Internal Quality Assurance Cell (IQAC)

Shanti Davi Arya Mahila College, Dinanagar

Submission of Annual Quality Assurance Report (AQAR) 2013-14

Ist July 2013 - 30th June 2014

Report submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi,

Bangalore - 560 072 India

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

Shanti Devi Arya Mahila College, Dinanagar

Phone No. 01875-220344   E-Mail: sdamcollege_dnn@yahoo.com

NAAC ACCREDITED "A" GRADE COLLEGE

To,

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

Subject- Submission of the Annual Quality Assurance Report (AQAR) 2013-14

Dear Sir/ Madam,

          With reference to the above mentioned subject, we would like to inform you that this institute has been re-accredited by NAAC, with "A" Grade in March 2013 with tracking ID-EC/64/RAR/04-Shanti Devi Arya Mahila College, Dinanagar,Punjab.The institution is sending a dully filled in AQAR for the year 2013-14 for your information and assessment.

You are kindly requested to accept and acknowledge the AQAR.

Thanking you

                                                            Sd/-

                                                            Principal

Shanti Devi Arya Mahila College, Dinanagar

Dist- GURDASPUR (PUNJAB), PIN-143531

Phone- 01875-220344   E-Mail:sdamcollege_dnn@yahoo.com

To,

The President, Governing Body

Shanti Devi Arya Mahila College,

Dinanagar.

Subject- Regarding approval of AQAR of the session 2013-14

Sir

With reference to the above mentioned subject, I would like to inform you that our institute has been re-accredited by National Assessment & Accreditation Council (NAAC), Bangalore March 2013. For subsequent accreditation it is highly essential to maintain quality parameters inside the institution. Also every year it is mandatory to send the detail report known as the Annual Quality Assurance Report (AQAR) to NAAC after approval of GB.

I am here placing the Annual Quality Report (AQAR) of 2013-14 for your approval which is highly essential for re-accreditation of the college in coming years.

Thanking you

Principal

Shanti Devi Arya Mahila College,

Dinanagar.

Contents

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

<div align="center">Part – A</div>

AQAR for the year *(for example 2013-14)* | 2013-14 |

1. Details of the Institution

1.1 Name of the Institution | Shanti Devi Arya Mahila College, |

1.2 Address Line 1 | Opp. Bus Stand, Dinanagar |

City/Town | Gurdaspur |

State | Punjab |

Pin Code | 143531 |

Institution e-mail address | sdamcollege_dnn@yahoo.com |

Contact Nos. | 01875-220344, 01875-220258 |

Name of the Head of the Institution: | Mrs. Nirmal Pandhi |

Tel. No. with STD Code: | 01875-221382 |

Mobile: | 08146570258 |

Name of the IQAC Co-ordinator: | Mrs. Ratna Sharma |

Mobile: | 9888535868 |

IQAC e-mail address: | sdamiqac@gmail.com |

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*

| |

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/64/RAR/04   dated 8-07-2013

1.5 Website address:

shantidevicollege.org

Web-link of the AQAR: http://www shantidevicollege.org

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	80.15	2004	2004-09
2	2nd Cycle	A	3.02	2013	2018
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY   1/7/2005

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10*

1. AQAR2012 –13 submitted to NAAC on 1/6/2013 -(Print)

1.9 Institutional Status

University   State ☑ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC Yes ☐   No ☑

Regulatory Agency approved Institution   Yes ☑   No ☐

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

(eg. AICTE, BCI, MCI, PCI, NCI)   **GNDU**

Type of Institution   Co-education ☐   Men ☐   Women ✓

                        Urban ✓   Rural ☐ Tribal ☐

Financial Status   Grant-in-aid ☐   UGC 2(f) ✓   UGC 12B ✓

                        Grant-in-aid + Self Financing ✓   Totally Self-financing ☐

1.10 Type of Faculty/Programme

        Arts ✓ Science ✓ Commerce ✓ Law ☐   PEI (Phys Edu) ☐

        TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

        Others (Specify)

• Computer Science/Computer Application
• Cosmetology
• Fashion Designing
• Add on courses

1.11 Name of the Affiliating University *(for the Colleges)*

GNDU, Amritsar

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University __

University with Potential for Excellence __   UGC-CPE —

DST Star Scheme —   UGC-CE —

UGC-Special Assistance Programme —   DST-FIST —

UGC-Innovative PG programmes __   Any other (*Specify*) __

UGC-COP Programmes —

2. IQAC Composition and Activities

2.1 No. of Teachers

<div style="border:1px solid">11</div>

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

2

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and

Community representatives

2

2.7 No. of Employers/ Industrialists

2

2.8 No. of other External Experts

2

2.9 Total No. of members

25

2.10 No. of IQAC meetings held

6

2.11 No. of meetings with various stakeholder: No.   15   Faculty   4

Non-Teaching Staff Students   2   Alumni   1   Others   8

2.12 Has IQAC received any funding from UGC during the year?   Yes   No   ✓

If yes, mention the amount   N.A

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.   4   International   0   National   1   State   —   Institution Level   3

(ii) Themes

- Quality improvement in education
- Role of Teacher in Quality improvement
- Upcoming Trends in IT
- Journalism in Hindi & English
- Women Rights
- Economic & Corporate Practices
- Human Rights
- Disaster Management: Need of the Hour
- Stress Management
- Bio-Diversity conservation
- Traffic rules and safety rules

2.14 Significant Activities and contributions made by IQAC

Different Seminars held for improving the standard of Education
- Development of ICT Techniques
- Inculcating Moral Values
- Framing Healthy and Innovative Practices
- Developing Human Resources
- Developing Rapport among all stakeholders and receiving feedback from them
- Creating balance between the needs of the society and inputs of the Institution.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
To provide Inflibnet facility in the Library	Inflibnet facility in the Library provided
To white wash the whole college campus	Whole college campus is white washed
To create a new computer lab	Computer lab was created
Faculty Development Programme to be conducted for the staff	FDP Organised

Attach the Academic Calendar of the year as Annexure:- Annexure Attached e.g.Annexure-1

2.16 Whether the AQAR was placed in statutory body   Yes ☑   No ☐

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

Approved by the President of the Governing Body.

Part – B

Criterion – I

1. Curricular Aspects

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PG	8	Nil	8	8
UG	9		8	9
PG Diploma	2		2	2
UG Diploma	2		2	2
Advanced Diploma	10		—	10
Diploma	13		—	13
Certificate	13		—	13
Other (VTP Courses)	8	-		8
Total	65		20	65

1.1 Details about Academic Programmes

Interdisciplinary	ADD ON Courses 13	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: /Core/Elective option   (ii) Pattern of programmes:

    Pattern   Number of programmes

    Semester   BA/B.Sc./BCA/IT/B.Com.(P&R)/PGDCA/DCA/M.Sc.(IT
                /CS)/All Dip. (All 1st & 2nd Years)

    Trimester   None

    Annual   BA/B.Sc.III/BCA/IT/B.Com.(P+R)/Eco./N.M./CSC/Med./ BT/AND (All 3rd
              Year)

1.3 Feedback from stakeholders*   Alumni ☑ Parents ☑ Employers ☑ Students ☑
   (On all aspects)

          Mode of feedback   : Online ☐   Manual ☑   Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

Annexure2: Analysis and feedback forms attached.

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> Revision/update of regulation or syllabi is made only by GNDU,

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> Indira Gandhi Study Centre By UGC

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18	15	3	------	-------

2.2 No. of permanent faculty with Ph.D.

7

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
2	8	-	-	-	-	-	-	2	8

2.4 No. of Guest and Visiting
faculty and Temporary faculty

3	45	64

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	51	__
Presented	2	28	__
Resource Persons	__	1	1

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Feedback of teachers and their teaching methods is obtained from students.

- The students are encouraged to participate in various sports and extracurricular activities like debates, quiz contests and other inter-college competitions.

- They are encouraged to update their knowledge of current affairs by reading newspapers and discussing current issues among themselves and with the concerned teachers.

- Study tours, conducting science exhibitions.

2.7 Total No. of actual teaching days during this academic year | 155 |

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
Double Valuation, Photocopy, Online Multiple Choice Questions) | Unit test, Class test, Internal Assessment |

2.9 No. of faculty members involved in curriculum
Restructuring/revision/syllabus development

| 10 | 5 | — |

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students | 75% |

2.11 Course/Programme wise Distribution of pass percentage:(**Merit list attached as Annexure -3**)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A I,II,III	343,253,297		53%	36%	11%	90%
B.SCI,II, III	284,257,140		62%	28%	10%	90.7%
B.Com I,II,III	55,53,43		87%	13%	__	99%
BCA I,II,III	39,41,43		76%	24%	__	100%
BBA I,II,III	7,6,9		90%	10%	__	100%
B.Sc(IT) I,II,III	20,8,17		72%	28%	__	97%
B.Sc(BIO-TECH) I,II,III	17,13,15		83%	17%	__	100%
B.Sc(FD) I,II,III	29,18,14		93%	7%	__	100%
B.Com I,II,III	55,53,43		88%	12%	__	100%
M.Sc(FD)II, IV	15,12		83%	17%	__	100%
M.A(Hindi)II, IV	64,64		91%	9%	__	100%
M.A (Pbi.)II,IV	65,63		88%	12%	__	100%
M.A(Eng) II,IV	34,25		54%	46%	__	93%
M.A(Eco)II, IV	18,9		81%	19%	__	100%
M.A(Pol.Sci) II, IV	24,23		94%	6%	__	100%
M.Sc(C.Sci)II, IV	11,8		92%	8%	__	100%
M.Sc(I.T)II, IV	17,24		95%	5%	__	100%
PGDCA	22		100%	__	__	100%
PGDFD&GC	5		100%	__	__	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:
- ✓ **Contribution through** motivation of teachers and listening to learners difficulties in an informal way.
- ✓ **Monitoring** through periodical meeting with teachers and learners where the problems of both the segments are sorted out.
- ✓ **Evaluation** through the analysis of results of continuous internal assessment tests and terminal examination.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	2
UGC – Faculty Improvement Programme	__
HRD programmes	__
Orientation programmes	__
Faculty exchange programme	__
Staff training conducted by the university	2
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	1
Others PDF Programmes by college	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of Positions filled temporarily
Administrative Staff	2	2	Nil	5
Technical Staff	5	Nil	Nil	12

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Enrichment of library with new books and journals
- Encouragement to staff to attend conferences and make presentations
- They are further encouraged to do PhD
- Teachers are given duty leave and T.A. /D.A. to attend seminars and conferences.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
U.G.C: M.R.P English		✓	M.R.P English 16th August 2012 F.No-5-543/2012(HRP) Amount- 8,85,000	__
U.G.C: M.R.P Punjabi		✓	M.R.P Punjabi 26th July 2012. F.No-5-177/2012(HRP) Amount- 8,36,800	__

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
U.G.C: M.R.P Home Science		✓	M.R.P Home Science- 30th March 2012. F.No-8-3(291)/2011(MRP/NRCB) Amount- 1,04,200	__

3.4   Details on research publications

	International	National	Others
Peer Review Journals	4	25	10
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	5	2
Conference proceedings	__	16	4

3.5 Details on Impact factor of publications:

Range ☐ Average ☐ h-index ☐ Nos. in SCOPUS ☐

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects (Eng):-	2012-15	UGC	M.R.P English 16th August 2012 F.No-5-543/2012(HRP) Amount- 8,85,000	6,00,000
(Punjabi):-	2012-15	UGC	M.R.P Punjabi 26th July 2012. F.No-5-177/2012(HRP) Amount-8,36,800	8,36,800
Minor Projects (H Science)	2012-15	UGC	M.R.P Home Science- 30th March 2012. F.No-8-3(291)/2011(MRP/NRCB) Amount-1,04,200	1,04,200
Interdisciplinary Projects	nil	Nil	Nil	nil
Industry sponsored	nil	Nil	Nil	nil
Projects sponsored by the University/ College	nil	Nil	Nil	nil
Students research projects *(other than compulsory by the University)*	1/08/2014-31/12/2014	college	—	—
Any other(Specify) Ambedkar Study Centre		UGC	3,75,080	3,75,080
Total	—	—	22,25,080 Lakhs	19,75,080 Lakhs

3.7 No. of books published i) With ISBN No. ☐ 3 ☐ Chapters in Edited Books ☐ 2 ☐

ii) Without ISBN No. ☐ - ☐

3.8 No. of University Departments receiving funds from

UGC-SAP ☐ CAS ☐ DST-FIST ☐

DPE ☐ DBT Scheme/funds ☐

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3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy   [75,000/-]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		1	__	__	3
Sponsoring agencies		UGC	—	—	College

3.12 No. of faculty served as experts, chairpersons or resource persons [3]

3.13 No. of collaborations: International [None]   National [None]   Any other [2]

3.14 No. of linkages created during this year   Nil

3.15 Total budget for research for current year in lakhs:

From Funding agency [UGC]   From Management of University/College [__]

Total   [Already mentioned]

 3.16 No. of patents received this year

		Number
National	Applied	None
	Granted	None
International	Applied	None
	Granted	None
Commercialised	Applied	None
	Granted	None

3.17 No. of research awards/ recognitions received by faculty and research fellows
     of the institute in the year

Total	International	National	State	University	Dist	College
	0	0	0	0	4	3

3.18 No. of faculty from the Institution
    Who are Ph. D. Guides   [0]
    And students registered under them   [0]

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3.19 No. of Ph.D. awarded by faculty from the Institution   None

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF __   SR __   Project Fellows 1   Any other __

3.21 No. of students Participated in NSS events: 500 (College Level)

University level --   State level --

National level --   International level --

3.22 No. of students participated in NCC events:

University level --   State level 10

National level --   International level --

3.23 No. of Awards won in NSS:

University level --   State level --

National level --   International level --

3.24 No. of Awards won in NCC:

University level --   State level 2

National level --   International level --

3.25 No. of Extension activities organized

University forum 0   College forum 6

NCC 2   NSS 4   Any other 3

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Seminars

➢ **UGC sponsored National Seminar was organized by Ambedkar Study Centre** and PG Deptt. Of Political Science on "Transcending identities: The relevance of the ideology of Dr. Ambadkar" on 12th April 2014. Retd. Prof. Krishan Gopal, JNU, Delhi delivered Key note address. Inaugural speech was given by Dr. S. Prabhakar, Joint Secretary, Lok Sabha. Dr. S.S. Narang, Guru Nanak Dev University, Amritsar Presided over the Seminar.

➢ **Seminar on "Socialization in the Internet age"** was organized on 20th February, 2014 by Youth Welfare Department and Computer Deptt which had to its honour the visit of learned scholars like Dr. Kuljit Chahal, Computer Science Department, Guru Nanak Dev University and Prof., (Dr.) Gurpreet Kaur Bal Department of Sociology, Guru Nanak Dev University, Amritsar and Dr. Deep Kamal Kaur Randhawa, Department of Electronics, GNDU Regional Centre, Jalandhar.

➢ **Seminar on "Women Rights"** was organized by Pol. Science Deptt. in which C.J.M, Sh. J.S Dhillon, Distt. Attorney, Sh. Manoj Kumar, and many other luminaries were present to enlighten all with security measures and laws related to women.

➢ **Seminar on "Corporate Disclosure through Web"** was organized by Economics and Commerce Deptt which had to its honour the visit of learned scholars like Dr. Gurpreet Kaur Randhawa from GNDU, Amritsar and Dr. Arvinder Singh from Regional Campus, Gurdaspur.

Workshop

➢ Workshop on "Networking and Installation of Operating System" and also Workshop on "Career Counseling" by HCL team was organized by the Computer Deptt.

- One day Workshop on "Tie and Dye", four days Workshop on "Soft Toys Making" and seven days Workshop on Pidilite along with many other exhibitions to acquaint the students with various art forms were organized by Fashion Designing Deptt during the session.

- A Workshop sponsored by KMV, Jalandhar, in which duly selected 35 science students of our college participated and were inspired through teaching of technical skills.

- Workshop on creating "Best Out of Waste" was too organized by the Science Deptt. and Dr. Ramani made his benign presence.
- Workshop on Nail art, Mehandi was organized by the Cosmetology deptt.
- Workshop on Pickle making was organised by the Home Science Deptt.

Extension Lectures

- **The English Literary Society of the Post Graduate Department of English** organized an extension Lecture on the topic "Communication Skills" **by** Dr. Navjot Deol, Asstt. Prof. of English, APJ College of Fine Arts, Jalandhar on 18th Nov 2013.

- **The English Literary Society of the Post Graduate Department of English** organized an extension Lecture on the topic "**Literary Criticism" by** Dr. Hari Om, Asstt. Prof. of Lyallpur Khalsa College, Jalandhar on 14th March 2014.

- **Science Deptt organized an extension lecture on "Nuclear Energy"** in which great visionary, learned Professor Dr. Ramani from Bhaba Atomic Research Institute ignited the minds of all with his views.

- **Lecture on "Traffic Rules"** was organized in the college in which all were made aware of the rules and were instructed to follow rules strictly.

Activities

- Tech Fest 2013 was organized by the Computer deptt.

- Krishna Janamashtmi was celebrated by the Hindi Deptt. with great pomp and show. Various images of Lord Krishna's life were depicted by the students of the college on that day.

- "Teej Festival" was organized in the college in which Mrs. Harjinder Kaur, Chairperson, Punjab Art Council, Chandigrah was the Chief Guest. Amidst floral hues there was

representation of Punjabi folk and art by college students. Miss Radhu Salaria was adjudged and crowned Miss Teej.

➢ Odishi Dance sponsored by India International Rural Cultural Centre, New Delhi in collaboration with District Heritage Society, was organized in the college in which Mrs. Geeta Mahalik, Awardee, Central Sangeet Natak Academy, enthralled the audience with her show and her performance was highly appreciated by one and all.

➢ **The Annual Prize Distribution Function** was held in the college premises in which Sh. Tarun Chugh, General Secretary BJP was the chief guest of the day. He gave away prizes to the meritorious students in the sphere of Academics, Co-curricular and Sports.

➢ **Freshers' Night** was organized by the hostelers in which Principal Mrs. Nirmal Pandhi was the chief guest. Students with beauty and brain and nicely dressed were crowned at the end of the show.

➢ Stall of Pav Bhaji was arranged by Home Science deptt under 'Earn while You Learn scheme'.

➢ **Annual Convocation Function** was held in the college in which Dr.Furqan Qmar (V.C,Central University,Dharmshala) conferred the degrees to our graduate and post graduate students.

➢ **Lucky draw** was organized in the college whereby an amount of Rs.3 Lakh was collected as revenue.

Tours and Trips

➢ Industrial Visit to Neva and Arora Fabrics, Ludhiana was arranged by F.D deptt.

➢ Commerce Deptt took their students to Ludhiana stock exchange for a visit.

➢ Trips to Dalhousie, Vaishno Devi, Chamunda Devi, Science City Jalandhar, Anandpur Sahib, were organized during the session for the students for entertaining and educational purposes.

Extension Activities

➢ NSS Deptt of the college celebrated Van Mahotsava and also carried the project of Tree Plantation. They Also celebrated Communal Harmony Fortnight with Zest.

➢ NCC,NSS & Red Cross Deptts organized Blood Donation Camp in which more than 60 volunteers donated blood.

➢ NSS Deptt & RRC organized an extension lecture on "AIDS" Mr. Deepak from Red Ribbon Club, PGSCT, Kapurthala gave a detailed lecture on AIDS, its causes and inventive methods.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	Approx 8 Acres.			
Class rooms	43			
Laboratories	15			
Seminar Halls	2			
Sports Gymnasium	1			
Basketball Court	1		College sources	
Women Hostel	1		UGC	
Buses	8		College Sources	
Parking lot	1		College Sources	
Indoor Stadium	1		UGC	
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.		150	UGC/College	
Value of the equipment purchased during the year (Rs. in Lakhs)	10 Lakh	2 Lakh	UGC	12 Lakhs
Others				

4.2 Computerization of administration and library

- Yes

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13002		250	110000	13252	7,60000
Reference Books	13698	__	50	146000	13748	9,99432
e-Books	__	__	50,000	__	50,000	__
Journals	30	1,30,000	5	22,000	35	1,52,000
e-Journals	5	__	300	__	305	__
Digital Database	32617	__	__	__	32617	__
CD & Video	15	5,500	16	6,000	32	11,500
Others (specify) Donated books	500	__	250	__	750	__
Magazines/Periodicals	32	18,000	__	__	32	18,000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	200	4	All	1	2	5	8	__
Added	20	0	All	0	1	__	2	__
Total	220	4	All	1	3	5	10	__

4.5 Computer, Internet access, training to teachers and students and any other programme for technology
   up gradation (Networking, e-Governance etc.)

> 1. Yes, faculty is given training under FDP
> 2. The lease line facilitates the departments with Internet & Intranet facilities.

4.6 Amount spent on maintenance in lakhs :

   i) ICT | 3.5 Lakhs |

   ii) Campus Infrastructure and facilities | 30 Lakhs |

   iii) Equipments | 2.5 Lakhs |

   iv) Others | 5 Lakhs |

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

Total:

41 Lakhs

Criterion - v

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Alumni stakeholders, being the representatives of IQAC plays a significant role in IQAC. They give their valualable suggestions for the planning and implementation the course of action to be taken. In the Alumni Association meeting of this year it has been decided that every year the date of Alumni Meet IQAC/Alumni will be advertised on local TV to maximize the number of participants in the next meet.

5.2 Efforts made by the institution for tracking the progression

> - Regular tests are held from time to time
> - Assignments are given to the students
> - The students are given projects in various subjects and are asked to make PPT's
> - Various competitions are held in the college for e.g. Quiz, Literary items, Cultural items etc.
> - News Letter.

5.3 (a) Total Number of students

UG	PG	Total
2172	503	2675

(b) No. of students outside the state

26

(c) No. of international students

None

No	%	
__		Men

No	%	
	100	Women

Last Year(2012-13)						This Year(2013-14)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1975	516	7	103	1	2602	1707	986	20	50	2	2675

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

Demand ratio 100%   Dropout 7%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Presently there is no such mechanism however, the institution plans to introduce coaching classes for competitive examinations in near future

No. of students beneficiaries | Nil |

5.5 No. of students qualified in these examinations

NET | 4 | SET/SLET | __ | GATE | __ | CAT | __ |

IAS/IPS etc | __ | State PSC | __ | UPSC | __ | Others | __ |

5.6 Details of student counselling and career guidance

The counselling and career guidance cell actively works throughout the year beginning from the admission period till examination period. Lectures and Seminars from the various Guest and the Visiting Faculty are arranged to guide the students regarding various opportunities in their fields. The focus is mainly on the post graduate & professional classes students of the college.

No. of students benefitted | 104 |

5.7 Details of campus placement

	On campus		Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
		__	2

5.8 Details of gender sensitization programmes

- Sexual Harassement cell is active in the college Under it various activites like lectures,seminars ,chetna rally and counselling are held.
- .Girls students are sensitized to build a healthy society.

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level | 5 | National level | 5 | International level | None |

No. of students participated in cultural events:

State/ University level | 90 | National level | Nil | International level | Nil |

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level | 6 | National level | __ | International level | __ |

Cultural: State/ University level | 80 | National level | __ | International level | __ |

5.10 Scholarships and Financial Support

Financial support from institution	Number of students 285	Amount 2,85,000
Financial support from government SC BC Minority	132 – –	12,62,000 (Amount directly credited to students accounts)
Financial support from other sources • Sitaram jindal Socholarship • SGPC	12 11	43,200 37,300
Number of students who received International / National recognitions	Nil	Nil

5.11   Student organised / initiatives

Fairs: State/ University level   [√]   National level [—]   International level [—]

             College Level: 3

Exhibition: State/ University level [√]   National level [—]   International level [—]

             College Level: 5

5.12   No. of social initiatives undertaken by the students: 10

5.13 Major grievances of students (if any) redressed: [√]
   • Clean Drinking Water
   • Washrooms/ Toilets
   • Time-table
   • Bus Facility to villages
   • Permission to bring mobiles

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> The college is committed to impart holistic education focusing on the overall development of the personality of women through academics, sports and extra-curricular activities. Seminars, conferences, workshops and exhibitions are a regular feature of its UG/PG departments.
>
> This institution is making every possible effort to uplift the poor and down trodden section of the area by educating their women folk, by encouraging them to realize their potential to face mind boggling situations of the globalized world. College has justified the faith and trust of its founder patrons by synchronizing ethnicity with modernity.
>
> It takes pride in inculcating the spirit of self confidence, perseverance and analytical thinking in the students besides fulfilling the main aim of providing excellent facilities for learning and achieving scholastic heights. Quality education is its motto and excellence is its goal.

6.2 Does the Institution has a management Information System

> No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> The university prescribes the curriculum. The college faculty attempts to contribute in curriculum designing through their representatives to the university from time to time.
> College Staff being the members of Board of Studies, Senate and Syndicate of the university airs the views of the faculty to the respective bodies from time to time.

6.3.2 Teaching and Learning

> ●In the beginning of each session, every teacher interacts with the students to assess their caliber through classroom participation and class tests. Thereafter, they are classified into slow learners, average students and advanced learners. The teacher then modifies his/her teaching style according to the competence of the students.
>
> ● Personal attention and guidance is provided to the slow learners both inside and outside the class. Besides, the teacher attempts to engage the slow learners in practices, projects and excursions to make learning interesting.
>
> - Advance learners are given expert & special attention

6.3.3 Examination and Evaluation

> - The Scheme of examination and evaluation methods is communicated to the students and parents through the prospectus at the time of admissions and during parents Teacher's meetings.
> - Tentative dates and month of term end examination are notified in college calendar at the beginning of academic year.
> - The pattern of examination and papers is explained by subject teachers in the classrooms as well as displayed on the notice board well in advance.
> - All departments conduct class tests, in addition to house tests, for all classes in order to improve the results

6.3.4 Research and Development

> - Through regular meetings members are informed about the opportunities made available to them by the UGC. They are encouraged to participate in Seminars/Conferences/Workshops and present papers.
>
> - The institution provides financial support in the form of TA/DA and other facilities like library and computer with internet services.
>
> - Proposals for UGC/ICSSR/NAAC/Punjab state sponsored Seminars are sent regularly.
> - Research Project/Major/Minor are sent regularly.

6.3.5   Library, ICT and physical infrastructure / instrumentation

1. Library:
● Computer with internet service and printer is available for the teachers and students.

●They may also consult journals in the library. The library has an advisory committee which is instrumental in framing the policy for the session.

Some of the initiatives taken by the Advisory Committee are as follows:
- Regarding the new books to be purchased for the book bank.
- Creating an atmosphere conducive to the inculcation of reading habits of the students by organizing library orientation Programme at the outset of each session.
- To meet the changing needs latest titles are added constantly to the treasure of existing books.
- Display of new titles on the notice board outside the library.
- Organizing book exhibitions.
- Working towards complete computerization of the library.

2. ICT:
● Eight departments have computer and internet facility. We have 03 Multimedia projectors, 02 laptops which are utilized by the teachers for their topics or whenever required.

● The institution have developed two smart classrooms for the benefit of students.

3. Infrastructure:
●Duly constituted Maintenance Committee gives suggestions regularly regarding the upkeep of infrastructure/ facilities and equipment.

●All heads of the departments are required to give their requirement in terms of books for library, equipment and manpower well before the beginning of the new session.

●There is specific budget allotment for sports, library and cultural activities in order to have proper functioning of each activity.

3.6   Human Resource Management

Teachers are assessed on the basis of Self- appraisal, Student Feedback, Departmental appraisal, contribution to extracurricular activities, participation in Seminars and Conferences. Student Feedback is analyzed and discussed confidentially by the Principal and IQAC. Suggestions regarding improvement are discussed. Students involvement is ensured in decision making at different levels. Staff with distinguished achievements is felicitated in staff meetings.

6.3.7 Faculty and Staff recruitment

> At the end of every session, the Head of each department is asked to provide tentative workload for the next session. Keeping this in mind, the vacancies (if any) in each department are advertised and interviews are conducted well before the beginning of the next session so that teaching work is not affected due to scarcity of teachers. All appointments are made purely on the basis of merit and by an interview board consisting of representatives of management, Principal, and subject experts. In this year, Contractual appointment in the department of computer was made.

6.3.8 Industry Interaction / Collaboration

> - Students of commerce department go for training in Industries /Institutions.
> - The students of FD Deptt/Home Science Deptt are frequently provided opportunities to visit different industries/Universities.

6.3.9 Admission of Students

> - The college has a transparent admission process with the following features:
> - Admission to self-financed courses is on first cum first served bases.
> - The college Prospectus which is published/ updated every year clearly indicates courses offered choice of subjects, fee structure, and eligibility criteria for the admission process besides the rules and regulations for each discipline clearly.
> - Flex boards indicating information about various courses being offered and the new courses being introduced are displayed near college entrance and near the major educational institutions of the area as well prominent public places.
> - Advertisements in local cable television and reputed newspapers are given regarding admission to various courses in the college.
> - Faculty from all departments is involved in admission process to maintain complete transparency.
> - Fee structure is mentioned clearly in the college prospectus and fee receipts are issued immediately after the fee is deposited.

6.4. Welfare schemes for

Teaching	• Staff can avail advance salary in case of need • Loan against Provident Fund is also granted to the staff in case of an emergency
Non teaching	• Non Teaching Staff can also avail advance salary in case of need • Loan against Provident Fund is also granted to the staff in case of an emergency
Students	• College canteen provides food at subsidized rates to the students • Students from Economically Backward Classes are given fee concession. They are further given the option of paying their fee in installments as per their convenience. Students Aid Fund provides financial aid to the needy students • Book Bank exists in the college for the needy students to enable them to borrow books for the entire session • The college has its own dispensary. In case of an emergency the patients are taken to hospital • Career Guidance and Placement Cells continues to guide students regarding choice of career and placement opportunities available to students • Incentives in the form of free meals, free hostel accommodation, free education are given to outstanding sportspersons

6.5 Total corpus fund generated   10,61,661

6.6 Whether annual financial audit has been done   Yes √   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
1. Academic	Yes	Subject Expert	Yes	HOD'S
2. Administrative	Yes	AG(Punjab) IAO(Finance and Accounts)Punjab	Yes	SDAM Management's nominees CA/Bursar of the College

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes [ ]   No [√]

For PG Programmes   Yes [ ]   No [√]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Table marking
Semester System
External duty of Faculty in both Practical & Theory

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The University gives full freedom in the routine functioning of the college

6.11 Activities and support from the Alumni Association

The Alumni association holds a meeting during each session. Members of Alumni association are invited to college functions. A face book page has also been created. Some of the alumni are members of College (IQAC). They give suggestions and ideas for the betterment of the college .About 70% of staff members are old students of the college.

- Scholarships are also given to needy students by Alumni

6.12 Activities and support from the Parent – Teacher Association

Feedback is taken from parents in Parent Teacher Meeting and conveyed to the concerned persons and is used for the progress of the institution.

6.13 Development programmes for support staff

> The college provides the same facilities to the support staff as are provided to rest of the staff of the institution. Group Insurance Scheme has been provided for the benefit of the Permanent staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

> The college has taken various initiatives to make the campus environment-friendly. These are:
>
> • The class-rooms are airy and allow sufficient daylight to enter so that minimum artificial lighting is required during daytime.
>
> • Dustbins are placed at various places in the college.
>
> • Special care is taken to increase green cover in the campus as trees are planted on Van Mahotsava and on various other occasions by NSS/Red Cross/NCC/RRC
>
> • The incandescent bulbs and tube lights have been replaced by energy efficient CFLs.
>
> • The entire college has been declared as No-Smoking Zone.
>
> • Lawns and Grounds are well maintained.
>
> • Efforts are made to stop water logging.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Teachers are evaluated by the students and teachers are encouraged to improve more on the basis of feedback.

- Library Orientation Programme for staff and students

- Computer Orientation Programme for the Staff.

- Use of Smart Boards, Laptops and Projectors for Classroom teaching.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- The UGC/NAAC/ICSSR/NEAC Sponsored Seminars were conducted in the College for betterment of students and faculty
- Placement Facilities were provided by Career and Guidance Cell
- Students were prepared for job opportunities by imparting training for interviews, group discussions etc
- Alumni Association was strengthened
- Environmental Awareness was created through exhibitions, posters etc on Conservation of water, electricity and other related issues
- Book-exhibitions were arranged
- Computer Hardware and Software were upgraded.
- Health Awareness lecture on health & hygiene were arranged.
- Questionnaires and Regular periodic tests were introduced.
- Feedback performas were collected from the students.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals*

- Remedial Teaching & Enrichment class**.**
- Experiential Learning.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness/protection

- Students were made aware of the importance of saving water in an address by Dr. Sushma Gupta from Department of Botany.
- The class-rooms are airy and allow sufficient daylight to enter so that minimum artificial lighting is required during daytime.
- Dustbins are placed at various places in the college.
- Special care is taken to increase green cover in the campus as trees are planted on Van Mahotsava and on various other occasions.
- The incandescent bulbs and tube lights have been replaced by energy efficient CFLs.
- Lawns and Grounds are well maintained.
- Efforts are made to stop water logging.
- Vermi composting unit was established.
- Plants are presented to all guests.

7.5 Whether environmental audit was conducted? Yes ☐ No √

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength:
- The institution has completed 48 years of its existence, it has a rich heritage.
- Regular Havan is held in the college.
- Well qualified dedicated experienced faculty.
- Good rapport between teachers and students.
- Inter -College competition and extra co-curricular activities.
- Championship of youth festival consecutively for 5 times.
- Active participation in NCC, NSS and other extension/activities.
- Organizing blood donation camps a regular feature.
- Reasonable Infrastructure.

Weaknesses:
- Less participation in activities related to Research and Consultancy.
- Low level of skill among students as they are from rural background.
- Ban on recruitment by the State Govt. Due to this, regular appointment cannot be made on aided posts.
- Rate of attrition is high among teachers.
- Aspiration among learners to secure a job is comparatively low as many parents give priority for marriage.

Opportunities:
- Need for introduction of new courses.
- Need for improved infrastructure.
- Computer orientation classes for the outgoing students.
- Need for better campus opportunities for students.

Challenges:
- Developing skills among student.
- The increasing number of professional institutions in the adjoining area poses a big challenge to the student strength.

8. Plans of institution for next year

Academic
- To submit proposal for **Star College.**
- To apply for **inspire** programme
- Introduction of job oriented and skill development courses which will enable the students to become entrepreneurs and job providers.
- To develop the overall personality of the students through workshop on soft skills, personality development programmes etc.
- To introduce **M.Com** from next year.
- To add books and journals to library depending upon departmental requirements.

Extention Activities
- Enhanced interaction with the industry.
- To cater to the needs marginalized and economically weaker section of society social.
- Strengthening the Career and Development Cell of the College.
- To improve the technical skills of technical and other staff in their respective functional areas.
- Faculty development programmes through pedagogical training, seminars, workshop and research oriented activities.
- To improve the quality of education in a way so as to raise the standard of education.
- Faculty/Staff recruitment as per workload at the beginning of session.
- Training to students on cultural activities.
- To organise more UGC/ICSSR/NAAC sponsored seminars.
- More number of extension activities in YRC, NCC, and RRC.

Infrastructural
- Improvement of Women Hostel.
- Modernization of CCTV camera
- Renovation in the stadium.
- Recoating of roofs of the building.

Social

- To make the college environment friendly.
- To generate consultancy services to society.

Name _____   *Name* _____

    _____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure-I

INTERNAL QUALITY ASSURANCE CELL ANNUAL PLAN 2013-14

S.D.A.M COLLEGE, DINANAGAR

Month	SL. No	Activity	Tentative Schedule	Collaborating sections /Persons
July	1	Appointment of new teachers	First Week	Principal
`	2	Introduction of new Committees and Cells	First Week	Principal
	3	1st quarterly IQAC meeting	Second Week	IQAC
	4	Inaugural Hawan	Second Week	College
	5	Orientation programme for NSS	Last Week	NSS
	6	Orientation of newcomers	Last Week	IQAC
Aug	7	Tutorial CR'S	First Week	IQAC
	8	Mentor mentee programme	First Week	Resp. Committee
	9	Independence Day Celebration	Aug 15	NCC,NSS,YRC
	10	Meeting with different Committees & Cells	Third Week	IQAC
	11	Meeting with students Academic council	Last Week	IQAC
	12	Audit of learning resources	Last Week	IQAC
	13	Teej celebration	Third Week	Youth welfare department
	14	ICT for new comer	Last Week	IQAC
Sept	15	Talent Hunt	First Week	Youth welfare department
	16	Teacher's day Celebrations	Sept 5th	Commerce & Computer Deptt.
	17	Hindi Diwas	Sept 14th	IQAC
	18	Ozone Day	Sept 16th	Science department
	19	Academic audit	From Sept	Acad. Audit Committee

	20	Health check-up camp	Last Week	YRC & NSS
	21	Practice for Youth festival	Last Week	Youth welfare department
Oct	22	Celebration of Gandhi Jayanti	2nd Oct	IQAC
	23	2nd quarterly IQAC meeting	First Week	IQAC
	24	Meeting of IQAC with faculty	Second Week	IQAC
	25	Meeting of IQAC with non-teaching/students	Third Week	IQAC
	26	Preparation of Publication of College magazine/News-Letter	From this month	All sections of the In-Charge of Magazine/IQAC
	27	House test	First Week	Academic council
	28	Youth festival	Second Week	Youth welfare department
	29	Seminar/Workshops Organized	Third Week	IQAC
	30	PTM	Fourth Week	IQAC
	31	Seminar on Indira Gandhi	31st Oct.	IQAC
Nov	32	Blood donation camp	1st Nov	College/YRC
	33	Personality development programme	First Week	IQAC
	34	Havan at close of Ist sem	7th Nov	IQAC
	35	GNDU University Exam	20th Nov	College
	36	FDP- Training on how to use computers	Third Week	College/IQAC
Dec	37	Practical/Exam/Evaluation	Complete Dec	College Staff
	38	Winter Vacations	End of Dec	College
Jan	39	Start of Sem II,IV,VI	7th Jan	IQAC
	40	3rd quarterly IQAC meet	First Week	IQAC
	41	Workshop on "Networking & Installation of Operating System"	First Week	IQAC
	42	Lohri Celebration	13th Jan	IQAC
	43	Meeting of IQAC with faculty	Last Week	IQAC
	44	Meeting of IQAC with non-teaching Staff / Students	Last Week	IQAC

Feb	45	Sports Day	First Week	Sports Committee
	46	Lucky Draw	First Week	College
	47	Workshop/Seminars/Extension Lecture	Second Week	IQAC
	48	National science day celebration	28th Feb	IQAC
March	49	International Women Day	8th March	IQAC
	50	Convocation	Second Week	IQAC
	51	Gender sensitization programme "Women empowerment in 21st century"	Second Week	IQAC
	52	Guest Lectures/Extension Lectures	Second Week	IQAC
	53	Celebration of World Poetry Day	21st March	IQAC
	54	Annual Prize distribution Function	Third Week	IQAC
	55	Seminar/Workshops/ Conference	Third and Last Week	IQAC
	56	House test	Third Week	IQAC
	57	4th quarterly IQAC meet	Last Week	IQAC
April	58	PTM	First Week	PTM Committee
	59	Collection feedback form	First Week	IQAC
	60	Self appraisal of faculty	First Week	College
	61	Collection of data for Publication of prospectus	First Week	IQAC & Prospectus com.
	62	Arya Samaj Programme .At Dayanand Math	13th April	College
	63	Ambedkar day Jayanti	14th April	College
	64	Havan at close of 2nd Semester	Third Week	College
	65	Preparation of AQAR	20th April	IQAC
May	66	Analysis of Feedback form	First Week	IQAC
	67	University Exams Commence	Second May	IQAC
	68	Computer literacy for interested School girls	Second Week	IQAC
	69	Visiting schools for new admission	Second Week	IQAC
	70	Updating of College Website	Last Week	IQAC

	71	Duties/Practical Exam/Evaluations	From Last Week	College/Univ.
	72	Summer Vacations	Begin From Last Week	University
June	73	Environment Day	5th June	NSS/NCC/Red cross
	74	FDP	First Week	IQAC
	75	Admission Process starts	From first week	IQAC

Annexure II

ANALYSIS OF FEEDBACK FROM STUDENTS FOR THE YEAR 2013-14

- Majority of the students are satisfied with teaching aids used by of the teachers.
- Students are satisfied with the content taught, communication by their teachers and class discipline.
- Students are being inspired and motivated by some of the teachers.
- Students are satisfied with evaluation system.
- Students are happy with the classroom tests conducted by the teacher.
- Majority of the students are not feeling burden to do assignments and project work given by teachers.
- Some Students asked for big common room with sufficient infrastructure for sitting.
- Some students requested for more points for drinking water with RO System and College provided for the same.
- Some students requested to arrange tube lights in class rooms.

ANALYSIS OF FEEDBACK FROM PARENTS FOR THE YEAR 2013-14

- The college enjoys enviable reputation among the local population.
- Parents are happy to put their wards in our collge because of Excellent discipline.
- Parents give full regards to the teachers for their teaching skills.
- Parents however suggested for better campus placement.
- Educated parents suggest to update the website regularly.
- Parents of holsters are pretty satisfied with the hostel arrangements & security.

Annexure II

ANALYSIS OF FEEDBACK FROM STUDENTS FOR THE YEAR 2015-16

- Majority of the students are satisfied with teaching method and communication of the teacher.
- Students are satisfied with the content taught by their teachers and class discipline
- Students are being motivated by some of the teachers.
- Students are happy with the classroom tests conducted by the teacher.
- Majority of the students are not feeling burden to do assignments and project work given by teachers.
- They are satisfied with the notes of material provided by the teacher.
- Some of students have expressed that more teaching aids to be used by the teacher in the class
- Some students are not happy with the project works they requesting to give more project works.
- Students are satisfied with the facilities like drinking water, ladies waiting hall, toilets, play ground, library etc.
- Some of the students requested more systems in the library for web surfing.
- Some students requested to arrange tube lights in class room to get more light during winter season. The college had provided the same.

ANALYSIS OF FEEDBACK FROM FACULTY FOR THE YEAR 2013-14

- Through Majority of the permanent staff are members of different committee and boards of GNDU, Amritsar. They do not have free hand in designing the curriculum.
- Faculty development programmes are helpful in updating their teaching skills.
- Discipline, Extra facilities, scholarships to shining students, the major sources of attraction for meritorious students.
- The faculty is constantly updating their knowledge by attending refresher courses and general orientation courses.
- On an average class work is being done as per schedule but flexibility is there for some uncertain events.
- Faculty has expressed their desire to give more duty leaves to attend seminar and workshops at nearby colleges.

Principal

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

Principal

Shanti Devi Arya Mahila College, Dinanagar

STUDENTS' FEEDBACK

This questionnaire is intended to collect information relating to your satisfaction towards facilities and services provided for creating conducive atmosphere for teaching and learning. The information provided by you will be kept confidential and will be used as important feedback for quality improvement of the programme of studies/institution.

1. Course Code : *Course Title :*

2. Class : Department :

3. Semester/Year/Professional :

Directions:

For each item please indicate your level of satisfaction with the following statement by choosing ☐☐a score between 1 and 5.

(1- Strongly disagree, 2- disagree, 3- not sure, 4- agree, 5- strongly agree)

Statement	1	2	3	4	5
1. The prescribed books/reading materials are available in the library/ seminar.					
2. Reading room and common room are available in the faculty/college building.					
3. Available reading space in library/seminar is satisfactory.					
4. The library/seminar staff are cooperative and helpful.					
5. Photocopying facility in the library/Department is available and satisfactory.					
6. Internet facilities are available in the department.					
7. Online educational resources are available and accessible.					
8. The office staff in the department are helpful.					
9. Results and attendance records are displayed on time					
10. Toilets/washrooms are hygienic and properly maintained.					
11. Clean drinking water is available in the department and on the campus.					
12. Grievances/problems are redressed/solved well in time.					
13. The functioning of the placement cell(s) in the university/department is satisfactory.					
14. Equipment in the lab(s) are in working condition.					
15. The campus is green and eco friendly.					
16. The buildings/classrooms are accessible to differently abled persons.					
17. The classrooms are clean and well maintained.					
18. The campus has adequate power supply.					

Shanti Devi Arya Mahila College, Dinanagar

FEEDBACK FROM FACULTY

Name of the Faculty: Designation:

Department: Date of Joining:

Note: Your valuable opinions and suggestions are solicited for further improvement of the University system. Against each statement a five point scale is given. The five points are Strongly Agree (SA), Agree (A), Neutral (N), Disagree (D) and Strongly Disagree (SD). Your responses will be kept confidential and used only for the stated purpose.

I.   CURRICULUM DESIGN AND DEVELOPMENT

Particulars	SA	A	N	D	SD
1. College Academic Council is taking care to ensure the currency and relevance the programme offering					
2. Employability is given weight age in curriculum design and development					
3. . I am given enough freedom to contribute my ideas on curriculum design and development					
4. The system followed by the University for the design and development of curriculum is effective					
5. . The curriculum has been updated from time to time					
6. Representation from business and industry is helpful in designing and improving the courses.					

Suggestions for improvement in curriculum design and development:

II. TEACHING, LEARNING, EVALUATION & RESEARCH :

Particulars	SA	A	N	D	SD
1. The admission process adopted by the College is effective.					
2. The College is able to attract meritorious students.					
3. Student centred learning resources are available in the University.					
4. The faculty are updating their knowledge and skills.					
5. The class work is taking place as per schedule.					

Shanti Devi Arya Mahila College, Dinanagar

Feedback from Parents

Name: Mr/Ms/Mrs. --- Age (years): ------ -

Sex (M/F): ----

Education: ---------------------------- --------------------------

Occupation: -----------------------------------

Student Name: ------------------------ --------------------------

Dept.: ---

Make a tick mark in the appropriate cell:

Sr. No.	Particulars	Strongly agree	Agree	Neutral	Disagree	Strongly Disagree
1.	Getting admission in the College for my ward is a matter of pride for me.					
2.	The admission process in the College is fair and accurate.					
3.	My ward is improving knowledge base through inter action with Professors of the College.					
4.	The discipline in the College is good.					
5.	The atmosphere in the College is conducive for learning.					
6.	There is a positive change in the behavior of my ward after joining the College.					

No.	Statement					
7.	The College information is accessible to all.					
8.	College Website is very informative and regularly updated.					
9.	The curriculum of the course is well taught					
10.	The campus placements of the college are strong.					
11.	Examination results are conveyed through post.					
12.	The College bus service are good and timely.					
13.	Hostel facilities are good and available when needed.					
14.	The changes introduced in the college in recent years are progressive.					

Suggestions for further improvement:

Shanti Devi Arya Mahila College, Dinanagar

Student Feedback Form for the Academic Year ---------

Name :   Course :

Department :   Years/Semester : (-------) I / II / III / IV

1. Please give a rating of your course on the following

9	8	7	6	5	4	3	2	1
Extremely Good	Very Good	Good	Moderately Good	Moderate	Somehow Tolerable	Poor	Very Poor	Extremely Poor

.

Sl.#	Particulars	Rating
1	Learning value (in terms of skills, concepts, knowledge, analytical abilities, or broadening perspectives)	
2	Applicability/relevance to real life situations	
3	Depth of the course content	
4	Extent of coverage of course	
5	Extent of effort required by students	
6	Relevance/learning value of project/ report	

2.The syllabus was

1) challenging	2) adequate	3) inadequate	4) dull	5) irrelevant	( )

3. Your background for benefiting from the course was

1) highly relevant	2) relevant	3) partly relevant	4) mostly irrelevant	5) completely irrelevant	( )

.

4. How much of the syllabus was taught in class?

.

1). 90 to 100%	2).75 to 90%	3) 50 to 75%	4) 40 to 50%	5) less than 40%	( )

5. What is your opinion about the library holdings for the course?

1) excellent	2) adequate	3) inadequate	4) poor	5) very poor	( )

6. Were you able to get the prescribed readings?

1) very good	2) good	3) average	4) poor	5) very poor	( )

7. The internal evaluation system as it exists is

1) very good	2) good	3) average	4) poor	5) very poor	( )

8. In your opinion, how much of the total weightage of a course should the internal assessment account for?

1) 100%	2) 75%	3) 50%	4) 25%	5) below 25%	()

9. Is the internal assessment system conducive to (tick in the relevant cell)

	Highly	Appreciably	Moderately	Poorly	Not at all
Understanding the course					
Early discovery of difficulties					
Interaction with the teacher					
regular work					
continuous self assessment					

10. The internal assessment system operated (give percentage)

1) fairly in how many courses ( )	2) unfairly in how many courses ( )

11. When you meet students who have taken a similar programme at other College do you

feel that your programme is ?

1) superior	2) equal	3) inferior	( )

12. How do you rate the student-teacher relationship in the College as a whole?

1) very good	2) good	3) satisfactory	4) unsatisfactory	5) very poor	( )

13. How do you rate the student-teacher relationship in your department?

1) very good	2) good	3) satisfactory	4) unsatisfactory	5) very poor	( )

14.   How do you find the College's administrative offices?

1) very helpful	2) helpful	3) indifferent	4) unhelpful	5) cumbersome	( )

15. What is your rating on hostel facilities?

1) very good	2) good	3) average	4) poor	5) very poor	( )

16. How do you rate the health care facilities?

1) very good	2) good	3) average	4) poor	5) very poor	( )

17. Did you participate in any of the extracurricular activities of the Department /

College ?

1) very often	2) often	2) sometimes	2) rarely	2) never	( )

18. What was the attitude of teachers to extracurricular activities?

1) co-operative	2) indifferent	3) discouraging	( )

19. Has your time at the College been intellectually enriching?

1) yes	2) marginally	3) no	( )

20. After leaving the College how will you talk about it?

1) proudly	2) indifferently	3) disparagingly	( )

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

21. Overall rating of the programme (tick in the relevant cell.)

SI	Items	Very Good	Good	Avarage	Poor	Very Poor
1	Academic content					
2	Fairness of evaluation					
3	Interaction with faculty					
4	Interaction with administration					
5	Library facilities					
6	Computer facilities					
7.	Hostel facilties					
8	Recreational facilities					
9.	Extra-Curricular activities					
10.	Sports facilities					

.
.

STUDENTS FEEDBACK

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR

FORM-II (A)

This questionnaire is intended to collect information relating to your satisfaction towards the faculty, teaching, learning and evaluation. The information provided by you will be kept confidential and will be used as important feedback for quality improvement of the programme of studies/institution.

Name of the Teacher   :   Course Code :

Class   :   Course Title   :

Semester/Year/Professional :   Department   :

Directions:

For each item please indicate your level of satisfaction with the following statement by choosing ☐ a score between 1 and 5.

(1 – strongly disagree, 2 - disagree, 3 – neither agree nor disagree, 4 – agree, 5 – strongly agree)

Teaching, Learning and Evaluation:	1	2	3	4	5
1. The teacher completes the entire syllabus in time.					
2. The teacher discusses topics and interact in the class					
3. The teacher communicates clearly and inspires me by his teaching.					
4. The teacher is punctual in the class.					

5.	The teacher comes well prepared for the class.					
6.	The teacher encourages participation and discussion in class.					
7.	The teacher uses modern teaching aids, handouts, suitable references, power point presentation, web-resources, etc.					
8.	The teacher's attitude towards the students is friendly & helpful.					
9.	The teacher is available and accessible in the Department.					
10.	The evaluation process is fair and unbiased.					
11.	Regular and timely feedback is given on our performance.					
12.	Periodical assessments are conducted as per schedule.					
13.	I have learnt and understood the subject material/s in this course.					

Any other comments

Annexure-III

Merit Holders of 2013-2014

1	Ankush Sharma	BSc(NM)-I	675/800	1st in GNDU
2	Jyoti	MA(English)-I	270/400	1st in GNDU
3	Pooja Rani	MA(Hindi)-II	1240/1600	1st in GNDU
4	Avtar Kaur	MA(Pol.Sci.)-I	592/800	1st in GNDU
5	Vijayta Bhagat	MA(Hindi)-II	1238/1600	2nd in GNDU
6	Kanika Bawa	BSc (NM)-III	1816/2400	2nd in GNDU
7	Takshi	MA(English)-I	261/400	3rd in GNDU
8	Rajnish Sharma	MA(Hindi)-II	1199/1600	3rd in GNDU
9	Madhu Bala	MSc(IT)-II	1817/2400	3rd in GNDU
10	Sanjana Badwal	BSc(BT)-I	343/400	3rd in GNDU
11	Antima	MA(English)-I	260/400	4th in GNDU
12	Shifali Mahajan	BSc(NM)-I	660/800	4th in GNDU
13	Harpreet Kaur	BCA-II	607/800	5th in GNDU
14	Paljeet Kaur	BSc (FD)-III	2433/3000	5th in GNDU
15	Renu Bala	BSc(FD)-I	449/550	6th in GNDU
16	Roopjot Kaur	Bcom(Prof.)-III	552/700	8th in GNDU
17	Priya Mehra	MSC(FD)-II	2011/2200	9th in GNDU
18	Neha	BSc(NM)-I	643/800	12th in GNDU
19	Ritika Saini	BSc (FD)-III	2347/3000	12th in GNDU
20	Samriti Tiwari	MSC(FD)-II	2003/2200	12th in GNDU
21	Ekta Mahajan	BCA-III	1861/2500	17th in GNDU
22	Pratibha Mahajan	MSC(FD)-II	1974/2200	19th in GNDU
23	Daljeet Kaur	Bcom(Prof.)-III	533/700	Merit in GNDU
24	Shailja Choudhary	BCom(Prof.)-I	531/700	Merit in GNDU
25	Neha Verma	BCA-I	581/800	Merit in GNDU
26	Manisha	BSc(NM)-I	628/800	Merit in GNDU
27	Amanpreet Kaur	BSc(NM)-I	619/800	Merit in GNDU
28	Neha Aggarwal	BA-I	563/800	Merit in GNDU

29	Anu Bala	BA-I	557/800	Merit in GNDU
30	Bindu Bala	BA-I	549/800	Merit in GNDU
31	Deepshikha	BA-I	548/800	Merit in GNDU
32	Sukhjeet Kaur	BA-III	1645/2400	Merit in GNDU
33	Priyanka	BA-III	1702/2400	Merit in GNDU
34	Palak Gupta	BA-II	578/800	Merit in GNDU
35	Navpriya Gill	BA-II	577/800	Merit in GNDU
36	Neelam Devi	BA-II	576/800	Merit in GNDU
37	Sonia Saini	BA-II	556/800	Merit in GNDU
38	Rajinder Kaur	BA-II	554/800	Merit in GNDU
39	Vishali	BA-II	552/800	Merit in GNDU
40	Dimple	MSc(FD)-II	1954/2200	Distinction in GNDU
41	Renu Sharma	MSc(FD)-II	1941/2200	Distinction in GNDU
42	Bandana	MSc(FD)-II	1931/2200	Distinction in GNDU
43	Preeti Thakur	MSc(FD)-II	1927/2200	Distinction in GNDU
44	Rohni	MSc(FD)-II	1907/2200	Distinction in GNDU
45	Nidhi Dogra	MSc(FD)-II	1859/2200	Distinction in GNDU
46	Ankur Salaria	MSc(FD)-II	1830/2200	Distinction in GNDU
47	Manpreet Kaur	MSc(FD)-II	1761/2200	Distinction in GNDU
48	Neeru Bala	MSc(FD)-II	1752/2200	Distinction in GNDU
49	Madhu Tuli	MSc(FD)-II	1739/2200	Distinction inGNDU
50	Sandeep Kaur	MSc(FD)-II	1737/2200	Distinction in GNDU
51	Mamta Kumari	MSc(C.S.)-II	1716/2400	Distinction in GNDU
52	Rajni Saini	MSc(IT)-II	1742/2400	Distinction in GNDU
53	Renu Saini	BSc (FD)-III	2331/3000	Distinction in GNDU
54	Richa Rani	BSc (FD)-III	2320/3000	Distinction in GNDU
55	Priyanka Sharma	BSc (FD)-III	2267/3000	Distinction in GNDU
56	Sunita Devi	BSc (FD)-III	2250/3000	Distinction in GNDU
57	Aastha Mahajan	BSc (FD)-III	2236/3000	Distinction in GNDU
58	Rajwinder Kaur	BSc (FD)-III	2149/3000	Distinction in GNDU
59	Priyanka Saini	BSc (FD)-III	2144/3000	Distinction in GNDU
60	Pooja	BSc (FD)-III	2107/3000	Distinction in GNDU

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

61	Rajneesh Kaur	PGDCA	638/800	Distinction in GNDU
61	Isha	PGDCA	631/800	Distinction in GNDU
63	Prem Lata	PGDCA	607/800	Distinction in GNDU
64	Ramankant	PGDCA	606/800	Distinction in GNDU
65	Balita Kumari	PGDCA	606/800	Distinction in GNDU
66	Prem Lata	PGDCA	603/800	Distinction in GNDU
67	Kamaljot Kaur	Diploma in Cosmetology	297/380	Distinction in GNDU
68	Prinka Thaper	Diploma in Cos.	293/380	Distinction in GNDU
69	Reema Saini	Diploma in Cos.	289/380	Distinction in GNDU
70	Simranjeet Kaur	Diploma in Stit.&Tail.	347/400	Distinction in GNDU
71	Raveena	Diploma in Stit.&Tail	342/400	Distinction in GNDU
72	Simarjit Kaur	Diploma in Stit.&Tail	341/400	Distinction in GNDU
73	Sarabjit Kaur	Diploma in Stit.&Tail	337/400	Distinction in GNDU
74	Jeewan Jyoti	Diploma in Stit.&Tail	336/400	Distinction in GNDU
75	Monika Harchand	Diploma in Stit.&Tail	326/400	Distinction in GNDU
76	Sukhwinder Kaur	Diploma in Stit.&Tail	323/400	Distinction in GNDU
77	Radhu Salaria	Diploma in Stit.&Tail	321/400	Distinction in GNDU
78	Jyoti Bala	Diploma in Stit.&Tail	316/400	Distinction in GNDU
79	Nonita Kalia	Diploma in Stit.&Tail	309/400	Distinction in GNDU

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

Annexure-IV

23236351, 23232701, 23237721, 23234116
23235733, 23232317, 23236735, 23239437

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

F. No. 5- 177/2012 (HRP)

The Under Secretary (FD-III)
University Grants Commission
New Delhi-110002

2 6 JUL 2012

Sub:- UGC support for the Major Research Project in Humanities and Socials Sciences to University/College
Teachers – Project entitled, "**Folk Songs of Majha region: Their Documentation, Socio-cultural, and
Folk Psychological Significance**"

Sir,

I am to refer to your letter forwarding the application of **Dr. Kulwinder Kaur Chheena** of your
institution for financial assistance under the above scheme and to convey the Commission's approval & sanction
an on account grant of **Rs. 5,52,800/-** (**Rupees: Five lakhs fifty two thousand and eight hundred only**) to the
Principal, **Shanti Devi Arya Mahila College, DINA NAGAR DIST.:Gurdaspur- 143 531, Punjab** in r/o Major
Research Project of **Dr. Kulwinder Kaur Chheena**, Department of **Punjabi** for the period of 2 years w.e.f.
1.7.2012 as detailed below:-

S.No.	ITEMS	Amount Approved	Grant Released as 1st instalment	Category
A.	**Non - Recurring**			
1.	Books & Journals	1,50,000/-		General
2.	Equipment (Laptop & Camera)	80,000/-	2,30,000/-	
B.	**Recurring**			
1.	Honorarium to Retd. Teacher @ Rs. 12,000/- p.m.	-------		
2.	Project Fellow @ Rs.14,000/- p.m. (for one year)	1,68,000/-		
3.	Contingency	1,30,000/-	3,22,800/-	
4.	Hiring Services	90,000/-		
5.	Travel/Field Work	1,80,000/-		
6.	**Overhead Charges 10% of approved recurring Grant (Except Travel & Field Work)**	38,800/-		
	Total (A + B)	Rs. 8,36,800/-	Rs.5,52,800/-	

The acceptance Certificate in prescribed format (Annexure-1 available on the UGC web-site) may be
sent to the undersigned within one month from the issue of the award letter failing which the project may be
treated as cancelled.

If the terms & conditions are acceptable, as per guideline which are available on UGC web-site
www.ugc.ac.in the Demand Draft/ Cheque being sent may be retained. Otherwise the same may be returned in
original to the UGC by Registered Post in variably with in 15 days from the receipt of the Demand Draft/Cheque
in favour of Secretary, UGC, New Delhi.

Principal Investigators should ensure that the statement of expenditure & utilization Certificate to the
effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the
University Grants Commission in time.

The first instalment of the grant shall comprise of 100% of the Non –Recurring including Over
Head Charges, and 50% of the total Recurring grant.

Website-www.ugc.ac.in

UNIVERSITY GRANTS COMMISSION
35-FEROZE SHAH ROAD
NEW DELHI-110 001
Ph.011-23381261(O)
011-23381724 (O)

F.No.8-3 (291)/2011 (MRP/NRCB)   March, 2012

The Under Secretary (FD-III)
University Grants Commissions
Bahadur Shah Zafar Marg.
New Delhi - 110 002.

3 0 MAR 2012

Sub: Financial Assistance to Teachers working in the College for undertaking Minor Research Project in Science, Humanities, Social Sciences and Languages. MRP of Mrs. Sangeeta Puri, Assistant Professor, Department of Home Science, Titled "An Ergonomics approach to assess physiological costs while working on computer and its remedies" - Release of First Installment.

Sir/Madam,

On the basis of the recommendations of the expert Committee which assessed the application of **Mrs. Sangeeta Puri, Assistant Professor, Department of Home Science, Shanti Devi Arya Mahila College, Dina Nagar, Dist. Gurdaspur, Punjab-143 531** for financial assistance under the above scheme, I am directed to say that the University Grants Commission has approved a grant of **Rs.1,04,200/- (Rupees One Lakh Four Thousand Two Hundred only)** for him/her for undertaking the above Research Project for items listed below:-

Item	Amount approved (Rs.)	Amount sanctioned (Rs.)
Non-Recurring		
1. Books & Journals	20,000/-	20,000/-
2. Equipment	54,200/-	54,200/-
Recurring		
3. Field work & Travel	20,000/-	10,000/-
4. Chemicals and Glassware	-	-
5. Contingency (including Special needs)	10,000/-	5,000/-
Any other items	-	-
Total :-	1,04,200/-	89,200/-

The Tenure of the project is for 18 Months from the date of implementation of the Project.

The College will abide by the terms & conditions laid down by the University Grants Commission for utilization of the grants.

The College is also requested that, if the above said P.I has already awarded MRP earlier and not settled, the same may be settled in the first instance and the award of this fresh MRP may be treated as cancelled and refund the amount.

Further, I am directed to convey the sanction of the University Grant Commission to the payment of an "on account" grant of **Rs. 89,200/- (Rupees Eighty Nine Thousand Two Hundred Only)** to Shanti Devi Arya Mahila College, Dina Nagar, Dist. Gurdaspur, Punjab-143 531, towards Minor Research Project of **Mrs. Sangeeta Puri, Assistant Professor.**

1. The sanctioned amount is debitable to the **major Head 4(ii)(a)Code-31 Minor Research Project (Humanities & Science)** the Sanction is valid for payment during the financial year **2011-2012.**
2. The amount of the Grant shall be drawn by the Under Secretary (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-aid bill and shall disbursed to and credited to the **Principal, Shanti Devi Arya Mahila College, Dina Nagar, Dist. Gurdaspur, Punjab-143 531**, through Cheque/Demand Draft/Mail transfer.
3. The Grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed Performa submitted by the University/College/Institution.

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

23236351, 23232701, 23237721, 23234116
23236733, 23232317, 23236735, 23239437

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

F. No. 5- 543/2012 (HRP)

The Under Secretary (FD-III)
University Grants Commission
New Delhi-110002

16 AUG 2012

Sub:- UGC support for the Major Research Project in Humanities and Socials Sciences to University/College Teachers – Project entitled, **"Patriarchal Universe of Advertising- Portrayal and Representation of Women"**

Sir,

I am to refer to your letter forwarding the application of **Dr. Maneeta Kahlon** of your institution for financial assistance under the above scheme and to convey the Commission's approval & sanction an on account grant of **Rs. 6,10,000/-** **(Rupees: Six lakhs and ten thousand only)** to the Principal, **Shanti Devi Arya Mahila College, DINA NAGAR DIST.:Gurdaspur- 143 531, Punjab** in r/o Major Research Project of **Dr. Maneeta Kahlon,** Department of **English** for the period of **2** years w.e.f. **1.7.2012** as detailed below:-

S.No.	ITEMS	Amount Approved	Grant Released as 1st instalment	Category
A.	Non - Recurring			General
1.	Books & Journals	2,00,000/-	✓ 3,00,000/-	
2.	Equipment ()	1,00,000/-		
B.	Recurring			
1.	Honorarium to Retd. Teacher @ Rs. 12,000/- p.m.	--------		
2.	Project Fellow @ Rs.14,000/- p.m. ()	--------	3,10,000/-	
3.	Contingency	2,00,000/-		
4.	Hiring Services	1,50,000/-		
5.	Travel/Field Work	2,00,000/-		
6.	Overhead Charges 10% of approved recurring Grant (Except Travel & Field Work)	35,000/-		
	Total (A + B)	Rs. 8,85,000/-	Rs.6,10,000/-	

The acceptance Certificate in prescribed format (Annexure-1 available on the UGC web-site) may be sent to the undersigned within one month from the issue of the award letter failing which the project may be treated as cancelled.

If the terms & conditions are acceptable, as per guideline which are available on UGC web-site www.ugc.ac.in the Demand Draft/ Cheque being sent may be retained. Otherwise the same may be returned in original to the UGC by Registered Post in variably with in 15 days from the receipt of the Demand Draft/Cheque in favour of Secretary, UGC, New Delhi.

Principal Investigators should ensure that the statement of expenditure & utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission in time.

The first instalment of the grant shall comprise of 100% of the Non –Recurring including Over Head Charges, and 50% of the total Recurring grant.

Annexure-V (i)

Best Practice -1 Remedial Teaching and Enrichment class

Remedial and Enrichment Programs

The remedial and enrichment program serves as one of the avenues in achieving excellence

The remedial program provides additional support and instruction in content-area pupils whose academic performance is below what is expected and to provide learning support to pupils who lag far behind their counterparts in academic performance. Referrals for remedial support are usually initiated by the subject teacher. After remediation, the remedial teacher meets with the committee to share observations and instructional support results. At this time, if it is felt further evaluation might be beneficial, the remedial teacher initiates diagnostic testing so that strategies and accommodations may be planned and implemented to benefit the student.

The Enrichment Program aims at identifying the gifted and talented students and provides them with appropriate assistance through different enrichment activities and programs that will cultivate and hone further their special talents and skills. We constantly look for opportunities in the local area to inspire, enrich, and challenge our talented students, for example, taking part in sport tournaments, cultural events, and local and national competitions.

A. Remedial Program

The college organizes remedial classes for students who do not perform well in the internal examination. These students are identified on the basis of their understanding and abilities of comprehension and performance in oral/written tests, assignments and seminars. Additional help to these trainees is rendered through remedial teaching, easier assignments, problem-solving sessions, revisions and interactive discussions and through personal mentoring by the teachers concerned. The students are also given advice after class hours under remedial classes and are motivated by providing simple and direct learning material

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

B. Enrichment Program

Enrichment classes are conducted for advance learners as well. These students are encouraged to adopt self-study methods for enrichment and remediation. They are exposed to both digital as well as traditional resources for enrichment. Brainstorming sessions, projects, seminars and discussions are organised to nurture their creative abilities.

Peer group learning, quizzes, essay writing competitions, Decision Making Exercises etc. are some of the activities organised for these students.

Assessment and Record on Learning

Assessment plays a very important role in teaching and learning. By means of assessment, teachers can know the learning progress as well as strengths and weaknesses of pupils; hence, they may design different teaching activities accordingly to help pupils learn in an effective manner.

The two most common assessment methods are used for teacher's reference:

Formative Assessment

Teachers understand and assess the learning abilities of pupils from their daily class work and homework as well as individual or group projects, and the way they relate daily events to the topics they learnt in class, so that they can revise the teaching content accordingly.

Summative Assessment

With reference to the progress of teaching, teachers may assess the performance of students by means of examinations/tests. The examination/test papers must cover all the main points in teaching where the levels of difficulty meet the pupils' abilities. The weighting of questions and marks should be balanced. Different types of questions should be included.

Annexure-V (ii)

Best Practice -2 Experiential Learning

The distinguishing feature of teaching learning process is experience-based learning (or experiential learning1). The experience of the learner occupies central place in all considerations of teaching and learning. This experience may comprise earlier events in the life of the learner, current life events, or those arising from the learner's participation in activities implemented by teachers and facilitators. A key element of experience-based learning is that learners analyse their experience by reflecting, evaluating and reconstructing it (sometimes individually, sometimes collectively, sometimes both) in order to draw meaning from It.

(Group Discussion) Aim: One of the best practices of the college in this year is the introduction of group discussion among the students. Aim of this practice is to provide facility to enhance vocal power and art of speech.

The context: In the present higher education scenario, the definition of education extent to access, accountability and quality having market demand. So it is need of hour to educate the students of their minds, their mouths and their hands also making them efficient to appear before global competition.

The practice: The practice is going on since its inception throughout the entire departments of the college. Group discussion is done in the classroom once in every week for every class. Students of a class are divided into several groups by four or five. Every group owns separate questions from the lesson completed. They discuss the question among themselves and a student deliberates it from each group and others listen. Every group has the liberty to put question to the other groups. Teacher evaluates the same.

Evidence of success: This practice enhanced the vocal power of the students and motivates towards creativity. It is observed that students became thrust to improve the spirit of understanding through the lesson.

The problem encountered and resourced required: There are some problems arise to commit the practice that the irregular students fell hesitation and suffered ill feelings. However, they are separately motivated through amusement.

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

Annexure:-VI (i)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
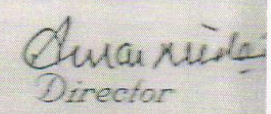*An Autonomous Institution of the University Grants Commission*

Quality Profile

Name of the Institution : Shanti Devi Arya Mahila College
Place : Dinanagar, Dist. Gurdaspur, Punjab

Criteria	Weightage (W_i)	Criterion-Wise Grade Point Averages ($Cr_i GPA$)	W_i X $Cr_i GPA$
I. Curricular Aspects	050	2.80	140
II. Teaching-Learning and Evaluation	450	2.93	1319
III. Research, Consultancy and Extension	100	2.95	295
IV. Infrastructure and Learning Resources	100	3.30	330
V. Student Support and Progression	100	3.60	360
VI. Governance and Leadership	150	3.00	450
VII. Innovative Practices	050	2.60	130
Total	$\sum_{i=1}^{7} w_i = 1000$		$\sum_{i=1}^{7}(W_i \ X \ Cr_i \ GPA) = 3024$

$$\text{Institutional Score} = \frac{\sum_{i=1}^{7}(W_i \ X \ Cr_i GPA)}{\sum_{i=1}^{7} W_i} = \frac{3024}{1000} = \boxed{3.02}$$

Grade = $\boxed{A}$ Descriptor = $\boxed{\text{VERY GOOD}}$

Date : July 08, 2013

Director

- This certification is valid for a period of five years with effect from July 08, 2013
- An Institutional CGPA on four point scale in the range of 3.01 - 4.00 denotes A grade (Very Good), 2.01 - 3.00 denotes B grade (Good), 1.51 - 2.00 denotes C grade (Satisfactory)
- Scores rounded off to the nearest integer

Principal
Shant Devi Arya Mahila College
Dinanagar (GSP)

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

AQAR 2013-14

Annexure:-VI (ii)

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
Shanti Devi Arya Mahila College
Dinanagar, Dist. Gurdaspur, affiliated to Guru Nanak Dev University, Punjab as
Accredited
With CGPA of 3.02 on the four point scale
at A grade
valid up to July 07, 2018

Date : July 08, 2013

Director

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)

AQAR 2013-14

SHANTI DEVI ARYA MAHILA COLLEGE, DINANAGAR (PUNJAB)