

S.C.D. GOVT. COLLEGE
NAAC ACCREDITED GRADE - A



(Established in 1920)

LUDHIANA

AQAR of IQAC

(The Annual Quality Assurance Report of the Internal Quality)
Assurance Cell

Jan-2015 to Dec-2015

Submitted to

National Assessment and Accreditation Council
An Autonomous Institution of the University Grants Commission

P.O. Box No. 1075, Nagarbhavi, Bangalore - 560 072, INDIA

Dr. D.S. Sandhu
Principal



Phone : 91-161-2448899
SCD GOVERNMENT COLLEGE
Ludhiana - 141 001

D.O LT.No.....

Date.....

To

The Director,
National Assesment and Accreditation Council,
P.O.Box No.1075, Nagarbhavi,
Banglore-560072, India.

Subject: AQAR of IQAC- Jan-2015 to Dec-2015

Dear sir,

Please find enclosed the hard and soft copies
of the AQAR of IQAC- Jan-2015 to Dec-2015

Thanking you,

With best regards,

Yours Faithfully,

Dr. D.S. Sandhu
Principal

Copy to:

1. The secretary Higher Education Deptt., Punjab, Chandigarh.
2. The D.P.I. © Punjab, Chandigarh.

IQAC Steering Committee

Chairperson- Dr. Dharam Singh Sandhu (Principal)

Members:

Teachers:

1. Sh. R.K Miglani
2. Dr. Mukesh Arora
3. Sh. Gurcharan Singh
4. Dr. Chandip Kaur
5. Sh. P.S. Grewal
6. Smt. Inderjit Kaur
7. Smt. Amita Rawlley
8. Smt. Neelam Bhardwaj
9. Smt. Harmeet Kaur Jhajj

**NAAC Institutional
Co-ordinator** Dr. Ashwani Bhalla

HEIS Secretary Sh. Harbans Singh

Alumnus Sh. Rakesh Kapoor

Industrialist Sh. Onkar Singh Pahwa

Management Sh. Mohd. Rafi

Co-ordinator Sh. R.K Miglani

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The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

1. Details of the Institution

1.1 Name of the Institution	S.C.D. Government College
1.2 Address Line 1	College Road
Address Line 2	Civil Lines
City/Town	Ludhiana
State	Punjab
Pin Code	141001
Institution e-mail address	scdgovtcollege@gmail.com
Contact Nos.	0161-2448899
Name of the Head of the Institution:	Dr. Dharam Singh Sandhu
Tel. No. with STD Code:	0161-2448899
Mobile:	94633-52523

Name of the IQAC Co-ordinator:

R.K. Miglani

Mobile:

98157-87900

IQAC e-mail address:

scdgovtcollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

PBCOGN10625 Submitted on 20/09/2014

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)

N.A.

1.5 Website address:

www.scdgovtcollege.org

Web-link of the AQAR:

AQAR2015.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A		2004	5 Years
2	2 nd Cycle			2016	
3	3 rd Cycle				
4	4 th Cycle				

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

09/01/2004

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

Jan 2015-Dec 2015

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 09/01/2004 to 31/12/2004
- ii. AQAR 01/01/2005 to 31/12/2005
- iii. AQAR 01/01/2006 to 31/12/2006
- iv. AQAR 01/01/2007 to 31/12/2007
- v. AQAR 01/01/2008 to 31/12/2008
- vi. AQAR 01/01/2009 to 31/12/2009
- vii. AQAR 01/01/2010 to 31/12/2010
- viii. AQAR 01/01/2011 to 31/12/2011
- ix. AQAR 01/01/2012 to 31/12/2012
- x. AQAR 01/01/2013 to 31/12/2013
- xi. AQAR 01/01/2014 to 31/12/2014
- xii. AQAR 01/01/2015 to 31/12/2015

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Computer Science

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

Panjab University, Chandigarh

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes



Any other (*Specify*)

M.Com (Business Innovation)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="15"/>

2.10 No. of IQAC meetings held Held Quarterly (4)

2.11 No. of meetings with various stakeholders:	No.	<input type="text"/>	Faculty	<input type="text" value="4"/>
	Non-Teaching Staff	<input type="text" value="4"/>	Students	<input type="text"/>
	Alumni	<input type="text" value="2"/>	Others	<input type="text"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The IQAC of S.C.D. Government College, Ludhiana is proud to announce that almost all projects undertaken so far have attained their desired results. But still, IQAC feels that there is ample scope for improvement and therefore aspires to excel in future. The Stakeholders of this college participated enthusiastically in various academic, research, administrative and financial activities.

Under the guidance of IQAC, the college recently started Finishing School and Online admission system which is benefitting students of the college.

Initiatives taken by the college:

- Online filling of Examination Forms
- Unique Identification Cum Roll Number marked as PUPIN Number for all under graduate students'
- Display of Internal Assessment Awards on the Notice Board to ensure transparency and students' satisfaction
- Declaration of House Examination result in time bound manner by the Examination Branch with total computerization of examination records
- Declaration of final examination result by the Panjab University online on the University website: www.puchd.ac.in as well as www.scdgovtcollege.ac.in so that no student suffers in his/ her career mobility and academic progression due to delay in declaration of results and issue of mark sheets
- Adherence to the University Calendar
- Semester system has been introduced in all the courses – post graduate as well as in undergraduate level. It reduces the load of the students and inculcates regular and consistent study habits
- Since the academic year is divided into two semesters, it also has the advantage of providing upward mobility; the students can clear the backlog even after moving to the next semester. It also enables the students to learn at their own pace
- Examination Branch of the college is now fully computerized. Students can fill their examination forms online and download admit cards and provisional result cards
- The college has also purchased metal detectors in order to stop cheating and copying during examinations
- Smart Class Rooms
- Wi-Fi
- New Computer Labs
- Construction of New Boys' Hostel
- Extension of Girls' Hostel
- Construction of New Chemistry Lab
- Finishing School

- Community College
- Rain Water Harvesting Project

2.15 Plan of Action by IQAC/Outcome

The IQAC plays an active role in inculcating the culture of quality within the institution. This culture is maintained and sustained by several initiatives taken by the college during the year. Through its activities, the IQAC has been an agent of change in the institution ensuring the efficient performance of academic and administrative tasks. All the major committees of the college hold periodic meetings with the IQAC to plan activities and initiatives to enhance the quality of student education. In the current year, the following initiatives have been taken by the IQAC.

- Strengthening the quality of Academics through setting up of eight new smart classrooms in the campus
- Monitoring the performance of the teaching learning activities via Student feedback
- Beautification of the campus by constructing New Main Entrance Gate of the college, Installation of sign boards, Renovation of Principal's Office, Old Hall and College Canteen, Renovation of the down ceiling and repair of chairs in Sahir Auditorium, Fencing of Hockey Ground and Parks
- Setting up of a new Conference Hall
- Opening of a new Cafeteria
- Construction of separate Wash rooms for boys and girls
- Reconstruction of one Chemistry lab
- Renovation of the Administrative Block by creating Aluminium cabins
- Setting up of Hi-Tech Seminar cum Smart Classroom, Administrative Office of HEIS, Alumni, Red Ribbon, Career Counselling and NSS Wing
- Renovation and Revamping of the College Gymnasium
- Wi-Fi enabling of the entire Campus
- Installation of CCTV Cameras and the Multimedia Projector in the department of Geography & Economics and Seminar Hall.
- Introduction of the Online Admission Process
- Completion of the Computerization process of the Library, Addition of books for various Departments in the Library
- Holding 5 FDP (Faculty Development Programme) Sessions

* *Academic calendar of the year is attached as Annexure -A*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Details of the action taken :

- January:
- Shifting of Physical Education department and renovation of Gymnasium
 - Making of cabins, steel almirahs for departments and faculty
 - Furniture for canteen (Rs. 1,00,000)

- March:
- Chairs for chemistry department
 - 8 chairs for staff room (Rs.16,000)
 - Repair and painting of net fencing of hockey ground
 - Fencing of parks opposite chemistry department and Maths department.
 - Repair of old machines and gymnasium
 - Renovation of Gymnasium (Rs.50,000)
 - Repair of chairs in Sahir Auditorium (Rs. 2,00,000)

- August:
- Purchase of chemicals, salts, jars and glass frames for chemistry department
 - Fitting of gas supply pipes for newly build labs in chemistry
 - Purchase of beds, chairs and tables for boys hostel (Rs. 3,00,000)
 - Flooring of commerce department
 - Purchasing of almirah for keeping research work

- September:
- Stools for Botony and Zoology departments. (Rs. 1,00,000)
 - Required Printer, Steel Almirah, Repair of lab apparatuses
 - Projector for Economics department

- November:
- Repair of windows, doors, fitting of glasses in commerce department
 - Construction of new bathroom for students through P.W.D.
 - Painting of Almirahs in Physics and Commerce department
 - Buying of Sofa Set for Principal Office and Staff- room
 - Renovation of Chemistry lab-I

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
PhD	1			
PG	9			
UG	5			
PG Diploma				
Advanced Diploma				
Diploma (Stock Marketing & Trading Operations)	1			
Certificate	Finishing School	1		
Others				
Total				
Interdisciplinary	1			
Innovative	1			

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

Pattern	Number of programmes
Semester	✓

Trimester	
Annual	

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

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

**An analysis of the feedback is attached as Annexure-B*

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

As the colleges is affiliated with Panjab University, Chandigarh, the staff members have to act upon the syllabus prescribed by the P.U. only.

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

Finishing School under RUSA was started in 2015 and is working successfully.

** Details of Finishing School is attached as Annexure -C*

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	50	06	34	9	

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
				2						

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

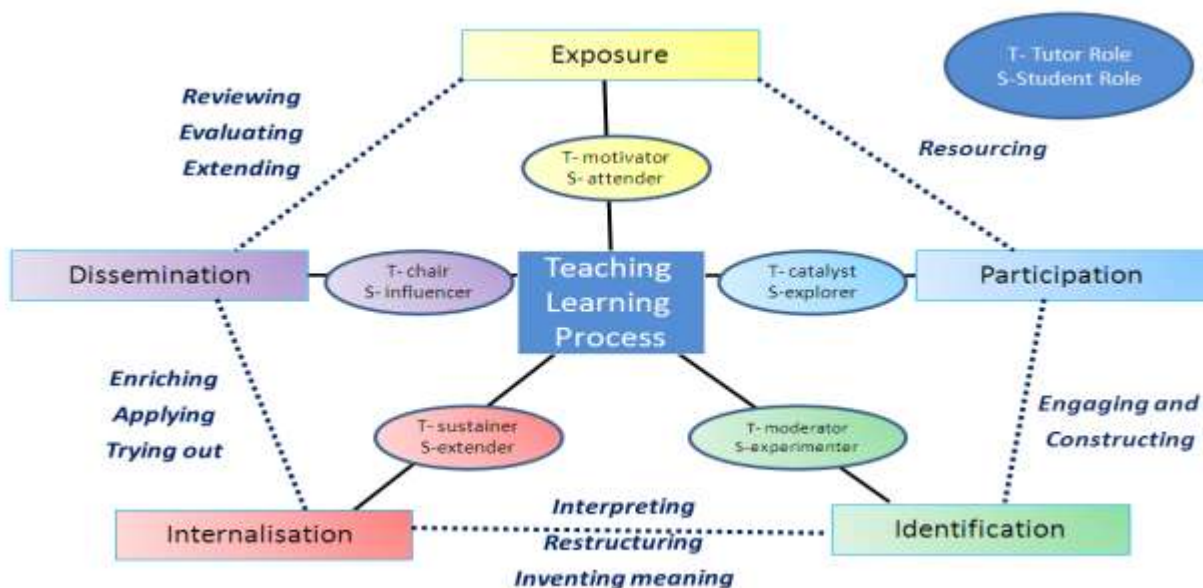
No. of Faculty	International level	National level	State level
Attended	5		
Presented papers	10	22	
Resource Persons		1	1

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

On the recommendations of the University Grants Commission, S.C.D. Government College, Ludhiana has started the online admission process to ensure greater transparency in the admission process and to ensure efficiency. The dynamic website of the college www.scdgovtcollege.ac.in was launched in the month of July, 2015 and the applications were received online from the students. A total of 15752 students registered online for various courses running in the college.

Keeping in view the diversity of students, 752 students are presently pursuing under graduation in the evening section of the college. Teachers play the role of motivators and mentors in tutorial groups which are organized after every fifteen days. Proper mentorship record is maintained by the in charges of the tutorial group.

The Teaching Learning process followed in the college is exhibited in the following chart:



- **Internal Evaluation at Under Graduate level:**

20% marks in each paper will be internal assessment based on the following parameters:

1. Mid-Semester Test: 50%
2. Class/Snap Test: 25%
3. Attendance: 25%

- ***Internal Evaluation at Post Graduate level***

Maximum marks for external/written examination are 80 marks and Internal Assessment is 20 marks.

The marks for Internal Assessment will be divided as Follows:

1. Attendance: 20%
2. Written Assignments: 30%
3. Mid Semester Test: 50%

Other initiatives taken by the college in tune with the Panjab University regulation in order to improve the quality education, following measures are taken:

- Online filling of Examination Forms
- Unique Identification Cum Roll Number marked as PUPIN Number for all under graduate students.
- Display of Internal Assessment Awards on the Notice Board to ensure transparency and students satisfaction.
- Declaration of House Examination result in time bound manner by the Examination Branch with total computerization of examination records.
- Declaration of final examination result by the Panjab University online on the University website: www.puchd.ac.in as well as www.scdgovtcollege.ac.in so that no student suffers in his/ her career mobility and academic progression due to delay in declaration of results and issue of mark sheets.
- Adherence to the University Calendar.
- Semester system has been introduced in all the courses – post graduate as well as in undergraduate level. It reduces the load of the students and inculcates regular and consistent study habits.
- Since the academic year is divided into two semesters, it also has the advantage of providing upward mobility; the students can clear the backlog even after moving to the next semester. It also enables the students to learn at their own pace.
- Examination Branch of the college is now fully computerized. Students can fill their examination forms online and download admit cards and provisional result cards.
- The college has also purchased a metal detector in order to stop cheating and copying during examinations.

2.7 Total No. of actual teaching days

during this academic year

180

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development 10

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

2.10 Average percentage of attendance of students 75-80%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass
UG	3745	16	1800	1000	945	-
PG	1185	25	525	611	49	-

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

- To instil the motto of the college ‘Dare to be True’.
- Facilitating higher education for rural, financially disadvantaged learners and imparting gender sensitive quality education as per vision 2020.
- To provide training programs in computers, environmental studies and STEPS.
- To motivate students for excellence in academics, sports, cultural heritage and co-curricular activities for developing a holistic outlook,
- Conducted 3 lectures under Faculty Development Programme.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	50
UGC – Faculty Improvement programme	
HRD programmes	2
Orientation programmes	50
Faculty exchange programme	1
Staff training conducted by the university	2
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	10

Others	
--------	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11	3		
Technical Staff	41	24		1

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC of the college provides opportunities for research and scholarly activities at undergraduate and post graduate level. Seminars, conferences, workshops and extension lectures are held by various departments which lend high impact to the learning process making it critically analytical.

- Research Oriented Programmes in Commerce and Business Innovations/Information Technology and Geography Department
- Post Graduate Department of Commerce and Business Innovations
- Research Internship Projects of M.Com (Semester System)
- Research Projects in the Department of Computer Science and Information Technology
- Research Projects in Department of Geography
- Research at Doctoral Level
- Research by the teachers of different departments
- Extension Activities and Institutional Social Responsibility Collaborations

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 **Details on research publications**

	International	National	Others
Peer Review Journals	6		
Non-Peer Review Journals	1		
e-Journals	2		
Conference proceedings	10		

3.5 **Details on Impact factor of publications:**

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other (Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		4			1
Sponsoring agencies					

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

3.13 No. of collaboration International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

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

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

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

JRF SRF Project Fellows Any other (RJF)

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

Note: One cadet selected for Republic Day Camp.

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

The NSS unit (Boys & Girls) carried out various activities to sensitize the students and the general public towards socially relevant issues, these includes:

- An interactive workshop on awareness about Thalassemia
- Awareness rally organized on Drug abuse

- Poster making and Slogan writing competition on Female Foeticide, Swachh Bharat Abhiyan, gender equality
- Tree plantation drive
- A cleanliness drive

Under the guidance of IQAC, the college hosted many activities in the sphere of extension activities and institutional social responsibilities.

Department of English:

- Creative Writing Contest
- Hand Writing Contest
- Fresher's Fiesta
- One day Educational Trip
- Film Screening

Department of Hindi:

- Munshi Premchand Jayanti
- Teacher's day
- Hindi Divas Samaaroh

Department of Geography:

- Map filling Competition
- Teacher's Day Celebration
- Map making Competition
- Educational Trip to Chandigarh, Pinjore and Kasauli

Department of Economics:

- Inter College Quiz Competition
- Teacher's day Celebration
- Poster making Competition
- Journal Current Economic Outlook released
- Educational Tour to Wetland n Bird Century, Harike Pattan and Hussainiwalan Border, Ferozepur
- Group Discussion on Current Topic: GST

Department of Computer Science & Information Technology:

- Mega Placement Drive
- Workshop on Big Data and Android
- Workshop on Sixth Sense Technology
- Placement Drive to select the students from BCA-IIIrd and M.Sc (IT)

Department of Chemistry:

- Educational trip to Funcity and Naina Devi
- Construction and Inauguration of New lab

Department of Physics:

- Paper Reading Contest
- One day Educational Trip to Virasat-e-Khalsa and Naina Devi

Department of Botony and IMB:

- Educational Trip to Mussorie and Dehradun
- One day visit to College of Fisheries, Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana.

Department of Zoology:

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	42 acres	Finishing School Girls' Hostel Boys' Hostel	RUSA/HEIS MP LAD FUND, Dr. M.S. Gill Punjab Government	2.5 Lacs 3.20 Crores
Class rooms	52	2	Punjab Government	
Laboratories	20	1	Punjab Government	
Seminar cum Smart Classrooms	4	1	Alumnus (Sh. J.R. Singhal of Eastman India Pvt. Limited)	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		5	PTA, HEIS, Punjab Government	
Value of the equipment purchased during the year (Rs. in Lakhs)	20 Lacs			
Others Conference Room New Entrance Gate		2	College Development Fund Alumni (S. Onkar Singh Pahwa, Avon Cycles Pvt. Ltd.))	

4.2 Computerization of administration and library

The administrative, finance and examination section of the college have totally been computerized. The admission to various classes or vertical rise is done strictly on merit as per the directive of the state higher education department and P.U. Chandigarh. These are made public through the admission notice in

the newspaper and the prospectus. The gender / caste wise list is sent to the University for Registration. The Administrative branch has totally been renovated.

The annual or semester examinations are external i.e. held by the P.U. Chandigarh during each academic session. The college holds internal examination for determining eligibility for external examinations. The university, with the support of the college Principal and staff, conducts examinations and evaluate answer books. The results are computed by the university which later on publishes them, awards detailed marks cards, certificates and the degrees which are awarded during annual convocations. The detail marks cards are recorded in soft and hard copies by the local register of examination branch before these are disbursed to the students.

The Central Library of S.C.D. Government College, Ludhiana is a rich source of learning. It is accessible to a large number of students, irrespective of caste, creed, and society. The library is a store house of knowledge for everybody. We have 106266 books on different subjects. We have added 311 new volumes so far this year and more volumes are in the process of being added. This year the library has been fully computerized and students are provided access to e-resources (e-books & e-journals) free of cost thereby facilitating expeditious and exhaustive information from the library at the click of a button. We also provide newspapers, magazines, journals in print form to students and staff. The library has a large reading room with 150 seating capacity in it. Xerox facility, CAS, reference services are also provided to the students and staff members. We also provide training to Diploma and Degree students of Library and Information Science.

This year onwards we are providing web OPAC (ONLINE PUBLIC ACCESS CATALOGUE) access to the students so that they can access books and journals from their home itself without having to make a physical journey to the library. Now library is not bound within four walls, its dimensions expand to spread knowledge far and wide.

IMPROVEMENT IN THE LIBRARY:

- OPAC (Online Public Access Catalogue) facility for staff and students
- A number of departments have set up departmental libraries out of donation from serving and retired faculty.

4.3 Library services:

	Existing (2014)		Newly added (2015)		Total	
	No.	Value	No.	Value	No.	Value
Text Books	93835		310	114153	94145	114153

Reference Books	12388		08	5330	12396	5330
e-Books	83000+	5,000			83000+	5,000
Journals	55	50,000			55	50,000
e-Journals	6247	5,000			6247	5,000
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	46	3	4			-		
Added			1			1		
Total	46	3	5			1		

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

- Smart Class Rooms are constructed with LED Projectors for the efficient training of teachers and students.
- The college campus has been fully enabled with Wi-Fi connectivity during the session 2015. The facility of Wi-Fi is given free of cost to the students and teachers during college hours.

4.6 Amount spent on maintenance in lakhs :

i) ICT (wifi)	1,83,150/-
ii) Campus Infrastructure and facilities (Online Admissions)	45,000/-
iii) Equipments (Server, SMS pack, Service pack)	1,28,000/-
iv) Others	
Total :	3,56,150/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC provides all information regarding faculty(Deptt.wise)and the qualifications of faculty members.It gives information regarding different courses provided by the college.U.G and P.G courses in various streams.It clearly mentions the rules for admission,eligibility conditions,fess structurwe and rules to be followed by the students after admission.

It also gives a detailed inside into the various activities which are available in the college like extra-curricular activities and sports,social services schemes and clubs,awards and honours ,special incentives and scholrships. The prospectus clearly mentions rules and regulations to be followed by the students in various house examinations.

Scholarships are provided to the students with disables financial background(S.C and B.C) students.Fresh scholarships are awarded to new students while those of old ones are renewed. Scholarships are given to the students on the basis of merit in previous class as per Panjab University norms and even on minority basis. It is ensured that scholarships are disbursed on time.

5.2 Efforts made by the institution for tracking the progression

The institution ensures its commitment and accountability by adhering to all the norms and rules mentioned in the prospectus and by ensuring that various academic and infrastructural facilities actually reach the students.

The College is committed to achieve its motto “DARE TO BE TRUE” and has outlined its following objectives:

1. To preach the motto of the college 'DARE TO BE TRUE'.
2. To facilitate education for rural and financially disadvantaged learners and to impart gender-sensitive quality education as per vision 2020.
3. To motivate students for excellence in academics, sports, cultural and co-curricular activities in order to develop a holistic personality.
4. To provide training programs in computers, environmental studies and soft skills (Finishing School).

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3745	1185	2	

(b) No. of students outside the state

10

(c) No. of international students

Men	No	%
	3452	70

Women	No	%
	1478	30

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
						2853	1598	479			4930

Demand ratio

Dropout %

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

Finishing school under the guidance of RUSA started in the college to groom the students for the competitive world. Besides, the college has a structured mechanism for career guidance and placement of its students. Time to time career cell organizes various career cell guidance programs namely in the fields of banking, insurance, marketing, finance, human resource management etc. 15 to 20% students are selected after clearing their final examination.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	6	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	22(Ph.D.) 6(CA/CS)

5.6 Details of student counseling and career guidance

The Guidance and the counseling unit of the college is actively engaged in providing the students information about various fields and their corollaries which result in job opportunities. They are made aware of the ways and the means of getting a job and vertical progression methodology thereafter. The students have benefitted from these.

Students are advised to pursue their higher education by joining various programs advertised by the different institutions. Even personally, students are advised to read the newspapers which are available in the departments as well as in the main library. Students are counseled to follow their future career in various sectors. The teachers motivate the students according to their ability and they also enlighten the students about their inner strengths and weaknesses so that the student can realize his or her potential. Even in the class rooms the teachers create awareness about ethical issues, social dilemmas, adolescence problems, drug addiction issues and crime related issues in the society. Some times if the students have personal problems due to the marital issues of their parents or any other reason or they want to seek guidance related to their career, they can discuss these in the tutorial classes with their respective teachers. Various extension lectures have been conducted on student related issues where prominent researchers, industrialists and academicians guide the students for further growth and career opportunities. They give a clear idea to the students regarding the current market scenario and how they can carve a niche for themselves.

No. of students benefitted

250

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
CYBER-INFO-RTE	30	M.Sc (IT)=04 BCA 3 rd =01	BCA 3 rd =06 (WIPRO LTD.)

5.8 Details of gender sensitization programmes

The Red Ribbon Club of the college is providing valuable services to the students so that they can become aware of social issues like Drug addiction and HIV Aids. They are also advised through extension lectures to spread such awareness in society too. In this way they become the ambassadors of Red Ribbon Club of S.C.D Govt. College, Ludhiana.

5.9 Students Activities

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

State/ University level

125

National level

17

International level

4

No. of students participated in cultural events

State/ University level National level International level

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		
Financial support from government	857	28,52,400/- (300/- P.M. for First Year Students for 10 months only) (3600/- P.M. for renewal the students for 12 months) Note:- The amount is deposited by DBT.
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organized / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed

The college does have a Student Grievance Redressal cell. The Principal and the staff are easily accessible by the students. No case of grievance has been reported during the last 4 years. The college has

a committee headed by female teacher to check the sexual harassment. Pictorial duties are allotted to the staff members for staff ensuring discipline the student council partly has girl students to safeguard the interests of the girls. No case of sexual harassment has been reported as yet. No case of ragging has been reported during this year. Display of Anti Ragging Board has been done in all corners of the college and the students are instructed in the very beginning not to indulge in such activities.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Transforming lives and communities through learning.

Mission: Our mission is to cultivate in students a passion for learning respect for others, while embracing diversity and the pursuit of excellence. To create a community in which individuals develop competence, confidence and character. To create a healthy learning environment in and out of the classroom. To develop creative and critical thinkers, unafraid to express their ideas, who are prepared to seek meaningful achievements and to live by our motto. ‘Dare to be True’ in service of the nation.

Objectives

- To create the educational needs of the youth of the region from all sections of society, especially attending to the needs of economically backward and under privileged classes.
- To empower students not merely with degrees but also skills necessary for diverse career options.
- To provide such education as is commensurate with the present times.
- To integrate curriculum with various community oriented programs.
- To promote excellence in academics, sports, cultural heritage motivation and provide them value education.

6.2 Does the Institution has a management Information System

The college being a Government institution has to follow the programs and policies of the State Government. As college is affiliated to P.U. Chandigarh, it follows instructions issued by university regarding admissions, reservations, system of examination, sports activities, cultural activities etc. However, for the effective implementation of these policies and for quality enhancements, the college Principal, the College Council, IQAC and the entire faculty make concerted efforts. The Principal holds

meetings with the college council, heads of the various departments, different committees Internal Quality Assurance Cell (IQAC) and Quality Management Cell (QMC) on regular basis for devising appropriate strategies for quality enhancements. Faculty members are involved in designing of syllabus, examination system through different board of studies constituted by university.

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

6.3.1 Curriculum Development

The students of B.Sc. (V.E.) in Industrial Microbiology (IMB), MA (Geography), MA (Economics), M.com. (General) and M.com (BI) undertake research projects and on Job Training (OJT) courses. The PG students of Hindi have the option to start their Ph.D. program. The UG/PG students of other streams are also encouraged to write project reports on the assigned themes. The faculty members represent UG and PG Board of Studies in their respective subjects and in administrative and management capacities for the upgradation and modernization of the curriculum and regulation of academic ethics. All PG departments have a semester system instead of an annual examination system. The college has started semester system at the entry level of each UG-Course.

6.3.2 Teaching and Learning

- On the recommendations of the University Grants Commission, S.C.D. Government College, Ludhiana has started the online admission process to ensure greater transparency in the admission process and to ensure efficiency.
- The dynamic website of the college www.scdgovtcollege.ac.in was launched in the month of July, 2015 and the applications were online from the student population.
- A total of 15752 students registered online for various courses running in the college.
- Keeping in view the diversity of students, 752 students are presently pursuing under graduation in the evening section of the college.
- Teachers play the role of motivators and mentors in tutorial groups which are organized after every fifteen days. Proper mentorship record is maintained by the incharges of the tutorial groups.

A. Internal Evaluation at Under Graduate level:

20% marks in each paper will be internal assessment based on the following parameters:

A. Mid-Semester Test: 50%

B. Class/Snap Test: 25%

C. Attendance: 25%

B. Internal Evaluation at Post Graduate level

Maximum marks for external/written examination are 80 marks and Internal Assessment is 20 marks.

Other initiatives taken by the college in tune with the Panjab University regulation in order to improve the quality education, following measures are taken:

- Online filling of Examination Forms
- Unique Identification Cum Roll Number marked as PUPIN Number for all under graduate students.
- Display of Internal Assessment Awards on the Notice Board to ensure transparency and students satisfaction.
- Declaration of House Examination result in time bound manner by the Examination Branch with total computerization of examination records.
- Declaration of final examination result by the Panjab University online on the University website: www.puchd.ac.in as well as www.scdgovtcollege.ac.in so that no student suffers in his/ her career mobility and academic progression due to delay in declaration of results and issue of mark sheets.
- Adherence to the University Calendar.
- Semester system has been introduced in all the courses – post graduate as well as in undergraduate level. It reduces the load of the students and inculcates regular and consistent study habits.
- Since the academic year is divided into two semesters, it also has the advantage of providing upward mobility; the students can clear the backlog even after moving to the next semester. It also enables the students to learn at their own pace.
- Examination Branch of the college is now fully computerized. Students can fill their examination forms online and download admit cards and provisional result cards.
- The college has also purchased a metal detector in order to stop cheating and copying during examinations.

6.3.3 Examination and Evaluation

The administrative, finance and examination section of the college have totally been computerized. The admission to various classes or vertical rise is done strictly on merit as per the directive of the State Higher Education Department and P.U. Chandigarh. These are made public through the admission notice in the newspaper and the prospectus which is published every year. The list of enrolled students' gender / caste wise is sent to the University for Registration. The Administrative branch has totally been renovated.

The annual or semester examinations are external i.e. held by the P.U. Chandigarh during each academic session. The college holds internal examination for determining eligibility for external examinations. The university, with the support of the college Principal and staff, conducts examinations and evaluate answer books. The results are computed by the university which later on publishes them, awards detailed marks cards, certificates and the degrees which are awarded during annual convocations. The detail marks cards are recorded in soft and hard copies by the local Registrar of examination branch before these are disbursed to the students.

The marks for Internal Assessment will be divided as Follows:

- (a) Attendance: 20%
- (b) Written Assignments: 30%
- (c) Mid Semester Test: 50%

6.3.4 Research and Development

Research Programmes:

- Mr. Harbans Singh (Geography) has submitted his Ph.D Thesis.
- Mr. Kamal Kishore(Mathematics) has submitted his Ph.D thesis.
- Ms. Parveen Gupta (Economics), Ms. Prem Singla(History) , Ms Kajla(English) and Mr. Husan Lal Basra (commerce) are registered for their Ph.D. degree.
- The IAPT, IABT and IOM regularly hold seminars/workshops/examinations on the respective subjects.
- National Seminars conducted by the Departments of Commerce, Punjabi and English
- Seminar on Right to Information act 16-02-2015
- National Conference organized by the Department of Hindi
- Extension Lectures organized by Departments of English, History, Chemistry and Economics
- Teachers Day celebrated on 5th September,2015
- Hindi Divas celebrated on 14th September,2015
- *Sadbhavna Rally* (Rally on Communal Harmony) conducted by students of Punjabi Department on 03-11-2015
- World AIDS Day celebrated by Red Ribbon Club on 1st Dec,2015
- Faculty Development Programmes conducted from time to time

Ph.D. Awarded : Dr. U.B. Singh (Commerce),Dr. Puran Singh (Economics) ,Dr. Jagtar Singh (Economics),Dr. Harblas Heera(Commerce)

Research Papers :Dr. M.K. Arora (Hindi), Dr. Hardeep Singh (Hindi), Dr. R.K. Jain (Hindi), Dr. G.S. Sandhu (Maths), Dr. A.K. Bhalla (Commerce), Dr. B.K. Khurana (Commerce), Dr. Harblas (Commerce), Dr. U.B. Singh (Commerce), Dr. Chandip Kaur (English), Dr. Reetinder Joshi (English), Ms Amita Rawlley(English), Dr.Neelam Bhardwaj(English), Ms Harmeet Kaur Jhajj(English), Mr. Kamal Kishore (Maths).

- Member Senate P.U. Chandigarh : Dr. Mukesh Arora
- State Subject expert on Edu-Sat : Dr. A.K.Bhalla (Commerce)

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:

- OPAC(Online Public Access Catalogue) facility for staff and students
- A number of departments have set up departmental libraries out of donation from serving and retired faculty.

ICT:

- EDU-SAT lab. is a functional unit. The faculty members Telecast live their lectures on different subjects
- The computers labs for BCA/PGDCA/M.Sc. (IT) have been added
- All science laboratories have been upgraded
- Smart class rooms have been added
- Extension lectures are held in seminar halls / auditorium fitted with LCD / OHP / Micro slide projectors

Internet Access :

- The existing NRC-UGC has been upgraded with broadband internet connectivity and the latest Photostat machine
- The teachers of computer science department impart knowledge on computer programs to the teachers, secretarial staff, students and financially weaker section of the society
- The college has instituted and registered a society in ICT as HEIS-SCD-ICT society under the auspices of Punjab Higher Education Information Society (PHEIS). The society has started with regular programs of BCA / BBA / PGDCA/ Diploma in Stock Market and trading Operations and M.Sc. (IT)
- The students have free access to internet facilities. Twenty connections exist in different departments
- The 'INFLIBIT' library facility is available to the teachers and the students

Infrastructure:

- Hostels (separate for Boys and Girls)
- Science Labs. : Computers for BCA/PGDCA/MSC.(IT)
- Smart Classrooms : BBA and M.com (BI)
- Cricket Ground : Renovated pitch
- Photostat machines : Office / library / remedial classes
- Electricity: New Wiring for total Building
- Public Utilities for staff and students

6.3.6 Human Resource Management

Being a Government institution, S.C.D. Government College, Ludhiana is distinct from other similar institutions as its mission is to impart quality education at a subsidized cost. This institution is a 'non-profit' organization. The college adopts a holistic approach towards research which centres around the biodiversity, economy and sustainability of the region. The College is highly cognizant of its social responsibilities and encourages formal and informal interaction for community development through various extension activities. The college encourages interactions and industry tie-ups. Experts from the industry have been included in panel of Board of Studies of Community College to give expert and pertinent advice about industry scenario (The Community College is running a Diploma in Stock Market and Trading Operations). Frequent visits by the experts from the industry are organized by department of Commerce and Business Innovations and Finishing School to the campus to deliver guest lectures to update students with the dynamics of the corporate world. Industrial visits by students and faculty are encouraged to expose them to the practical work-environment. The college regularly organizes Faculty Development Programmes to update the knowledge of the teachers and sharpen their teaching skills.

6.3.7 Faculty and Staff recruitment

Being a Govt. institution, the regular teachers are recruited by P.P.S.C.. Only adhoc/guest faculty teachers can be recruited by the Principal.

	Teacher	Admn. Staff	Lab Staff
REGULAR	-	-	-
GUEST FACULTY	55	02	07

6.3.8 Industry Interaction / Collaboration

S.C.D Government college Ludhiana has signed a Memorandum of Understanding (MOU) with Ludhiana Stock Exchange Limited to impart training to the students who have been admitted to the Programme: Diploma in Stock Market and Trading Operations under the Community College Scheme of the University Grant Commission, New Delhi. In this year 2015, 25 students of S.C.D Government College Ludhiana have been trained by the Ludhiana Stock Exchange under the scheme.

6.3.9 Admission of Students

5930

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Yes

6.5 Total corpus fund generated

As per Punjab Government Norms

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	AG Pb./CHD	Yes	Bursar
Administrative	Yes	Local Audit Office	Yes	Principal

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

6.11 Activities and support from the Alumni Association

Meetings of Alumni Association are held from time to time. The illustrious alumni Dr. M.S Gill, Sr. Onkar Singh Pahwa and Sh. J.R Singhal have contributed generously for the construction of Girls' hostel, Main Entrance Gate and Seminar cum Smart Classroom. It is indeed a matter of pride for the college.

6.12 Activities and support from the Parent – Teacher Association

- | | |
|-----------|--|
| January | <ul style="list-style-type: none">• Shifting of Physical Education Department and renovation of Gymnasium• Making of cabins, steel almirahs for various departments and faculty members• Furniture for Canteen |
| March | <ul style="list-style-type: none">• Chairs for Chemistry department• 8 chairs for staff room• Repair and painting of net fencing of hockey ground• Fencing of parks opposite Chemistry Dept and Maths Dept.• Repair of old machines and gymnasium• Renovation of Gymnasium• Repair of chairs in Sahir Auditorium |
| August | <ul style="list-style-type: none">• Purchase of chemicals, salts, jars and glass frames for chemistry dept• Fitting of gas supply pipes for newly build labs in chemistry• Purchase of beds, chairs and tables for boys hostel• Flooring of Commerce Dept• Purchasing of almirah for keeping research work |
| September | <ul style="list-style-type: none">• Stools for Botony and Zoology Dept.• Printer, Steel almirah, Repair of lab apparatuses• Multimedia Projectors for various Departments |
| November | <ul style="list-style-type: none">• Repair of windows, doors, fitting of glasses in Commerce Dept• Construction of new Wash rooms for students through P.W.D.• Painting of almirahs in Physics and Commerce Dept• Purchase of Sofa Set for Principal's Office and Staff- room• Renovation of Chemistry Lab-I |

6.13 Development programmes for support staff

Since the entire Administrative block and the library has been computerized and Wi-Fi enabled, the non-teaching staff of the college is trained for the same through In-House training sessions organized at regular intervals by the Department of Computer Science.

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

The Environment Club of the college took the following initiatives for a sustainable development programme:

- Setting up of a vermicompost unit.
- Construction of a rain water harvesting unit.
- In addition to this, the NSS units of the college carried out awareness campaigns and cleanliness drives from time to time for sensitizing the students towards environment protection and maintaining cleanliness in the campus.

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.

Innovation in Curricular Designs and Transactions :

The students of B.Sc. (V.E). in Industrial Microbiology (IMB), M.A.(Geography), M.A. (Economics),M.com. (General) and M.com (BI) undertake research projects and On Job Training (OJT) Courses. The PG students of Hindi have the option to start their Ph.D. program. The UG/PG students of other streams are also encouraged to write project reports on the assigned themes.

The faculty members represent UG and PG Board of Studies in their respective subjects and in administrative and management capacities for the up-gradation and modernization of the curriculum and regulation of academic ethics. All PG departments have a semester system instead of an annual examination system. The college has started semester system at the entry level of each UG-Course.

The students of B.Sc. (V.E)-IMB course are taught Biostatistics by the departments of Mathematics/Economics/Commerce. The subject of Environmental Education - a non-credit compulsory course for first year students of BA/B.Sc/B.Com/BCA (TDC) is taught by teachers from Botany / Zoology / Geography / Chemistry / Physics / Hindi. The subject of History and Culture of Punjab is taught by the teachers from the department of History. Similarly, the subjects of English / Business

Communication Skills / Punjabi are taught at the entry level of UG students by the teachers of English and Punjabi. The subject of Economics to the Commerce students of UG and PG level is taught by teachers of the Economics Department. Besides, Extension Lectures, Quiz Competitions, Yoga, PDP, STEPS, Spiritualism, Entrepreneurship, Computers. First-Aid, traffic rules, and Moral Education are being conducted by resource persons of eminence.

The conceptual plan of Panjab University Chandigarh regarding theory and practical examinations, internal assessment through attendance, project reports, assignments, behaviour in classes, class tests, proficiency in practical examination, besides the house examination, is being followed in letter and spirit. The college has introduced a semester system from academic session 2012-13 at PG-level and from 2014-15 at UG level.

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

The Internal Quality Assurance Cell (IQAC) of S.C.D. Govt. College, Ludhiana with an aim of Total Quality Management (TQM) in all aspects of higher education conducts regular meetings to discuss and enlist an agenda for striving towards achievement of Quality Enhancement. The Internal Quality Assurance Cell held a special meeting to assess the achievements and their impact on quality of teaching. It has been observed that the IQAC has succeeded in benefitting this institution and the spurt of the development is being maintained. The recommendations after evaluating their viability have by and large strictly been adhered to enhance total quality management in all aspects of Higher Education. Various plans undertaken during the time period have found their destination or are in continuity.

The college is proud to announce the introduction of following courses:

- A Finishing School became functional from 1st Nov, 2015 to enhance soft skill development and personality grooming of outgoing graduates.
- Computerization of central library with internet facility.
- INFLIBIT – facility for students and teachers.
- Personality Development Program for Faculty.
- Extension lectures through EDU-SAT.
- Establishment of Community College to run Diploma in Stock Marketing and Trading Operations.

The college is committed to aspire and excel in the arena of teaching, learning and evaluation for which the following agenda has been proposed :

- To encourage teachers to participate and present research papers in academic conference / seminars/ workshops to upgrade their existing knowledge.
- To encourage teachers to improve their academic credentials, earn faculty improvement programs from UGC and to earn research projects from UGC/DST.
- To interact with all heads of the department regarding quality aspect and solicit regular reports from them in the context of departmental activities.
- To encourage every department to establish departmental libraries with latest literature and to strengthen the existing ones.
- Implementation of plans encouraging various Departments to organize seminars/workshops/conferences to be submitted to UGC/DCDC, PU. Chandigarh / DST New Delhi / NAAC Bangalore or any other agency for financial aid.
- To suggest restructuring of internal education system to suit global requirements.
- To stimulate the process of knowledge creation, apart from knowledge dissemination.
- To undertake purchase of software for academics, administrative and library purposes.
- To train students for competitive examinations and to hold remedial classes.
- And above all, to train students to be holistic and to sensitise them towards the culture and heritage of the state and the country.

The local IQAC is proud to announce that almost all projects undertaken so far have attained their desired results. Still, IQAC feels that there is ample scope for improvement and therefore, aspires to excel in future, under the aegis of NAAC, Bangalore. The IQAC has thus resolved to strive harder and make concerted effort to attain the zenith of its preferential goals. The stakeholders of this institution participate enthusiastically in various academic, research-oriented, administrative and financial activities .

Many of the members have contributed to the State, National and International conferences/seminars/workshops and have participated / presented / published research papers. Dr. A.K. Bhalla, Dr. G.S. Sandhu. Dr. B.K. Khurana, Dr. U.B. Singh, Dr. Harblas, Mr. Jagtar Singh and Dr. M.K. Arora have completed their major UGC research projects. Mr. Kamal Kishore (Maths) and Mr. Harbans Singh (Geography) have submitted their Ph.D. thesis. Ms. Poonam Mittal and Mr. Surjit Singh have been promoted as Principals. Dr. M.K Arora, Dr. Hardeep Singh, Dr. R.K Jain Dr. Puran Singh, Dr. Chandip Kaur, Dr. Reetinder Joshi, Dr. A.K Bhalla, Dr. Jagtar Singh and Dr. G.S Sandhu have been promoted as Professors. There are 22 research scholars registered for Ph.D. in the Dept. of Hindi. Prof. (Dr.) M.K. Arora, Prof (Dr.) R.K. Jain and Prof (Dr.) Hardeep Singh are guiding these scholars.

7.3 Give two Best Practices of the institution

- Establishment of Finishing School to develop soft skills for final year students.
- Formation of the Environment Club for popularising Eco friendly practises.
- Establishment of Red Ribbon Club to spread awareness regarding HIV AIDS.

** The details are attached as Annexure D & E*

7.4 Contribution to environmental awareness / protection

- Conservation and Preservation of biodiversity
- Vermi Compost Unit
- Vano Mahotsav
- World Habitat Day

7.5 Whether environmental audit was conducted?

Yes

No



7.6 Any other relevant information the institution wishes to add.

- The college campus provides free of cost jogging facility to the public.
- The dynamic policies and concerted efforts of the team leader Dr. Dharam Singh Sandhu, the Principal of the college, have been noticed by the State Higher Education Department.
- A number of faculty members visit foreign countries, National and International Institutes of learning on their own and suggest to the IQAC various activities to be adopted.
- The college has been selected to run one of the thirteen Finishing Schools opened all over Punjab.
- The college received a grant under vocationalisation of Higher Education.
- Recommended the renovation of College Canteen and Auditorium.

8. Plans of institution for next year

- Documentation of the history and culture of the college.
- Purchase of updated software for educational and secretarial practices.
- Generation of financial resources for PTAC (Participation Activities For Academic Conferences)
- New computer lab with fifteen computers to be installed.
- Research Centre (Dept. of English) to be established soon.
- More Departments to constitute their Departmental Libraries.

Name M.K. Miglani

Signature of the Coordinator, IQAC

Name Dr. D.S__Sandhu

Signature of the Chairperson, IQAC

Annexure-A.

The Academic Calendar followed in the 2015-16 is as follows:

1. Normal Admissions : 1 st July-10 th July
2. Meeting with Departmental Heads: 10 th July, 2015
3. Principal's Address: 14 th July 2015
4. Departmental Meetings: 15 th July, 2015
5. Teaching: 15 th July 2015-21 st October, 2015
6. Autumn Break: 22 nd October to 28 th October, 2015
7. Teaching: 29 th October, 2015 to 24 th November 2015
8. Preparatory Holidays: 26 th November, 2015-1 st December 2015
9. University Examinations for 1 st and 3 rd semester : 2 nd December 2015-22 nd December 2015
10. House Examination for Final Year Graduation Examination (Annual System: 2 nd December 2015 to 21 st December 2015
11. Winter Break: 21 st December 2016 to 3 rd January 2016
12. Alumni Meet: 3 rd January,2016
13. Teaching 4 th January 2016 to 15 th May, 2016

Annexure B

Analysis of the Feedback from Students

Keeping in view the enhancement of quality education, it was suggested by the Principal Dr. D.S. Sandhu at the commencement of the session 2015-16 while addressing the students and faculty members that feedback from the students should be made mandatory. The number of students who gave their feedback varied from class to class.

Table No:-1 Class wise number and percentage of students who gave their feedback:

Serial no	Course name	No of students admitted	No of students who gave their feedback	Percentage of students who gave their feedback
1	B.A (Pass Course Hons)	480	79	16.5
2	B.Sc(Medical)	240	98	40.8
3	B.Sc (Non Medical Pass Course Hons)	240	72	30.0
4	B.Com (Pass Course Hons)	140	60	42.9
5	BCA	40	32	80.0
6	BBA	40	35	87.5
7	M.A English	120	90	75
8	M.A Punjabi	60	38	63.3
9	M.A Economics	120	80	66.7
10	M.A Hindi	60	47	78.3
11	M.A Geography	40	28	70.0
12	M.Sc Mathematics	60	38	63.3
13	M.Com (Business Innovation)	50	<u>50</u>	100.0
14	M.SC (Information Technology)	33	<u>33</u>	100.0
15	M.Com	50	22	44.0
	Total	1773	802	45.2

Source: Self Study Report(2015) of SCD Govt College and Sample Survey of the College.

Table 2: Class-wise Expectations of the Students-‘Choice of a Particular Course’

Course	Skill Enhancement		Exposure to subject		Curiosity		Employability		To complete course requirements		Total	
	NO.	%	No.	%	No.	%	No.	%	No.	%	No.	%
BA	23	29.1	9	11.4	10	12.7	11	13.9	26	32.9	79	100
BCA	10	31.3	2	6.25	14	43.8	6	18.8	0	0	32	100
B.SC.(NM)	21	29.2	12	16.7	5	6.94	31	43.1	3	4.17	72	100
B.SC(M)	15	15.3	5	5.1	1	1.02	76	77.6	1	1.02	98	100
BBA	9	25.7	0	0	3	8.57	18	51.4	5	14.3	35	100

B.COM)	18	30	4	6.67	2	3.33	23	38.3	13	21.7	60	100
MA(Eco)	50	62.5	5	6.25	6	7.5	11	13.8	8	10	80	100
M.Com.	6	27.3	4	18.2	0	0	12	54.5	0	0	22	100
M.Com(Innovation)	45	90	5	10	0	0	0	0	0	0	50	100
M.Sc.(I.T.)	22	66.7	2	6.06	0	0	4	12.1	5	15.2	33	100
M.A.(Geography)	5	17.9	4	14.3	12	42.9	3	10.7	4	14.3	28	100
M.SC.(Maths)	11	28.9	3	7.89	5	13.2	19	50	0	0	38	100
M.A.(Eng)	30	33.3	21	23.3	7	7.78	32	35.6	0	0	90	100
M.A. (Punjabi)	0	0	18	47.4	1	2.63	19	50	0	0	38	100
M.A.(Hindi)	15	31.9	2	4.26	3	6.38	17	36.2	10	21.3	47	100
Total	280	34.6	96	12.2	69	10.4	282	33.7	75	8.98	802	100

Table 3: Classwise analysis-'The Coverage of the Course'

Course	UG level		Pg Level		Advanced Level		Total	
	NO.	%	NO.	%	NO.	%	No.	%
BA	22	27.8	18	22.8	39	49.4	79	100
BCA	23	71.9	8	25	1	3.13	32	100
B.SC.(NM)	66	91.7	5	6.94	1	1.39	72	100
B.SC(M)	98	100	0	0	0	0	98	100
BBA	31	88.6	3	8.57	1	2.86	35	100
B.COM)	60	100	0	0	0	0	60	100
MA(Eco)	0	0	28	35	52	65	80	100
M.Com.	0	0	22	100	0	0	22	100
M.Com(Innovation)	0	0	46	92	4	8	50	100
M.Sc.(I.T.)	0	0	33	100	0	0	33	100
M.A.(Geography)	0	0	28	100	0	0	28	100
M.SC.(Maths)	0	0	38	100	0	0	38	100
M.A.(Eng)	4	4.44	77	85.6	9	10	90	100
M.A. (Punjabi)	0	0	38	100	0	0	38	100
M.A.(Hindi)	0	0	47	100	0	0	47	100
Total	304	32.3	391	58.4	107	9.32	802	100

Table 4: Class-wise Perception -'Standard of Assignments and Snap Tests'

Course	High		Normal		Easy		Total	
	NO.	%	NO.	%	NO.	%	No.	%
BA	24	30.4	50	63.3	5	6.33	79	100
BCA	10	31.3	22	68.8	0	0	32	100
B.SC.(NM)	20	27.8	52	72.2	0	0	72	100
B.SC(M)	98	100	0	0	0	0	98	100
BBA	12	34.3	23	65.7	0	0	35	100
B.COM)	57	95	2	3.33	1	1.67	60	100
MA(Eco)	51	63.8	27	33.8	2	2.5	80	100
M.Com.	19	86.4	3	13.6	0	0	22	100
M.Com(Innovation)	46	92	2	4	2	4	50	100
M.Sc.(I.T.)	14	42.4	15	45.5	4	12.1	33	100
M.A.(Geography)	1	3.57	27	96.4	0	0	28	100

M.SC.(Maths)	25	65.8	13	34.2	0	0	38	100
M.A.(Eng)	51	56.7	39	43.3	0	0	90	100
M.A. (Punjabi)	23	60.5	15	39.5	0	0	38	100
M.A.(Hindi)	1	2.13	44	93.6	2	4.26	47	100
Total	452	52.8	334	45.1	16	2.06	802	100

Table 4: Classwise Observation –‘Standard of Infrastructure’

Course	Excellent		Normal		Easy		Total	
	NO.	%	NO.	%	NO.	%	No.	%
BA	25	31.6	47	59.5	7	8.86	79	100
BCA	8	25	23	71.9	1	3.13	32	100
B.SC.(NM)	34	47.2	38	52.8	0	0	72	100
B.SC(M)	98	100	0	0	0	0	98	100
BBA	12	34.3	23	65.7	0	0	35	100
B.COM)	58	96.7	2	3.33	0	0	60	100
MA(Eco)	53	66.3	27	33.8	0	0	80	100
M.Com.	19	86.4	3	13.6	0	0	22	100
M.Com(Innovation)	36	72	14	28	0	0	50	100
M.Sc.(I.T.)	20	60.6	13	39.4	0	0	33	100
M.A.(Geography)	5	17.9	23	82.1	0	0	28	100
M.SC.(Maths)	23	60.5	15	39.5	0	0	38	100
M.A.(Eng)	67	74.4	22	24.4	1	1.11	90	100
M.A. (Punjabi)	11	28.9	27	71.1	0	0	38	100
M.A.(Hindi)	39	83	7	14.9	1	2.13	47	100
Total	508	59	284	40	10	1.01	802	100

Table 5: Classwise Evaluation-‘Coverage of Syllabus’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	23	29.1	37	46.8	16	20.3	3	3.8	0	0	79	100
BCA	22	68.8	8	25	2	6.25	0	0	0	0	32	100
B.SC.(NM)	58	80.6	10	13.9	4	5.56	0	0	0	0	72	100
B.SC(M)	97	99	1	1.02	0	0	0	0	0	0	98	100
BBA	13	37.1	13	37.1	8	22.9	0	0	1	2.86	35	100
B.COM)	30	50	28	46.7	2	3.33	0	0	0	0	60	100
MA(Eco)	70	87.5	10	12.5	0	0	0	0	0	0	80	100
M.Com.	7	31.8	8	36.4	5	22.7	2	9.09	0	0	22	100
M.Com(Innovation)	43	86	5	10	2	4	0	0	0	0	50	100
M.Sc.(I.T.)	14	42.4	5	15.2	7	21.2	7	21.2	0	0	33	100
M.A.(Geography)	4	14.3	15	53.6	8	28.6	1	3.57	0	0	28	100
M.SC.(Maths)	27	71.1	7	18.4	4	10.5	0	0	0	0	38	100
M.A.(Eng)	72	80	10	11.1	8	8.89	0	0	0	0	90	100
M.A. (Punjabi)	18	47.4	20	52.6	0	0	0	0	0	0	38	100
M.A.(Hindi)	30	63.8	13	27.7	1	2.13	3	6.38	0	0	47	100
Total	528	59.3	190	27.2	67	10.4	16	2.94	1	0.19	802	100

Table 6: Classwise Observation-‘Planning of the Course’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	20	25.3	26	32.9	24	30.4	8	10.1	1	1.27	79	100
BCA	20	62.5	9	28.1	2	6.25	1	3.13	0	0	32	100
B.SC.(NM)	26	36.1	40	55.6	6	8.33	0	0	0	0	72	100
B.SC(M)	98	100	0	0	0	0	0	0	0	0	98	100
BBA	17	48.6	9	25.7	7	20	2	5.71	0	0	35	100
B.COM)	34	56.7	22	36.7	3	5	1	1.67	0	0	60	100
MA(Eco)	67	83.8	12	15	1	1.25	0	0	0	0	80	100
M.Com.	15	68.2	5	22.7	2	9.09	0	0	0	0	22	100
M.Com(Innovation)	42	84	8	16	0	0	0	0	0	0	50	100
M.Sc.(I.T.)	20	60.6	8	24.2	2	6.06	3	9.09	0	0	33	100
M.A.(Geography)	2	7.14	14	50	12	42.9	0	0	0	0	28	100
M.SC.(Maths)	26	68.4	10	26.3	2	5.26	0	0	0	0	38	100
M.A.(Eng)	60	66.7	20	22.2	9	10	1	1.11	0	0	90	100
M.A. (Punjabi)	15	39.5	20	52.6	3	7.89	0	0	0	0	38	100
M.A.(Hindi)	32	68.1	12	25.5	0	0	3	6.38	0	0	47	100
Total	494	58.4	215	28.9	73	10.2	19	2.48	1	0.08	802	100

Table 7: Classwise Perception- ‘Emphasis on Fundamentals’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	12	15.2	32	40.5	26	32.9	9	11.4	0	0	79	100
BCA	23	71.9	6	18.8	2	6.25	1	3.13	0	0	32	100
B.SC.(NM)	47	65.3	20	27.8	5	6.94	0	0	0	0	72	100
B.SC(M)	98	100	0	0	0	0	0	0	0	0	98	100
BBA	10	28.6	13	37.1	8	22.9	4	11.4	0	0	35	100
B.COM)	24	40	33	55	2	3.33	1	1.67	0	0	60	100
MA(Eco)	59	73.8	20	25	1	1.25	0	0	0	0	80	100
M.Com.	7	31.8	11	50	4	18.2	0	0	0	0	22	100
M.Com(Innovation)	36	72	12	24	2	4	0	0	0	0	50	100
M.Sc.(I.T.)	17	51.5	9	27.3	4	12.1	3	9.09	0	0	33	100
M.A.(Geography)	3	10.7	5	17.9	19	67.9	1	3.57	0	0	28	100
M.SC.(Maths)	18	47.4	18	47.4	2	5.26	0	0	0	0	38	100
M.A.(Eng)	64	71.1	16	17.8	9	10	1	1.11	0	0	90	100
M.A. (Punjabi)	16	42.1	20	52.6	2	5.26	0	0	0	0	38	100

M.A.(Hindi)	26	55.3	16	34	5	10.6	0	0	0	0	47	100
Total	460	51.8	231	31.7	91	13.8	20	2.76	0	0	802	100

Table 8: Classwise Observation-‘Coverage of Modern/Advanced Topics’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	17	21.5	29	36.7	22	27.8	11	13.9	0	0	79	100
BCA	20	62.5	7	21.9	1	3.13	3	9.38	1	3.13	32	100
B.SC.(NM)	36	50	23	31.9	8	11.1	5	6.94	0	0	72	100
B.SC(M)	94	95.9	4	4.08	0	0	0	0	0	0	98	100
BBA	13	37.1	5	14.3	14	40	1	2.86	2	5.71	35	100
B.COM)	27	45	28	46.7	5	8.33	0	0	0	0	60	100
MA(Eco)	49	61.3	30	37.5	1	1.25	0	0	0	0	80	100
M.Com.	10	45.5	9	40.9	3	13.6	0	0	0	0	22	100
M.Com(Innovation)	35	70	11	22	4	8	0	0	0	0	50	100
M.Sc.(I.T.)	15	45.5	2	6.06	10	30.3	4	12.1	2	6.06	33	100
M.A.(Geography)	4	14.3	12	42.9	12	42.9	0	0	0	0	28	100
M.SC.(Maths)	20	52.6	17	44.7	1	2.63	0	0	0	0	38	100
M.A.(Eng)	65	72.2	15	16.7	8	8.89	2	2.22	0	0	90	100
M.A. (Punjabi)	20	52.6	16	42.1	2	5.26	0	0	0	0	38	100
M.A.(Hindi)	14	29.8	24	51.1	8	17	1	2.13	0	0	47	100
Total	439	50.4	232	30.6	99	14.7	27	3.3	5	0.99	802	100

Table 9: Classwise Observation - ‘Availability of Text Books/Study Material’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	14	17.7	31	39.2	20	25.3	11	13.9	3	3.8	79	100
BCA	21	65.6	5	15.6	3	9.38	3	9.38	0	0	32	100
B.SC.(NM)	57	79.2	13	18.1	2	2.78	0	0	0	0	72	100
B.SC(M)	97	99	1	1.02	0	0	0	0	0	0	98	100
BBA	11	31.4	15	42.9	6	17.1	2	5.71	1	2.86	35	100
B.COM)	23	38.3	32	53.3	5	8.33	0	0	0	0	60	100
MA(Eco)	49	61.3	30	37.5	1	1.25	0	0	0	0	80	100
M.Com.	16	72.7	3	13.6	3	13.6	0	0	0	0	22	100
M.Com(Innovation)	35	70	14	28	1	2	0	0	0	0	50	100
M.Sc.(I.T.)	16	48.5	10	30.3	4	12.1	3	9.09	0	0	33	100
M.A.(Geography)	14	50	8	28.6	2	7.14	4	14.3	0	0	28	100

M.SC.(Maths)	32	84.2	6	15.8	0	0	0	0	0	0	38	100
M.A.(Eng)	57	63.3	24	26.7	4	4.44	5	5.56	0	0	90	100
M.A. (Punjabi)	22	57.9	15	39.5	1	2.63	0	0	0	0	38	100
M.A.(Hindi)	34	72.3	8	17	2	4.26	3	6.38	0	0	47	100
Total	498	60.8	215	27.1	54	7.36	31	4.29	4	0.44	802	100

Table 10: Classwise Observation-‘Usefulness of Tests & Assignments’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	22	27.8	24	30.4	27	34.2	6	7.59	0	0	79	100
BCA	20	62.5	5	15.6	4	12.5	3	9.38	0	0	32	100
B.SC.(NM)	55	76.4	15	20.8	2	2.78	0	0	0	0	72	100
B.SC(M)	93	94.9	5	5.1	0	0	0	0	0	0	98	100
BBA	12	34.3	12	34.3	9	25.7	1	2.86	1	2.86	35	100
B.COM)	36	60	21	35	3	5	0	0	0	0	60	100
MA(Eco)	46	57.5	29	36.3	5	6.25	0	0	0	0	80	100
M.Com.	11	50	7	31.8	2	9.09	2	9.09	0	0	22	100
M.Com(Innovation)	37	74	12	24	1	2	0	0	0	0	50	100
M.Sc.(I.T.)	20	60.6	10	30.3	2	6.06	1	3.03	0	0	33	100
M.A.(Geography)	4	14.3	13	46.4	9	32.1	2	7.14	0	0	28	100
M.SC.(Maths)	26	68.4	10	26.3	2	5.26	0	0	0	0	38	100
M.A.(Eng)	67	74.4	17	18.9	4	4.44	2	2.22	0	0	90	100
M.A. (Punjabi)	22	57.9	16	42.1	0	0	0	0	0	0	38	100
M.A.(Hindi)	18	38.3	22	46.8	6	12.8	1	2.13	0	0	47	100
Total	489	56.8	218	29.6	76	10.5	18	2.9	1	0.19	802	100

Table 11: Classwise Observation –‘Overall Rating of the Course’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	23	29.1	31	39.2	23	29.1	2	2.53	0	0	79	100
BCA	22	68.8	7	21.9	2	6.25	1	3.13	0	0	32	100
B.SC.(NM)	54	75	17	23.6	1	1.39	0	0	0	0	72	100
B.SC(M)	97	99	1	1.02	0	0	0	0	0	0	98	100
BBA	15	42.9	11	31.4	7	20	2	5.71	0	0	35	100
B.COM)	38	63.3	20	33.3	2	3.33	0	0	0	0	60	100
MA(Eco)	45	56.3	30	37.5	5	6.25	0	0	0	0	80	100
M.Com.	16	72.7	4	18.2	2	9.09	0	0	0	0	22	100
M.Com(Innovation)	44	88	6	12	0	0	0	0	0	0	50	100
M.Sc.(I.T.)	18	54.5	8	24.2	5	15.2	2	6.06	0	0	33	100

M.A.(Geography)	9	32.1	18	64.3	1	3.57	0	0	0	0	28	100
M.SC.(Maths)	27	71.1	9	23.7	2	5.26	0	0	0	0	38	100
M.A.(Eng)	75	83.3	7	7.78	8	8.89	0	0	0	0	90	100
M.A. (Punjabi)	17	44.7	21	55.3	0	0	0	0	0	0	38	100
M.A.(Hindi)	21	44.7	18	38.3	8	17	0	0	0	0	47	100
Total	521	61.7	208	28.8	66	8.35	7	1.16	0	0	802	100

Table 12: Classwise Observation-‘Pace of Teaching’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	28	35.4	34	43	15	19	2	2.53	0	0	79	100
BCA	25	78.1	5	15.6	2	6.25	0	0	0	0	32	100
B.SC.(NM)	52	72.2	16	22.2	4	5.56	0	0	0	0	72	100
B.SC(M)	97	99	1	1.02	0	0	0	0	0	0	98	100
BBA	26	74.3	3	8.57	4	11.4	2	5.71	0	0	35	100
B.COM)	42	70	18	30	0	0	0	0	0	0	60	100
MA(Eco)	62	77.5	16	20	2	2.5	0	0	0	0	80	100
M.Com.	11	50	9	40.9	2	9.09	0	0	0	0	22	100
M.Com(Innovation)	45	90	4	8	0	0	1	2	0	0	50	100
M.Sc.(I.T.)	19	57.6	12	36.4	2	6.06	0	0	0	0	33	100
M.A.(Geography)	14	50	12	42.9	2	7.14	0	0	0	0	28	100
M.SC.(Maths)	30	78.9	8	21.1	0	0	0	0	0	0	38	100
M.A.(Eng)	72	80	13	14.4	5	5.56	0	0	0	0	90	100
M.A. (Punjabi)	27	71.1	10	26.3	1	2.63	0	0	0	0	38	100
M.A.(Hindi)	27	57.4	16	34	3	6.38	1	2.13	0	0	47	100
Total	577	69.4	177	24.3	42	5.44	6	0.82	0	0	802	100

Table 13: Classwise Observation-‘Knowledge of Subject and Command on Language’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	27	34.2	37	46.8	13	16.5	2	2.53	0	0	79	100
BCA	23	71.9	6	18.8	3	9.38	0	0	0	0	32	100
B.SC.(NM)	58	80.6	14	19.4	0	0	0	0	0	0	72	100
B.SC(M)	98	100	0	0	0	0	0	0	0	0	98	100
BBA	21	60	8	22.9	4	11.4	1	2.86	1	2.86	35	100
B.COM)	34	56.7	26	43.3	0	0	0	0	0	0	60	100
MA(Eco)	61	76.3	15	18.8	4	5	0	0	0	0	80	100

M.Com.	10	45.5	10	45.5	2	9.09	0	0	0	0	22	100
M.Com(Innovation)	42	84	8	16	0	0	0	0	0	0	50	100
M.Sc.(I.T.)	13	39.4	14	42.4	6	18.2	0	0	0	0	33	100
M.A.(Geography)	15	53.6	9	32.1	2	7.14	2	7.14	0	0	28	100
M.SC.(Maths)	32	84.2	6	15.8	0	0	0	0	0	0	38	100
M.A.(Eng)	71	78.9	15	16.7	4	4.44	0	0	0	0	90	100
M.A. (Punjabi)	23	60.5	15	39.5	0	0	0	0	0	0	38	100
M.A.(Hindi)	34	72.3	12	25.5	1	2.13	0	0	0	0	47	100
Total	562	66.5	195	26.9	39	5.55	5	0.84	1	0.19	802	100

Table 14: Classwise Observation-‘Clarity of Expressions’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	22	27.8	33	41.8	21	26.6	1	1.27	2	2.53	79	100
BCA	22	68.8	6	18.8	4	12.5	0	0	0	0	32	100
B.SC.(NM)	46	63.9	25	34.7	1	1.39	0	0	0	0	72	100
B.SC(M)	97	99	1	1.02	0	0	0	0	0	0	98	100
BBA	19	54.3	7	20	8	22.9	0	0	1	2.86	35	100
B.COM)	41	68.3	17	28.3	2	3.33	0	0	0	0	60	100
MA(Eco)	56	70	18	22.5	6	7.5	0	0	0	0	80	100
M.Com.	15	68.2	6	27.3	1	4.55	0	0	0	0	22	100
M.Com(Innovation)	42	84	8	16	0	0	0	0	0	0	50	100
M.Sc.(I.T.)	18	54.5	9	27.3	6	18.2	0	0	0	0	33	100
M.A.(Geography)	6	21.4	19	67.9	3	10.7	0	0	0	0	28	100
M.SC.(Maths)	21	55.3	17	44.7	0	0	0	0	0	0	38	100
M.A.(Eng)	62	68.9	25	27.8	3	3.33	0	0	0	0	90	100
M.A. (Punjabi)	21	55.3	17	44.7	0	0	0	0	0	0	38	100
M.A.(Hindi)	18	38.3	23	48.9	4	8.51	2	4.26	0	0	47	100
Total	506	59.9	231	31.4	59	7.96	3	0.37	3	0.36	802	100

Table 15: Classwise Observation-‘Level of Preparation’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	27	34.2	36	45.6	14	17.7	2	2.53	0	0	79	100
BCA	25	78.1	5	15.6	1	3.13	1	3.13	0	0	32	100
B.SC.(NM)	51	70.8	21	29.2	0	0	0	0	0	0	72	100
B.SC(M)	97	99	1	1.02	0	0	0	0	0	0	98	100
BBA	22	62.9	8	22.9	4	11.4	1	2.86	0	0	35	100
B.COM)	33	55	26	43.3	1	1.67	0	0	0	0	60	100
MA(Eco)	57	71.3	21	26.3	2	2.5	0	0	0	0	80	100
M.Com.	10	45.5	9	40.9	3	13.6	0	0	0	0	22	100
M.Com(Innovation)	42	84	5	10	1	2	2	4	0	0	50	100
M.Sc.(I.T.)	17	51.5	10	30.3	4	12.1	2	6.06	0	0	33	100
M.A.(Geography)	14	50	9	32.1	3	10.7	2	7.14	0	0	28	100
M.SC.(Maths)	23	60.5	15	39.5	0	0	0	0	0	0	38	100
M.A.(Eng)	70	77.8	14	15.6	6	6.67	0	0	0	0	90	100
M.A. (Punjabi)	24	63.2	12	31.6	2	5.26	0	0	0	0	38	100
M.A.(Hindi)	25	53.2	11	23.4	5	10.6	6	12.8	0	0	47	100
Total	537	63.8	203	27.1	46	6.5	16	2.57	0	0	802	100

Table 16: Classwise Observation-‘Level of Interaction’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	22	27.8	35	44.3	20	25.3	1	1.27	1	1.27	79	100
BCA	24	75	4	12.5	4	12.5	0	0	0	0	32	100
B.SC.(NM)	40	55.6	29	40.3	3	4.17	0	0	0	0	72	100
B.SC(M)	97	99	1	1.02	0	0	0	0	0	0	98	100
BBA	23	65.7	6	17.1	4	11.4	1	2.86	1	2.86	35	100
B.COM)	25	41.7	32	53.3	3	5	0	0	0	0	60	100
MA(Eco)	56	70	22	27.5	2	2.5	0	0	0	0	80	100
M.Com.	9	40.9	11	50	2	9.09	0	0	0	0	22	100
M.Com(Innovation)	45	90	5	10	0	0	0	0	0	0	50	100
M.Sc.(I.T.)	21	63.6	8	24.2	1	3.03	2	6.06	1	3.03	33	100
M.A.(Geography)	12	42.9	13	46.4	3	10.7	0	0	0	0	28	100
M.SC.(Maths)	30	78.9	8	21.1	0	0	0	0	0	0	38	100
M.A.(Eng)	68	75.6	16	17.8	6	6.67	0	0	0	0	90	100
M.A. (Punjabi)	19	50	19	50	0	0	0	0	0	0	38	100
M.A.(Hindi)	29	61.7	9	19.1	7	14.9	2	4.26	0	0	47	100
Total	520	62.6	218	29	55	7.02	6	0.96	3	0.48	802	100

Table 17: Classwise Observation-‘Accessibility of teachers outside the Classroom’

Course	Excellent		Very Good		Good		Satisfactory		Poor		Total	
	NO.	%	NO.	%	NO.	%	No.	%	No	%	No	%
BA	19	24.1	37	46.8	17	21.5	5	6.33	1	1.27	79	100
BCA	22	68.8	6	18.8	4	12.5	0	0	0	0	32	100
B.SC.(NM)	51	70.8	20	27.8	1	1.39	0	0	0	0	72	100
B.SC(M)	98	100	0	0	0	0	0	0	0	0	98	100
BBA	22	62.9	7	20	5	14.3	1	2.86	0	0	35	100
B.COM)	27	45	29	48.3	4	6.67	0	0	0	0	60	100
MA(Eco)	48	60	30	37.5	2	2.5	0	0	0	0	80	100
M.Com.	5	22.7	12	54.5	4	18.2	1	4.55	0	0	22	100
M.Com(Innovation)	41	82	5	10	2	4	1	2	1	2	50	100
M.Sc.(I.T.)	17	51.5	9	27.3	4	12.1	2	6.06	1	3.03	33	100
M.A.(Geography)	15	53.6	6	21.4	4	14.3	3	10.7	0	0	28	100
M.SC.(Maths)	33	86.8	5	13.2	0	0	0	0	0	0	38	100
M.A.(Eng)	61	67.8	21	23.3	7	7.78	1	1.11	0	0	90	100
M.A. (Punjabi)	22	57.9	16	42.1	0	0	0	0	0	0	38	100
M.A.(Hindi)	24	51.1	15	31.9	8	17	0	0	0	0	47	100
Total	505	60.3	218	28.2	62	8.82	14	2.24	3	0.42	802	100

Annexure C

Report Finishing School

The finishing school was established in the SCD Government College on 2nd November, 2015. The Punjab government proposed the concept of finishing school in June 2015 and they signed anMoU with ITFT, Chandigarh to provide soft skills and hard skills training to all the students who pass out from government colleges. The ITFT Chandigarh provided the know-how and training to our trainers at their institute for five days. The government allotted an initial amount for the modification of 2 classrooms and 1 grooming lab into finishing school.

The principal Dr. Dharam Singh Sandhu, Dr. AshwaniBhalla (Coordinator RUSA) and Dr. Reetinder Joshi (Coordinator Finishing school) were involved in the setting up of infrastructure. Dr. Bhupinderkhurana (Commerce), Dr. Harjindersingh (Physics) and Dr. NeelamBharadwaj (English) formed the advisory committee for setting up classrooms. The classes commenced on 2nd November, 2015 and a total of 176 students were enrolled in the first batch. Students of M.com, M.com (B.I.) And Diploma in Stock Marketing and Trade Operations completed their course in winter break from 21st December 2015 to 6th January 2016. They were awarded certificates by Mr. Harjit Singh Arora, Chairman of Master Trust Ltd.

The third batch started on 6th January 2016 with the total enrollment of 500 Students till date. Various activities have been organized for teaching of students such as:

1. PsychologicalCounseling
2. Personality Development
3. Speaking for media (especially TV)
4. Art of Presentation
5. Art of Self Introduction
6. Marketing Fest was organized on 28th January 2016, for making students learn the skills of Retail, Sales and Marketing.

The students acquire Soft Skills like Personal Grooming, Meeting and Greeting, Speaking and Communication Skills and Hard Skills like Retail, Sales & Marketing and Information Technology.

Special classes are held for students who need to learn Punjabi typing for Government job, Tally Classes for students of Commerce and aspiring Business people. In addition students are trained to apply online for jobs, prepare resume and build up their CVs. Mock Group discussions, Mock interviews, Scholarship test to apply for foreign universities, Practical grooming, Personal counseling are conducted by professional at regular intervals.

Annexure D

Environment Club

The Environment Club is formed in the college during this year. A committee consisting of six college teachers is formed.

Committee Members:

1. Prof. Harbans Singh
2. Prof. Simarjeet Kaur
3. Prof. Amarjeet kaur
4. Prof. D.S. Sidhu
5. Prof. Manjinder Sood
6. Prof. Shashi Bala

The following initiatives were taken for a sustainable development programme:

- Setting up of a vermicompost unit
- Construction of a rain water harvesting unit
- Sensitizing the students towards environment protection and maintaining cleanliness in the campus
- Tree Plantation
- Classes related with Environmental Education

Annexure E

Red Ribbon Club Report

In 2014 Red Ribbon Club was established in our college with the basic purpose of creating awareness about HIV /AIDS amongst the students.

OBJECTIVES:

- CREATING AWARENESS & SPREADING KNOWLEDGE ABOUT THE HIV (HUMAN IMMUNODEFICIENCY VIRUS)/ AIDS (ACQUIRED IMMUNODEFICIENCY SYNDROME)
- MOTIVATING THE STUDENTS TO SHUN ALL TYPES OF DRUG ABUSE

MEMBERS (EXECUTIVE COMMITTEE) OF RED RIBBON CLUB:

- ▶ DR SARBJEET KAUR GILL
- ▶ DR NEELAM BHARDWAJ
- ▶ MRS ANAMIKA RAI
- ▶ MR MOHINDER KUMAR
- ▶ MR JATINDER KUMAR

RED RIBBON MEMBERS :

- ▶ **In 2014:**
 - Girls 72**
 - Boys 48**
- ▶ **In 2015**
 - Girls 108**
 - Boys 57**

INAUGURATION CEREMONY :

The inauguration of the club was done on 21 November 2014 by worthy Principal
Dr. Dharam Singh Sandhu

ACTIVITIES:

1. A Lecture BY Dr. Seema Chopra On 21 Nov. 2014 On HIV/AIDS AND STRESS MANAGEMENT
2. A Seminar was Conducted On 1st December **2014** On World AIDS Day in Collaboration With Punjab State Aids Control Society. Dr. U.S. Sooch, Program Incharge - Ludhiana of Punjab State AIDS Control Society; DR. S.S. Dhir - OST (Opioid Substitution Therapy) Incharge; Dr. Harjinder Singh (District Mass Media Officer); Mr.Parminder Singh (Deputy Mass Media Officer) ; Miss Aman - ART (Anti Retroviral Therapy) - Counsellor & Mrs Shikha Sharma (Blood Bank Counsellor) were the speakers of the occasion.
3. HIV /AIDS Exhibition
4. Distribution of Pamphlets
5. Poster Making Competition
6. Lecture - How to cure diseases by positive thinking and stress management by Dr. Seema Chopra on 14th October 2015
7. A lecture by Dr. Sunil K Gupta, HOD (Dermatology), DMC& Hospital Ludhiana on “Prevention and control of HIV/AIDS” was organized on 22nd Jan-2016.
8. Anti Ragging and Anti Tobacco hoardings are placed in College Campus.