



D.A.V. COLLEGE

HOSHIARPUR - 146 001

Est. Since 1926
Affiliated to P.U. Chandigarh
Accredited 'A' by NAAC
Govt. Aided Multi Faculty Post Graduate
Co-educational Premier Institution
Under D.A.V. College Managing
Committee, Hoshiarpur.

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Ref. No. 9233/DAV/HSP

Dated 17/12/15

The Director
NAAC
Bangalore

Subject: Submission of AQAR for Session 2014-15

Sir,

Kindly find attached herewith the Annual Quality Assurance Report for D.A.V.College,
Hoshiarpur (Track ID PBCOGN11340) for the session 2014-15. The report is being
uploaded on college website www.davchsp.org/AQAR.html.

Regards.


Dr. Neerja Dhingra

(Principal)

Principal
D.A.V. College, Hoshiarpur

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

D.A.V. College, Hoshiarpur

1.2 Address Line 1

D.A.V. College, Hoshiarpur

Address Line 2

Chandigarh Road

City/Town

Hoshiarpur

State

Punjab

Pin Code

146001

Institution e-mail address

Davchsp@gmail.com

Contact Nos.

01882-242525, 01882-220858

Name of the Head of the Institution:

Dr. Neerja Dhingra

Tel. No. with STD Code:

01882-242525, 01882-220858

Mobile:

91-9814828295

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	86.4%	2004	5 years
2	2 nd Cycle	A	3.02	2014	5 years

1.7 Date of Establishment of IQAC:

1.8 AQAR for the year:

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 2013-2014(03-12-14)

1.10 Institutional Status

Affiliated College Yes

Type of Institution Co-education

Financial Status UGC 2(f) Urban UGC 12B

| Grant-in-aid + Self Financing

1.11 Type of Faculty/Programme

Arts ✓ Science ✓ Commerce ✓ Management ✓

1.12 Name of the Affiliating University

Panjab University, Chandigarh

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

Autonomy by State/Central Govt. / University No

2. IQAC Composition and Activities

- 2.1 No. of Teachers
- 2.2 No. of Administrative/Technical staff
- 2.3 No. of students
- 2.4 No. of Management representatives
- 2.5 No. of Alumni
- 2.6 No. of any other stakeholder and community representatives
- 2.7 No. of Employers/ Industrialists
- 2.8 No. of other External Experts
- 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? No
- 2.13 Seminars and Conferences (only quality related)
- (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC
Total Nos. Institution Level
- (ii) Themes
- *Role of Teachers in Assuring Quality in HEIS*
 - *Need for Feedback on Various Parameters*

2.14 Significant Activities and contributions made by IQAC

- *Feedback from students on Various Aspects Related to the institution was taken.*
- *Group Discussions and Tutorials were initiated to prepare the students for placement drives.*
- *Students' Central Association was formed so as to delegate duties to students and instil Leadership qualities among them.*
- *Guidance and Counselling Cell and Placement cell were revamped. Classes in Personality Development were started for students.*
- *Teachers were motivated through the Research Development Committee to send proposals to UGC for Minor Research Projects.*

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
<ul style="list-style-type: none"> • <i>Feedback on the college in general be sought from the students.</i> • <i>Amount to be spent on Research Development be raised from Rs. 25,000 to Rs. 1,00,000.</i> • <i>Three journals, one each for Social Sciences, Language and Literature and for Pure Sciences be initiated by the college to improve Research Temper among the members of the faculty.</i> • <i>Students be taken to rural areas</i> 	<ul style="list-style-type: none"> • <i>Feedback form was devised and systematic feedback was obtained from the students on all aspects of the college.</i> • <i>Research Budget was raised to Rs. 1,00,000.</i> • <i>The three Journals namely Assimilation, Consonance & Insight were published by the college with ISSN. All three received an overwhelming response from researchers far and wide.</i>

<p><i>and Old Age Home & Juvenile Home to sensitise them about the problems being faced by diverse sections of the society. Further they be asked about possible course of action to bring about qualitative change in the lives of those people.</i></p>	<ul style="list-style-type: none"> • <i>The college organised trips to nearby villages, Old Age Homes and Juvenile Homes to make the students aware of their own privileged status as compared to the ones they had visited and some of them even decided to volunteer themselves for Social Work.</i>
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The Calendar has been attached as per **Annexure I**

2.15 Whether the AQAR was placed in statutory body *Yes, in Management*

Provide the details of the action taken

- *Amount allocated for Research was increased from Rs. 25,000/- to Rs. 1,00,000. Besides Duty Leave was provided to Teachers for making Paper Presentations during Seminars.*
- *The IQAC was restructured.*
- *Classes for Personality Development and Improvement in Communication Skills were started.*
- *Feedback from students on all aspects was taken.*
- *Placement Cell invited several companies for organising Placement Drives in the college.*

Part – B

Criterion – I

1. 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
PG	05	-	03	02
UG	08	-	03	06
PG Diploma	03	-	03	03
Total	16	-	09	11

Interdisciplinary	08			
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1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	16

1.3 Feedback from stakeholders* Alumni **Yes** Parents **Yes** Employers **No**
Students **Yes**

(On all aspects)

Mode of feedback: Manual

Feedback has been provided as per Annexure-II

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

The University switched over to Semester System for all programmes w. e .f. 2014-15.

1.5 Any new Department/Centre introduced during the year. If yes, give details. **No**

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors
	53	26	26	01

2.2 No. of permanent faculty with Ph.D. **12**

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Total	
	R	V	R	V	R	V	R	V
	09	-	-	-	-	-	09	23

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

23

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	90	15
Presented	-	70	11
Resource Persons	09	06	03

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

- *Students are asked to read about the topics to be dealt with in the class beforehand and provide their feedback on the same.*
- *They are further encouraged to participate in Debates/ Quiz on relevant topics.*
- *PG Students are further encouraged to participate in Seminars held outside the college along with the teachers and present papers.*

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

182

2.8 Examination/ Evaluation Reforms initiated by the Institution:

Being affiliated to Panjab University, we have limited flexibility to initiate reforms during the University examination. However, Online Multiple Choice Questions and Open Book Examination have been introduced in some classes.

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

05	-	-
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2.10 Average percentage of attendance of students

80

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.	680	0.11	19.57	28.50	51.92	54.40
B.Sc.(NonMed.)	504	0.79	25.07	32.73	42.20	63.47
B.Sc.(Med.)	88	3.40	30.00	39.2	29.8	63.63
B.Sc(Comp.Sc)	123	-	23	40.08	36.92	60.15
B.B.A.	48		21.84	48.52	29.64	47.91
B.C.A.	118	2.25	26.50	35.50	37	55.00
B.Com	186		52.4	38.6	10	73.60
B.Sc (Agri)	89	5.14	41.14	38.42	21.70	84.20
M.A.(Pol.Sc)	42	2.38	48.80	29.76	22.44	88.00
M.A.(Punjabi)	45	-	40.84	48.77	13.69	91.00
M.A.(History)	24	-	43.33	46.66	6.66	87.50
M.Sc(IT)	56	36.80	100	-	-	98.20
M.Com	74	-	84.07	15.93	-	72.97
P.GD.C.A.	18	-	100	-	-	83.30
P.GD.F.D	04	-	100	-	-	75.00
P.GD.M.C.	02	-	100	-	-	100

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

- *Teachers are constantly motivated to use new / Student-centric methods of teaching and further to update their own knowledge by regular participation in Conferences/ Seminars/ Workshops and publish Research papers.*
- *New books and Journals are added constantly to the library. Teachers are asked to make the most of library facility and encourage the students to visit the library on regular basis.*
- *A Calendar of Activities is prepared in the beginning of the session wherein all departments provide significant inputs suggesting the curricular and extension activities proposed to be undertaken by them. This provides a blue-print for the entire session/ Semester.*

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Staff training conducted by the university	
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	04
Others	03

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	08	02	-	02
Technical Staff	08	04	-	03

Criterion – III

3. Research, Consultancy and Extension

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

- *Suggestion regarding initiation of journals was given.*
- *Funds allocated for Research were raised from 25,000/- to 1,00,000.*
- *New books and journals worth Rs.164446/- for the college library were added.*
- *Use of ICT for discussing various topics was encouraged.*

3.2 Details regarding major projects: **None**

3.3 Details regarding minor projects

Proposals for four minor projects were submitted to the UGC. However, sanctioned is being awaited.

3.4 Details on research publications

	International	National	Others
Peer Review Journals	14	08	-
Non-Peer Review Journals	08	07	-
e-Journals	04	03	-
Conference proceedings	12	05	-

3.5 Details on Impact factor of publications:

Research Scholar	Impact factor	h-index	Nos. in SCOPUS
Dr. Nisha Bhargava	2.7	04	01
Dr. Neerja Dhingra	0.4	01	02
Range	2.3		

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
Projects sponsored by the University/ College	2014-15	ICSSR	70,000	70,000
		Dean, College Development Council	35,000	35,000

3.7 No. of books published i) With ISBN No. 02 Chapters in Edited Books 09

ii) Without ISBN No. 02

3.8 No. of University Departments receiving funds from: **None**

3.9 For colleges: **None**

3.10 Revenue generated through consultancy: **None**

3.11 No. of conferences organized by the Institution:

Level	National
Number	02
Sponsoring agencies	<ul style="list-style-type: none"> • ICSSR • College Development Council, Panjab University, Chandigarh

3.12 No. of faculty served as experts, chairpersons or resource persons 12

3.13 No. of collaborations: *None*

3.14 No. of linkages created during this year: *None*

3.15 Total budget for research for current year in lakhs:

From funding agency 1,05,000 From Management of University/College Rs. 1,00,000

Total 2,05,000

3.16 No. of patents received this year: *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
03	01	02	05	05

3.18 No. of faculty from the Institution who are Ph. D guides:

Students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution: *There is no such provision.*

3.20 No. of Research scholars receiving the Fellowships: *None*

3.21 No. of students Participated in NSS events: *None*

3.22 No. of students participated in NCC events:

University level: **55** State level: **07** National level: **02**

3.23 No. of Awards won in NSS: *None*

3.24 No. of Awards won in NCC:

National level: **02** State level: **07**

3.25 No. of Extension activities organized

University forum	<input type="text" value="04"/>	College forum	<input type="text" value="15"/>		
NCC	<input type="text" value="02"/>	NSS	<input type="text" value="05"/>	Any other	<input type="text" value="05"/>

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

- *Blood Donation Camp*
- *Extension Lecture on Awareness against Drug Abuse*
- *First Aid related Seminars in collaboration with Dist. Red Cross Society*
- *Cleanliness Drive in Village Kakkon*

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	40727.3 sq.mts		Funds generated by the institution	40727.3 sq.mts
Class rooms	40	14		50+14=54
Laboratories	19	01		20
Seminar Halls	01	02		03
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	17	22		39
Value of the equipment purchased during the year (Rs. in Lakhs)		984793.50		

4.2 Computerization of administration and library

- *The administrative office is fully computerised in terms of Students' Record, Fee- details, Examination Record, Staff Emoluments.*
- *The library is also completely computerised using Campus Analyser. INFLIBNET is also used by the members of the faculty and students for accessing e-books and e-journals.*

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10788		57	Rs.14,755	10845	
Reference Books	35313		352	Rs. 130276		
e-Books	N-List Prog. by INFLIBNET					
Journals	22			Rs. 19415		
e-Journals	N-List Prog. by INFLIBNET					
Digital Database						
CD & Video	24					

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments
Existing	85	06	20	06	05	01	06
Added	10	-	-	02			
Total	95	06	20	08			

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

- *Students and Staff have free internet access.*
- *Computer Literacy Society organises Computer Classes for members of the staff.*
- *Competitions on Power Point Presentations are organised by various departments to encourage the students to be Tech-savvy.*

4.6 Amount spent on maintenance in lakhs:

i) ICT	32,650.00
ii) Campus Infrastructure and facilities	1,152,105.00
iii) Equipments	984,793.50
iv) Others	207,763.50
Total:	2,377,312.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- *In the beginning of the session an orientation program is organised for the students during which they are informed about various initiatives of the college, Punjab Government and Central Government.*
- *Many cells have been created for guiding students like Career Guidance & Counselling, Placement, Personality Development and Student-aid Fund.*

5.2 Efforts made by the institution for tracking the progression

- *Periodical meetings are held with the various stakeholders through Parent Teacher Association, Alumni Association and others.*
- *Besides, special feedback forms have been devised to take feedback from these stakeholders.*

5.3 (a) Total Number of students

UG	PG
2086	324

(b) No. of students outside the state

18

(c) No. of international students:

None

No	%
1262	46.53

Men

No	%
1098	53.47

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1017	383	–	161	–	1550	1488	612	–	260	–	2360

Demand ratio - **85 %** Dropout – **21.56 %**

5.4 Details of student support mechanism for coaching for competitive examinations

- A select group of 20 students is provided coaching for reasoning, numerical analysis and comprehension.
- Further they are provided coaching for Personality Development and Communication Skills also by organising Mock- Interviews etc.

No. of students beneficiaries **20**

5.5 No. of students qualified in these examinations

NET **02** Others **48**

5.6 Details of student counselling and career guidance

- Career Guidance and Counselling Cell of the college advises the students on the career options available for them. It invites specialist from various fields in order to guide the students.
- Through Display Boards/ Notice Boards students are informed of vacancies in different undertakings. They are then advised regarding the entrance exams.

No. of students benefitted

30

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	58	11	98

5.8 Details of gender sensitization programmes

- Lecture on *Crime against women* by Mrs. Pooja Vashisht.
- *Talk on Gender Sensitization* by Mrs. Versha Mohindra.

5.9 Students Activities

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

State/ University level 14 National level 02 International level :None

No. of students participated in cultural events

State/ University level: **18** National level: **01** International level: **None**

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
i. Under S.A.F.	134	3,12,000
ii .For sports	57	1,70,000
	191	4,82,000
Financial support from government	264	Yet to be received

5.11 Student organised / initiatives

Fairs: State level, One

Exhibition: State level, One

5.12 No. of social initiatives undertaken by the students: 02

5.13 Major grievances of students (if any) redressed:

- *Bus Facility was made available keeping in mind a long- pending demand of then students, especially girls.*
- *Water Coolers were made available for the students.*
- *Number of Text books as per the latest Syllabi were increased.*
- *Improvement in Canteen Services.*

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

D.A.V. College, Hoshiarpur visualises a society that guarantees peaceful and harmonious environment for the overall development of all strata of society.

Mission

The college strives for a society that provides equal opportunity to all individuals irrespective of their caste, religion or socio-economic status.

It aims to provide holistic education to youth to encourage them to become morally upright and self motivated citizens.

6.2 Does the Institution has a Management Information System

The various units of the college deploy information technology to be linked with each other. The Administrative Office, Library, Examination Branch and Computer Science Department are interlinked through MIS. Specialised software is being used in these branches for organising the databases and information retrieval and dissemination.

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

6.3.1 Curriculum Development

- *Many teachers who hold positions in University Bodies like Faculty of Languages/ Arts/ Science/Commerce and Academic Council etc. play a significant role in the development of the curriculum and syllabi for Graduate and Post Graduate classes.*
- *The students are given a variety of topics related to latest developments in their respective fields for assignments*
- *They are also encouraged to choose topics of their interest for seminars and projects.*

6.3.2 Teaching and Learning

6.3.3 Examination and Evaluation

- *The college conducts two house examinations during a session to monitor the periodic progress of the students.*
- *These marks hold weightage in internal assessment of the students for university examination.*

In addition to this tests are conducted at class level and the students prepare assignments which are evaluated.

6.3.4 Research and Development

- *The institution initiated three Research journals with ISSN namely- **Consonance** in English, **Assimilation** for Social sciences and **Insight** for Science.*
- *There is a functional Research Association in the college, which meets periodically to discuss about various seminars, conferences and workshops. The staff is informed about the various research opportunities available to them and encouraged to present papers.*
- *The institution encourages research culture by providing support in form of Duty Leave and providing TA/DA.*
- *Other facilities like INFLIBNET and internet facilities are available to the staff for easy access to e-journals and e-books, besides the books and journals available in the college Library.*
- *Many proposals have been sent to UGC for sponsored Seminars and Projects.*

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library

- *The Library is fully computerised with **Campus Analyser** and **INFLIBNET** to provide access to e-books and e-journals.*
- *Many periodic research journals, magazines are subscribed to aid research.*
- *Many computers with internet facility are available for the researchers in the library.*
- *There is a Library Advisory Committee which frames policies for the current session.*
- *Many initiatives were taken at the meetings regarding the books to be purchased for the Book Bank.*
- *Students in the first year of their respective programs are taken to the Library for Orientation.*
- *Book exhibition is organised at the beginning of the session.*
- *New books are added periodically to meet the needs of the students and the titles of the new books added are displayed on the Notice Board.*

2. ICT

- *Computers with internet facility have been provided to all departments. There are three multi-media projectors, 10 Laptops which the teachers use according to their requirements.*
- *The proposal for smart classrooms is also in the pipeline.*

3. Infrastructure

- *The infrastructure is regularly maintained and upgraded as per the inputs of the duly constituted Maintenance Committee.*
- *There is a budget which is specially allotted for proper functioning of Library, sports department and for extra-curricular activities.*
- *The requirements and need of the various departments in terms of additional staff are conveyed to the Managing committee while the other needs like that of the need for new equipments and upkeep of the old ones are put forward to the Purchase and Maintenance Committee.*

6.3.6 Human Resource Management

- *Various forms have been devised specially for monitoring and assessment of the human resources.*
- *There is a self- appraisal form which teachers have to submit at the end of the session along with departmental appraisals.*
- *Further students are asked to give their suggestions regarding improvements and their needs through a Student Feedback form.*
- *They also fill a Teacher's Assessment Form.*
- *The Staff members are motivated by felicitating them for their achievements.*

6.3.7 Faculty and Staff Recruitment

- *New appointments are made keeping in mind the requirements conveyed by the heads of respective of departments.*
- *A tentative workload is made for every department during the end of each session so vacancies can be advertised well in time*
- *A formal interview is conducted and candidates are selected based on their merit by the duly constituted interview panel that includes representatives of management, Principal and subject experts from University and the head of department.*

6.3.8 Industry Interaction / Collaboration

- *Students are taken to various industries related to their respective fields to give them insight about the opportunities available.*
- *Computer Science students go for a six months training as a part of their curriculum.*

6.3.9 Admission of Students

- *The college prospectus provides information about courses available, fee structure, eligibility criteria for the admissions.*
- *The new courses initiated by the college are advertised in newspapers, local cable television and through Flex boards.*
- *The college website is also updated regularly regarding the admission process, besides prospectus is also available on it.*
- *Staff members from different departments are deployed for the admission duty to maintain transparency in the admission process.*
- *Admission to self-financed courses is purely through merit and the list of the selected students is displayed on the notice board.*

6.4 Welfare Schemes for

<i>Teaching</i>	<i>MUFAS- A Mutual Financial Aid Society of Teaching staff exists in the college which aids in providing advanced loans besides providing a feeling of mutual understanding and solidarity.</i>
<i>Non teaching</i>	<i>A Welfare Association of the non teaching staff PARASPAR, also exists in the college.</i>
<i>Students</i>	<ul style="list-style-type: none">• <i>Many facilities are provided to the needy students through Book banks fee concessions, free meals and free hostel accommodation to outstanding sportspersons.</i>• <i>The college houses a Health Centre and there are linkages with two multispecialty hospitals in case of emergency. A Career Guidance Cell, and Placement Cell exists to give support to the students.</i>• <i>Students' Aid Fund provides financial aid to economically backward students.</i>

6.5 Total corpus fund generated: Rs. 5 crore only

6.6 Whether annual financial audit has been done: No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Academic Council
Administrative	Yes	Univ./ DPI	No	-

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

For UG Programmes: **No** For PG Programmes: **No**

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

- *Semester system has been introduced in all the new classes by the university.*
- *Internal assessment is awarded based on Classroom participation, that is, house tests, class attendance and projects.*

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

There is no provision for autonomy to colleges.

6.11 Activities and support from the Alumni Association

- *Two meetings of the Alumni Association are held during a session.*
- *Members of the Association are invited on functions organised by the college. They are asked to give suggestions regarding need for new courses and possibility of employability based on these.*

6.12 Activities and support from the Parent – Teacher Association

- *There is a functional PTA which holds regular meetings in which valuable suggestions are provided for the benefit of the college students.*
- *Parents are invited to attend functions organised in the college. Their feedback is solicited on various issues pertaining to the college in terms of facilities provided to students and courses offered.*

6.13 Development programmes for support staff

The support staff also enjoys the same facilities as provided to the teaching staff.

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

- *A plan of action has been devised for making the campus eco friendly and the members of the concerned committee are actively working upon a waste management system*
- *Tree plantation on various occasions like Van Mahotsava is undertaken to increase the green cover in the campus.*
- *There are dustbins at various places in the college campus to keep it clean and hygienic.*
- *The college is a No-smoking Zone.*

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.

- *Complete computerisation of Library*
- *Personality Development classes for Students*
- *Environmental Awareness Workshop*
- *Library Orientation Programme for students.*

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

- *Three Journals with ISSN have been initiated.*
- *Two National Seminars were organised.*
- *Personality development workshop by an expert was held in the college especially for the students of vocational courses.*
- *Companies and organisations visited the college both for career counselling and placements.*
- *Books exhibitions and art exhibitions were held.*
- *The infrastructure was upgraded in terms of hardware and software as planned.*

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

Especially for Students:

- *Student-teacher rapport is especially good as Staff-members take personal interest in Academic as well as personal problems of the students and are prepared to guide them whenever there is need. Further they empathise with students and help them achieve their goals. Needy Students are provided personal financial help by the teachers when required.*
- *Staff members are deployed to take remedial classes for weak students on weekly basis, besides students are free to approach any teacher to seek guidance in their respective subjects or for career guidance.*
- *Career Guidance and Counselling Cell is highly active and is constantly in touch with the Placement Cell. Together they prepare students for placement drives held both within and outside the campus.*

For Society:

- *Blood donation Camps and Tree Plantation drive are organised regularly.*
- *Various lectures are organised to make students aware of the anti social practices on society and how to aid in eliminating these.*

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

7.4 Contribution to environmental awareness / protection

- *An extension lecture was delivered by Dr. Neeru Mehta on **Save our Earth** to apprise the students about what they can do to save our planet.*
- *Students are sensitised to the need for saving water. A poster- making competition was organised to highlight this.*

7.5 Whether environmental audit was conducted? Yes

7.6 Any other relevant information the institution wishes to add.

STRENGTHS:

- *The college has completed 88 years of glorious existence. The institution was reaccredited with A-Grade by NAAC in February 2014.*
- *The college provides five employment-oriented courses.*
- *In all programmes, Students' Pass percentage is significantly higher than that of the university.*
- *The college caters to students of diverse backgrounds.*
- *A large number of opportunities to students to participate in Extension activities.*
- *Financial support to economically weaker students is provided by the institution.*
- *A large number of faculty members are engaged in updating their qualifications. They are constantly engaged in publishing Research papers in journals.*
- *Many of our faculty members apply for Minor Projects to UGC.*
- *The college has set-up Research funds to the tune of Rs. 1,00,000The college brings out three Research Journals.*
- *All processes involving Administration, Examination, Student and Staff Records are computerised.*

- *Lectures by renowned scholars in their respective fields are organised frequently for the benefit of students.*
- *The college applied for a large number of Add-on Courses out of which Add-on course in Communicative English was sanctioned. However, the grant is awaited to begin the course.*
- *The college infrastructure is State-of-the-art and provides facilities to the students and it is constantly updated to meet the requirements of the students. Budgetary provision for maintenance is kept.*
- *Ample opportunities are provided to the students to participate in diverse activities*

WEAKNESSES:

- *Fee structure is higher as compared to local government colleges.*
- *There is limited Academic facility.*
- *Most students are from rural background and lower economic strata so bridging the gap between them and the demand of recruiters becomes very challenging.*

OPPORTUNITIES:

- *Need to introduce more vocational courses and hence improve placement options.*
- *Need to use more ICT techniques for Teaching.*
- *Soft skills, Communication skills and motivational classes for all students may be started.*
- *Field visits may be incorporated to industrial houses and more industry- institution linkages.*

CHALLENGES:

- *Developing research aptitude and soft skills among students.*
- *Tough competition from colleges offering professional courses.*
- *To create awareness among students regarding drug addiction, health awareness and environmental issues*

8. Plans of institution for next year

- To initiate National and International linkages with various colleges, universities and companies.
- To improve campus placements options for the students of vocational courses.
- To hold more department wise activities for the students.
- To organise workshops on Personality Development, Environmental Awareness and Communication Skills.
- To apply for UGC Study Centres

Name TRACY KOHLI

Tracy Kohli
Signature of the Coordinator, IQAC

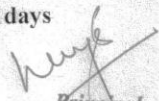
Name DR. NEERJA DHINGRA

Neerja
Principal
Signature of the Chairperson, IQAC

ANNEXURE - I
Academic Calendar

Academic Term-I	10-07-14 to 01-10-14 Thursday Wednesday	(68 Teaching days)
Autumn Break	02-10-14 to 11-10-14	(10 days)
Academic Term-II	13-10-14 to 27-12-14	(60 Teaching days)
Winter Break	29-12-14 to 14-01-15	(17 days)
Academic Term-III	15-01-15 to 20-03-15	(53 Teaching days)
Annual Practical Exams/Preparatory Holidays	21-03-15 to 01-04-15 Saturday Wednesday	(17 days)
Annual theory Examination	02-04-15 Thursday onwards	
Summer Vacation	01-06-15 to 09-07-15 Monday Thursday	(39 days)

Total teaching days of Academic Term I,II & III = 68+60+53 = 181days


Principal
D.A.V. College, Hoshiarpur

Annexure II

Feedback from Different Stakeholders

Students: To a large extent students are contented to be a part of this institution. However, some suggestions were put forth by them:

1. More Placement Drives need to be arranged.
2. In-house outlet for stationery should be made available.
3. Communication skills must be improved.
4. Computer training should be made mandatory.

Teachers:

1. More facilities for Research be provided.
2. Teacher- training workshops be organised at college-level.

Parents:

1. Career Guidance and Counselling be provided to students.
2. Placement Drive be organised.
3. Sought more interaction with and more involvement with activities in the institution.
4. Focus on enhancing their communication skills.
5. Laboratories be updated.

Employers:

1. Improvement in Communication Skills.
2. Classes on Personality Development.

Alumni:

1. Job Fests be arranged in the college.
2. Campus may be beautified.
3. New vocational courses be started in the college.

Neeraj
Principal
D.A.V. College, Hoshiarpur