University:**   Nil

19. **Publications:**

* **a) Publication per faculty**   Nil

* **Number of papers published in peer reviewed journals (national/ international) by faculty and students.**   Nil

* **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory ,EB.SC.O host, etc.)**   Nil

* **Monographs**   Nil

* **Chapter in Books**   Nil

* **Books Edited**   Nil

* **Books with ISBN/ISSN numbers with details of publishers**   Nil

* **Citation Index**   Nil

* **SNIP**   Nil

* **SJR**   Nil

* **Impact factor**   Nil

* **h-index**   Nil

20. **Areas of consultancy and income generated:** Nil

21. **Faculty as Members in:**

   Charanjit Kaur : Member of Environmental Society of Zoology Department
   Punjabi University, Patiala

22. **Student projects**

   a) **Percentage of students who have done in-house projects including interdepartmental/programme** Nil

   b) **Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/ other agencies:** Nil

23. **Awards/Recognitions received by faculty and students** Nil

24. **List of eminent academicians and scientists/visitors to the department :** Nil

25. **Seminars/Conferences/Workshops organized & the source of funding**

   a) **National** Nil

   b)**International** Nil

26. **Student profile programme/ course wise: (2013-2014)**

Name of the Course/programm e	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B. Sc (Medical) – I	16	16	1	15	56
B. Sc (Medical) – II	10	10	1	9	100
B. Sc (Medical) – III	7	7	1	6	100

   *M=Male *F=Female

27. **Diversity of Students**

Name of the Course	%of students from the same state	%of students from other States	%of students from abroad
B. Sc (Medical) – I	88	12	Nil
B. Sc (Medical) – II	100	Nil	Nil
B. Sc (Medical) –	100	Nil	Nil

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ?** Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	28
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employed Campus selection Other than campus recruitment	-
Entrepreneurship/Self-employment	-

30. Details of Infrastructural facilities

  a) Library: Yes

  b) Internet facilities for Staff & Students Wi Fi Campus

  c) Class rooms with ICT facility   Enabled

  d) Laboratories   Well furnished lab provided with class work material, microscopes (compound and dissection), and required instruments

31. Number of students receiving financial assistance from college, university, govern mentor other agencies   3 students per year

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

- Declamation contest on the Role of Science and Technology in the life of Human Beings (February 22, 2014).
- Visit to Godown (April 14,2013)
- Visit to Chhatbirh Zoo (Oct 24, 2013)
- Excursion tour for insect collection and Gopalpur Zoo to study the fauna visit from Dharamshala- Palampur region (October 31-November 2, 2014).

33. Teaching methods adopted to improve student learning

- Class Participation
- Green Board
- Demonstration

- Slides and Presentation
- Field Work
- Internal Practical

34. Participation in Institutional Social Responsibility (ISR)and Extension activities

Yes, Students participated in different ISR and Extension Activities such as NSS sponsored Cleanliness Drive of Campus, Poster Making Competition, Blood Donation Camps etc.

35. SWOC analysis of the department and Future plans

Strengths :

Zoology is the branch of science that relates to animal kingdom, including embryology, evolution, classification and habits\habitat of all animals. So this study helps to preserve valuable fauna all over the world. Zoologist studies biochemistry and physiology of animals in the laboratory to help create an interest in Zoology.

- Well Established Laboratories.
- Participation of the students in inter-college competitions.
- Students' hardworking nature and their total involvement in practical and research activities.

Opportunities :

- To involve more students in in-house and interdepartmental research projects.

Challenges :

- There are less number of boys in medical stream. This sometimes creates hurdles in certain works like collection, forest visits etc.

Future Plans:

- To start Post Graduation in Zoology.
- To organize extension lectures by eminent scientists.
- Involvement of students in research projects.
- Excursion tour will be organized to participate in wild life awareness programs.
- To organize National Level Seminars/Conferences

Post Accreditation Initiatives

Post Accreditation Initiatives

The Peer Team which visited the College for accreditation in October 2005 recommended certain measures for the holistic future development of the college. The institution has been seriously engaged in the strengthening of the areas and activities mentioned in the Peer Team's evaluative analysis. Following measures have been taken in this regard during the past four years, and the recommendations of the Peer Team have been fulfilled by the college to a great extent.

1. **(A) Introduction of Post Graduate Courses :**

   The major post accreditation measure taken up in all earnestness by the college has been regarding the inclusion of new courses. To facilitate students' progression to higher level of education, the college has added a number of PG as well as UG courses. Since the previous accreditation, the following PG courses have been started according to the given sequence :

   1. M.Sc.-IT
   2. M.Sc.-IT (LE)
   3. PGDCA
   4. M.A. (Punjabi)
   5. M.Com.
   6. M.A. (History)
   7. M.A. (English)
   8. M.A. (Hindi)
   9. M.Sc. (Physics)
   10. M.Sc. (Mathematics)
   11. M.Sc. (Chemistry)

   (B) Self Financing UG Courses :

   The college has also taken up steps to start a number of self-financing courses as per their viability and popular demand. The changing trends among the students and market needs have been the main considerations for starting these courses. They include :

   B.B.A., B.C.A.

B.Com. Professional

B.Com. Accounting and Finance

B.Sc. Agriculture

Add-on Course in Spoken English

Literary Societies

The College has set up various clubs and societies with an explicit purpose of multi-dimensional personality development of the students. Among them are three literary societies, namely English Literary Society, Punjabi Sahit Sabha and Hindi Sahit Sabha. These literary societies hold functions and conduct various competitions individually as well as collectively. Their different activities are aimed at providing students with a platform to showcase their talents and to develop the best of skills for pursuing knowledge and evolve into confident global citizens.

In addition to the formation of literary society, a number of other societies and clubs have been formed by different departments of the college to involve the students in beyond the class activities.

Library

The College library has been modernized and computerized. During the past four years a good number of books and journals have been added to the library stock. The support provided by the library staff consists of Reprography services, Reference services, OPAC services, Circulation services and Referral services. An Air Conditioned Reading Hall has been added to the library for the convenience of the staff and students. The facilities like N- List programme of INFLIB NET, e-journals etc. access have been added to the library infrastructure. There are eight internet connectivity nodes (8mbps bandwidth) for public access and two computers for library transactions. Two printers along with scanner and photocopier have been added to provide reprography services to the students and the staff.

Since the beginning of this session the library hours have been increased from 8 a.m. to 7 p.m. so that the hostel inmates may utilize the facility after college time. There is also a provision to keep the library open on Sunday and during holidays if the students demand.

Collaborative Linkages

The college has not established any direct linkage/collaboration. However, the Directorate of Education of the college governing body (S.G.P.C., Amritsar) has signed formal MOUs with certain reputed educational institutions and universities.

- MOU with Sheridan Institute of Technical and Advanced Learning, Toronto
- Waikato Institute of Technology, Newzeland (WINTEC)
- University of Cambridge, UK, to provide financial support for M.Phil and Ph.D. degree to Sikh students.

Computer Culture

There has been an enhancement in computer culture in the college. The entire campus has been brought under Wi-Fi connectivity. The college has a Post Graduate department of Computer Science having four Computer labs. Besides M.Sc.-IT, PGDCA and BCA, Computer Application is also offered as a subject option for undergraduate arts and science students. College office has been fully automatized and computerized. Faculty and students can avail the facility of ultra-modern computer labs equipped with high tech computers of latest configuration. Most of the departments have been given computers and printers. All senior faculty members have been issued desktops/laptops. The use of computer-aided teaching and learning materials by the staff and students is encouraged at all levels. The College facilitates exclusive use of ICT resources by way of digital interactive boards, LCD Projectors, Kyan, Laptops etc. The institution conducts workshop to train the staff to make the best use of ICT resources. Smart class rooms give the students access to ICT enabled learning spaces. The college has also added a well-equipped language lab to improve communication skills in English.

Conferences/Seminars

The College has made genuine efforts to hold seminars, conferences and workshops from time to time. They include:

1. National Workshop on Disaster Management

2. National Seminar on Punjab Economy at Cross-roads: A way ahead

3. National Conference on Trends in Punjab Politics since 1997

In addition, proposals for holding conferences and seminars have been sent to UGC and ICSSR. Recently, one conference to be organized by the Religions Studies department has been approved by the UGC and a grant of 1.5 Lakhs has also been sanctioned. The faculty members are encouraged to participate in conferences and seminars organized by affiliating university and other institutions situated in or outside Punjab.

Girls' Hostel

Many changes have been made in the infrastructure during the last four years. New facilities have been created and some have been extended. A hostel for girls, having a capacity of 60 inmates, has been constructed at the cost of 1.75 crores. It is being used by the students and female faculty coming from outstations. The hostel has recreational facilities, Wi-Fi connectivity, a common room, constant supply of safe drinking water and a permanent security system.

All these measures have shown a very positive impact. The strength of the students in the college has been constantly increasing quantitatively and qualitatively for the last four years. With these measures the college has been identified and recognized as one of the reputed institutions of higher education of the area and the state. The Institution having recognized its strengths has been honestly engaged in its efforts to strengthen them further in its stride towards excellence.

Annexure P-7

Relevant Extract from Punjab Government Gazette Dated April 13, 2001

GOVERNMENT OF PUNJAB

DEPARTMENT OF GENERAL ADMINISTRATION

(GENERAL COORDINATION BRANCH)

Notification

The 3rd April, 2001

No. 18/33/2001-GC (6) 4513- Whereas in terms of the provisions of the Constitution of India, the Sikhs are a minority community in the Country.

AND whereas the Governor of Punjab is of the opinion that the Sikh Educational Institutions ought to be treated as Minority Educational Institutions:

Now, therefore the Governor of Punjab is pleased to declare that the Sikh Educational Institutions, run by the Sikh Gurdwara Parbandak Committee, Amritsar, can reserve up to fifty percent seats exclusively for the members of the Sikh Community; and for furtherance of the interest of the Sikh Community, the aforesaid Committee may, make reservation within the seats, so reserved.

N.K. ARORA

Chief Secretary to Government of Punjab

Annexure-II: The Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act

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

Extension No. 413 (CPP-I Colleges)
UGC Website: www.ugc.ac.in
F. No. 8-326/2013 (CPP-I/C)

Speed post

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

June, 2014

1 7 JUN 2014

The Principal,
Sri Guru Tegh Bahadur Khalsa College
Anandpur Sahib, Dist. Ropar
Punjab

Sub: - Recognition of **Shri Guru Teg Bahadur Khalsa College, Anandpur Sahib, Dist. Rupnagar, Punjab** under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

With reference to your letter no. 8269 dated 26.02.2014 on the above subject, I am directed to say that the name of **Shri Guru Teg Bahadur Khalsa College, Anandpur Sahib, Dist. Rupnagar, Punjab** established in the year of 1968, affiliated to **Punjabi University** is included in the list of Colleges maintained under Section **2 (f) & 12 (B)** of the UGC Act, 1956 under the head **Non-Government** College teaching upto **Bachelor's** Degree.

Yours faithfully,

(Charan Dass)
Under Secretary

Annexure-III: The copy of Accreditation Certificate and Peer Team Report

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the

National Assessment and Accreditation Council

on the recommendation of the duly appointed

Peer Team is pleased to declare the

Sri Guru Teg Bahadur Khalsa College

Anandpur Sahib, Dist. Ropar, affiliated to Punjabi University, Punjab as

Accredited

at the 'B' level.

Date : February 02, 2006

Director

- This certification is valid for a period of *Five years* with effect from February 02, 2006
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C⁺ grade, 65-70-C⁺⁺ grade, 70-75- B grade, 75-80- B⁺ grade, 80-85-B⁺⁺ grade, 85-90- A grade, 90-95-A⁺ grade, 95-100-A⁺⁺ grade (upper limits exclusive)

REPORT ON
INSTITUTIONAL ACCREDITATION
OF

Sri Guru Teg Bahadur Khalsa College

Anandpur Sahib, Dist. Rupnagar

Punjab

24th & 25th October, 2005

Report of the Peer Team on
Institutional Accreditation of
Sri Guru Teg Bahadur Khalsa College, Anandpur Sahib, 140118
Distt. Ropar, Punjab

Section I: Preface

Sri Guru Teg Bahadur Khalsa College was established in 1968 through the concerted efforts of certain visionaries and benevolent individuals who joined hands to form Anandpur Sahib Education Society. Named after the Ninth Guru, Sri Guru Teg Bahadur Khalsa College seeks to give contemporary relevance to the prophet's message of righteous living and selfless service to the humanity. It is a coeducational semi-urban college and for many years after its inception, the college had the honour of being the only institution of higher learning in the entire belt that lay between Hoshiarpur and Ropar. In tune with the College motto '*May I never refrain from righteous deeds*', it has been serving the need for higher education of a somewhat remote and economically backward region for over 37 years. The objectives of the College are to promote the values of nationalism, secularism and universal brotherhood and also to impart moral and ethical education, respecting the culture and religious heritage of the land. The College appears to have been successful in bringing out students, particularly the girls, from their four walled houses to enter into the higher education. The College has the enthusiastic patronage of Shiromani Gurudwara Prabandhak Committee that initially let on lease the land for the College premises and in 1977 took direct control of the College. The Management runs several other educational institutions also.

The UGC recognised Sri Guru Teg Bahadur Khalsa College under its clauses 2(f) and 12(b) in May 1983. It is a government aided college affiliated to Punjabi University, Patiala. This is a multi-faculty, co-educational under-graduate college imparting traditional and vocational education.

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The College is situated within a campus area of 15 acres. The College runs only five programmes, all Undergraduate (four majors- B.Sc. Physics, Chemistry, Maths, B.Sc. Zoology, Botany, Chemistry, B.Sc. Computer Applications, and the B.Com) and one B.A. having three subjects out of the available seven options, apart from the compulsory subjects Punjabi and English. The different departments of Arts Faculty are Economics, History, Mathematics, Political Science, Defence Studies, Religion, Physical education, Computer application, Punjabi, Hindi and English. The Science faculty consists of the departments of Physics, Chemistry, Mathematics, Zoology, Botany and Computer Science. The total strength of students is 719. The girl students are 379. Only 11 students are from other states.

The College has teaching staff of 22 permanent teachers, 03 temporary and 03 teachers as the part time/guest faculty. Only 03 of the faculty are Ph.D.s but 11 hold the degree of M.Phil. 08 of the faculty members are females. There are 12 non-teaching, 06 administrative and 06 technical staff.
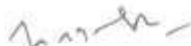
The teachers of the College are recruited through a selection committee of the managing committee having the composition as per UGC and government guidelines. The university recruits non-teaching staff as per government rules and regulations. The annual budget of the College for the current year is Rs.1,56,11,788 only. The unit cost of education including salary is Rs.21,713.20 while excluding salary it is Rs 4512.14. The temporal plan for academic work of the College is annual system. The College has support services like central library, computer center, a multipurpose assembly hall, dispensary, the sports facilities, gymnasium, guest house, principal's residence, canteen, grievance redressal cell, a vehicle parking shed and a common room for girls. College also has a historically important and very well maintained Gurudwara in its campus. Being a UG college only, no student has passed UGC-CSIR (NET), UGC-SLET, GATE etc. examinations. However, one student has passed the GMAT

and one the PCS (Judiciary) exam. Also, being the UG college, no research culture exists.

The total number of working days of the College is 230 out of which 170 are teaching days. The working days of the library are also 230. Drop out rate is about 7%. Success rate is about 84%.

The central library has 21,644 books and subscribes 35 journals/periodicals. The College possesses 28 computers. There is no ongoing research project in the College neither there has been any in the past. Five teachers attended national seminars/conferences/workshops in last three years. However, none has acted as resource person in national/international seminars/conferences/workshops. Despite being a UG College, it has organized seven seminars/symposia in last three years. The College has mobilised about Rs.6,65,000 through donations and certain fund raising drives.
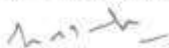
The College volunteered to be assessed by NAAC, Bangalore and sent its Self Study Report (SSR) in *March*, 2004. NAAC constituted a Peer Team consisting of Prof. L.S. Rathore, Former Vice-Chancellor, Jai Narain Vyas Jodhpur University, Jodhpur, Rajasthan as its Chairman, Prof. A. K. Indrayan, Ex-Dean, Faculty of Science, Department of Chemistry, Gurukula Kangri University, Hardwar, Uttaranchal as Member Co-ordinator and Prof. U.C. Jain, Principal, Govt. PG College, Narsingpur, Madhya Pradesh as its Member. The Peer Team, visited the College on 24-25 October, 2005. The Team after validating the SSR, interacting with all sections of the College Community, and visiting the existing infrastructural facilities would like to record the following criteria wise observations.

Section 2: Criterion-wise Analysis
Criterion I: Curricular Aspects

As an affiliated College of Punjabi University, this College follows the syllabi prescribed by the University for the Humanities, Sciences and Commerce faculties with annual examination pattern. Most of the courses are according to the revised syllabi suggested by the UGC. The College is an under-graduate college and offers only 05 programmes. In B.Sc. there are three programme options, both in the triple major system (Physics, Chemistry, Maths; Physics, Maths, Computer Applications and Zoology, Botany, Chemistry). In B.A. a student has to opt three subjects among the 08 available (Punjabi, Hindi, Mathematics, History, Pol. Sc., Economics, Religion, Physical education, Computer application and Defense Studies,). In B.Com. there are seven papers in each of the three years. It, too, has the compulsory subjects English and Punjabi. The options of offering the subjects like Religion and Defense Studies are quite in tune with aims and objectives of the College. The students have a flexibility to pursue various programmes as per their interest out of the available options.

To introduce a new programme within the regulations of the parent university system, the College takes six to twelve months. The College is represented at the Academic Council of the University by the Principal who interacts with the parent university on suggestions and observations about all the academic issues and help in bringing suitable changes periodically. Seven of its teachers are members of the respective Boards of Studies and play a vital role in updating the syllabi and making them more relevant to the society and industry.

Academic peers from the surrounding areas are invited frequently to deliver lectures and seminars and a feedback from them is sought regarding the curricula of the University. There is a compatibility of the programmes with the goals and objectives.
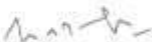
The ratio of knowledge:skills is 65:35 in Science and about 80:20 in Arts and Commerce streams.

Criterion II: Teaching-Learning and Evaluation

The College follows the admission policy as stipulated by the State Government and in accordance with the procedure laid down by the University and the policy of reservation of Govt. of Punjab. College selects the students for admission on the basis of their academic record and also through interview.

The College prepares academic calendar of the year in the light of the university guidelines. Time-table and classes are allocated right in the beginning of the session. The heads hold the meeting of their departments where the details of the curricula completion are finalised. The academic calendar is followed in letter and spirit.

Students' knowledge and skills are assessed after admission through periodical tests and house examinations. The College monitors overall performance of the students to ensure the achievement of the course objectives. The College runs remedial coaching classes for educationally disadvantaged students. The advanced learners are challenged to work ahead of others by giving them extra assignments. Students are encouraged to participate in intra and inter college competitions like essay writing, debates, paper reading and quiz etc. The teachers also hold group discussions and quiz sessions with students. Character and personality development are emphasised in all activities. Educational tours are also organised.

Guest lectures on special topics are arranged from time to time. However, the use of the audio-visual aids, overhead projectors and slide projectors need to be encouraged.

Working days of the college in a year are normally 230, out of which the teaching days extend up to 170. Every teacher is required to take a teaching load of 18 hrs per week. The ratio of teaching to non-teaching staff is approximately 2.5:1. About 95% of the classes are taught by the full time faculty.

The teaching faculty of the College is qualified. Out of a total of 28 teachers (including 03 part-time/guest faculty), 03 hold the Ph.D. degree and another 11 hold the M.Phil. degree. The strength of non-teaching staff is 12, while there are 06 administrative and 06 technical staff. The participation of teachers in attending seminars, conferences, workshops needs be encouraged. Only five teachers have participated at the national level seminars and none at international level in last three years. So far none has acted as a resource person.

Selection and appointment of teachers are made in accordance with University/Punjab Govt. rules. For unaided courses the teachers are recruited purely on merit, preference given to Ph.D. holders.

The evaluation of the performance of teachers is done on the basis of results and their general conduct. Principal takes a note of this and sends his report. Feedback from students is also sought and given due weightage. Faculty development programmes are available for refreshing of the knowledge and skills of the teachers. 08 teachers have attended the Refresher courses/Orientation programmes in last two years.

College has organized seven Seminars/Symposia and Workshops in last three years.

Criterion III: Research, Consultancy and Extension

Being only an under-graduate college, no research atmosphere prevails in the College. About 10% of its teachers are Ph.D. degree holders but none of them is engaged in active research. College is not a recognized center for Ph.D.

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Teachers are, however, readily given study leave for pursuing research work and if doing research as part-time, the college is ready to make adjustment in the time-table to facilitate research.

The College does not have a well designed programme for consultancy.

The College has 3 units of NSS enrolling 300 students. Unfortunately the College does not have the NCC programme for the last one year. However, they intend to revive it. For many years the NCC cadets have shown their proficiency in all fields. Some of them participated in RDC also. Many qualifying the 'C' certificate. A Youth Welfare Club also exists and looks after various activities of the students.

There is no full time designated person for extension activities, however a teacher is given the additional charge. The College is providing some extension activities like community development, health and hygiene awareness, adult education and literacy, aids awareness, blood donation camps, social work and environment awareness. Some plantation work in the campus has been carried out. The NSS and Youth Welfare Club students have their active participation in such activities.

Certain social activities are carried out in collaboration with Village-Panchayats, Rotary club and Guru Gobind Singh Study Circle.

Criterion IV: Infrastructure and Learning Resources
Spread in the total campus area of 15 acres, the College, divided into three buildings, has 06 Lecture theatres, 10 Class Rooms, an Administrative Block, 09 Laboratories, a spacious Conference Hall, a Library, a Computer Centre, the separate Common Rooms for boys and girls, a Guest house, Principal's residence and a vehicle parking shed etc. Facilities of water coolers and generator are available in the buildings. Maintenance of these facilities is done

both through annual maintenance contract and permanent resident technicians. Infrastructural facilities are made available to external agencies on demand and after due screening. College authorities try to keep the campus beautiful, clean and pollution free. Special efforts are taken by the college to have an in campus pollution control. Campus has been declared a 'smoke free zone'.

There is a central library having 21,644 books and subscribes to 35 journals/periodicals. Book bank facility exists. Computerization is in the process. Internet facility is not available in the library but it has a stock of audio and video cassettes. Working hours of the library are 9.00 AM to 4.30 PM. The library is not open on Sundays and other holidays.

Central computer facility exists. It has twenty five computers. Internet facility exists. Besides this, two computers are available in Physics Department and another one in library. The maintenance is done on contract basis. The computer center opens on Sundays and other Holidays also if the need arises.

The College has a dispensary and a part time doctor is available in the College for the benefit of its students and staff.

Sports facilities are good. Girl students are also encouraged to participate in sports activities. Hockey, Foot ball, Cricket, Basket-ball and Volley-ball grounds, Tennis and Badminton courts and Kabaddi facility exist. College has a Gymnasium. Judo and Boxing arena are available. A 400 m track is also available. The College appoints Special Coaches for training the students in Hockey, Volley ball, Boxing, Judo, Yoga and Kho kho as and when required. All India Inter University Weight Lifting (Men and Women) Championships have been organized twice in the College. The Weight Lifting Coach has many national recognitions to his credit. The students have many achievements at University level in Hockey, Weight Lifting, Boxing, Power Lifting, Volley ball,

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Athletics and Yoga. Both boys and girls have excelled particularly in Weight Lifting and Power Lifting Competitions.

The College is yet to construct a hostel. Plans to construct a girls hostel are taking up shape. A Non-resident student centre has been sanctioned by UGC and soon will come up.

Criterion V: Students Support and Progression

The College publishes its updated prospectus every year. It contains the details about the available courses, rules and regulations for admission to various courses, the fee structure, the College calendar of the year, the availability of different scholarships and financial aid, and the various services available in the campus.

Drop out rate is about 7%. Alumni association is active and has floated certain scholarships. Some of the alumni are IAS/IPS Allied Services officers and some are leading businessman abroad. There is an active Parent-Teacher Association.

SC/ST scholarships are awarded as per state government norms and funding. Certain NRI Scholarships are also given to students. Merit and Merit cum Means Scholarships are also given.

An Employment Cell is yet to be established. However, teachers actively participate in Academic and Personal Counselling.

The College provides recreational and leisure time facilities like Indoor-Outdoor games and Students' magazines. Debate club, Quiz club and Photography Club exist. Dance and Music competitions and Story writing competitions are held. Cultural programmes are also organised on certain occasions. The College Bhangra Team won gold medal of Punjabi University during 2002-03.

Criterion VI: Organization and Management

The College is managed by Shiromani Gurudwara Prabandhak Committee. University conducts periodical inspection of the College. Principal enjoys all powers pertaining to day to day and the local administration of the College. College has a Faculty Council and several committees to look after the various programmes of the institution and the development and maintenance of the institution and its campus.

The fee structure is as per government/university norms. College has an internal audit mechanism. Unit cost of education is Rs 21,713.20 (including salary) and Rs 4512.14 (excluding salary).

A Grievance redressal cell exists to look after the grievances of teachers, non-teaching staff and students. The College has some welfare programmes for the teaching and non-teaching staff that include certain scholarships also. A couple of prizes have been instituted by the philanthropists for the best students and academic proficiency.

Loans are provided for house building, purchase of vehicle, marriage of ward and medical emergency etc. from the Provident Fund of the employee as per rules. The loans are also arranged from the local banks for the employees.

Criterion VII: Other Healthy Practices

The faculty of the college is striving towards realizing the goal of imparting quality education and for which some healthy practices have been established.
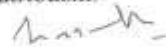
- The College has adopted mechanisms for internal quality checks.
- The College takes serious efforts towards all round personality development of students as is reflected in students' high rate of progression to higher education.

- The College has in its campus a well maintained historically important Gurudwara. The team was impressed to that most of the students start their day in the College by first visiting the Gurudwara.
- Students are encouraged to enter into the defense services and, thus, serve the Nation.
- Policies, progress and development in different areas are discussed and monitored by various individual committees.
- Guest lectures are arranged to update the students.
- Internet facility is available in the college and students and teachers are free to surf and discover the latest information in the subject of their study.
- Educational tours and industrial visits are organized.
- Campus is very much green and pollution free.
- With almost a fifty-fifty ratio of boys and girl students, the discipline is very good.

Section 3: Overall Analysis (Commendations and Recommendations)

The Peer Team after going through the SSR, interacting at depth with the Principal, Teaching and non-teaching staff, Management, Students, Alumni, Parents/Guardians and visiting the existing infrastructure facilities would like to make the following observations:

- The College is a prospective institution in Punjab where a good academic ambience is prevailing

- There is a good spirit of participatory functioning and management in the College.

- The College has a very impressive campus with a nice infra-structure.

- The College gives a high priority to Religion and Patriotism.

- The standard of education in the College is well reflected from the list of Alumni holding high positions in different professions and in different walks of life.

- The students of the College have shown proficiency in sports and games activities in state, regional and national level competitions. Cultural activities also have achievements to their credit.

- The organization and management is very good and deserves a special mention.

- The College has a good future.

The Peer Team also intends to recommend the following for the holistic future development of the College:

- The College may take initiative of introducing the Post-graduate classes in various subjects.

- The College should take steps to start the in-demand self-financing like the Biotechnology, Microbiology, MCA courses etc. at the earliest possible.

- The College may establish a Literary Society for enhancement of inter-language knowledge improvement.

- The College may take initiative for collaborative linkages in national and international levels.

- The library needs immediate computerization and further upgradation.

- The computer culture may be developed further in the College.

- The library may be kept open for a longer hours.

- The College may take efforts for organising more seminars/conference/workshops in the campus.

- The College may establish Center For Women Studies.

- The College may construct hostels with grants from UGC.

The Peer Team would like to put on record its sincere thanks to the Principal, Teachers, Non-teaching staff, Management, Students, Parents and Alumni of the College for their cooperation and help. The Team is especially grateful to the Co-ordinator and the members of College Steering Committee for NAAC.

1. Prof. L.S. Rathore (Chairman)
   Former Vice-chancellor, Jai Narain Vyas University
   Jodhpur, Rajasthan

2. Prof. A.K. Indrayan (Member Coordinator)
   Dept of Chemistry, Ex Dean, Faculty of Science
   Gurukula Kangri University
   Hardwar, Uttaranchal

3. Dr U.C. Jain (Member)
   Principal, Govt. PG College
   Narsingpur, Madhya Pradesh

I agree with the content of the Peer Team Report

(Dr. Amrik Singh)

Principal
Principal
S.G.T.B. Khalsa College
Anandpur Sahib

Sri Guru Teg Bahadur Khalsa College

Anandpur Sahib

Academic Calandar for ODD Semester (July- December 2014)

MONTHS

Week	Days	July	August	September	October	November	December
1	Mon			Holiday (Parkash Utsav)			1 Final Exam
	Tue	1 Admission days		2 Working			2 Final Exam
	Wed	2 Admission days		3 Working	1 Autumn Break		3 Final Exam
	Thu	3 Admission days		4 Holiday Baba Sri chand	2 Holiday Gandhi Jayanti		4 Final Exam
	Fri	4 Admission days	1 Working	5 Working/Teacher's day celebration	3 Holiday Dussehra		5 Final Exam
	Sat	5 Admission days	2 Working	6 Working (workshop Maths Dept)	4 Working	1 Working (Educational Tour by Botany Dept)	6 Final Exam
	Sun	6	3	7	5	2 (Educational Tour by Botany Dept)	7
2	Mon	7 Admission days	4 Working	8 Working	6 Holiday Bakrid	3 Working	8 Final Exam
	Tue	8 Admission days	5 Working	9 Working	7 Working	4 Working	9 Final Exam
	Wed	9 Admission days	6 Working	10 Working (Model making Computer Dept)	8 Holiday Valmiki Jayanti	5 Working	10 Final Exam
	Thu	10 Admission days	7 Working	11 Working	9 Holiday Sri Ram Das Jayanti	6 Holiday Guru Nanak Jayanti	11 Final Exam
	Fri	11 Admission days	8 Working	12 Working (E-Waste Model Computer Dept)	10 Working Youth Festival	7 Working	12 Final Exam
	Sat	12 Admission days	9 Working	13 Working (Expert Lecture Maths Dept)	11 Working youth Festival	8 Working /Guest Lecture comp.dept(Guest led by commerce dept)	13 Final Exam
	Sun	13	10	14	12	9 (Inter College power lifting)	14
3	Mon	14 Admission days	11 Working	15 Working Expert lect by commerce Dept.	13 Working Khalsa Games	10 Working(Essay Writing By Religion Dept) Inter College power lifting	15 Final Exam
	Tue	15 Admission days	12 Working	16 Working Expert lect. By commerce Dept	14 Working Khalsa Games	11 Working (Essay writing competition by English Dept. Inter College power lifting)	16 Final Exam
	Wed	16 Admission days	13 Working	17 Working	15 Working Khalsa Games	12 MST-2 (Inter College power lifting)	17 Final Exam
	Thu	17 Admission days	14 Working	18 MST-1	16 Working Khalsa Games	13 MST-2	18 Final Exam
	Fri	18 Admission days	15 Holiday Independence Day	19 MST-1	17 Holiday Annkoot	14 MST-2	19 Final Exam
	Sat	19 Admission days	16 Working	20 MST-1	18 MST-2 (Web Design competitions Comp Dept)	15 MST-2 (Inter school Business Quiz Commerce dept.)	20 Final Exam
	Sun	20	17	21	19	16 MST-2	21
4	Mon	21 Working	18 Holiday Janam Ashtami	22 MST-1	20 Working	17 MST-2	22
	Tue	22 Working	19 Working	23 MST-1	21 Working Expert Lecture Maths Dept	18 Working Final Practical (Educational tour by commerce dept)	23 Winter Break
	Wed	23 Working	20 Working	24 MST-1	22 Working	19 Working Final Practical	24 Winter Break
	Thu	24 Working	21 Working	25 Holiday Agarsen Jayanti	23 Holiday Diwali	20 Working Final Practical	25 Holiday
	Fri	25 Working	22 Working	26 Autumn Break	24 Holiday Vishwakarma day	21 Working	26 Winter Break
	Sat	26 Working	23 Working	27 Autumn Break	25 Holiday Annkoot	22 Working Bhog Sri Akand path	27 Winter Break
	Sun	27	24	28	26	23	28
5	Mon	28 Working	25 Working	29 Autumn Break	27 Working	24 Holiday Martyrdom day Guru Teg Bhadur's	29 Winter Break
	Tue	29 Holiday ID Ul Fitr	26 Working (Expert Lect. By Punjabi Dept)	30 Autumn Break	28 Working	25 Working	30 Winter Break
	Wed	30 Working	27 Working	31 Autumn Break(Paper reading contest commerce dept)	29 Working	26 Final Exam	31 Winter Break
	Thu	31 Holiday Dhyan Singh Jayanti	28 Working		30 Working	27 Final Exam	
	Fri		29 Working (Sports Day Phy Dept)		31 Working (Educational tour by botany dept)	28 Final Exam	
	Sat		30 Working			29 Final Exam	
	Sun		31			30	

SUBJECT :_____   CLASS: _____

TEACHER INCHARGE : _____

Sr. No.	University Roll No	MST (40%)	Assignments (40%)	Class Performance (20%)	Total

Principal

SGTB Khalsa College

Anandpur Sahib

Annexure VI: Master Plan Of The College
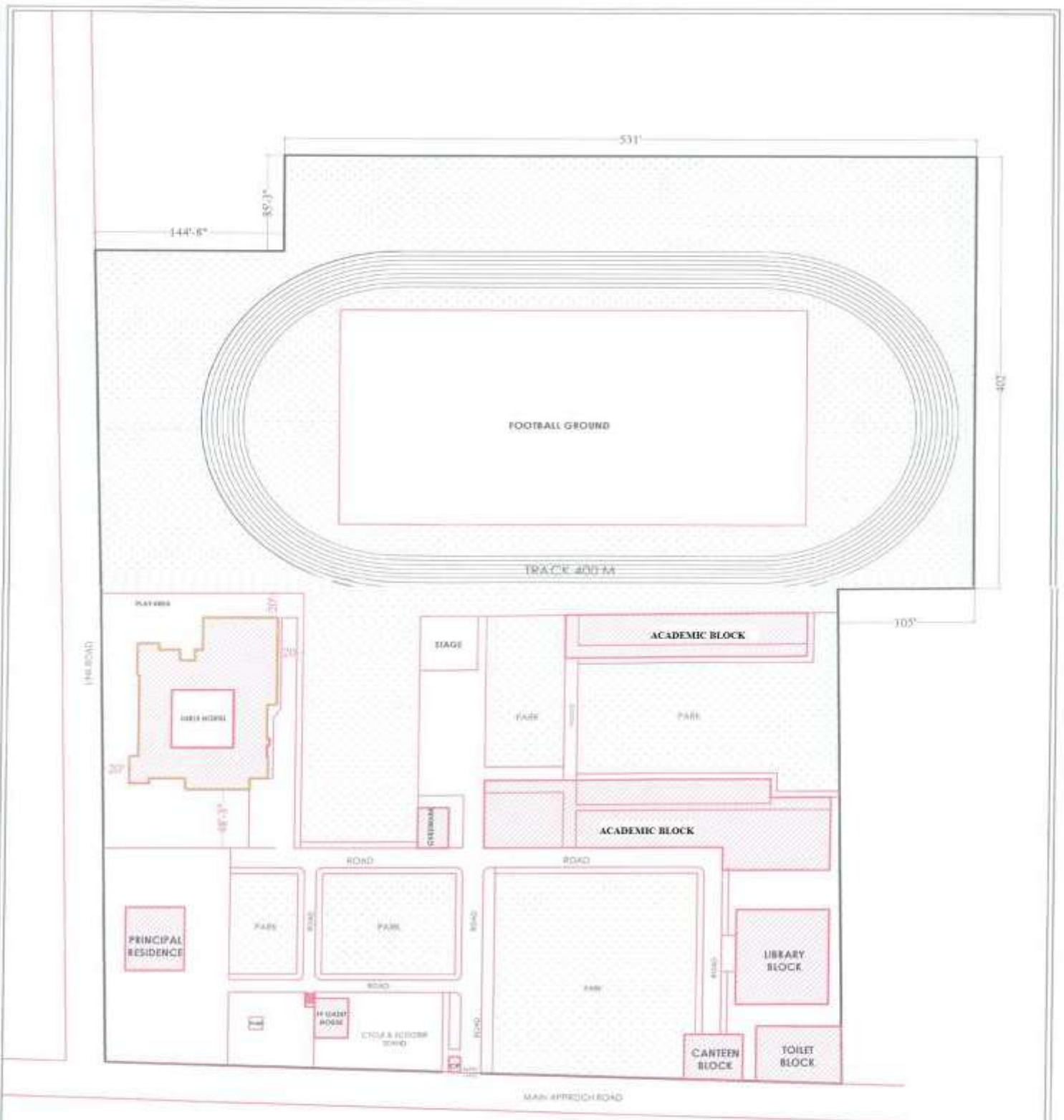
MASTER LAYOUT PLAN

GURU TEG BAHADUR KHALSA COLLEGE, ANANDPUR SAHIB, PUNJAB

UNIQUE ARCHITECTS

Annexure VII: Copy of Audited Income & Expenditure Account and Balance Sheet

Gurmeet Singh & Co.
Chartered Accountants

15, AJNALA ROAD,
AMRITSAR CANTT.

S.G.T.B. KHALSA COLLEGE, ANANDPUR SAHIB
INCOME EXPENDITURE ACCOUNT OF STUDENT'S FUND FOR THE YEAR ENDED 31.3.2013

EXPENDITURE		Rs.	INCOME			Rs.
To DA/TA		109813	By Fee			
To Transport	260721		Amalgamated Funds		184260	
Less Fees	190025	70696	Educational Tour Fee		92085	
To Telephone (Incl.Rs 150000 as			Internet		46021	
Internet lease line BSNL for 2012/13)		175239				
To youth Festival Fund	804093		Cycle/Scooter Fee		60150	
Less Fees	379130	424963	Tutorial Group Fine		800	
To stationery		73433	Duplicate I Card		2550	
To Lib. Newspaper/Magazine		55147	House Examination Fine		9519	
To Religious Fund		35082	Placement Fee		84060	
To Entertainment		22477	Annual Day Fees		40750	
To Sanitary		16839	Book Bank Membership		40750	
To Audit Fee		5930	Society		61200	
To Advertisements Pamphlets		43888	Lib. Fine		394	
To Functions		23539	Spoken English		11200	
To Crockery		1450	Registration		30900	
To Seminar		5370	Special Fine		4800	
To Campus Maintenance		16140	Campus Maintenance		92100	761539
			Prospectus Sale		190600	
To Fee Refund		4287	Less Expenditure		40090	150510
To Bank Commission		1607	Photostate			9060
To Expenditure Against			Interest Saving A/c			174864
Additional Grant for Equipment (3001500)		23002	Interest on FDRs			415361
To Faculty Lecture		4824	Donation			6000
To Excess of Income Over			Mobile Fine			4000
Expenditure (Surplus)		475169	Cheques 2009/10-2010/11 Un Cashed			
			(Misc Income)			11960
			Sports Income			
			Grant SGPC		281100	
			Pbl. Uni.		11500	
			Public		66700	
			Students		92150	
					451450	
			Less Girl Students Coaching 200000			
			Other Expenditure	195849	395849	55601
Total		**1588895**				**1588895**

ACCOUNTANT

SUPTDT

Principal
S. G.T.B. Khalsa College
Sri Anandpur Sahib (Ropar)

Annexure to balance sheet of date

(Gurmeet Singh)
M.A.,LL.B.,F.C.A.,
FOR GURMEET SINGH & CO.
CHARTERED ACCOUNTANTS

AMRITSAR
DATE

SGTB Khalsa College, Anandpur Sahib
BALANCE SHEET OF STUDENTS FUNDS AS AT 31.3.2013

Funds & Liabilities	Rs. P.		Assets	Rs. P.	
Amalgamated Funds			**Capital Expenditure out of AF**		
as on 01.04.12	3505412.36		As Per Schedule		2774805.48
Surplus for the year	475169.00	3980581.36	Computers (Out of SGPC Grant)		508818.00
St. Funds (As per Sch.)		4911418.69	**Capital Exp. Out of St. Funds**		
UGC Grant (XI Plan)		2843000.00	(as per sch.)		1972483.59
SGPC Grant for B-Ball Ground		215000.00	**Girls Hostel under Construction**		12433223.00
SGPC Grant for Computers		500000.00	Construction Material (In Stock) 01.04.12		441184.00
UGC Grants (as per schedule)		1404973.00	Advances (as per sch.)		3747000.00
Grant for Grils Hostel			**CKD Expenditure (Aid to Students)**		51181.00
From UGC	5400000.00		**Uni. Fee**		
From SGPC	5650000.00	11050000.00	Late Admission Fee	106500.00	
Misc Grants			Elegibility Fee	60.00	
MPLAD Grant	150000.00		Continuation Fee	810.00	
DISC Grant	150000.00		Migration Fee	60.00	107430.00
C.K. Diwan	128100.00		**LIC (Suspense)**		
MP LAD (11-12)	200000.00		Paid	7400.00	
MPLAD (2012-13)	200000.00	828100.00	Less Recovery	465.00	· 6935.00
St. Securities			**Securities**		
Library	312200.00		Telephone	1440.00	
Library Book Bank Sec.	72286.00		Electric	70800.00	
Book Bank Sec.	11000.00		Electric Girls Hostel	24380.00	96620.00
College Sec.	1279800.00	1675286.00	**Exp. Against UGC Grant (as per sch.)**		2340366.34
Earnest Money of Contractor		230000.00	Book Bank Lib.		511643.95
			Exp. Against Misc Grants (as per sch.)		1126531.00
Management Funds		5617588.00	TDS		84432.00
Payable to Management Funds			UGC Grant (XI Plan) Expenditure		2163292.00
Reg. Fee for Booking of Seats	.5000.00				
Casual Admission Fee	7682.00		**UGC Additional Grant for Equipment**		
Fine	1600.00	14282.00	Expenditure	3392688.00	
University Fees			Less Grant	3001500.00	391188.00
Sports Fee	203680.00		**Cash & Bank Balances**		
Uni/College Dev. Fund	176570.00		FDR With PNB	4626903.00	
Punjabi Dev. Fund	69640.00		Saving A/c PNB 104242244	72359.00	
Certificate Checking Fee	25022.00		Saving A/c PNB 129725	2482256.69	
Sports Fund	49700.00		Saving A/c S.B.I 28927	402115.00	
Sports Infrastructure Dev. Fund	315700.00		Saving A/c S.B.I 11419	92685.00	
Re-appear Exam Fee	417380.00		Cash in hand	9817.00	7686135.69
Late Admission Fee	13925.00				
Reg. Fee	8315.00				
Youth Welfare	660.00				
Pb.State Sports Fee	300.00				
Holiday Home Fee	660.00				
Pbi Uni. Block Entry Fee	300.00				
Sports Hostel Fee	1200.00				
	1283052.00				
Less					
Sports Infrastructure 217800					
Uni. Exam Fee 134137	351937.00	931115.00			

B/F PAGE 1		34201344.05		36443269.05
Eductional Scholarship (SGPC Chandigarh)		70200.00		
NSS Fund		46525.00		
Payable Govt Fund				
Higher Education	68960.00			
Physical Edu.	258600.00	327560.00		
Project Fund		286545.00		
Amount Received from PTU Centre		90821.00		
Tuition Fee (Satnam Kaur)		46135.00		
Payable to S. Sucha Singh		1000.00		
95% Deficit Grant Scheme A/c		1373139.00		
		36443269.05		36443269.05

ACCOUNTANT

SUPTDT

Principal
S. G. T. B. Khalsa College
Sri Anandpur Sahib (Ropar)
PRINCIPAL

Examined and found correct, subject to separate report of even date

AMRITSAR
DATE 9.4.

(Gurmeet Singh)
M.A.,LL.B.,F.C.A.,
FOR GURMEET SINGH & CO.
CHARTERED ACCOUNTANTS

Gurmeet Singh & Co.
Chartered Accountants

15, AJNALA ROAD,
AMRITSAR CANTT.

S.G.T.B. KHALSA COLLEGE, ANANDPUR SAHIB

INCOME & EXPENDITURE ACCOUNT OF " MANAGEMENT FUNDS " FOR THE YEAR ENDED 31.03.2013

EXPENDITURE	Rs.	Rs.	INCOME	Rs.	Rs.
			BY FEES		
To Salary			Uncovered Staff	1842000	
Uncovered Staff	5761095		PTA	460500	
Adhoc satff Teaching	4353369		Staff Fund	184200	
Adhosc staff Non. Teaching	289385	10403849	Project Seminar	138150	
			Stationery & Correspondence	80127	
To Sumptuary Allowance			Maintenance	81500	
to Principal		22667	Commerce Fund	38160	
To Mobile Allowance		4366	Registration	140300	
To Expenditure			Lib. Fine	8517	2973454
Audit Fees	53250				
Advtt.	219609		By Fees S.F. Funds as per		
Postage	11273		Schedule		13928667
T.A./ D.A.	13724		Sale of Prospectus	229200	
Gratuity Fund to SGPC	8883		Less PTG	50120	179080
Group Insurance	7067				
Court Case Fee	26000		By Rental Income		26400
Entt.	1365		By FDR Interest From PBI Uni.		945
Sanitary Fitting	6110		By Savings Interest		230890
Bank Charges	449	347730	By Interest 95% A/c		64400
To Processing Fee Pbi Uni.		140000			
To MBA 35% Share to					
PBI University		231840			
To Professional Class					
Expenditure Uni. Forms	358000				
Consumer Court Exp	8000	366000			
		22680			
To Freeship due from State Govt. Written off		2268			
To 5% Deficit Share 95% Scheme		1159303			
To Excess of Income over Expenditure (Surplus)		4705401			
TOTAL		17403836			17403836

ACCOUNTANT

SUPTDT

Principal
PRINCIPAL Khalsa College
Sri Anandpur Sahib (Ropar)

SECRETARY

As Per our report on Balance Sheet of date

(Gurmeet Singh)
M.A.,LL.B.,F.C.A.,
FOR GURMEET SINGH & CO.
CHARTERED ACCOUNTANTS,

AMRITSAR
DATE

Gurmeet Singh & Co.
Chartered Accountants

15, AJNALA ROAD,
AMRITSAR CANTT.

S.G.T.B. KHALSA COLLEGE, ANANDPUR SAHIB
BALANCE SHEET OF MANAGEMENT FUNDS AS AT 31.3.2013

FUNDS & LIABILITIES	Rs.	Ps.	ASSETS	Rs.	Ps.
General Fund			Captial Expenditure		
As on 1.4.2012	35852798 =		Stabilizer	30500.00	
Add			Curtains	8710.00	39210.00
SURPLUS for the year	4705401.00		Schedule of Captial Expenditure		
	40558199.02		As on 31.03.2012		8658891.43
Less Pension & Leave					
Contribution	468850.00	40089349.02			
Science Fund			Hall Building		434576.00
As on 1.4.2012	980076.75				
Add Science Fee	153928.00		Endowment Fund with Pbi Uni.		40000.00
Science Breakage Fee	151695.00		Investment of PF		
	1285699.75		PF Commissioner	2056994.00	
Less Expenditure	5766.00	1279933.75	PF	1141574.00	3198568.00
			Electric Security		530.00
Staff P F			Advances		
College	1334740.00		Unique Architects	175000.00	
Commisioner	1740516.00	3075256.00	Amar Chand	5000.00	
			Sham Shunder	5000.00	
Superannuation Fund			Gurmeet Singh	5000.00	
As on 01.04.2012	103500.00		Postage Imprest	1000.00	
Collection	125250.00	228750.00	Dr. Maninderjit Kaur	750.00	
			Staff (no. detail)	581.00	192331.00
Endowment Fund		40000.00	New Computer		1114981.00
			Due from Allied A/cs		
Loan From Bank (no detail)		200.00	95% Deficit Scheme	19155392.83	
Wheat Loan (no detail)		15000.00	Students' Funds	5617588.00	24772980.83
Shop Security		10000.00			
			S. Mandip Singh		601.00
			Cash & Bank Balances		
			with SB Patiala S.B. 5455	307191.09	
			with PNB S.B. 38764	4462972.00	
			with PNB A/c No. 12971	662335.81	
			with SBI A/c No. 65061	851827.00	6284325.90
			Cash in hand		1493.61
	44738488.77			44738488.77	

ACCOUNTANT

SUPTDT

Principal
S. G. T. B. Khalsa College
PRINCIPAL Sahib (Ropar)

SECRETARY

Examined and found correct, subject to separate report of even date

(Gurmeet Singh)
M.A.,LL.B.,F.C.A.,
FOR GURMEET SINGH & CO.
CHARTERED ACCOUNTANTS

AMRITSAR
DATE 9-6-14

Punjabi University, Patiala
(Established Under Punjab Act No. 35 of 1961)
(College Section)

Regd.

No. _____ 5625 _____ /College/G.C. 4

Date _____ 18|12| _____ /2014

TO WHOM IT MAY CONCERN

This is to certify that **Sri Guru Teg Bahadur Khalsa College, Sri Anandpur Sahib (Ropar)** is affiliated to Punjabi University, Patiala since 1968 and recognized under section 2(F) & 12(B) of the UGC ACT, 1956 and the following courses are taught in the college as per approval:

S. No.	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
1.	Three Year B.A., B.Com., B.Com. (Professional), B.Com. (Accounting & Finance), B.B.A, B.C.A, B.Sc. (Medical & Non-Medical)	Permanent		Till date
2.	Four Year B.Sc. (Agriculture)	Permanent		Till date
3.	Two Year M.A. (Punjabi, English, Hindi, History), M.Com., M.Sc. (Mathematics, Physics, Chemistry), M.Sc. (IT), M.Sc. (IT) (LE)	Permanent		Till date
4.	One year Post Graduate Diploma in Computer Application)	Permanent		Till date
5.	Add-on-Course in Spoken English for Communication Skill	--		--

Dean, College Development Council

Sri Guru Teg Bahadur Khalsa College

Anandpur Sahib - 140118

Managed by Shiromani Gurdwara Prabandhak Committee, Sri Amritsar

Affiliated to Punjabi University, Patiala.

Ref. No: SGTB/14-15/10764

Dated: 1-12-14

Declaration by the Head of the Institution.

I certify that the data included in this Re-Accreditation Report (RAR) Cycle-II are true to the best of my knowledge. This RAR Cycle-II is prepared by the Institution after internal discussions, and no part thereof has been outsourced. I am aware that the Peer Team will validate the information provided in this RAR Cycle-II during the Peer Team visit.

Principal
S. G. T. B. Khalsa College
Sri Anandpur Sahib (Ropar)