



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		BANARSI DASS ARYA COLLEGE
Name of the head of the Institution		Dr. Sarita Verma
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01812260267
Mobile no.		9356661007
Registered Email		bdarya@rediffmail.com
Alternate Email		iqacbdarya@gmail.com
Address		42, Haqiqat Road, Jalandhar Cantt
City/Town		Jalandhar Cantt
State/UT		Punjab
Pincode		144005
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Ms. Nupur Chopra
Phone no/Alternate Phone no.	01812260267
Mobile no.	9855236359
Registered Email	bdarya@rediffmail.com
Alternate Email	iqacbdarya@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.bdarya.net/downloads/info_bdarya1819.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.bdarya.net/downloads/academic-calendar.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	B++	2.87	2017	30-Oct-2017	29-Oct-2022

6. Date of Establishment of IQAC	02-Aug-2008
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Banarsi Dass Arya College	Grant-in-Aid (salary)	State Govt.	2020 365	11464687
Banarsi Dass Arya College	B.Voc	UGC	2019 1095	4330000
Banarsi Dass Arya College	Community College	UGC	2019 730	2500000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

- IQAC reviewed the academic performance and conducted academic audit of all the departments and suggested steps to improve overall teaching learning .Academic Calendar was prepared.

- Reviewed the feedback of the students and planned augmentation of the canteen facilities and the Student Centre.

- Keeping in view the present scenario health awareness campaign were started both offline and online.

- Planning to celebrate 550th Birth Anniversary of Shri Guru Nanak Dev Ji. Various activities were carried out during the year.

- Faculty Development Programmes were carried out.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Personality Development Programmes	Guest lectures and workshops on various aspects of life were conducted. Yoga session by Yoga trainers was organized. Students were motivated to participate in Fit India Movement. Important National Days were celebrated, speakers were invited to give motivational talks. Students were given chances to participate in Inter-class and Inter-college competitions.
Increasing active participation in Socially relevant programmes	Various programmes and activities were organized by the college to make students active participants and socially responsible citizens. Rakhis were prepared by students and these were tied on the wrist of Police and Army personnel. Fit India Abhiyaan was celebrated in the campus. Posters on 'Eat Healthy', 'Say No to Stubble Burning', 'Save Water' etc. were put on display. Students participated in AIDS awareness rally, Blood Donation Camp, Sawachhta Pakhwada etc. with great zeal. This year during lockdown, due to Covid-19 conditions, online awareness campaign to prevent Corona was carried out by the students. It focussed on ways to improve health and hygiene.
Successful conduct of B.Voc programme	This year students joined advanced diploma after clearing the diploma programme in B.Voc. To meet the physical requirement, equipments were also added and guest lectures by the experts were also organized.
Augmentation of Infrastructure to meet new needs	As the college is the co-educational institute now, it required augmentation of basic facilities which could meet the needs of both the genders. So, new washrooms and rest room was created for boys. To meet the requirement of B.Voc in Media and Communication, Audio-Radio studio with new Equipments was developed and the previous Audio-Video studio was augmented. Equipments for ex. Industrial Sewing Machine and Looms were also purchased to meet the requirements of Community College in

Fashion Designing.

From girls institution to coeducation institution

Due to the demand of parents of nearby areas, it was decided by the Management to start Coeducation in the college. In the year 2019, college started its transition from girls college to coeducation institute of higher education after due permission from university, DPI and other relevant bodies. Boys' enrolment was opened in all the programmes. As it was the first year of Coeducation, boys enrolled themselves in B.A.(5)and B.Com(3), M.Com (3) and BCA(2) and DCA.(2).

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	31-Jul-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Yes, the college has an efficient Management Information system for the easy access and maintenance of important aspects of administration. College has customized automation softwares for various functions. Some of them are listed below: i) Admission and registration process: Detailed information about the students taking admission in the college along with the subjects opted by them are maintained through a software. ii) Fee Collection: Record of fee collected from every student is stored and maintained in software. Computer generated fee receipt are given to the students. iii) Examination and Results: University Examination forms of students are filled online. Detailed records of date sheets, marks obtained, results of

House examinations and University exams are also maintained digitally. iv) Payroll and Salary: Records of payrolls and salary are also maintained by the accounts departments in the soft form. Detailed information about income, expenditure and other accounts are also maintained through system. v) All the official correspondence with University and other bodies is done digitally through emails or corresponding websites. vi) The working of college library is also partially automated.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

By using a holistic approach to education, we, at B. D Arya College offer undergraduate courses in the fields of Humanities, Commerce, Science and Computer Science - a combination of traditional, theoretical, practical and vocational subjects. The college also offers four postgraduate degree programmes. Thus, our programmes range from the basic to the applied ones. The college carefully and thoroughly develops action plan for the effective implementation of the curriculum. The time table for each class is made well in time. The Academic and Co-Academic calendar of the college including dates/months of each term, co-curricular and extra-curricular activities and events is drawn up. Work load and work plan are carefully transmitted to the staff members of the department by the HODs. Each teacher maintains a teacher planner showing syllabus division and term wise allotment for each part of the subject to be finished and evaluated during the semester. These planners also show the records of various tests, seminars, etc. thus acting as a monitoring mechanism. The prescribed curriculum is delivered through basic class room teaching-learning transactions in the theory and practical classes. Special learning opportunities are created through study tours, visits to industry/hospitals etc., sessions by resource persons, and workshops/seminars/conferences/ competitions organized by various departments. Holistic learning is imparted through personality development workshops, extracurricular activities, sports, extension services, and intra/ intercollege activities/ competitions. A mechanism stands to handle the slow and the advanced learners differently through remedial classes for the weak students and extra guidance for the advance learners to go beyond the course. The college has a carefully designed faculty/student register for marking students' attendance and a teachers' planner for continuous assessment of assignments and evaluation outcomes. The large part of the campus is Wi-Fi/Internet enabled and the college has enough computers to facilitate ICT supported teaching. Audio-Visual room and smart class room are used by the students and the teachers of various departments for academic presentations, seminars, guest lectures, etc. Feedback is obtained from the students regarding the delivery of lectures by the Principal/HODs periodically, and the remedial action is taken. The institution provides the necessary infrastructure and resources to facilitate the teaching process. Facilities like INFLIBNET offer access to the latest online literature. Our library has 32,245 books and 134 periodicals. The college provides infrastructure and equipment for Sports/Physical Education

students and also arranges coaches for their practice. Mass Communication and Video Production department has an independent audio-video studio where the latest equipment are added from time to time to give complete professional training to its students. Well-equipped Language lab enhances language proficiency and communicative skills. Fashion Designing labs are equipped with the latest equipment and soft wares etc. Accounting Lab is equipped with computers and software to help the students of Commerce Department in computer aided accounting and on-line transactions. Finally, the IQAC analyses and implements the new changes according to the requirements.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Advanced Diploma	15/07/2019	365	Media and Communication	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Advanced Diploma - Media and Communication	15/07/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	6

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Tie and die and block printing	03/09/2019	30
Healthy snacks and beverages	28/08/2019	22
Calligraphy letter writing	22/10/2019	26
Wealth from Waste	05/03/2020	20
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Fashion Designing	9

MSc	Fashion Designing	2
BSc	Medical	9
PG Diploma	Nutrition & Dietetics	6
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>For the purpose of quality assurance of higher education, the college uses the feedback from students, parents and stakeholders, assimilated through different means (formal and informal). Structured feedback from outgoing students is collected. A questionnaire is prepared with questions ranging from academic to non-academic needs of the students. After the students provide the data, it is analysed by the feedback committee of the college. An attempt is made by the college staff and management to solve the problems faced by the students and to include their suggestions for the betterment of the college in the strategy for the future. Some of the suggestions in the 2018 -19 feedback report were: • To make college more accessible, transport facility of EAUTOS should be introduced for commuting from Rama Mandi (drop of local Buses) to the college. • If possible, to increase the number of fans in the auditorium • To put more air fresheners in toilets. • To increase number of indoor games and outdoor games to be pursued by the students during their free periods. • To increase furniture in the students common room. All these issues were addressed before the commencement of new session. • To introduce the Vending Machine for Sanitary Napkins along with Incinerators.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2019	245	33	18	Nil	20
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2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
38	38	45	15	1	45
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a student mentoring system as a support measure. The mentor guides students in her academic and personal growth. Faculty member is allocated 20 students. The teacher collects academic and personal information about the student and provides needed counselling to the ward. The teacher also guides them regarding their career options. The mentor meets the group of mentee after every fifteen days, in addition the mentee can meet the teacher any time she feels the need. Responsibilities of mentor: i) Continuously monitor, counsel, guide and motivate the student in academic matters. ii) Inform head of the institution if there are academic irregularities. iii) Contact parents if situation demands iv) Keep a record of academic performance and regularity. The Teacher Incharge also discusses the socially relevant issues with their students in the group meetings, to create general awareness and it also helps to make them socially responsible citizens. The mentor also tries to encourage the hidden talents in the mentee and guides them to contact appropriate teacher/person to guide and train them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
278	38	1:7

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
31	16	15	22	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college identifies the practices of monitoring student learning as an essential component of high quality education. To implement student progress monitoring the college determines day to day performance of the students throughout the year on the basis of their participation in the class tests (written and oral), written and oral assignments as well as the evaluation done by the teachers. Two midterm semester examinations in the month of September and March are conducted and the results are discussed with the students afterwards. The Principal also regularly meets the heads of departments and the students in order to take feedback on the teaching learning process of each department. For monitoring and evaluating the quality of the teaching learning process, Syllabi are planned and the detailed information regarding the pattern of evaluation process and the examination schedule is given at the start of the academic session. Class test, oral and written assignments and class presentations are used for evaluating the academic ability of the students. As the college is affiliated to GNDU, Amritsar, the evaluation reforms under the semester system, introduced by the university and the change of syllabi, are applicable to the college. The teachers are instructed to set the question papers for in-house exams strictly according to the suggested question paper pattern of the university. Even the evaluation is to be done in adherence to the suggested university norms. Though the University no longer has a system of CIE, but this evaluation by the teachers helps to assess the students and the teachers can guide them as per their abilities and requirement. Although, the university no longer formally asks for marks as internal assessment and after examination (Theory and Practical) only marking done by the external examiners is counted, yet the college has developed its own mechanism of internal assessment to know the strengths and weakness of the students. The purpose of this exercise is to help the students to overcome the shortcomings and to reach its full potential. In the subjects where practical are also involved, the teachers make it mandatory for every student to do that themselves. The teachers also observe the work minutely and assess on the basis of their performance.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Institution adheres to the Academic Calendar which is prepared before the beginning of new academic session. All the academic activities as well as co-curricular activities are planned month wise and term wise. This acts as a guide for teaching faculty and students to plan and prepare for the activities. While preparing the academic calendar, annual commemorative days, National and International days, cultural festivals, events are also added in the calendar and are celebrated in the college. Government instructions for commemorative days are also followed. The academic calendar is prepared in discussion with the faculty members in academic council meetings. Faculty members are also given responsibilities of planning and executing the activities. Some of the activities are divided department wise. The examination committee also plans the schedule of examination term-wise. While planning the activities, last year's output is also considered to rectify any short comings and new plans are made accordingly. Activities are scheduled month-wise and term-wise during the academic year which includes guest lectures, seminars, workshops, competitions etc. and departments organize these activities accordingly. This year due to Covid-19 pandemic, all projects were put on halt due to lockdown by Government orders from 13th March 2020. Only online activities could be carried out. Teachers took their classes and some academic activities were also carried out online e.g. Department of Punjabi, English and Hindi asked students to write

short essays. Departments of Home Science, Computer Science, Chemistry, Physics, Fine Arts etc. gave assignments on theory and practical. Department of Commerce also gave online exercises to the students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.bdarya.net/downloads/program-outcome.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.bdarya.net/downloads/students-feedback.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	30	NIL	0	0
Any Other (Specify)	120	College	20000	20000
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	Nil	Nil	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation	Name	Sponsored By	Name of the	Nature of Start-	Date of
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Center			Start-up	up	Commencement
NA	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NIL	Nil	Nil
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Mathematics	4
English	2
Computer Science	1
Home Science	1
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	5	Nil	Nil

Presented papers	Nil	1	Nil	Nil
Resource persons	Nil	1	2	1
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC	B Certificate	NCC	13
NCC	C Certificate	NCC	19
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Covid-19 Awareness	Youth Club and NSS	Awareness	4	70
Blood donation camp	civil hospital, Jalandhar	Blood donation	6	38
AIDS Awareness	Red Ribbon Club	Awareness	4	120
Swachh Bharat	Youth Club NSS of College	Swachh Bharat Abhiyan	38	250
Women Empowerment	NSS and Youth Club	Awareness and Sensitization	38	200
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2500000	2470000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Biblio Soft	Partially	3.0.0.1	2006

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nill	Nill	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	176	7	30	1	1	2	16	6	0
Added	7	0	0	0	0	0	0	0	0
Total	183	7	30	1	1	2	16	6	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

6 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
500000	425701	150000	111721

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Various committees are formed for a clear and well defined system to monitor the proper utilization and maintenance of physical, academic and support facilities. These committees can also take decisions regarding various issues for the smooth functioning of the system. Some of them are discussed below: • The Purchase cell ensures the fair process of selecting vendor by inviting quotations. • For the smooth execution of library activities, a committee has been formed along with the librarian. Support staff is also there to manage the regular activities. In library, there is open shelf system, visitors can take books for reading, library staff themselves put these back as per the system.

Books are normally issued for 15 days. • Complaint register is kept for the lapses found in any form on day to day basis and action plans are prepared for this. • Supporting Staff in various laboratories as lab attendants and other technical support is provided in computer and science labs. Practical classes are scheduled accordingly. In addition computers can be utilized by the students for their projects and assignments according to the requirement. For the use of multimedia and Audio-Video Equipments, lab assistants and a person with technical know-how help the teachers and students in the use of these for teaching and learning. • For the maintenance of sports infrastructure, grounds and equipment: A ground man is available, Physical Education teacher regulates the practice sessions and other games activities. • A Gymnasium is also available in physical education department for training and practice. In addition other students and staff can also avail the facility. • During the annual distribution of duties, staff members are also given duties as members of beautification committee, staffroom incharges etc .They supervise the proper maintenance of various college areas. • Gardners maintain the lawns and green areas of the college. • Cleaning personals keep the classrooms, college campus and washroom clean. These persons have been allotted different areas of the college for cleaning. • Lab attendants helps in maintaining and cleaning of equipment in the departments. For regular maintenance and servicing of some of the equipment there is annual maintenance contract with the companies to give the service periodically. In some departments, technical persons are called to service/ repair equipment like cooking burners, sewing machines etc. • Annual stock taking of all the departments is carried out at the end of the term. Teachers are assigned duties for this. This helps in keeping the records, identifying the equipment that require repair or replacement and accordingly these are carried out. This year due to Covid-19 pandemic, additional precautions have to be taken. College campus is periodically sanitized, hand sanitizers are also placed at a number of places and in all the laboratories. Students are also guided to maintain distance and use masks. Thermal thermometers are also used at the entrance of the college.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit cum Means	86	421852
Financial Support from Other Sources			
a) National	Post Matric Scholarships	19	Nill
b)International	Nill	Nill	Nill
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Lecture on Cyber Security	05/03/2020	100	Mr. Amit Sharma – Cyber Analyst
Meditation	11/12/2019	20	Spiritual

Session			Trainers - Col. Dr. K. P. Mehra, Ms. Swarcha, Mr. Vishwanath Mehra
One day workshop on SPSS	09/11/2019	60	Mrs. Shallu Batra - Associate Prof.
MCVP - 2 day workshop on Studio Acoustics and Camera Handling	16/10/2019	25	Mr. R. P. Munjal - Akashdarshan
Yoga Camp	21/06/2019	45	Ms. Disha, Mr. Arun - Yog Vigyaan Sansthan
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Placement Guidance	70	70	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
28	28	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	NIL Due to Covid-19 Lockdown	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	Nill	Nill
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institution has a very dynamic Students' Council in the form of Students' Central Association. In order to enlist the participation of students in the smooth functioning of college, the Central Association of Students is formed every year in a democratic way. The members of Students' Central Association are nominated subject wise (CAs) and class representatives (CRs) are elected by the students in the classes. These members automatically become the members of the Central Association of Students. Out of these members, the Office Bearers are selected through interviews and group discussions involving the Principal and teachers incharge. Four teachers from different streams are appointed as teachers in charge for the academic session and are retained for two years.

Office Bearers: The College Head Girl, The Vice Head Girl, The College Secretary along with executive members. Major activities:

- To actively participate and help in organizing all events of the college.
- To act as a bridge between the students, teachers and the administration.
- To maintain overall discipline in the college.
- To keep the college campus neat and clean.
- To participate actively in charitable and fund raising drives.
- To involve the students in the extension and outreach programmes of the college.

The college promotes the participation of students in its day to day activities. Student representatives have been included in various academic and administrative bodies. This practice is beneficial for the students leading to the overall development of personality. The institution aims to develop leadership qualities and democratic outlook among students. To achieve this goal, students are given representation in various academic and administrative bodies. The following bodies have student representatives: Central Association of Students: This is the main students' body that helps in the smooth functioning of the college and is involved in many activities. Subject Societies/Clubs: The office-bearers of these clubs/societies are students.

- The Newton's Club Science Maths
- IT Students' Association
- Biz'n Buck A Society of Commerce
- Kala Surbhi A Society of Fine Arts Home Science and Fashion Designing
- The Chanakya Club of Social Sciences
- SurTaal Sangam
- Media Links Society
- Social Welfare and Charitable Society
- Enlightened Women's Club
- Retract Club
- Environment Protection Club.

Hostel Committee:

The boarders have their representation in the Hostel Committee. The representatives are involved in planning the menu of the hostel mess in cooperation with the hostel warden. The boarders can convey their suggestions and problems through their representatives. Canteen Committee: This committee ensures the quality maintenance of the college canteen. Student representatives report in case of poor service. Periodic checks by the committee ensures the hygienic conditions. Building Committee: College Head Girl and the Student Secretary are a part of this committee. They give suggestions regarding repair, maintenance and improvement of the college building. IQAC: College Head Girl is the member of IQAC. As IQAC member, student acts as a bridge between administration and college students. They are able to judge the problems at grass root level.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

70

5.4.3 – Alumni contribution during the year (in Rupees) :

5100

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Association arranged an Alumni Meet on 14th December, 2019. Agenda was to seek the suggestions of Alumni for Development and Betterment of the college. Discussion on the new strategies for admissions. In this meeting old students from the first batch and earlier years i.e.1970, 1979, 1984, 2003 and 2010 had participated and shared their views.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college functions with the participative management of the stake holders, the Principal and Teaching Faculty work for the effective running of academic programs. There is decentralization of responsibilities/ power and participative involvement in managing the college duties is appreciated. The two examples are given below: 1. The admission process - Systematic delegation of authority at all levels of Management improves learning, accountability and responsiveness. It also enhances capacity and encourages democratic participation and transparency. Our college also follows decentralization of duties in its admission procedure as per the instructions of Management and the Principal, first of all, canvassing is done by the staff members and the information about the perspective students is gathered from the nearby schools situated in Jalandhar City, Jalandhar Cantt and adjoining villages. Students are contacted telephonically for admission. SMS and WhatsApp are sent to them regarding courses and they are welcomed to visit the campus. On their visit, they are counselled about filling the admission form and they are guided and helped in making the correct selection of subjects according to their area of interest by the Teacher in-charge. After that, their form is counter signed by the Head In-charge before it is finally forwarded for the signature of the Principal. Then, they are also guided about the procedure of fee payment and the online registration with Guru Nanak Dev University, Amritsar by the

Accounts office and General office respectively. 2. Award of Scholarships - Students are awarded scholarships under three categories: • Scholarships to Meritorious students • Merit cum means scholarships • Funding of Education - Post Metric Scholarships and Minority Scholarships by the government, Scholarships by NGOs and other organizations. The college funded scholarships and concessions. The whole process of awarding the scholarships is carried out in following steps: i. Information about scholarships and financial aid is given at the time of admission by the counselling committee. ii. Time to time announcements in the morning assembly and classrooms are made for the information to the students. iii. Scholarships incharges guide the students to fill the application form. iv. On the basis of the information provided in application form, deserving students are identified and verified by Teacher Incharges and forwarded to the Principal. v. The shortlisted students appear for interface meeting with the concerned scholarship providing agency for final selection. vi. The scholarships amount is provided and dispersed through direct benefit transfer scheme.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	<p>The Students are admitted keeping in view the eligibility conditions laid down by the University for the Different Courses. For admission purpose, the publicity is well planned. The advertisement of the college is given in the leading newspapers. Advertisement is also given on radio and cable T.V. Further, admission notices/ information are displayed on hoardings and flex banners. The prospectus of the college contains all the necessary information of admission process and the courses offered. Online admission options are also available for students. The students are also counselled as per their interest and abilities to choose the stream/ subjects at the time of admissions. Scholarships and Freeships are offered to meritorious students and economically weaker section.</p>
Industry Interaction / Collaboration	<p>The students of Science, Clinical Nutrition and Dietetics, Functional English, Mass Communication and Video Production, Home Science, Computer Science, and Commerce departments visit industry, banks, hospitals, educational/professional institutes and various companies to gain the first hand exposure of the work environment. This enriches them to work globally. • Students of B.Sc. Medical (CND) Undergo</p>

on Job Training. Students of cosmetology department visit salons. Students of fashion designing department and home science department visit Garment Construction Unit and various Malls for Understanding of brand Marketing.

Human Resource Management

The college has adopted a decentralized mechanism. The Principal assigns a set of responsibilities and duties to be performed by the different teaching and nonteaching members. The different committees are formed for the smooth execution of the college activities. Keeping in mind the interest, ability and aptitude of each staff member, the various duties are assigned through the academic and administrative bodies, headed by the Principal. The responsibilities are communicated through notices and circulars. The teachers, incharge of all these governing bodies cooperate and coordinate their functioning. Frequently, the performance appraisal and corrective measures are employed. Students' Central Association is elected. These members shoulder significant management and day to day administration of the college. For ensuring discipline, the regular attendance records of students are kept. Honours and awards are given to the students excelling in academics, sports and cultural items. Due to the Covid-19 pandemic conditions, every effort is taken by the college for the safety of the staff and students. Covid guidelines are being followed and limited no. of staff is called as per the govt. norms.

Library, ICT and Physical Infrastructure / Instrumentation

The college has partially automated library with a good collection of journals, reference, books and text books. The library committee frames the regulations and approves the purchase of Books, Journals and Periodicals, etc. Ebooks and journals are also available to us through online resource in the college library. The college has been continuously endeavouring to promote technology at all levels i.e. teaching, administration, admission process, and examination results. The college has WiFi enabled campus with leased line facility of 6 mbps. There is time to time upgradation of

computers and technological equipment's. The college has an audio-visual room and smart class where the different teaching aids are effectively used. The labs are provided with the latest instruments. The Building Committee of the college is responsible for monitoring the construction of physical infrastructure and its maintenance. With the view to provide facilities of conveyance to the students from suburban area, the college runs its own buses at no profit. The college website has also been updated. Annual stock checking is also carried out and any observation to meet the future requirement are taken care of.

Research and Development

Research has been considered as an important integral part of the academic endeavour in our college. the research committee timely informs the faculty about the U.G.C. schemes i.e. minor and major projects, and circulates the information regarding National Seminars/ Conferences. Faculty members are motivated to write research papers for the various national and international journals. Teachers are also encouraged to attend Webinars for updating their knowledge. Teachers who fulfil the conditions under CAS, their case is forwarded to DPI for the needful action.

Examination and Evaluation

The college follows the norms of G.N.D.U., Amritsar, regarding the examination and the evaluation system which includes theory, practical and projects. The college holds midsemester tests (MSTs) in each semester. The progress of students is also monitored through the attendance, class tests, class-room interaction, assignments, projects and online tests. Special assignments are given to slow and advance learners. Academic calendar is prepared and followed. In case of any out of syllabus paper in the university exam, a proper representation is sent to the university so that the university can rectify its mistake and students don't suffer. Online exams were conducted by the University.

Teaching and Learning

The teaching learning process is facilitated through the infrastructural and technical support to the various departments .The faculty supplements

the classroom teaching with audio visuals aids, OHP, LCD projector, demonstrations, experiential learning techniques and discussions. Teachers used interactive learning methods with the help of various online tools. In addition to this slow and advance learners are identified and teachers pay special attention to help them perform better. The teachers are also encouraged to attend conferences, seminars, and workshops organized by various educational institutions. The students are also motivated to use the college library extensively and share the study material as per need.

Curriculum Development

GNDU Asr, provides guidelines for the course syllabi, pattern of Examination and passing criteria. The nominated members of Boards of Studies and the faculty members of the college attend the meetings at the university and put forward their inputs after critically evaluating the weaknesses and getting suggestions from the peer groups, to change/revise and improve the curriculum. At the end of every academic session, the Academic Council, comprising the Heads of the departments and the Principal, discuss and collectively give the suggestions for the improvement of the prescribed syllabi. These suggestions are put forth by the Principal at the appropriate platform. College had started skill based programmes which is need of the day. The syllabus of B.Voc in Media and Communication was also framed by the college faculty and approved by the University.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>Processing and delivery of information and developing the education Plan. Public can also access the college information regarding admissions, programs available and other information through college website.</p>
<p>Administration</p>	<p>The MIS module of the institute helps in the planning of academic activities which include time table, recording of attendance, feedback by the students and the parents. All the correspondence with government and university is through e-mails. Various online methods</p>

	are used to convey important information's to staff and students.
Finance and Accounts	Function of finance and accounts are precisely defined and are followed strictly with proper accounting practices making record of each financial transaction using egovernance mechanism. This helps in keeping records of receipt of funds, staff salary and all types of purchases and payment of utility bills and taxes.
Student Admission and Support	The practise of Online admission is encouraged. Application software is used for storing admission data like Personal details, Aadhar no., Bank information etc. and fee information. University returns are also sent through online systems. The various scholarships are applied by the students online and the computer department provides them the necessary support.
Examination	The MIS of institute has well defined modules of collecting data related to the marks of continuous evaluation, mid-semester test, end semester marks etc. The datesheet and admit card are also provided by the University through online mode. This year university conducted the final semester examinations online.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	Nill	Nill	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher

Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty development program	1	16/08/2020	18/08/2020	3
Faculty development program	1	10/07/2020	16/07/2020	7
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Null	Null	Null	Null

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Faculty development programme. Health Centre, Group insurance, and free education to the wards of the teaching staff.	Health centre, ESI facility, Group Insurance and free education to the wards of the non-teaching staff. Accommodation within the campus is allotted to some of the non-teaching employees.	Financial aid, scholarships, book bank facility. There is safety insurance also.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The accounts of the college are audited externally as well as internally. An efficient internal audit mechanism has been developed. Accounts are prepared and regularly checked by the Accountant of the college. For internal audit, the college has also appointed a bursar, who is a member of the teaching faculty. The Accountant, the Bursar and the Purchase Committee of the college check the purchase procedure and the expenses. A Chartered Accountant is also appointed to check all kinds of expenditure and income of college. The external audit is done by the Accountant General (Audit Punjab), Chandigarh. They audit the UGC grants and the 95 grant received and its utilization by the college. The Internal Audit Organization, Finance Department, Punjab, also audit 95 grant of the college.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

11661596

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	Principal and Academic Council
Administrative	No	NIL	Yes	Management and Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Regular feedback is obtained from the parents through the open door policy of the Principal, teachers Incharge and administrative office. Parents can freely enquire about their ward get first hand time to time report of the student's progress. The elicited inputs received regularly help the institution to improve the teaching learning process and to strengthen the bond between the teacher and the taught. The parents are also invited to the college Annual Prize Distribution Function.

6.5.3 – Development programmes for support staff (at least three)

For better health and fitness and awareness among the support staff, the college organizes various discourses on cancer awareness, AIDS, harmful effects Of tobacco, smoking, save environment etc. for them. Yoga camp was also Organized. Lecture on Stress Management was also conducted.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

i) Starting B.Voc programme in Media and Communication. ii) Starting Community College in Fashion Designing. iii) From only girls to co-education institution. iv) Infrastructural improvements - augmentation of studio, rest room, washrooms etc.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Commemoration of Parkash Purab of Guru Granth Sahib Ji	31/08/2019	31/08/2019	200	20
Celebration of Poshan Maah - 'Eat Healthy Be Healthy' - Cooking Competition	11/09/2019	11/09/2019	48	Nil
Ardab Mutiyaar Contest in collaboration with 92.7 Big FM - Events like Rangoli, Warli Painting, Napkin folding, Folk Song, Vaar Singing etc. organized	20/09/2019	20/09/2019	100	4
Distribution of Iron Folic Acid tablets to students, teachers and non-teaching staff	12/10/2019	12/10/2019	250	20
Motivational Talk on How to become a successful person in life - value of 3Ds - Discipline, Dedication and Determination.	06/02/2020	06/02/2020	120	10
Guest Lecture and useful tips on How to choose a career and their effects by Marketing Head of Career Launcher - Mr. Aditiya and Ms. Palak	07/02/2020	07/02/2020	110	15
Honouring of Women Leaders - Ms. Puneet Chadha, MCB, Principals' - Ms. Santosh	06/03/2020	06/03/2020	210	15

Sharma, Ms. Babita Joshi, Ms. Gurpinder Kaur, Ms. Rosy, Ms. Kuldeep Kaur of Cantt area and K.Vs. Sarpanch Ms. Inderjeet Kaur of Village Lesriwal, Adampur.				
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
5

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- No Tobacco Day was observed on 1st June 2019
- Project/ poster display on 'Save water 'on wall magazine.
- 'Swachh Bharat' Campaigns by N.S.S unit and N.C.C units in October and December.
- Tree plantation on Van Mahotsav
- Proper waste management. BLUE GREEN dustbins placed for disposal of segregated waste.
- No leaf burning instead compost is made.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices I) Health Awareness Programme The institution strives to nurture and sustain an atmosphere conducive for all around development i.e physical, mental and spiritual. Human body is the gift of nature to the beings and it is our duty to keep it fit and energetic. We aim to sensitize the students and the stakeholders that they should take their health at the top priority and train and guide them to have a healthy diet and activity routine. The purpose of the practice is to develop citizens with sound mind which is ensured by healthy body Context: In the present context where men and women are playing multiple roles in the society, their own physical, mental and spiritual health is extremely important. The high expectations and social demands can be met only with the optimum use of human energies which is obtainable through good health. Practice: The College has set up a number of clubs and societies to take up the cause of the health awareness and fitness programmes. The institution runs the programme of Clinical nutrition and Dietetics. The department actively engages itself to create awareness regarding Healthy diet plans. The institution has Red Ribbon club and Newton's Club which organize health awareness programmes throughout the year. The college also has a social responsibility of making people aware of the essential aspects of life especially the health throughout the year. In the period of Covid-19 pandemic, the health had become the prime concern of the society and college carried out this with the help of staff and students. In the session 2019-20, many activities related to health issues were taken up. On 01.06.2019, the college in collaboration with Danik Jagran observed 'World No Tobacco Day' to create awareness regarding ill effects of tobacco. 'Yoga Day' celebration on June 21, is a regular feature of college. In the month of September, Nutrition Month is celebrated every year. This year, Dr. Raman Chawla, a noted Cardiologist gave an informative talk on Nutrition. A competition on the theme 'Eat Healthy Be Healthy' was also organized in collaboration with JayCees Club. In the month of October, iron tablets were distributed to staff and students to combat Anaemia. The activities like Diet Clinic and Healthy Cafeteria are regularly conducted by Clinical Nutrition and Dietetics department. On November 1, Blood Donation camp is organized every year for which counselling is given to the students and residents from nearby areas by Red Ribbon Club and NSS volunteers. An awareness rally AIDS was organized to spread the message 'Prevention is the only Cure'. In the month of December, World AIDS Awareness Day was commemorated by Red Ribbon Club. On December 7, one day 'Cleanliness Camp' was organized in college. From December 1 to December 15, 'Swachhta Pakhwada' was observed by the NCC unit of college. During the NSS camp in the village Dhadda, a talk by a Medical professional was organized. Village people were also given demonstrations on Sanitization and preparing Sanitary Napkins. In February 2020, Red Ribbon Club and Newton's Club organized PowerPoint Contest to create awareness on 'Cancer - A Deadly Disease'. After the outbreak of Covid-19 pandemic, the institution actively participated in spreading the information's about preventive measures and government guidelines to combat the situation. The students and staff prepared slides and videos on Covid-19 and circulated on Social Media. The department of Fashion Designing prepared and distributes Masks in nearby areas. The staff and students were also tested for Covid-19 twice through special camps organized in collaboration with District Health Administration. The department of Home

Science demonstrated the preparation of Masks using cloth and tissue paper in surrounding areas. Diet charts and plans to boost the immune system were circulated on WhatsApp by the students and the faculty of Clinical Nutrition and Dietetics department. Competition on Healthy recipes was organized in which the participants prepared the videos demonstrating the preparation of Nutritional dishes. Evidence of success: The students and the staff were actively involved in these activities. The NSS unit did commendable job for spreading the awareness of health, hygiene and cleanliness. A warm response to cafeteria and diet clinics are testimony to successful efforts of CND department. Problems Encountered: Biggest problem faced is limited resources and time. The lockdown which forced the closure of the institutions, hence the activities became very limited and only online activities could be carried out. Best Practice: II Title: Environment Protection Goal and Context: By the next ten years earth will become 4 degrees hotter than it is now. Himalyan Glaciers are melting are a rapid rate. Depleting water level is serious problem in Punjab. The institution realizes the graveness of environmental problems and it is practice of the college to create awareness regarding vital environmental issues and to take concrete steps to save, protect and ensure healthy environment. Practice: The college has a unit of Environment Protection Club which enrolls 25 students every year. The students adopt plants in the campus for their maintenance. Tree plantation drive within the campus and nearby areas is a regular practice. A herbal garden is maintained in the campus. The production and usage of herbal cosmetic and skin and hair care products in department of Cosmetology are also praiseworthy steps to reduce chemical products. The use of solar panel and reducing the usage of paper are also environment friendly steps taken by the college. The college has rain harvesting units and the college transport maintains the standard of pollution control. E-waste is properly managed. The usage of of polythene is prohibited in the campus. Two types of dustbins: blue and green are used to segregate the waste. A wormy composting unit is there to produce organic manure. Organic kitchen garden is also a measure in direction of healthy environment. The sensitization of environmental issues within and outside the campus has been a major concern of the institute as forest cover in the native state has been acutely reduced. The rallies, competitions, exhibitions and display of posters on environmental issues is a regular practice. Under 'Go Green Campaign', the guests are honoured with a sapling. Flex Boards with slogans 'Grow More Trees', 'Save Water', 'Save Mother Earth', 'Say No To Polythene' and 'Green and Blue Dustbins for wet and dry waste' were installed the prominent locations. In the session 2019-20, Van Mahotasav was organized in the college campus on 29.08.2019. In the campus, the plants of Dracaena were planted to enhance purification of air. Students took a pledge to save and care for trees and plants in the campus. Posters on 'Go Green save Environment' were also displayed. The green audit is conducted every year to assess the features of Environment Protection. It was an enthusiastic endeavour of NCC unit with focus on 'Plastic Se Rakhsha - Swachhta Hi Suraksha'. The burning issue of 'Say No to Crop Burning' was taken up by the institution. In the month of October 2019, an awareness campaign on this issue was organised in the neighbouring village Hazara by N.S.S. unit. On 23.11.2019, as a tribute to 550th Birth Anniversary of Sri Guru Nanak Dev Ji, a campaign to save and conserve water under 'Jal Bachao Sankalp', students and teachers took solemn oath to conserve water. During lockdown also students were asked to plan saplings in their homes and surroundings and send photographs. Evidence of Success: Environment Protection Club has proved to be very successful. Eye catching flora and eco-friendly campus are testimony of enthusiastic approach of institution of environment protection. Students enthusiastically participated in all the events at college and at home. During lockdown period also, plantation was carried out by the students near their house.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.bdarya.net/downloads/best-practices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college has stated in its vision to make empowered persons who can make their own place in the society. The first step is self-reliance is with education. Skill based education prepares them for becoming independent and also server the society. The college runs B.Sc. Medical programme with Clinical Nutrition Dietetics and also offers Post Graduate Diploma in Nutrition Dietetics. After completing these programmes the students can work as Dieticians in hospitals, health centres and gyms. They can also work as independent Dieticians, Free Lancers or Entrepreneurs. This programme also enables them to serve the society. During their studies also, students run diet clinics and conduct awareness programmes for public to make them aware about health, hygiene, diet and food. The Post Graduate Diploma and Under Graduate Diploma in Cosmetology is also run by the college. This is a program which makes the students professionals in the field of beauty, wellness, make-up and skin health. During the course of study, they are also imparted training in making products which are used for skin from organic raw material. After their skill based training, they work as Cosmetologist and Beauticians at Salons and Parlours, Beauty Clinics etc. They can also act as Trainers and can become Entrepreneurs also. Jalandhar being a media hub, professionals in the field of Media and Communication are much in demand. For giving benefit to larger people, the college has also started B.Voc in Media and Communication. Community college in Fashion Designing is also established. Both of these programmes function under the skill development ambit of UGC. These are multiple entry and exit programmes where age is also no bar. This B.Voc and Community college programme has helped people of all age groups to hone their skills. During the period of their studies, students of Fashion Designing, Fine Arts and Cosmetology put exhibitions of handmade articles and sell these. Students of Clinical Nutrition and Dietetics also developed Food Products which are sold. This also helps them to develop entrepreneur's skills. Talented students are given guidance and platform to showcase their talents. Their skill is also chiselled by the expert guidance of staff.

Provide the weblink of the institution

<http://www.bdarya.net/downloads/institutional-distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

- Conducting more Faculty Development Programmes.
- Encourage the Faculty to involve in Research.
- Social and outreach programmes to be increased.
- Considering the present situation, Health Awareness Programmes to be given more push.
- Improvement and Betterment of Online Learning Programmes as it has been necessitated by the present scenario. All the faculty members are already involved in it.
- Improve Transportation services.
- Efforts to improve the economy - adding more self-financing courses.
- Adding New Skill based courses.
- Improve the infrastructure.