

**GOVERNMENT COLLEGE
GURDASPUR,**

Trimmo Road, Gurdaspur, Punjab



Estd. 1954

Affiliated to

Guru Nanak Dev University, Amritsar Punjab

**ANNUAL QUALITY ASSURANCE
REPORT (AQAR)**

2016-17

SUBMITTED TO

**NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL (NAAC)**

BENGALURU

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)

PART – A

I. Details of the Institution

1.1 Name of the Institution	GOVERNMENT COLLEGE GURDASPUR
1.2 Address Line 1	Trimmu Road
Address Line 2	Trimmu Road
City/Town	Gurdaspur
State	Punjab
Pin Code	143521
Institution e-mail address	govtcollegegsp@gmail.com
Contact Nos.	89683-89784
Name of the Head of the Institution:	Prof. S.P. Singh
Tel. No. with STD Code:	01874-241057

Mobile:

+918968389784

Name of the IQAC Co-ordinator:

Prof. Buta Ram

Mobile:

+918968389784

IQAC e-mail address:

govtcollegegsp@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

PBCOGN11139

1.4 NAAC Executive Committee No. & Date:

EC/32/130,Dt : Aug 08,2017

(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)

1.5 Website address:

www.gcgurdaspur.com

Web-link of the AQAR:

www.gcgurdaspur.com/aqar/16-17

For ex. [http://www.ladykeanecollege.edu.in/AQAR2012-](http://www.ladykeanecollege.edu.in/AQAR2012-13.doc)

13.doc 1.6 Accreditation Details`

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	78.5	2004	2008
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

20.07.2012

1.8 AQAR for the year (*for example 2010-11*)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2013-14 Submitted to NAAC On 08/10/2014
- ii. AQAR 2014-15 Submitted to NAAC On 08/08/2015
- iii. AQAR 2015-16 Submitted to NAAC On 15/09/2016
- iv. AQAR 2016-17 Submitted to NAAC on 28/08/2017

1.10 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

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Computer Science, PGDCA & M.A (Eco.)

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

Guru Nanak Dev University, Amritsar,
Punjab.

1.13 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

01

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

03

2. IQAC Composition and Activities

2.1 No. of Teachers

04

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01, Principal Secretary Higher Education,
Govt. of Punjab.

2.8 No. of other External Experts

01

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Crisis of Economic Development in Punjab, Environmental problems & sustainable Development: Issues & Challenges, Use of SPSS for Basic. Statistical Methods, Devaluation of currency, Career Counselling, Nohra Richards Contribution to Punjabi play & Drama, Digitalization, Cloud Computing, Right to service etc.

2.14 Significant Activities and contributions made by IQAC

- **IQAC is engaged in identifying areas where quality has been achieved.**
- **Areas and aspects are identified where quality has to improve.**
- **Efforts are made to enhance quality in every aspect and department.**
- **Contributed to greater awareness of the importance of student research.**
- **More faculty members are now engaged in research work, writing, presenting and publishing papers and guiding student research.**
- **Efforts are made to sustain the quality already achieved.**

- **Organise seminars in different depts, send teachers to attend seminars, Conference & Workshops etc., Organise Lectures and rallies to eradicate social evils, Spread awareness about gender equities, organise rallies for national integration etc.**

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
Creations of Art objects at public places	Under Swach Bharat initiative, the college has undertaken the task of creating art works and landscaping at public places.
Preparation of documentaries on social issues	Various efforts have been made in previous years to curb many societal issues through stage shows and Documentaries have been prepared by the students for social cause which are showcased during various events and festivals in the college Apart from this a dedicated you tube channel has been created for faster and effective reach to masses as well
Updating of Documentation of all activities and programmes conducted in the college computerized and shared on Google Drive & Cloud ,hard drives	Fully Computerized documentation of all activities of the college and launched on cloud.

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Report will be placed in forthcoming governing body meeting for necessary action

PART – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

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
PhD				
PG	1	-		-
UG	04		03	06
PG Diploma	01	-	01	-
Advanced Diploma				
Diploma				
Certificate	05			
Others				
Total	11		04	06
Interdisciplinary	03			
Innovative				

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

Pattern	Number of programmes
Semester	06
Trimester	-
Annual	-

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

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

***Please provide an analysis of the feedback in the Annexure**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects. The Board of Studies of Guru Nanak Dev University, Amritsar revises the Syllabus of every course/subject. During each academic session meetings are held by the Board of Studies and Academic Council Guru Nanak Dev University, Amritsar, and they actively participate in these Meetings. After receiving notification from the university there is revision of syllabi.

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

A new programme Bachelor of Vocation (B. Voc.) was introduced this year. It has the following specializations:

- Punjab Finishing school (ITFT)
- E-Commerce and Digital Marketing
- Contemporary form of Dance

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total	Total	Asst. Professors	Associate Professors	Professors	Others
No. of permanent faculty	69	37	19	01	12 (Self- Finance)

2.2 No. of permanent faculty with Ph.D.

07

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
37	0	18	01	01	-	12	-	68	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

17

10

12

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	30	15
Presented papers	03	30	01
Resource Persons1560\	-	01	01

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

Poster presentation – Case studies, Seminars, Workshops – Alumni as Resource

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

160

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

Open Book Examination

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

02	02	02
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	239	04	34	32	52	51
B.Com	51	01	15	13	11	78
B.Sc.	134	03	14	29	31	57
M.A	21	-	5	9	7	100
BCA	22	-	6	5	8	86
PGDCA	21	-	8	4	6	85
B.A (Hon.)	7	-	7	-	-	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC takes feedback from students, parents & aluminise etc, it examines results and keeps the records of students for Higher Education and their employment details.

- The IQAC motivates the faculty to indulge in research work and participate in national and international conferences and also attend refresher/ orientation/ faculty development programmes.
- It obtains feedback from students and parents on regular basis which is then analysed and improvement is made.
- Meetings of IQAC core committee are held on a regular basis in which the criterion heads discuss the strategies for the improvement in teaching learning processes.
- Computer classes for faculty to familiarize with MOODLE.
- Free Yoga and meditation classes.
- Remedial classes for slow learners.
- Tracking attendance of students.
- Bringing Students attendance and academic record to the notice of their parents and provide the same to University.
- Guide Students to Choose elective subjects.
- Provide personal and academic counselling.

2.13 Initiatives undertaken towards faculty development 5

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-

UGC – Faculty Improvement Programme	-
HRD programmes	
Orientation programmes	-
Faculty exchange programme	10
Staff training conducted by the university	06
Staff training conducted by other institutions	64
Summer / Winter schools, Workshops, etc.	08
Others	

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	11	01	-	-
Technical Staff	17	10	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Faculty members are motivated to undertake major/minor research projects.
- Faculty is encouraged to take up various research grants available from UGC.
- Faculty is given financial assistance and leave for attending Seminars / Conferences /Workshops in other institutions/ organisations.
- The college has four research Journals for various streams to promote research culture.
- There is one well established research centre.
- Internet facility is available in the college making it a Wi-Fi campus.
- The college has subscribed to INFLIBNET.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	9	-	09	09
Outlay in Rs. Lakhs	1,60,000	-	1,60,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals	10	22	
Conference proceedings	1		1

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	2015	PTA	40000	40000
Minor Projects	2017	PTA	5000	5000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	2017	PTA	185000	185000
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number			01		
	Sponsoring agencies			CRRID		

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

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
07				05	01	01

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="04"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="03"/>	State level	<input type="text" value="22"/>
National level	<input type="text" value="13"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="04"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="24"/>	State level	<input type="text" value="22"/>
National level	<input type="text" value="02"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text" value="06"/>	NSS	<input type="text" value="05"/>
		Any other	<input type="text" value="04"/>

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

- Educate Daughter Save Daughter.
- Campaign for drug De-Addiction
- Blood Donation.
- Youth festival
- National Integration rallies

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	13,39,505 SqFt.			13,39,505 SqFt.
Class rooms	52050 Sqft.			
Laboratories	50500 Sqft.			
Seminar Halls	2500 SqFt.			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		10	RUSA, PTA, Self-Finance	
Value of the equipment purchased during the year (Rs. in Lakhs)		11,12,535	RUSA, PTA, Self-Finance	11,12,535
Others				

4.2 Computerization of administration and library

- Administration has been partially computerised as part of the Digitization Programme in College.
- Library has been completely computerised enabling students and faculty to access books, journals and reference materials.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35851	10755300 Apx Cost	90	25000	35941	10791241
Reference Books	5215	1564500 Apx.Cost	10	5000	5225	1569500
e-Books	-	-	60	Free downloaded	60	Free downloaded
Journals	20	10000	12	18000	32	28000

e-Journals	5000	11500	2140	5500	7140	17000
Digital Database	-	-	20	by UGC	20	By ugc
CD & Video		-	60		60	3000
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	80	1	13	1	0	5	5	
Added	20	1	2	2	1	0	14	
Total	100	2	15	3	1	05	19	

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

- The college campus is fully Wi-Fi and fully automated. The department of computer science manages internet access round the clock to the various departments in the college including library. Secured and personal access to internet is provided to both students and faculty members. They can access internet services on their personal devices including tablets, laptops and mobile phones.
- Free computer classes are conducted for the faculty members of the college to help them enhance their computing skills and remain updated.
- The complete database of the college is centralized and all the departments can access the related information through secured login ids. There is provision for common data sharing.
- Through MOODLE (Modular object oriented online learning environment) teachers and students are constantly in touch for assignment submissions, query handling, uploading of videos, presentations and other relevant study material. It serves to be a central repository of student/teacher resources.
- The college has access to the N-LIST. It provides access to e-resources to students, researchers and faculty from college through INFLIBNET Centre. The authorized users from college can access e-resources and download articles required by them directly from the publisher's website.

4.6 Amount spent on maintenance in lakhs :

12 Lac (Appx.)

i) ICT

ii) Campus Infrastructure and facilities

45,01,521

iii) Equipments	11,12,535
iv) Others	-
Total :	68,14,056

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Updating the information of support services in the college prospectus
- Assigning incharge to each type of support service
- Receiving the feedback from the students on the utility of these services
- Free of cost English speaking classes
- Counselling cell
- Yoga and Meditation
- Communication skill classes
- Free Wi-Fi Campus
- Workshops for extra knowledge
- Medical Aid
- Gymnasium
- Book bank
- Skill based training
- Placement cell
- Scholarships for the deserving students
- Public announcement system
- Notice boards
- Moodles
- Canteen

Communication of information through letter, SMS, Facebook and e-mails

5.2 Efforts made by the institution for tracking the progression

- Advertisements in news paper, call them by their given contact numbers & collect information during alumni meets.
- Holding regular class tests
- Mid Term Exams
- Distributing assignments and projects on different subjects
- Tutorials for academically weak students
- Self appraisal

- Alumni meeting

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2173	85		

(b) No. of students outside the state

02

(c) No. of international students

01

Men	No	%	Women	No	%
	663	29		1595	71

No	%
1595	71

Last Year					This Year						
General	SC	S T	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1465	563	-	313	08	2349	1194	587	-	472	05	2258

Demand ratio 1129:1150

Dropout 8%

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

We provide them Internet facility, Computers, Books, and Guidance etc.

No. of students beneficiaries

200

5.5 No. of students qualified in these examinations

160

NET	10	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC	04	Others	20

5.6 Details of student counselling and career guidance.

- Induction and orientation programmes
- Placement cell
- Free counselling by psychology department
- Talks / workshops are organised
- Follow up procedure are initiated to achieve desired results

No. of students benefitted

169

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
	09	200	155	14

5.8 Details of gender sensitization programmes

- Educate daughter save daughter (Arrange Lectures in Villages & City)
- Avoid Dowry (Lectures & Rallies)
- A stage play – YUVA
- Seminars

5.9 Students Activities

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

State/ University level

20

National level

10

International level

02

No. of students participated in cultural events

State/ University level

80

National level

01

International level

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

Sports : State/ University level

04

National level

04

International level

01

Cultural: State/ University level

10

National level

01

International level

5.10 Scholarships and Financial Support

Number of

Amount

	students	
Financial support from institution	86	25800
Financial support from government	366	12,33,360
Financial support from other sources	25 Girls	25000 P.A
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="text" value="01"/>	National level	<input type="text" value="5"/>	International level	<input type="text"/>
Exhibition: State/ University level	<input type="text" value="01"/>	National level	<input type="text" value="4"/>	International level	<input type="text"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: None

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To become the center of academic excellence in the area of education by providing quality education programmes at par with the national and international standards to the rural women, inculcating in them our culture, heritage and values along with complete education.

Mission

Serving the humanity.

Continue the legacy of women's empowerment.

To prepare the socialized Human capable of responding to the global demands and meeting the challenges of life.

To rejuvenate the teaching – learning process with ICT and value embedded education in the context of modernization and social change.

To address to the ever emerging issues and problems of Society and individual and to discover the remedial measures.

To ensure the contribution of all stakeholders in all sustainable development of the society.

Be the torch bearers of our cultural heritage and ethos

To assimilate features of modern culture while upholding the rich heritage of our land.

To initiate programmes to uphold individuality, self esteem, patriotism and leadership qualities and promote eternal values of life.

6.2 Does the Institution has a management Information System

- Computerization of admission record
- Examination
- Attendance
- Library
- Salaries
- Public Address System
- CCTV

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

6.3.1 Curriculum Development

Curriculum is planned by the university. The college implements it in strict accordance with the existing rules and norms. Faculty are members of board of studies and various faculties in the university. They actively participate in the meetings of these bodies and contributes immensely towards upgradation of syllabi.

6.3.2 Teaching and Learning

The institution has well qualified and dedicated staff. Teaching faculty is well versed and aware of the latest trends in teaching. There is ICT enabled teaching. The college has smart class rooms, OHP, LCD projectors, video conferencing, Audio-Visual aids and computer department.

6.3.3 Examination and Evaluation

- The college abides by the norms of Guru Nanak Dev University Amritsar, with regards to annual and semester examinations. These include theory, practical, viva-voce and project work.
- The college conducts two mid-term exams (i.e. in October and April) for the students. The progress of the students is monitored through class tests, mid-term exams, assignments, presentations and project work.
- In order to maintain transparency students are shown their answer books, wherein the shortcomings are pointed out suggestions are given for improvements. Report cards of these exams are posted to the residences of the students.

6.3.4 Research and Development

- To facilitate research activity a fully equipped research centre has been established.
- The faculty are motivated to undertake major / minor projects.

- The faculty are motivated to participate in conferences / seminars and workshops. For this purpose they are provided duty leave.
- The college publishes four research journals which have their respective ISSN numbers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The library and administrative block are fully computerized.
- The library is upgraded with N-List and e-journal facilities.
- Class rooms have ICT Facility.
- CCTV is installed.
- New website has been created and updated.

6.3.6 Human Resource Management

- Human Resource Management is effectively and efficiently managed by the management. However College Principal has the power to monitor and motivate employees of the College.
- One teacher for one subject in one class has been maintained.
- Teachers are given additional charges for various extra curricular and co-curricular activities

6.3.7 Faculty and Staff recruitment

The recruitment of teaching and non-teaching staff is done on the basis of UGC guidelines. The vacancies are advertised and are determined by requirements as prescribed by DPI, UGC and as well as the work load of individual departments.

6.3.8 Industry Interaction / Collaboration

The college arranges visits of the students to the industries so as to get first hand information and a better exposure. Experts from the academia and industry are invited to deliver talks and interact with the students so as to provide them better practical knowledge.

6.3.9 Admission of Students

Advertisement in news Papers, Admit Students according to Merit & Govt. Policy. Being a Government institute catering to the needs of students from a rural background, the college follows an open door policy as far as admissions are concerned. Passing the qualifying examination is the sole condition for admission. Over the years the college has augmented its intake capacity based on increased demand and available infrastructure. The college offers basic graduation degree in the faculties of Arts, Science and Commerce. The students are counseled during admission on the selection of courses depending on their capabilities. Almost 65% are lady students which emphasizes the fact that the college is playing a major role in women empowerment through education.

6.4 Welfare schemes

for

Teaching	After retirement Pension scheme, Employment to dependent in case premature death, Accidental Insurance, Handicape Compansation etc.
Non teaching	After retirement Pension scheme, Employment to dependent in case premature death, Accidental Insurance, Handicape Compansation, Festival advance, Uniforms, Advance for purchase of Wheat etc.
Students	Free Education for SC, ST, OBC, free books to weakers, remedial classes, remittance of fee & PTA.

Nil

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	Yes	Audit depdt of Punjab Govt.	Yes	Burser of the College

6.8 Does the University/ Autonomous College declares 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?

The college follows evaluation norms laid down by the University.

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

NIL

6.11 Activities and support from the Alumni Association

- Informal feedback is obtained through Alumni Association and local employers.
- Suggestions are sought and implemented wherever possible through the interaction with the members of Alumni Cell.
- One of our ex-students, in the capacity of Range Forest Officer, distributed free saplings to the staff and students of the College on the occasion of Tree Plantation Programme.
- Some of our ex-students are sponsoring awards/prizes to the students who have excelled in third year University examinations.

6.12 Activities and support from the Parent – Teacher Association

Run student welfare schemes, participate in College infrastructure Development activities, Academic improvement Programmes, social & cultural development programmes, promote national integration etc.

6.13 Development programmes for support staff NIL

Group Gratuity Scheme, Group Medclaim Insurance & Personal Accident Policy, ESI Coverage, Maternity Benefits & PF.

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

- The College has well ventilated, naturally lit classrooms which minimize the use of artificial lighting, thus, conserving energy.
- CFL tubes have been used for lighting throughout the campus
- The waste generated in the College is disposed with the help of Sankhali Municipal Council.
- Since the College has gone in for a digitization in all spheres, use of paper has been minimized to a large extent.

- Tree plantation drives are undertaken every year by the staff and students. Subsequently, the trees planted are taken care by the group (N.S.S. Unit and Nature Club) planting it. Each tree in the campus has been labelled to create awareness. Two Gardeners are appointed specially for watering and maintenance of the gardens in the campus.
- Saplings are distributed to the general public through rallies to create environmental awareness.

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.

Innovations

- Over a period of time, digitization of academic records is done. All important processes and data of the College like admissions, attendance, results, feedback from students, registration of alumni, notices to the staff and the students have been digitized.
- The Library of the College has been automated.
- User friendly mechanism of collection and submission of answer books is introduced.
- Examination Supervision is made more effective by modifying the Supervision forms. Presently the forms have been devised in such a way that the Supervisor has minimum writing work and his/her entire attention can be devoted to supervision. Seating arrangement has been modified to minimize the work of actually writing numbers on the desk everyday, thus, ensuring more efficient use of manpower.
- The College has taken initiative to start a cyber cafe in its premises with the help of the Department of Information Technology, Govt. of Goa, to provide internet facility to staff and students at a nominal cost. Photocopying and printing facilities are also available.

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

Activities planned for the year were organized. Mentoring Scheme was implemented and few more MoUs were signed in the year 2016-17.

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

1. Digitization of all important college records
2. Academic mechanisms for teachers and students

7.4 Contribution to environmental awareness / protection

- The College has well ventilated, naturally lit classrooms which minimize the use of artificial lighting, thus, conserving energy.
- CFL tubes have been used for lighting throughout the campus.
- Every staff and student of the College is environmentally conscious and takes care to switch off lights and fans when not in use.
- The College is in the process of procuring an organic waste composter which will help in disposal of waste papers and organic waste from the College canteen.
- The waste generated in the College is disposed with the help of Sankhali Municipal Council.
- Since the College has gone in for a digitization in all spheres, use of paper has been minimized to a large extent.
- Tree plantation drives are undertaken every year by the staff and students. Subsequently, the trees planted are taken care by the group (N.S.S. Unit and Nature Club) planting it. Each tree in the campus has been labelled to create awareness. Two Gardeners are appointed specially for watering and maintenance of the gardens in the campus.
- Saplings are distributed to the general public through rallies to create environmental awareness.
- Students working in the Chemistry Laboratory are educated not to dispose of hazardous chemical waste in the sink.
- The College campus is plastic free.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

- ❖ Cordial working atmosphere.

- ❖ Emphasis on qualitative education along with in calculation of moral values.
- ❖ Focus on bringing new job oriented programs and add on courses.
- ❖ Institution has a special motive to provide education to the students who belong to economically weaker sections of the society.
- ❖ Fee concessions, scholarships to the poor, needy and sportsmen of this rural belt.
- ❖ The fusion of traditional and modern technical education to the students.
- ❖ Efficient and dedicated teaching staff.
- ❖ Learner centric teaching approach and ICT usage for teaching.
- ❖ Excellent college results. Also 90%-100% class wise pass percentage.
- ❖ Transparent admission procedure and administration.
- ❖ Upgraded laboratory with new modern equipments.
- ❖ Computerized library.
- ❖ Library with open shelf system.
- ❖ The infrastructure of college has been expanded to cope with the present needs and requirements of students.
- ❖ The whole campus has internet connectivity and Wi- Fi.
Extensive extension activities through NSS.
- ❖ An environment awareness programs by Eco club of the college.
- ❖ Gender sensitization through women cell.
- ❖ Labs have been renovated with new gadgets and equipments.
- ❖ Well maintained dispensary for first aid facility.
- ❖ Coaching classes for competitive exams.
- ❖ Annual college magazine.
- ❖ Vast campus with eco friendly environment with lush green lawns.
- ❖ The boys' hostel provides requisite facilities to the boarders.
- ❖ The college has a vast play ground with a basketball court,well maintained cricket court,football ground, International ground to promote sports & gymnasium hall for girls,Hockey ground and Badminton Court.
- ❖ Transportation facility.
- ❖ A committed and well qualified faculty.
- ❖ A centrally located campus, well connected by different means of transport.
- ❖ Value based education with emphasis on women's empowerment and respect to our cultural heritage.
- ❖ Involved in appreciable community service through NSS and other support services.

- ❖ A vibrant sports culture.
- ❖ An efficient, proactive and benevolent management.
- ❖ Good infrastructure with spacious classrooms, well equipped labs, well designed offices and other facilities.
- ❖ An Educational system which caters well to different sections of the society.
- ❖ Cordial interpersonal relationships between stakeholders like teachers, students, parents, etc.
- ❖ An environment which promotes academic freedom for active research.

Weakness:

- ❖ Shortage of permanent teaching and non-teaching staff as Govt. has imposed banned on fresh recruitment, so the staff is recruited on Adhoc basis from the management funds.
- ❖ The socio economic background most of the students is responsible for poor language competence (particular in English).Leading to the unsatisfactory level of Comprehension and Communication Level.
- ❖ Lack of motivational Courses for staff.
- ❖ Rural Background of the area leads to the unawareness of society towards the global competent.
- ❖ Center as well as state government lack luster attitudes towards higher Education.
- ❖ Lack of collaborative research.
- ❖ Limited scope for consultancy services.
- ❖ Inadequate industry-academia interface.
- ❖ Limited opportunities to open PG/Enrichment courses.

Opportunities:

- ❖ Supportive Management.
- ❖ Benevolent attitude of staff towards students.

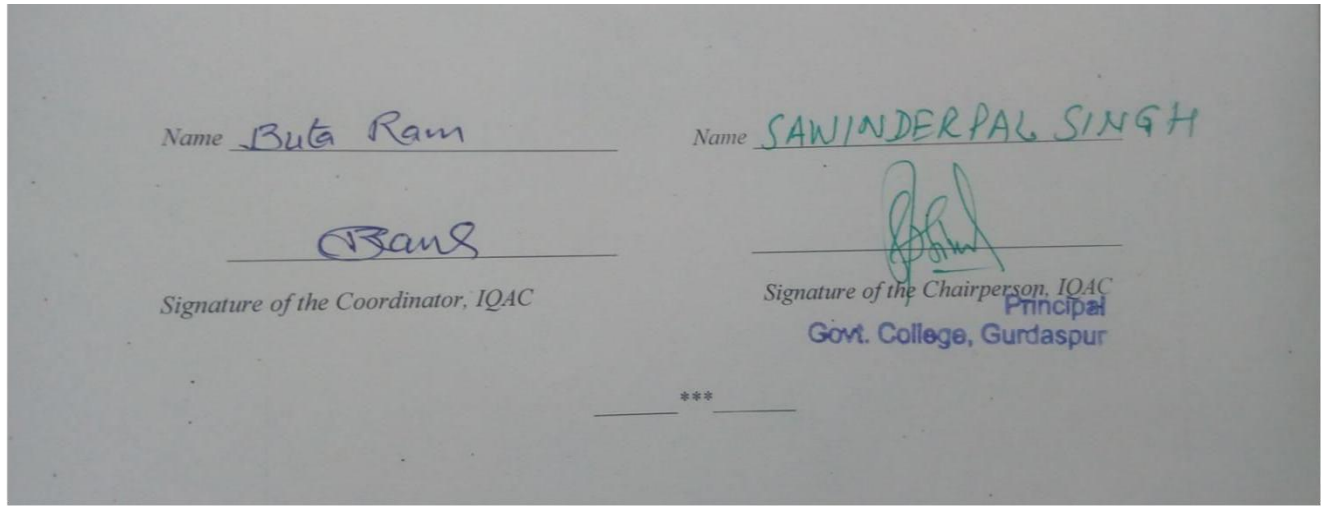
- ❖ Number of grants offered by UGC & RUSA
- ❖ Safe campus for girl students.
- ❖ Being a rural area the study relating to agriculture particularly, organic farming etc. have vast scope.
- ❖ Introduction of new courses like M.Sc. Physics, M C A, MA English can be increased the potentiality and scope of employability of this rural belt.
- ❖ Knowledge and Learning of ICT can be enlightening for the rural students.
- ❖ Opportunities to initiate more PG, job oriented, and enrichment courses.
- ❖ Opportunities for up gradation of ICT to impart high quality education.
- ❖ Opportunities for tie-ups and MoU's with leading organizations.
- ❖ Scope for franchising with foreign universities.
- ❖ Opportunities for initiating foreign language courses.
- ❖ Opportunities to attain autonomous and deemed university status

Challenges:

- ❖ Improve financial resources.
- ❖ Efforts to change the mind set up of students and parents
- ❖ Improve upon communication skill of students.
- ❖ Enhancing student enrolment for basic Sciences and Humanities.
- ❖ Competition from mushrooming colleges.
- ❖ Creation of Tech-savvy environment.
- ❖ Lack of bridge courses to bridge the knowledge gap.

8. Plans of institution for next year

- ❖ Promoting consultancy initiatives for faculty.
- ❖ Augmenting Faculty Exchange and Student Exchange Programmes in collaboration with other Universities/colleges
- ❖ More collaborative research to be taken up with research institutes of international and national repute.
- ❖ More Industry –Academia interaction
- ❖ Tie-ups with Government agencies for Training and Development



Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
