

HANS RAJ MAHILA MAHA VIDYALAYA

JALANDHAR

SESSION 2015-16



The Annual Quality Assurance Report of IQAC

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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. [Note: The AQAR period is the Academic Year (1st July, 2015 to 30th June, 2016).

Part – A

1. Details of the Institution

1.1 Name of the Institution

Hans Raj Mahila Maha Vidyalaya

1.2 Address Line 1

Mahatma Hans Raj Marg

City/Town

Jalandhar

State

Punjab

Pin Code

144 008

Institution e-mail address

hmv_jal@yahoo.co.in

Contact Nos.

Ph: 0181-2253710, 2204198, Fax: 0181-2252436

Name of the Head of the Institution:

Prof. Dr. (Mrs.) Ajay Sareen

Tel. No. with STD Code:

Ph: 0181-2253710, 2204198, Fax: 0181-2252436

Mobile:

09781532532

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A+	94.05	2004	5 yrs
2	2 nd Cycle	A	3.83	2013	5 yrs
3	3 rd Cycle				
4	4 th Cycle				

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

1.8 AQAR for the year (July, 2015 to June, 2016)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR 2013-14 submitted to NAAC on 26/03/2014
- ii. AQAR 2014-15 submitted to NAAC on 21/09/2015

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)

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

Guru Nanak Dev University,
Amritsar

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*)
B.Voc.
Community
College

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

Non-Teaching Staff/Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

2.14 Significant Activities and contributions made by IQAC

- Streamlining of data of various activities inside and outside the campus in the library for ready reference.
- Streamlining of data of the departments for ready reference according to new AQAR guidelines.
- Installation of Student Council and Discipline Committee as annual feature.
- Assurance of Quality by visits to departments and various cells for thorough checking of activities and progress report.
- Organization of National and International conferences/seminars/workshops.
- Promotion of environment protection, energy conservation and social awareness amongst staff and students.
- Organization of review meetings and brain storming session for regular SWOT analysis.

- Preparation of specific Action Plan in the beginning of the session in accordance with the unique needs of that particular session.
- Assessment of feedback proformas and review of grievances put forward by various stakeholders for quality sustenance.

2.15 Plan of Action by IQAC/Outcome

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

Action Plan (2015-16)

The action plan for the session 2015-16 was chalked out according to the various aspects of our vision i.e. Global Competence, Value Based Education, Promoting Research Orientation amongst teachers and students, Education aimed at holistic growth and empowerment of girl students, Non-formal education and Employment Oriented Education.

Activity	Responsibility Centre
a) Promoting Global Competence	
Organizing international and national conferences/seminars/workshops and research oriented activities <ul style="list-style-type: none"> • National Seminar on Human Rights Education • Workshops on Silicon Bridal Makeup • Seminar on History of Art and design perception • Workshop on ICT in Teaching and Learning • Workshops on computer graphics and Seminar on latest topics • One day workshop on Computational Chemistry • International Conference on Genomics Medicine • One day seminar on importance of light and its applications • Celebration of International Year of Light 2015 	Political Science Deptt. Cosmetology Deptt. Fine Arts Deptt. IQAC Multimedia Deptt. Chemistry Deptt Bioinformatics Deptt Physics Deptt. & Chandrayaan VIPNET Club

<p>b) Value Based Education to Promote Social, Moral and Cultural Values</p>	
<ul style="list-style-type: none"> • Inaugural Havan Yajna • Vedic Chetna Shivir • Havans to be organized in the hostels frequently to promote mental peace and health. • Motivational lectures/ Spiritual Discourses/ Inspirational Speeches to inculcate positive energy amongst the staff and students and to encourage them to indulge in selfless service towards the society, • The institution upholds the vedic values and will organize slogan writing and mantra chanting competitions • To develop interest towards holy scriptures and Indian value system, competitive exams like ‘All India Dharam Shiksha Competitive Exam’ will be organized in the college. • The staff and students will be encouraged to celebrate all important days and festivals related to Indian traditions, customs and values • Cultural week to promote Punjabi language • Creating environmental awareness and also sensitizing the students towards a better and greener planet. • Planting of trees i.e. Vanmahotsav will also be celebrated. • To inculcate leadership qualities and value of discipline, the installation ceremonies of Student Council and Discipline Committee will be carried out. 	<p>Vedic Adhyan & Havan Yajna Samiti</p> <p>Concerned Departments</p> <p>Sanskrit Deptt.</p> <p>Vedic Adhyan & Havan Yajna Samiti</p> <p>Concerned departments</p> <p>Punjabi department</p> <p>Environment Club.</p> <p>NSS</p> <p>Student Council</p>

<p>c) Promoting Research Orientation amongst teachers and students</p>	
<ul style="list-style-type: none"> • Students to be taught research techniques NRDDL, Jalandhar 	<p>Zoology Deptt.</p>
<ul style="list-style-type: none"> • ADVANCED workshop on NGS data analysis, Systems and synthetic Biology, r-programming for biologist. • Students to be guided for summer research projects. • Upgradation of syllabus to include new database, more data analysis tools, new topics like cancer Biology • R-Language • More Webinars 	<p>Bioinformatics Deptt.</p>

<ul style="list-style-type: none"> Establish more interactive sessions with industrial and research units 	
<ul style="list-style-type: none"> Faculty to be motivated and encouraged to publish their research work and write research projects. 	Concerned Departments
<ul style="list-style-type: none"> Setting up of Research Centre 	Research Promotion Cell
<ul style="list-style-type: none"> Students to be encouraged to apply for Ph.D. positions at various national and international universities and also for DST, INSPIRE Fellowships. Research Models to be prepared on lasers and light by students and to be guided by teachers of Physics Deptt. 	
<ul style="list-style-type: none"> Chandrayaan VIPNET Club of Physics Deptt. shall make endeavours for creating opportunities for students to attend National Camps in Science to broaden their horizons and research aptitude. 	Physics Deptt.
<ul style="list-style-type: none"> Students to be encouraged to apply for research project under CE scheme from UGC and carry out research at their own end. 	Chemistry Deptt.
d) Education aimed at Holistic Growth and Empowerment of Girl students	
The college aims at holistic growth and empowerment of girls through various strategies	
<ul style="list-style-type: none"> Workshop on self defence 	Cell for Holistic Growth
<ul style="list-style-type: none"> Training programmes/workshops for the visually challenged. 	Drishti-Cell for Physically challenged
<ul style="list-style-type: none"> Computer Training programmes for teaching/non-teaching staff 	Computer Science Deptt.
<ul style="list-style-type: none"> Motivational lectures to the students 	Youth Welfare Deptt.
<ul style="list-style-type: none"> Students will be encouraged, given training and full support to participate actively in various personality enhancement programmes. 	Youth Welfare Deptt.
<ul style="list-style-type: none"> Students will be chosen, encouraged and sent to the various camps and competitions. 	NCC Wing
<ul style="list-style-type: none"> Seminar on Gender Issues 	YRC
e) Non-formal Education	
Students will be exposed to various techniques, methods and technical know-how via educational trips/demonstration training camps etc.	
<ul style="list-style-type: none"> Trip and Industrial training in collaboration with research Institutes 	Biotechnology Deptt.
<ul style="list-style-type: none"> Workshop on Illustrations by INFD faculty and workshop by Fevicryl Workshop on candle making and diyas Hobby classes by Macrame and Smocking Visits to industrial units in Ludhiana 	Fashion Dsg. Deptt.
<ul style="list-style-type: none"> Programme on Awareness about Health Educational tour and visit to diagnostic laboratories 	Zoology Deptt.

<ul style="list-style-type: none"> • Visit to Art exhibitions for students and teachers • Workshop on arts mediums • Talk show documentaries • Industrial visits and market survey • In Campus inter class competitions to create awareness about eco friendly products and go-green issues • Workshops on latest innovations in computer sciences • Visit to production houses • 7 day workshop on production techniques • Visit to Newspaper Printing Press • Visit to Saras Trade Fair, Hoshiarpur 	<p>Fine Arts Deptt.</p> <p>Computer Science Deptt.</p> <p>Mass Communication Deptt. Multimedia Club Design Deptt.</p>
<ul style="list-style-type: none"> • In keeping with the glorious past, more students will be encouraged to participate at various level in sports competitions in games like Basketball, Kabaddi, Rifle Shooting, Volleyball, Archery etc. 	<p>Sports Deptt.</p>
<ul style="list-style-type: none"> • All efforts will be made to bring out the best in students by conducting remedial classes, classes for merit holders, coaching classes, bridge courses. 	<p>Concerned departments</p>
<p>f) Employment Oriented Education</p>	
<p>To enhance employability of the students and to impart the skills of earning, the institution has planned various activities:-</p>	
<ul style="list-style-type: none"> • Skill based courses to be introduced • Industrial Collaborations and trainings for better exposure and placement of students. Mass Counselling Programme in collaboration with Distt. Bureau of Employment Generation and Training, Jalandhar is being planned. • Motivational lectures to students for self time management and improving confidence. • Campus Placement Drives 	<p>IQAC Community college and B.Voc. Departments</p> <p>Career Advancement Cell Placement Cell</p>

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

The action plan of last year (2015-16) was chalked out to lay stress on development and progress of the girl students in a holistic manner.

- **Promoting Global Competence**

UGC sponsored National Seminar on Human Rights Education was organised on 5th Nov, 2015. A seminar on Technologies in current Scenario

was organized by Deptt. of Multimedia on 6th Aug., 2015. A UGC sponsored **National Seminar on Tradition, Creativity & Innovations in Indian Classical Music (Vocal Instrumental & Dance)** was organized by PG Deptt. of Music on 2nd Feb., 2015 and the papers of our faculty were published in the conference proceedings with ISBN 978-81-923858-6-0. **International Year of Light 2015**, was celebrated by power point presentations on: **The applications of Spectrometer and Sextant in finding Optical parameters** by the students. **Students and faculty of Department of Physics attended Awareness Programme–cum-workshop at B.R. Ambedkar NIT on Measurement of Radioactivity in Environment.** A 3-day workshop on **Use of Latest ICT in Teaching-Learning Process** was organized by PG Deptt. of Commerce in collaboration with PG Deptt. of Comp.Sc. from 22nd to 24th July, 2015. A Seminar on “**Internet & Web Development**” was organized on 14th Nov., 2015 by Department of Multimedia. Mr. Smarth Behl from **Microsoft, Hyderabad**, and Mr. Shubhankar Chawla from **Accenture, Bangalore** shared their expertise in the field of HTML 5, CSS 3 and JavaScript with the students. P.G. Department of Comp. Science & IT organized a seminar on the topic “**User Experience**” on 28th Aug., 2015. A seminar on **Career Counselling** was organized for the students. PG Deptt. of Bioinformatics organized an educational trip to **CSIR – Institute of Himalayan Bioresource Technology (IHBT), Palampur** 4th – 5th Oct., 2015. Students and teachers participated and exhibited their talent in the **Annual Art Exhibition at Virsa Vihar, Jalandhar** on 26th – 30th Sept., 2015. An industrial visit was organized to **Yarn Plus, Ludhiana** for the classes of B.Sc. I & M.Sc.I FD on 20th Aug., 2015. Students learnt various techniques of spinning and yarn processing. An industrial visit to **SP Garments, Ludhiana** for the classes of B.Sc. Sem. III and ADFD III was organized on 12th Sept, 2015 to show the students the working of various printing machines. Students of ADFD-I and PGFDC I visited **Sachi Dyeing Ludhiana** on 19th Sept., 2015. The students learnt about knitting, dyeing etc. Students were taken for educational visit to **Saras Trade Fair, Hoshiarpur**. The students learnt about craft, embroidery and textiles of different states.

- **Imparting Value based education to promote social, moral and cultural values**

Before the commencement of the new session 2015-16, inaugural **Havan** was organized on 13th July, 2015. The Principal, staff and students participated whole-heartedly and prayed for the blessings of the Almighty. This Havan was the first in the series of weekly Havans held throughout the session. Keeping with the rich traditions of the institution, **Havan Yajna** was performed in order to celebrate **Basant Panchami** and pay homage to Goddess Saraswati . The students prayed for the blessings of the goddess. The Principal, Teaching, Non-Teaching staff members and students participated in the **Weekly Satsang programme** at Arya Samaj, Bikrampura, Jalandhar on 2nd Aug., 2015. The programme started with holy Havan Yajna followed by Satsang. Arya Samaj Bikrampura organized a special programme **Ved Katha** by Acharya Raju Vigyanik in Hans Raj Mahila Maha Vidyalaya on 25th Sept., 2015. **All India Dharam Shiksha Pratiyogita** was organized in January, 2015. **An Inter-class Mantra/Shaloka/Sukti Writing competition** was organized on 22nd Aug., 2015 in which 50 students participated.

- **Promoting research orientation amongst teachers and students**

PG department of Bioinformatics **joined the National Network of Mathematical and Computational Biology (NNMCB)**, funded by Science and Engineering Research Board, Govt. of India. This step will go a long way in promoting global competence amongst students. **Centre for Gandhian Studies**, Hans Raj Mahila Maha Vidyalaya published a book **Philosophy of Mahatma Gandhi** with ISBN No. 978-81-923858-8-4. It includes articles written by worthy members of our faculty and our students. Students of M.Sc. Bioinformatics Sem. IV have been selected for six months **Major Research Project** at various renowned Research Institutes like Indian Institute of Science Education & Research, West Kolkata to work in the area of **Next Generation Seqencing Data Analysis and Supervised Tool Making**. Hans Raj Mahila Maha Vidyalaya Jalandhar organized **Second Science Camp of INSPIRE**

Internship from November 3-7, 2015. This camp is fully sponsored by the Department of Science & Technology, Government of India. More than 200 students from about 22 schools from Jalandhar and other districts of Punjab attended this camp. The Camp consisted of Lectures, Demonstrations, Hands on Practicals, Workshops and Interactive sessions in a five day schedule. The eminent scientists from the top research and academic institutes from India including Indian Institute of Science Bangalore, Vigyan Prasar, Noida, Indian Institute of Technology, New Delhi, Indian Institute of Science Education & Research, Mohali, National Dairy Research Institute, Karnal, Jamia Millia Islamia, New Delhi, Jawaharlal Nehru University, New Delhi, University Institute of Engineering & Technology, Punjab University, Chandigarh, National Institute of Technology, Jalandhar and Guru Nanak Dev University, Amritsar acted as resource persons. On 5th Nov., 2015 **Dr. Andrew Lynn**, Associate Prof. in School of Computational and Integrated Sciences at Jawaharlal Nehru University, New Delhi visited the PG Deptt. of Bioinformatics . He updated the participants about recent focus of Bioinformatics research in the areas of **Big Data, NGS Data, Fragment based drug discovery, Gene Networks** etc. Dr. Andrew also offered his help in upgradation of curriculum and lab facilities to meet International Standards. **Molecular operating environment software** is a state of the art package of tools for activities related to molecular modeling, molecular visualization, computer aided drug discovery, computational chemistry etc. Three year licence of this package for three users has been purchased from the **Chemical Computing Group, Canada** under the DST-FIST grant by the PG Deptt. of Bioinformatics to train students of graduate and postgraduate classes. Students of MCOM are also allotted research projects and their research papers have also been published in research journals.

- **Education aimed at holistic growth and empowerment of girl students**

Girl students of the college participated in the Republic Day Parade (PM Rally) held at Delhi on 28th January, 2016. Cadets got PM Rally, 2016 Medals. Students also participated in the **National Advanced Leadership Camp** was held

at Malout from 7th Sep.2015 to 18th Sept., 2015. **National Trekking Camp** was held at Shimla from 1st July, 2015 to 10th July, 2015 where HMV students bagged prizes. Youth Red Cross Society and Red Ribbon Club organized **Poster and Collage Making Competition on Female Foeticide and Women Education** on 30th January, 2016 to create awareness among students to observe National Girl Child Day. **The Youth Red Cross Society** organized a seminar on **Menstrual Disorders** on 4th Sept., 2015. Dr. (Mrs.) Shail Kaur, a renowned gynaecologist from PIMS gave her presentation. Doctor Shail explained about the irregular and painful menstrual cycle. She said that polycystic ovarian disease can even cause menstrual disorders, acne, obesity and infertility. **Youth Red Cross Society** organized **Poster Making competition** to mark the celebration of **Mother's Day**. **Drishti Technology Centre** organized a three day **Android Training Workshop** for the visually impaired students of the region in collaboration with Saksham Punjab. Drishti Technology Centre in collaboration with Saksham Punjab organized a **workshop for the visually challenged** students on 14th May, 2016. **Dynamic Holistic Society** of the college is working for the overall growth and personality development of the students. To impart security and empowerment to students, the cell organized **Aerobics classes** and **self-defence training programme** for the students. Around 1200 students from different faculties of Humanities, Science, Commerce and IT were enrolled in 7 day workshops and imparted training by Karate Expert, Mr. Jatinder Kumar. The training commenced in Aug. 2015 and continued till Feb., 2016.

- **Employment Orientation:**

Community college in Diploma in Journalism and Media has been started to provide more and more opportunities for employment to girl students. Placement Cell conducted **online placement** test of SAP Labs, Bangalore on 12th Oct., 2015 in which students of other colleges also participated. Students got selected in **SAP, Bangalore** with salary package of Rs.2.00 lacs. The company has promised to sponsor M.Tech. from BITS Pilani in the placement drive held on 16th Oct., 2015. Six students got selected in **Wipro Technologies** as Software Developers through Campus Placement drive. The Placement Cell organized a **Campus**

Placement Drive by **Concentrix** on 1st Sept., 2015. 8 students of **B.Voc.(Banking and Financial Services)** cleared the NCFM Exam of Mutual Funds (A beginner's module) which is certified by NSE. A series of guest lectures were organized for the students of B.Voc.(Banking and Financial Services) on the subject **Market Risk Management**. A lecture on **Radio Script Writing** was organized on 19th Feb., 2016. A guest Lecture on **Mutual Funds** was organized by PG Department of Commerce and Management for the students of B.Voc. Banking and Financial Services on 27th Feb., An industrial visit was organized to **Newspaper** printing press on 26th Feb., 2016 by the Multimedia Club. An educational trip to Amritsar to visit **Art Exhibition of International Artists at K.T. Kala Bhawan** was organized for the students of BFA. **Educational Trip** of B.Sc. Biotech Sem. VI was taken to **Verka Milk Plant, Chandigarh**. Students learnt a lot of things about fermentation, processing of curd, lassi, ice creams and about milk processing from raw to processing stage. An industrial visit to **Ludhiana Stock and Capital Ltd., Ludhiana** was organized by PG Deptt. of Commerce and Management for the students of B.Voc.(Banking and Financial Services). **The Society for Dynamic Growth** organized a motivational lecture on **Personality Development** on 15th March, 2016. The resource person was Dr. Ruby Dhalla, Ex. M.P. Canada. She was the first Indian Sikh Woman to be elected as M.P. outside India in 2004. Dr. Ruby Dhalla addressed the students and said that if you have a dream in your life, then everything is possible. A guest lecture on **Career Opportunities in Media for women** was organized for the students of Diploma in Journalism and Media by Mass Comm. Deptt. on 11th Aug., 2015. FD Deptt. organized a series of workshops for their students. The series started with a workshop on **Style Cad**, a workshop on **Singer Fashion Machines** was organized in which the specialists from Singer India Ltd., Ludhiana A workshop on **Facing the Camera** was organized under add-on-course in Reporting, Anchoring and News Reading on 22nd March, 2016. Two day creative workshop was organized by the department of Bachelor of Design for the faculty and students to learn the **art of surface ornamentation** on 10th – 11th March, 2016. Design and technical experts from USHA International Mr.

Rohit Srivastav, printing craftsman and Ms. Sharanjeet Kaur, textile artist enlightened the audience on various aspects of this art. A two day workshop on **Equity Market and Virtual Trading** was organized on 3rd and 4th Nov., 2015 to provide practical training to the students in stock market operations. A workshop on **Embroidery Stitches** was organized by Ms. Deepika Miglani on 4th Sept., 2015. The students learnt about various hand embroidery stitches. A workshop on **Accessory making** was conducted by Mr. Anuj Bhardwaj on 22nd Sept., 2015 in which students learnt various jewellery making techniques. Workshop on **Executive Men's wear** was conducted for the students of M.Sc. final Sem. from 2nd to 4th Nov., 2015. A two day workshop on **Yarn Craft** for the students of ADFD was conducted by Dr. Rakhi Mehta on 8th & 9th Sept., 2015 in which they learnt about rug making. Fashion Designing Department organized a workshop on **Retailing and Merchandizing** on 26th Oct. 2015. A 2-day workshop on **Art of Interviewing** was organized on 17th & 18th Sept., 2015. The workshop was held by Ms. Ramanpreet Kaur, Director, Shamsheer Communications Pvt. Ltd. for the students of Diploma in Journalism and Media.

- **Non-Formal education:**

Teej Festival was organized in the campus on 13th Aug., 2015 where students understood the cultural heritage of Punjab. A **live performance** of World Renowned Classical Vocalists Padam Bhushan Pt. Rajan Mishra and Pt. Sajan Mishra was organized on 13th Aug., 2015 in collaboration with Spic Macay Jalandhar Chapter to enrich the students with our cultural traditions. **Yuva Theatre group** enacted the play 'Museum' on **International Women's Day**. **History Association** organized **Donation Camp** on 1st Oct., 2015 to celebrate **Gandhi Jayanti**. **National Voters' Day** was celebrated in Hans Raj Maha Vidyalaya on 25th January, 2016. A paper reading competition was organized on the topic **Women Education and Women Empowerment** by the Economics Deptt. on 8th Sept., 2015 on World Literacy Day. Under **Natya Mahotsav-2016** organized by District Administration Jalandhar, a play **Udhara Pati** was staged at HMV. Hans Raj Mahila Maha Vidyalaya organized its **Annual Gala Fete** on 23rd

January, 2016. **Diwali, the festival of lights** was celebrated with great pump and show. The birthday of **Lord Krishna** was celebrated in the hostel. Hostellers decorated the prayer hall and Jhoola of Lord Krishna beautifully. The religious festival was organized in accordance with Hindu rituals and customs. They recited Bhajan of Lord Krishna. The **birth anniversary of Guru Nanak Dev Ji** was celebrated with full gusto and enthusiasm in the HMV Hostel on 24th Nov., 2015. NSS and NCC department celebrated **International Yoga Day** with collaboration of Punjab Girls Battalion NCC Jalandhar on 21st June, 2015.

**Academic Calendar of 2016-17 given as Annexure I*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

- | |
|---|
| <ul style="list-style-type: none"> • College IQAC • Library for open access |
|---|

Provide the details of the action taken-

- Strategies were made for next action plan for various new courses, admissions, examinations and functions.
- Next action plan was chalked out on the basis of inputs given by all the departments.
- Community services were encouraged e.g. Mobile Schools, Blood Donation Camp and Swatch Bharat Drive. De-addiction Seminars were organized as per recommendations received after AQAR study by Management.
- Students and teachers organized activities related to **Joy of Giving** and plants were donated by teachers and students to upkeep the value of sharing and caring.

This was done specially on the suggestions of the students.

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing	Number of programmes	Number of self-financing	Number of value added / Career

	Programmes	added during the year	programmes	Oriented programmes
PhD	-	-	-	-
PG	11	-	5	-
UG	19	-	8	-
PG Diploma	5	-	-	-
Advanced Diploma	-	-	-	-
Diploma	1	-	-	-
Certificate	-	-	-	-
Others(add on courses)	-	-	-	23
Total	36	-	13	23
Interdisciplinary	8	-	7	-
Innovative	2	-	1	-
Skill based	4	1	-	-

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

The college provides flexibility of curriculum for students through various core, open, elective and choice based course options.

- The institution offers (09) core options for students. The core option includes various courses in Humanities (UG & PG), Sciences (UG & PG), Commerce (UG&PG), Computer Science and IT (UG&PG), Multimedia, Fine Arts and Design, Fashion Designing, B.Vocational and Diploma Courses under Community College.
- The elective options are also available for students. Twenty four elective options are available in Humanities (UG) with more than 250 subject combinations.
- 11 subject combinations are available for students of science faculties amongst which 4 options are available with Non-medical, 9 options with Medical and 2 options with Computer Science.
- 15 subject options are available for students of Commerce stream. 5 options of subjects are available for students of B.Com. (Prof.), 3 options for B.Com.(Reg.), 4 options for BBA and 4 options for students of M.Com.

- The college provides 16 open options for students to join B.A., B.Com., B.Sc., BCA, BMM, BD, BFA, ADFD, PGD, Diploma, B.A. Hons., B.Com. Hons., B.Voc. M.Com, M.Sc. and M.A.
- The institution also offers Advance Diploma in Fashion Designing and Diploma in Journalism and Media course under CBCS.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	✓ 51 programmes
Trimester	-
Annual	-

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

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

**Analysis of the feedback of Alumni and Students is provided in Annexure II & III.*

Feedback from Alumni

- Informal feedback is obtained during their visit at Alumni Meet.
- Through suggestions by alumni placed at various prestigious positions in industry, business houses, banks etc.
- Through **Social Networking**

Feedback from Parents

- Through correspondence addressed to the Principal by parents and public at large.
- Through **Parent-Teacher Interaction**

Feedback from Employers of Industries

- During their visits to the institution for **campus placements**.
- By arranging seminars and workshops to enlighten the idea about the curriculum required in the industry.
- Interaction of employers with the Placement Officer of the institution.

Feedback from students

Feedback is taken from the students in the form of proformas as teachers’ feedback, campus experience feedback and through Grievance Redressal Cell. Grievances Redressal Cell comprises faculty in-charges each from Humanities, Sciences, Commerce and Computer science. Suggestion box has been placed in all faculty blocks. Problems/corresponding suggestions are taken care of and implemented wherever possible. Structured feedback is analyzed and discussed with the higher authorities and college Principal and corrective steps are applied wherever necessary.

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

Changes made during session 2015-16

S. No.	Class/ Semester	Subjects added	Subjects deleted	Topics added	Deleted
1.	BCA Sem. V	<ul style="list-style-type: none"> Paper IV – Java Programming Language (Max. Marks 75) Paper IV – Lab based on Java Programming Language (Max Marks 50) Paper VI – Lab based on ASP.Net (Max. Marks 50) 	Paper V – Lab based on operating systems: operational knowledge of UNIX/LINUX/Windows 2003	---	---
2.	M.Sc. Comp. Sc. Sem. I (Discrete Structure)		---	<p>Graph Theory: Definition, walks, paths, directed and undirected graphs, connected graphs, regular and bipartite graph, planner graph, trees and rooted trees, spanning trees</p> <p>Sets & functions: Pigeonhole principle, inclusion – exclusion principle, elementary counting techniques</p>	<ul style="list-style-type: none"> Combinational Mathematics: Inclusion & Exclusion principle Sets and functions: operations equivalence relation Monoids and groups Group Semigroups and monoids cyclic semigroups and submonoids, sub groups and cosets congruence, relation in semi groups, Morphisms, Normal Sub-groups structure of cyclic

					<p>groups, permutation groups, dihedral groups, elementary applications in coding theory rings</p> <ul style="list-style-type: none"> • Rings and Boolean algebra • Boolean sub algebra Boolean rings
3.	B.Voc. Web Tech & Multimedia Sem. V	<ul style="list-style-type: none"> • Fundamentals of professional skills • Web technologies using ASP. NET-I • Video & Audio for Web (Practical) • Wordpress (Practical) 	---		
	B.Voc. Web Tech & Multimedia Sem. VI	<ul style="list-style-type: none"> • Organization Behaviour • Search Engine optimization (practical) • Web technologies using ASP.NET II (Practical) 	--		
4.	B.A./B.Sc.I Sem. I Maths	---	---	<p>P-II Calculus & Trigonometry</p> <ul style="list-style-type: none"> • De-movers theorem and its application, circular and hyperbolic functions and their universes. • Exponential & Logarithmic function of a complex number, expansion of trigonometric function, Gregory's series, summation of series 	<p>P-II Calculus and Trigonometry</p> <ul style="list-style-type: none"> • Asymptotes, tests for concavity and convexity • Points of inflexion, multiple points, curvature • Tracing of curves (Cartesian and parametric coordinates only) <p>P-I: Algebra</p> <ul style="list-style-type: none"> • De-mover's theorem and its applications • Circular and hyperbolic functions and their inverses • Exponential and logarithmic function of a complex number, expansion of trigonometric function • Gregory's series • Summation of series
5.	B.A./B.Sc. I Sem. II			P-I: (Calculus & differential equation)	P-I : Volume and Surfaces of solid of revolution

				<ul style="list-style-type: none"> Asymptotes, tests for connectivity Points of inflexion, multiple points, curvature Tracing of curves (Cartesian and parametric coordinates only) <p>P-II: Calculus II</p> <ul style="list-style-type: none"> Surfaces of solid of revolution 	P-II Centre of gravity and movement of inertia
6.	B.Sc. II Med. Sem. III Sem. IV	Zoo III A Evolution Zoo III B Biodiversity III Zoo IV A Biochemistry Zoo IV B Animal Physiology			
7.	B.A. All 6 semesters	Political Science Paper setting system changed i.e. Marks segregation has changed			
8.	B.A. Sem. II Music Vocal	One Sargam Geet, Sakshan Geet			
9.	B.Sc. Fashion Dsg. Sem. V & VI	Distribution of marks in various subjects has changed. Internal assessment has been deleted in all theory and practical exams.			
9.	M.A. Sem. I	Paper V Literary History I	Paper V Short stories and prose		
10.	M.A. Sem. II	Paper X Literary History II	Paper X Irish Literature		
11.	M.A. Sem. II	Drut Path – Bharat Bhushan Aggarwal			

12.	M.A. Sem. III	Dhwani Grim Niyam Roop Parivartan Ke Karan Avam Dishayen			
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1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes, details of courses as under:-

- Honours in Economics
- Community College (Diploma in Journalism & Media)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	96	68	26	1	1

2.2 No. of permanent faculty with Ph.D.

25

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
84	0	0	-	-	-	-	-	84	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

82

--

84

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	14	42	20
Presented	36	80	--
Resource Persons	-	2	1

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

The institution has kept up its mission of ‘A Progressive Outlook’. In keeping with this spirit a continuous upgrading of the existing information and technology is practised. New technology to enhance the teaching and learning procedures is continuously adopted. The innovations introduced this year are:-

- LCD Screen displays were set up at strategic points in the institution last year.
- A new LED display is set up outside Students’ Council Office to make students aware of any event that is to take place in college, and any other important announcements regarding campus activities, placements, exams.
- A new resource lab has been set up in Commerce Deptt. It is being used in practical training of the research tools to PG and B.Voc. students.
- A survey is done annually by a visit of the Principal, senior members of IQAC Committee to all the departments aiming at taking the feedback and checking the progress of the departments. This is a step to ensure the improvement in the teaching of subjects and functioning of the departments.
- Teachers and students are encouraged to be better informed and more effective in their academic interface. The preparation of relevant topics via PPTs is ensured. Extensive use of smart boards and smart class rooms is encouraged e.g. students of communication skills in all faculties – Commerce, Science, Humanities learn to prepare a presentation through PPT as a part of their curriculum.
- Use of simulation technique in teaching is encouraged to enhance the learning on the part of students. Students enjoy the role playing in the literary texts and languages. In management and sciences the games and competitions focussed on the field of study e.g. Ad Mad, Web Mania etc. serve the same.

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

172

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

Double Valuations, & Multiple Choice questions (CBCS)

2.9 No. of faculty members involved in various bodies restructuring/revision/syllabus development

7	8	7
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as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise

distribution of pass percentage :

PG Classes (May 2015)

Class	Total No. of students appeared	Merit/ Distinction	RL	First Division	Second Division	Third Division	Pass %age
M.Sc. Bioinfo. 2 nd Sem.	06	--	--	06	--	--	100%
M.Sc. Bioinfo. 4 th Sem.	06	--	--	06	--	--	100%
M.Sc. Botany 2 nd Sem.	24	--	--	23	--	--	100%
M.Sc. Botany 4 th Sem.	19	--	01	18	--	--	100%
M.Sc.IT 2 nd Sem.	18	--	01	10	04	--	100%
M.Sc. IT 4 th Sem.	24	01	--	20	--	--	100%
M.Sc. Comp.Sc. 2 nd Sem.	11	--	--	06	03	--	100%
M.Sc. Comp.Sc. 4 th Sem.	24	05	--	24	--	--	100%
M.Sc. FD 2 nd Sem.	24	--	--	24	--	--	100%
M.Sc. FD 4 th Sem.	22	17	01	21	--	--	100%
M.Com. 2 nd Sem.	65	02	--	56	05	03	100%
M.Com. 4 th Sem.	56	--	--	55	01	--	100%
M.A. Hindi 2 nd Sem.	25	01	01	15	08	--	100%
M.A. Hindi 4 th Sem.	23	06	--	19	01	--	100%
M.A. MI 2 nd Sem.	03	01	01	02	--	--	100%
M.A. MI 4 th Sem.	06	01	02	04	--	--	100%
M.A. Pol.Sc. 2 nd Sem.	12	--	01	07	03	--	100%
M.A. Pol.Sc. 4 th Sem.	9	1	1	3	4	--	100%
M.A. MV 2 nd Sem.	07	01	01	03	02	--	100%
M.A. MV 4 th Sem.	8	1	1	6	1	--	100%
M.A. Eng. 2 nd Sem.	15	01	--	--	--	--	94%
M.A. Eng. 4 th Sem.	21	-	06	08	-	--	100%
PGD Cosmetology 2 nd Sem.	27	24	--	25	--	--	100%
PGD Garment Const. 2 nd Sem.	09	07	--	08	--	--	100%
PGD in Business Mgt. 2 nd Sem.	22	01	--	17	04	--	100%
PGD in Cyber Law 2 nd Sem.	09	09	02	08	--	--	100%

PGDCA 2 nd Sem.	26	01	--	17	06	02	100%
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UG Classes (May 2015)

Class	Total No. of students appeared	Merit/ Distinction	RL	First Division	Second Division	Third Division	Pass %age
B.A. 2 nd Sem.	260	13	1	59	54	23	87.2
B.A. 4 th Sem.	206	9	9	64	46	16	100
B.A. 6 th Sem.	226	9	73	62	50	29	100
B.Com. Reg. 2 nd Sem.	154	8	10	70	38	-	97.9
B.Com. Reg. 4 th Sem.	195	9	1	132	33	5	87
B.Com. Reg. 6 th Sem.	199	8	16	103	46	1	97.8
B.Com. Prof. 2 nd Sem.	219	7	2	83	68	8	97.6
B.Com. Prof. 4 th Sem.	206	5	2	148	38	7	94.6
B.Com. Prof. 6 th Sem.	194	8	10	140	41	1	100
B.Sc. Med. 2 nd Sem.	95	--	1	61	16	1	97.8
B.Sc. Med. 4 th Sem.	81	--	2	50	16	3	100
B.Sc. Med. 6 th Sem.	48	3	3	36	9	--	100
B.Sc. Non-Med. 2 nd Sem.	111	--	1	59	32	4	97.2
B.Sc. Non-Med 4 th Sem.	96	--	--	45	31	2	100
B.Sc. Non-Med 6 th Sem.	77	--	8	43	21	1	100
B.Sc. C.Sc. 2 nd Sem.	99	--	1	31	29	3	94.8
B.Sc. C.Sc. 4 th Sem.	107	--	11	41	31	3	100
B.Sc. C.Sc. 6 th Sem.	68	--	13	20	21	3	
B.Sc. BT. 2 nd Sem.	43	--	--	8	--	--	100
B.Sc. BT. 4 th Sem.	45	--	--	32	1	--	100
B.Sc. BT. 6 th Sem.	33	--	3	24	2	--	100
B.Sc. FD 2 nd Sem.	40	--	--	25	7	--	92.5
B.Sc. FD. 4 th Sem.	30	--	--	25	3	--	100
B.Sc. FD. 6 th Sem.	32	--	12	18	1	--	100
B.Sc. IT 2 nd Sem.	41	4	2	14	9	1	100
B.Sc. IT 4 th Sem.	30	--	1	24	1	3	61.36
B.Sc. IT 6 th Sem.	38	--	6	27	5	--	100
BCA 2 nd Sem.	75	2	4	9	13	1	95.7
BCA 4 th Sem.	76	1	2	56	10	--	100
BCA 6 th Sem.	85	2	36	33	15	--	100
BBA 2 nd Sem.	41	--	--	9	14	9	100

BBA 4 th Sem.	57	1	--	46	3	--	100
BBA 6 th Sem.	68	2	5	41	19	3	100
B.Sc. Eco. 2 nd Sem.	59	--	2	4	17	3	100
B.Sc. Eco. 4 th Sem.	64	--	2	24	24	4	100
B.Sc. Eco. 6 th Sem.	52	--	6	13	20	--	100
BMM 2 nd Sem.	20	--	2	18	--	--	100
BMM 4 th Sem.	18	--	--	18	--	--	100
BMM 6 th Sem.	12	--	--	12	--	--	100
BMM 8 th Sem.	12	--	--	12	--	--	100
BFA 2 nd Sem.	12	--	--	7	--	--	100
BFA 4 th Sem.	11	1	--	11	--	--	100
BFA 6 th Sem.	7	--	--	7	--	--	100
BD 2 nd Sem.	29	--	2	16	--	--	100
BD 4 th Sem.	19	-	-	10	-	-	100
BD 6 th Sem.	10	--	1	9	--	--	--
BD 8 th Sem.	06	--	--	06	--	--	100
B.Voc. Web Tech 2 nd Sem.	9	2	--	9	--	--	100
B.Voc. Banking & Fin. Services 2 nd Sem.	16	2	--	13	3	--	100
B.A. Hons. Eng. 4 th Sem.	8	--	--	1	7	--	100
B.A. Hons. Pol. Sc. 4 th Sem.	10	--	--	10	--	--	100
B.A. Hons. Psycho 4 th Sem.	15	--	3	11	--	1	100
B.A. Hons. Hindi 4 th Sem.	11	--	2	6	1	2	100
B.A. Hons. Hindi. Sem. 6	35	-	1	21	10	-	100

PG CLASSES (Dec. 2015)

SRN	CLASS	No. of students appeared	No. of merit Positions*	RL	I Div.	II Div.	III Div.	COLLEGE PASS %
1.	M.Com-Sem-I	65	-	2	54	8	-	100
2.	M.Com-Sem-III	61	-	-	54	5	-	100
3.	M.Sc-(Bio-Info.) -Sem-I	17	-	1	14	2	-	100
4.	M.Sc-(Bio-Info.) -Sem-III	7	-	-	7	-	-	100
5.	M.Sc-(Bot) -Sem-I	26	-	-	20	4	1	100
6.	M.Sc-(Bot) -Sem-III	24	-	-	24	-	-	100
7.	M.Sc-(CSC) -Sem-I	30	-	-	20	3	-	100
8.	M.Sc-(CSC) -Sem-III	10	-	-	6	4	-	100
9.	M.Sc-(FD) -Sem-I	12	-	1	10	-	-	100

10	M.Sc-(FD) -Sem-III	23	-	-	22	-	-	100
11	M.Sc-(IT) -Sem-I	7	-	-	1	3	-	100
12	MA.-(English) Sem-I	15	-	4		6	3	100
13	MA.-(English) Sem-III	15	-	-	1	9	3	100
14	MA.-(Hindi) Sem-I	14	-	-	13	1	-	100
15	MA.-(Hindi) Sem-III	21	-	-	17	4	-	100
16	MA.-(MI) Sem-I	4	-	-	4	-	-	100
17	MA.-(MV) Sem-I	10	-	-	7	2	1	100
18	MA.-(MV) Sem-III	6	-	-	6	-	-	100
19	MA.-(Pol.Sc.) Sem-I	14	-	-	13	1	-	100
20	MA.-(Pol.Sc.) Sem-III	11	-	-	8	2	-	100
21	PG Dip in Cosmetology	24	-	-	21	-	-	100
22	PG Dip In Counselling (Sem-I)	7	-	-	6	-	-	100
23	PGDBM - (Sem-I)	11	-	-	10	1	-	100
24	PGDCA-Sem-I	14	-	-	9	1	-	100
25	PGDFDC-(Sem-I)	14	-	1	13	-	-	100
26	M.Sc. IT Sem. III	24	-	-	13	11	-	100
27	M.A. Music Instl. Sem. III	6	-	-	6	-	-	100
28	PGD Cyber Law Sem. I	10	-	-	9	-	-	100

**University does not generate merit list for First, Third and Fifth Semester Results.*

UG CLASSES (Dec. 2015)

SRN	CLASS	No.of students appeared	No. of Merit positions*	RL	IST DIV	II DIV	III DIV	COLLEGE PASS %
1	B.Com (Hons) Sem-III	26	-	1	19	6	-	100
2	B.Com (Hons) Sem-V	55	-	3	45	6	-	98.7
3	B.Com-(PROF) Sem-III	162	-	2	36	59	20	100
4	B.Com-(Prof) Sem-V	203	-	2	119	63	10	100
5	B.Com-(Reg) Sem-I	335	-	15	119	98	56	100
6	B.Com-(Reg) Sem-III	162	-	2	50	61	22	100
7	B.Com-(Reg) Sem-V	196	-	2	52	88	25	100
8	B.Sc-(BT) Sem-I	29	-	-	20	1	-	100
9	B.Sc-(BT) Sem-III	41	-	-	30	5	-	100
10	B.Sc-(Csc) Sem-I	56	-	2	12	9	4	100
11	B.Sc-(Csc) Sem-III	85	-	-	28	26	2	100
12	B.Sc-(Csc) Sem-V	98	-	-	40	34	4	100
13	B.Sc-(Eco) Sem-I	51	-	1	10	13	3	100
14	B.Sc-(Eco) Sem-III	48	-	-	4	27	6	100
15	B.Sc-(Eco) Sem-V	61	-	1	26	16	14	100
16	B.Sc-(FD) Sem-I	35	-	-	12	7	-	100

17	B.Sc-(FD) Sem-III	38	-	-	30	3	-	100
18	B.Sc-(FD) Sem-V	31	-	-	28	3	-	100
19	B.Sc-(IT) -Sem-I	19	-	3	10	4	-	100
20	B.Sc-(IT) Sem-III	38	-	2	11	11	2	100
21	B.Sc-(IT) Sem-V	29	-	-	13	12	2	100
22	B.Sc-(Med) Sem-I	71	-	2	35	18	3	100
23	B.Sc-(Med) Sem-III	86	-	1	44	12	-	100
24	B.Sc-(Med) Sem-V	80	-	1	59	12	1	100
25	B.Sc-(Non-Med) Sem-I	80	-	4	19	23	1	100
26	B.Sc-(Non-Med) Sem-III	106	-	1	49	33	3	100
27	B.Sc-(Non-Med) Sem-V	95	-	-	43	34	7	100
28	B.Voc-(Bank & Fin) Sem-I	22	-	-	17	3	-	100
29	B.Voc-(Bank & Fin) Sem-III	16	-	-	16	-	-	100
30	B.Voc-(Web-Tech) Sem-I	21	-	6	9	1	-	100
31	B.Voc-(Web-Tech) Sem-III	7	-	-	5	-	-	100
32	BA (Eco) Hons Sem-III	6	-	-	3	2	-	100
33	BA (Eng) Hons Sem-V	8	-	-	2	4	2	100
34	BA (Hindi) Hons Sem-III	3	-	-	1	1	-	100
35	BA (Hindi) Hons Sem-V	8	-	2	1	2	2	100
36	BA (Pol. Sci.) Hons Sem-III	4	-	-	4	-	-	100
37	BA (Pol. Sci.) Hons Sem-V	10	-	-	10	-	-	100
38	BA (Psy) Hons Sem-III	17	-	1	15	-	-	100
39	BA (Psy) Hons Sem-V	15	-	-	14	2	-	100
40	BA-Sem-I	244	-	21	38	35	18	100
41	BA-Sem-III	201	-	4	52	65	13	100
42	BA-Sem-V	220	-	3	67	84	19	100
43	BBA -(Sem-I)	51	-	1	15	14	4	100
44	BBA-(Sem-III)	35	-	1	10	11	5	100
45	BCA -(Sem-I)	65	-	4	4	7	-	100
46	BCA-Sem-III	63	-	-	9	16	8	100
47	BCA-Sem-V	76	-	-	24	28	1	100
48	BD-Sem-I	18	-	-	15	-	-	100
49	BD-Sem-V	17	-	1	13	-	-	100

**University does not generate merit list for First, Third and Fifth Semester Results.*

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

Role of IQAC

- I) IQAC provides an opportunity for the interaction of different departments. An awareness is created about the various activities being held in campus. There is an active exchange of ideas which results in
- Better infrastructure
 - Job oriented approach
 - Identifying Research Areas
 - Planning of conferences, seminars
 - Celebrating National and International days and events
- II) IQAC helps in monitoring the working of Institution at the grass root level. The weak areas are effectively identified and thus can be focussed on. The strengths are also recognized and thus can be sustained and enhanced.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	5
UGC – Faculty Improvement Programme	51
HRD programmes	1
Orientation programmes	2
Faculty exchange programme	1
Staff training conducted by the university	--
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	9
Others	16
Short Term Course	1

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily

Administrative Staff	16		--	9
Technical Staff	6		--	2
Class IV	24	6	NIL	36

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC encourages the developmental heads to co-ordinate with other Research Institutes to develop linkages for optimum utilization of resources.
- Motivates teachers to pursue M .Phil, Ph.D. Programmes. It also encourages the faculty members who have already completed Ph.D. to provide guidance to the students for higher studies and Research projects.
- It also arranges Seminars and Conferences in which eminent experts from Contemporary Issues are invited.
- Motivates staff and students by recognizing the achievements of the young budding researches.
- Acquaints one and all with latest trends and technologies by organizing faculty development programmes and seminars on various fields especially the latest fields like IT, Multimedia, Nanotechnology, Bioinformatics and Skill Oriented.
- Upgrades internet facilities for staff and students in the campus.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	-	1
Outlay in Rs. Lakhs	9,66,824	11,47,230	-	9,66,824

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		1		
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	35	18	

Non-Peer Review Journals	2	12	5
e-Journals	4	1	
Conference proceedings	7	44	

3.5 Details on Impact factor of publications:

Range -0-5 Average -1.076-5.618 h-index -2-10 Nos. in SCOPUS-1

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations - N/A

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 <i>(other than compulsory by the University)</i>	12	DBT	As per requirement from DBT Star College grant	Rs.29.00 lakhs
Any other(Specify)	-	-	-	-
Total	12	DBT	As per requirement from DBT Star College grant	Rs.29.00 lakhs

3.7 No. of books published i) With ISBN No. ii) 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
Scheme --

Autonomy

CPE

DBT Star Yes

INSPIRE Yes

CE -- Yes

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		6			15
Sponsoring agencies		UGC			

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

3.13 No. of collaborations International National Any other-

3.14 No. of linkages created during this year

3.15 Total budgets for research for current year in lakhs:

From funding agency From Management of University/college
Total

3.16 No. of patents received this year

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

level	International	national	state	university	college	
		1				

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 SR Project Fellows Any other

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

3.23 No. of awards won in NSS:

University level: State level National level
International level:

3.24 No. of awards won in NCC:

University level: State level 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

- Tree plantation was carried out in the college campus twice by the NSS unit of the college - once on July 30, 2015. Saplings of medicinal trees were planted in the college.
- N.S.S department distributed stationery items among the students of Govt. High School, Gandhi Vanita Ashram.

- On January 31, 2016, an awareness campaign was led by the Red Ribbon Club of the college by organising a poster making competition on Female Foeticide and Women education.
- On 03.02.2016, a workshop on traffic rules was organised in order to create awareness among the college students.
- A three day Android training workshop for the visually impaired persons was organised by Drishti in collaboration with Saksham Punjab from 11.02.2016 to 13.02.2016.
- A blood donation camp was organised by Red Ribbon Society in Collaboration with the local Lions Club. 24.02.2016. Approximately 100 students donated blood on this occasion in the presence of medical team from Civil Hospital, Jalandhar.
- International Women's Week was marked with celebrations from March 1, 2016 to March 8, 2016. Throughout the week, the teachers and the students spoke in the morning assembly about the problems faced by women. On the final day a campus rally was organised.
- On 10.03.2016, a play based on the problems faced by women was staged in the college auditorium. The play was organised in collaboration with Yuva theatre group.
- On 15.03.2016, a motivational lecture by Ms. Ruby Dhalla, Ex M. P. Canada, was organised by the cell for Holistic Development.
- World Yoga Day was celebrated on 21st June 2016. Yoga competition was organized on this occasion.
- The Student Council organizes various activities like declamation, and poetry recitation during the morning assembly to mark the important days listed as Birthdays of the great leaders, the days observed as awareness days, and the celebrations of various festivals throughout the year. This year too, the student council organized about thirty such activities in the college creating awareness and sensitizing students towards their social and moral obligation towards the society and nation.

- Dr Jasbir Rishi, Associate Prof. Department of Psychology, is Chief Consultant at Bolster Drug De-Addiction centre, Jalandhar. She works in the evenings in the centre on honorary basis.
- Mrs. Navneet, Assistant Prof. in Psychology, is also working at Bolster Drug De-Addiction centre, Jalandhar, in the evening as counsellor.
- The students of Diploma in counselling work as trainees during their course at various hospitals, drug-de-addiction centres and at schools.

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	28.6 Acres	-	-	28.6 Acres
Class rooms	89	-	-	89
Laboratories	64	1 New Laboratories one in Fashion Designing	UGC B. Vocational Grant	65
Seminar Halls	4	-	-	4
No of important equipments purchased (\geq 1-0 Lakh)during the current year	30	92	B. Voc Multimedia & Web Technology, Fashion Designing, DST FIST, DBT Star College etc.	
Value of the equipment purchased during the year (Rs in lakh)		Rs. 23,82,551/-		-
Others	Staff Rooms	5	-	5
	Dance Studio	1	-	1

	Smart Class Rooms	7	3 (Home Science, Commerce and Computer Science)	-	10
	Indoor Stadium	1	-	-	1
	Swimming Pool	1	-	-	1

4.2 Computerization of administration and library

The library as well as the Administrative complex is fully computerized with 23 Desktop Computers, 1 Server and 15 printers. Additionally, **Campus Analyzer software** containing modules for **Fees, Salary, Income Tax and Leaves** has been added recently to provide better services to the students.

4.3 Library Services:

	Existing		Newly Added		Total	
	No	Value	No	Value	No	Value
Text Books	52693	-	563	239596.4	53256	
Reference Books	31058	-	1153	675143.2	32211	
e-books	Access through INFLIBNET					-
Journals/Magazines			129	1,53,032		
e-Journals	Access through INFLIBNET					-
Digital Database	Accessing through INFLIBNET and DELNET					
CD & Video	-	602	-	602		
Others (MAPS)	-	110	-	110		

4.4 Technology up gradation (overall)

	Total computers	Computer labs	Internet	Browsing Centres	Computer Centres	office	Departments	others
Existing	520	15	16	16	1 (Library)	Campus Analyzer Software module for Fees, Salary, Income Tax and Leaves		CCTV Cameras
Added	43	1	1	1	-	-	12 Channel Audio Mixer 1200 Led Studio light with stand 40" led display tv Tripod with teleprompter load Samvad PLUS 3.00 E Version in Mass Communication Department, Adobe master collection Cs6 in Multimedia Department, MOE Software Package in Bioinformatics Department (Detailed List attached)	Installation of more CCTV Cameras in the Campus
Total	563	16	17	17	1			

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

Department	FDD attended
Sanskrit (1)	Attended one week FDP in Emerging Trends ad challenges in Management and IT Technology
Hindi (3)	<ol style="list-style-type: none"> 1. Dr. Jyoti Gogia attended 7days FDP on the topic “Advanced techniques in research” from 25th march to 31st march, 2016 at HMV, Jalandhar. 2. Dr. Jyoti Gogia attended 7days FDP on the topic “Emerging trends and challenges on management and IT education” from 14thDec to 20th Dec, 2015 at KCL Institute of management and technology, Jalandhar. 3. Dr. Nidhi Kapur attended 7days FDP on the topic “Technological innovations in science for humanity” from 25thaprilto 1st may2016, 2016 at HMV, Jalandhar.
English	NIL
Punjabi	NIL
History	NIL
Mass Communication & Video Production (2)	<ol style="list-style-type: none"> 1. Attended 7 days FDP on the topic “Emerging Trends and Challenges on Management and IT Education” at KCLMT from 14th to 20th Dec., 2015. 2. Attended 7 days FDP on ”Advanced Techniques in Research” from 25th to 31st March, 2016 at HMV Jalandhar.
Home science	NIL

Political Science	NIL
Economics (3)	<ol style="list-style-type: none"> 1. Ms. Shallu Batra attended 7days FDP on the topic “Emerging Trends and Challenges on Management and IT education” from 14th Dec to 20th Dec, 2015 at KCL Institute of Management and Technology, Jalandhar. 2. Ms. Shallu Batra attended 7days FDP on the topic “Advanced techniques in research” from 25th march to 31st March, 2016 at HMTV, Jalandhar. 3. Ms. Harmanu Paul attended DBT sponsored FDP on the topic “Technological innovations in science for humanity” from 25th April to 1st May 2016, 2016 at HMTV, Jalandhar.
Music Vocal	NIL
Music Instrumental	NIL
Dance	NIL
Multimedia	NIL
Fine Arts (1)	6 Days workshop on WILCOM(Textile) software on 16-21 Nov 2015 (For Faculty Upgradation)
Psychology	NIL
Mathematics	NIL
Commerce	NIL
Chemistry	NIL
Physics	NIL
Zoology	NIL

Botany	NIL
Bioinformatics (8)	<p>Mr. Harpreet Singh, Mrs. Purnima and Mrs. Shallu Kalia attended DBT sponsored workshop on Computational Chemistry 8th August, 2015.</p> <p>Mr. Harpreet Singh and Mrs. Purnima attended DBT sponsored FDP on “Technological Advances in Sciences” form April 25th to May 1st 2016 at HMV, Jalandhar.</p> <p>Mr. Harpreet Singh, Mrs. Purnima and Mrs. Shallu Kalia attended UGC sponsored National Conference at Lyallpur Khalsa Collge Jalandhar.</p>
Biotech (5)	<p>1. Dr. Jitender Kumar, Sumit Sharma and Dr Tanima Dutta attended DBT sponsored FDP on “Technological Advances in Sciences” form April 25th to May 1st 2016 at HMV, Jalandhar.</p> <p>2. Dr. Jitender Kumar, Prof. Sumit Sharma attended UGC sponsored National Conference at Lyallpur Khalsa Collge Jalandhar.</p>
Computer Science ()	<p>One day seminar on the topic “User Experience” was organized on 28th august 2015. Resource person was Mr. Yaju Arya from Walkwel Technologies.</p>
Fashion Designing (1 +)	<p>1 Week workshop wilcomembro software by Ms. Jashandeep Kaur designer at ND Woolen Industry Amritsar from 17th Nov. to 21st Nov. 2015.</p> <p>Two days training programme on new advanced high tech sewing machines by Usha International Co. from 29.7.2015 to 30.7.2015.</p>

Cosmetology	NIL
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4.6 Amount spent on maintenance in lakhs:

1) ICT	Rs. 0.85
2) Campus Infrastructure and facilities	31.17
3) Equipments	0.96
4) Others	20.40
Total:	Rs. 53.38

CRITERION V

5. Student Support and Progression

5.1 Contribution of IQAC in Enhancing Awareness about Student Support Services. IQAC enhances awareness about student support services in a number of ways. Members of the IQAC help in the formation of a number of societies and clubs which particularly guide the students in various fields and bring awareness about Student Support Services which are provided by them. Some of the Student Support Services are Scholarship and Fee Concession Committee, Anti Ragging Cell, Grievance Redressal Cell, Counseling cell, Holistic Growth cell, Placement cell and career counseling cell etc. Student Council and Discipline Committee play the role of bridge between administration and the students. Morning Assembly is a regular feature to impart important information about various events, functions, financial support etc. to the students. The office bearers, Class Representatives and other members help in maintaining discipline, conducting Morning Assembly, organizing major functions and competitions. IQAC monitors the growth of students as well as the proper functioning of these cells.

5.2 Efforts made by the Institution for Tracking the Progression.
The institution tracks the progression in a number of ways.

- Heads of various departments being members of IQAC, regularly monitor the progression of students and faculty members.
- Scholarship and Fee concession Committee invites applications from meritorious and poor students for extending help in their progression. The deserving students are granted liberal fee concessions and scholarships.
- Time to time addition of new courses/subjects and modification in the existing curriculum is done through members of university academics bodies responsible for the curriculum design.
- A number of societies and clubs like Red Ribbon Red Club, Red Cross Society, MHR Samvedna Society, Youth Welfare Society, Heritage Society, Women Empowerment Cell further help the institution in tracking the progression of the under privileged, unprivileged and physically challenged students.
- HMV News and College Magazine Deepshikha kindle the creative spark and provide platform for self expression.
- Prize-Distribution Report keeps the record of students' achievements in various activities and the awards given to the students.
- Some of the awards and prizes are given in the Morning Assembly as and when the students bring their achievements in various fields.
- Storage of the academic and attendance data of each student is kept in the form of soft and hard copy , through out her stay in the college.

5.3 (a) Total No. of students

UG	PG	PhD	OTHERS
3699	416	NIL	83

(b) No. of students outside the state

217

(c) No. of international students Nil

Men	No.	%
	Nil	Nil

Women	No.	%
	4198	100 %

This Year 2015-16

<u>General</u>	<u>SC</u>	<u>ST</u>	<u>OBC</u>	<u>Physically Challenged</u>	<u>Total</u>
2805	921	09	463	06	4198

Last Year 2014-15

<u>General</u>	<u>SC</u>	<u>ST</u>	<u>OBC</u>	<u>Physically Challenged</u>	<u>Total</u>
3235	902	06	459	07	4602

5.4 Details of Student Support Mechanism for Coaching for Competitive Exams (If Any).

Throughout the session, coaching for competitive exams is given by various departments. The detail is given below:-

- The Commerce students taking coaching for C.A., C.S. and M.B.A. are given leave relaxation.
- Coaching classes are held for various competitive exams such as Banking, Railways and Preliminary exams of CSA (64 students).
- M.Sc. Bioinformatics students are guided for various competitive examinations for Junior Research Fellowships including DBT, ICMR, CSIR, BINC, GATE, ICAR etc.
- They are also informed about the INSPIRE Fellowship programme for Ph.D. and the Women Scientist programmes offered by the DST.
- Students are also guided for entrance exams for Ph.D. in various universities and institutes.
- In additions the students of B.Sc. Vocational Bioinformatics are encouraged to appear in entrance exams for M.Sc. in various sections of Life Sciences.

- Students of Economics are also given Coaching for competitive exams for entry in service (6 students).
- National Graduates Physics Examination – 2016 (NGPE-16) of Indian Association of Physics Teachers was conducted on 24th Jan., 2016 in the Deptt.of Physics. This exam helped students to appear in other competitive exams and get motivation to go for research. 60 students from B.Sc.I, II and III appeared in this exam. 8 students were placed in top 10% of this centre and were given certificates by IAPT. (60 students).
- The students of BD/Fashions/Textile/Interior visited companies for training.
- Visually challenged students are helped in studies and mobility training
- Talking books and computer training for the visually challenged students was accomplished.
- To bridge gap between institution and industry, capsule course for Bank/SSC/Railways/LIC/Civil Prilims CSAT Entrance Examination coaching was undertaken for students. Various resource persons visited our campus and taught different subjects, details of which are given below:

Teachers	Subjects
Ms. Priyanka	Communication Skills
Mr. Saurav Jain	Quantitative Aptitude, Data Interpretation Logical Reasoning
Mr.Gaurav	Polity and Reasoning, General Knowledge, Marketing Awareness
Ms. Sakshi	English
Ms. Sonia	English
Mr.Akhil	Computer, ICT

Total No. of students benefitted 64. Study material provided and regular mock tests and revision were conducted by teachers. Once enrolled students have the facility to revise and give mock tests till they are students in HMV, Jalandhar

5.5 No. of Students Qualified in these Exams

NET	<input type="text" value="07"/>	SET/SLET	GATE	<input type="text"/>	CAT	<input type="text"/>	IELTS	<input type="text" value="05"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text" value="10"/>	

- Charanpreet Kaur of B.Sc. III topped the entrance exam for M.Sc. in Biochemistry conducted by PAU, Ludhiana.
- 8 students of B.Voc. Banking and Financial Services cleared NCFM exam of Mutual Funds certified by NSE.
- Chemistry JAM qualified by one student.

5.6 Details of Student Counseling & Career Guidance.

a) Vocational Counselling

- Vocational counselling is provided to students during admission for choice of subjects and streams according to their interests, aptitudes and I.Q.
- Specially constituted Admission Committee provides counselling to the aspirants in the areas of B.Voc. Banking and Financial Services, B.Voc. Web Designing & Multimedia and Community College.
- Individual Counselling is provided to students and faculty members for their psychological problems.
- Group counselling sessions are conducted during the session for managing stress, examination anxiety, time management etc.
- Counselling is provided to resident students for coping with homesickness, separation anxiety and adjustment problems.
- Standardized psychological questionnaires are used for measurement of intelligence, aptitudes, interests and personality for proper assessment during counselling.
- Students of Diploma in Counselling visit drug de-addiction centre, Apahaj Ashrams, Orphanages to render counselling services on honorary basis.
- General guidance regarding the courses and further the scope of subject is given by the faculty from time to time.

- The Multimedia Students BMM and B.Voc. Web Tech. & Multimedia are counselled time to time to manage work stress to be able to adapt to the professional work culture. The Multimedia students are guided digitally towards the latest requirement of the technically developing opportunities in the media market.
- Grievances of students are redressed by the faculty members of the department students and parents are counselled for their psychological problems. The department remains in constant touch with Student Council, Discipline Committee and Grievances Cell and provides counselling services wherever required.

b) Career Counselling

The Career Counselling Cell remained active throughout the session with various activities.

- A workshop was organized by Career Counselling Cell of college on **Group Discussion**. The resource person for the workshop was M.D. of IMS Mr. Kamlesh Sajnani, who was accompanied by Mr. Dikshant Dabar (Director) and Ms. Neha (Centre Manager). Mr. Sajnani focused on presenting logic and content in group discussions. He strengthened in the Make in India project. He discussed about the social perspective in India, as the citizens are divided between economy and socialism giving rise to social capitalism. Mr. Sajnani focused on the content in GDs. He said that we should compare, what one is talking about and we should not just accept opinions rather act smart and remove ourselves from the basic instinct of beliefs. To enhance active participation in the presence of students he asked students to engage in mock GDs. The students discussed topics in two groups about two topics, firstly 'Should Mc Donald's be banned in India and other, Should Lovish marriages be banned'. He educated that academics is not entirely wrong but rather prepares you for the basics. *(150 students benefited)*
- A seminar on **Career Counselling** was organized for the new entrants. On this occasion, Principal Dr. Rekha Kalia Bhardwaj inspired them to prepare

themselves for future problems and the seminar will arm them with all the needed details. Mrs. Renuka Bhatti of Science Department explained about the possibilities in sciences. Furthermore, Dr. Kanwaldeep Kaur talked about the workings of Business and Commerce industries and its future. Mrs. Binoo Gupta told about students who are working in Dubai, SEBI and PCS. (400 students benefited)

- Career Counselling Cell of Hans Raj Mahila Maha Vidyalaya organized a two day workshop on **Communication Skills and Personality Development**. The Resource Persons were Mr. Ashish Kaul and Mr. Rishabh. Mr. Ashish Kaul said that skills are the need of the hour. Without skills, we are not able to do anything perfectly. On the second day of the workshop, students were told about preparing for an interview. They were also given tips about resume writing. Students were also made to do practical exercises. In this workshop about 700 students of First year, Second and Third year of all streams participated.
- In the **Deptt. of Cosmetology** 100% career guidance and assistance is given to students regarding the type of professions they can opt as there are many options like jobs in saloons, institutes and even abroad. (10 students benefitted)
- **Deptts. of Hindi** organized an Extension Lecture on the topic 'Increasing opportunities of Hindi in the field of Media' on 15th March. (Students benefitted 65).
- In the **Deptt. of Cosmetology** 100% career guidance and assistance is given to students regarding the type of professions they can opt as there are many options like jobs in saloons, institutes and even abroad. (10 students benefitted).
- Students of M.Sc. Bioinformatics are encouraged to complete their Major Research Project in institutes of international repute. This year two students joined CSIR IHBT, Palampur and two students joined IISER, Kolkata for their Major Research project. In addition three students worked at HMV

campus in collaboration with scientists from NIAB, Hyderabad and ICPO, Noida.

- Students of M.Sc. Bioinformatics I and II, and B.Sc. Bioinformatics II and III were taken to IHBT Palampur on educational tour where they interacted with the scientists, researchers and other students to get awareness about latest research trends and career options in the field of Bioinformatics.

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
12	250+	64	120

However, 40 students got selected as Asstt. Professors on campus.

5.8 Details of Gender Sensitization Programmes

The Women Empowerment Cell in collaboration with other societies like Dynamic Holistic Society, Red Ribbon Society organizes various activities throughout the year for sensitizing students towards gender. The aim is to create awareness and promote sensitivity.

- Display of posters, thoughts and news articles relating to women issues and achievers on wall magazine ‘Sarvangda’ in the main block.
- Celebration of International Women’s Week in the morning assembly where teachers and students expressed their thoughts and opinions regarding women, their status in society and their problems.
- Celebration of International Women’s Week on March 8, 2016.
- Campus Rally with display of significant thought provoking posters made by students.
- A Nukad Natak was staged on strategic locations by the students focussing on the issues of female foeticide, child marriage, girl education, rape, domestic violence, dowry and NRI fraudulent marriages.

- A play MUSEUM was staged in the campus by YUVAA theatre group depicting women from the ancient era, epics to the present times with their problems and progress.
- Motivational lectures are organized for awareness and sensitization.
- Self-defense training is imparted to students for physical fitness and strength.

5.9 Students Activities

No. of students participated in Sports & Games

State/ University level National level International level

Cultural Events

State/ University level National level International level

5.9.2 No. of medals/awards won by students

Sports & Games

State/ University level National level International level

Cultural Events

State/ University level National level International level

5.10 Scholarships & Financial Support

	<u>No. of students</u>	<u>Amt.</u>
Financial Support from Institution	550	Rs.57,44,139.00
Financial Support from Govt.	527	Rs. 1,77,77,560.00
Financial support from other sources	162	Rs. 9,10,355.00
No. of students who received International / National recognitions.	03 (International) 17 (National)	

- 5.11 Student Organized / Initiatives
Fairs : State/ University level National level International level
College level
- Exhibition: State/ University level National level International level
College level
- 5.12 No. of Social Initiatives undertaken by the Students
- 5.13 Major Grievances of Students (If Any) Redressed
- Non-availability of computers to B.Voc. Web Tech. and Multimedia was resolved by implanting B.Voc. Lab in Commerce Deptt.
 - Complaint about cleanliness of wash rooms was received and it was resolved.
 - Furniture of smart class room was replaced.
 - Centre for Practical exam of Music Inst. students is Amritsar which the students wanted to be at Jalandhar. To resolve this problem, we have written to the university.
 - Practicals are held in summer vacation/after theory exams which should have been conducted before theory exams. (We have written to the university especially in case of Music Instrumental.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Our Vision: Women’s Education; Nation’s March towards Globalization

**Our Mission: Value based, Globally Competent, Employment Oriented
Education focused on Empowerment of Women**

6.2 Does the Institution have a Management Information System (MIS)

The institution is **fully computerized** and has developed MIS. Various **softwares** have been acquired and customized to support MIS. The whole range of academic and administrative activities are regulated and managed through these softwares, The **admission process, student personal data, attendance record, leave record, examination data, results, fee details, administrative data, staff**

profiles, salary bills and other administrative and academic activities are managed and coordinated through the extensive use of MIS. The library is also fully managed with the help of softwares customized for the purpose. The MIS data is regularly updated and made available to all stakeholders. The MIS of the college even provides access to Central Management at New Delhi through **video conferencing**.

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

6.3.1 Curriculum Development

The college is affiliated to GNDU, Amritsar. As such it doesn't have the autonomy to develop curriculum for a number of courses. However, for courses under community college and B.Vocational courses the curriculum is developed by a team comprising course coordinator, industry partners and university subject experts. In other courses also, the college faculty through its membership on various Board of Studies in the university contributes towards curriculum development.

6.3.2 Teaching and Learning

- The college lays special emphasis on enriching and enhancing the knowledge base and skills of the students by providing teaching learning inputs through state-of- the-art infrastructure.
- The college receives regular feedback from students, parents, industry and faculty for improvement in teaching learning inputs and will incorporate viable changes from the upcoming session.
- College keeps on introducing new skill based courses keeping in view the needs of industry to produce skilled and employable manpower for the nation.
- Regular updating of faculty about various technological advances concerning teaching-learning is done by organizing various symposia, conferences, workshops, faculty development programmes.

6.3.3 Examination and Evaluation

- The college has shifted to semester system for all UG and PG courses.
- For Community College, CBCS system has been implemented.
- Regular oral, written class tests and mid-term exams are conducted.
- Unfair means cases in house tests are dealt with strictly so as to avoid their recurrence in university exam.

6.3.4 Research and Development

- The college has provided resource rooms with internet facility, printer facility for the research work.
- Liberal permission for studies along with teaching for doing M.Phil. Ph.D.
- Study leave facility under FIP scheme of UGC.
- Open access library facility with separate study rooms equipped with INFLIBNET for teachers
- Research centre for carrying out major and minor research projects.
- Involvement of students in research activities and projects of UGC/industries.
- Research Cell exclusively for taking care of R&D in the college.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college receives feedback from students on infrastructure resources.
- The feedback is analysed and used for
 - Introducing innovative teaching aids
 - Extensive use of multimedia
 - e-library, e-books, video conferencing
 - Infrastructure is regularly improved and updated.
 - New softwares are added to keep pace with new developments
 - Workshops are conducted by the librarian for the learning resources available in the library.

6.3.6 Human Resource Management

- There is periodic performance assessment of the faculty and staff through self appraisal report and feedback from various corners.
- The college Principal assesses the performance of non-teaching staff on the basis of factors like regularity, security, discipline, working effectiveness, assessment received from Office Superintendents and other stakeholders.

6.3.7 Faculty and Staff recruitment

- The vacant post of regular and contractual faculty is advertised and filled by DAVCMC, New Delhi, the governing body of the college.
- The adhoc faculty is recruited at the college level. For subjects of Commerce and Computer Science in which the number of applicants is quite large (exceeding 100), the candidates are short listed on the basis of written test. The short listed candidates are interviewed by a panel of interviewers comprising Chairman LMC, the College Principal and HOD as subject expert.
- The selection is made on merit basis.
- The college retains the teachers who have served the institution earlier and proved their excellence while in service.

6.3.8 Industry Interaction / Collaboration

- The college has academic linkages with a number of industries for providing academic inputs and training to staff and students.
- Meetings are held with industry partners from time to time to bring improvements in curriculum design and methodology.
- Industry experts are invited to deliver extension lectures and conduct workshops for staff and students.

6.3.9 Admission of Students

- The admission notice is placed on the college website and newspapers to apprise the perspective students about various courses available with the institute.

- Admission Committee screens the applications and admits the students depending upon merit and seat availability in the respective course applied.
- Fee concessions are offered to needy, meritorious and under privileged sections of society.
- Admission is denied to candidates with dubious background.

6.4 Welfare schemes for

- **Teaching**
- The details of various welfare measures which act as job satisfiers and provide motivation to the staff are:
- **Well equipped and well furnished staff rooms** for Humanities, Science, Commerce and Computer Science laced with modern amenities with a full time caretaker, separate departmental rooms for all PG Departments.
- **Peace zone** to manage stress and restore mental balance, **health centre** with a qualified doctor available during working hours, **counselling cell** to provide counselling to distress through emotional support.
- **Telephone facility, guest house facility, transportation facility** for local and outstation assignments, canteen facility and food facility at the college during college functions.
- **Group insurance scheme**, provident fund loan facility, Hi-tech Branch of PNB with locker facility
- **Resource rooms** with internet facility and printer facility for the research work, liberal permissions for studies along with teaching e.g. M.Phil. Ph D, study leave facility for staff members under FIP scheme of UGC, open access library facility with separate study room equipped with inflibnetfor teachers. Permission is liberally granted for attending refresher courses, paper presentation, attending or organizing seminars/conferences, reimbursement of registration fees, transportation fees paid for attending conferences/seminars.
- **Well furnished separate staff rooms** are provided to the faculty of Sciences, Life Sciences, Computer Science, Commerce and Humanities with amenities like microwave oven, refrigerator, air conditioner and attendant.

- **Freeship** to the wards of the staff.

Non-Teaching

Additional welfare measures for Non-Teaching Staff in particular include:

- Free accommodation to many members of Non-Teaching Staff in the campus.
- **Free transportation** in case of domestic emergency.
- **Computer Training** to the office staff for handling latest hardware and software.
- Permission for studies along with employment.
- **Free coaching** by the teaching staff to the non teaching staff appearing in university exams.

For Students

- Scholarships and financial support is provided to the needy and deserving students.

6.5 Total corpus fund generated

Rs. 4.00 Crores approx.

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	Management	Yes	IQAC
Administrative	Yes	1) Principal 2) Chartered Accountant	Yes	Principal

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Semester System in UG/PG courses by university and CBCS in vocational courses through community college.

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

N/A

6.11 Activities and support from the Alumni Association

Hans Raj Mahila Maha Vidyalaya is pioneer in women education since 1927. The college has produced innumerable administrators, principals, scientists, engineers, doctors and women professional in various fields who are at present rendering services to the best of their abilities all over the world. Dr. Rekha Kalia Bhardwaj, the former Principal of the college is also a part of Alumnae of the college with her outstanding performance in the field of education. HMV has formulated an association of the ladies who wish to connect with their alma-mater.

Activities:

Teej, a festival of women in North India brought back source of our prized alumnae like Smt. Sarojini Gautam Sharda (ADA), Dr.Rashmi Khurana (Retd. Programme Executive AIR), Dr.Usha Kapoor (Retd. Principal GNDU Evening College), Dr. Sarita Verma (Principal, BD Arya Girls College), Ms. Sumukhi (Judicial Magistrate), Dr. Avneet Kaur (Child Development Officer) and Mrs. Anita Bhardwaj, Dr. Rekha Kalia Bhardwaj (Principal of HMV) who is also an alumnae of this college encouraged the students to get motivated by such great women and keep connected to the roots. A book written by the President of Association was also released.

Lt. Nandita Bhardwaj, an alumna of Hans Raj Mahila MahaVidyalaya was honoured in the morning assembly for her historical achievement. She led the first ever Navy Women **contingent of 148 officers** and that too in the presence of **President of USA Barack Obama, Prime Minister Narendra Modi and President Pranab Mukherjee on 26th Jan. 2015 at Delhi.** Lt. Nandita studied in HMV from 2003 to 2008 and graduated in B.Sc. Biotechnology. On this

occasion, she addressed more than 2500 students and encouraged them to dream high; then even impossible things would become possible. She said that she is a bullet like rider, has done paragliding, 20 mtrs. deep Scuba Diving in Lakshadweep and her next mission is to do Sky Diving with the logo of HMV in her hands.

Support

- Dr. Rama Chaudhary, Associate Prof. in Sanskrit, an alumnae of this college sponsors a gold medal and a silver medal for students standing first and second in Dharam Shiksha Examination.
- Dr. Jyoti Mittu, Associate Prof. in Music Instrumental sponsors gold medal for the best student performance in Folk Orchestra.
- Dr. Santosh Khanna, Associate Prof. in Music Instrumental sponsors gold medal for the best student in Music Instrumental.
- Ms. Manpreet Manes, a professional photographer holds regular sessions of photography with the students of Multimedia and Mass Communication.
- Ms. Saryu Mahajan, Executive Producer with CNN IBN has been a regular guest faculty with the department of Mass Communication.
- The students of the Debating Club keep in touch with the seniors online and continuously seek their guidance.
- The Women Empowerment Cell has a facebook page that connects the alumnae with the students and a healthy discussion on various topics is carried out online.
- From time to time the alumnae also sponsor some conference activity or the other by providing partial financial assistance.

6.12 Activities and support from the Parent – Teacher Association

The Principal and Chief warden (of hostel) organize a meet with the parents of hostellers to discuss certain issues, rules and regulations related to the students

who seek to reside in the hostel and face certain problems because of extra liberty granted by parents.

From time to time, parents are also called to interact with the faculty members. The suggestions by parents given verbally during this interaction are always welcomed

Parent-teacher association in the college works in a very subtle manner. The parents are kept informed about their ward's progress through letters and e-mails.

- Parents are also invited for attending counselling sessions for their wards in case any such requirement is felt by the counselling cell.
- The college honours the toppers along with their parents whenever the students show outstanding results.
- Parents are free to come to the college counselling cell for any kind of counselling help.
- The parents of the wards can schedule a meeting with any teacher of the college for seeking any type of information with regards to their wards.

6.13 Development programmes for support staff

- Workshops are organized.
- Vocational Training
- Training in instrumentation and maintenance

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

- Installation of **Solar Geysers/Solar Lights** to save energy
- **Vermicomposting Unit** to make organic fertilizers
- **Rain Water Harvesting Unit**
- **Botanical Garden** to promote the growth of medicinal/useful plants
- The Campus is a **polythene-free zone**
- Separate dust bins for biodegradable and non-biodegradable wastes generated in the college for proper segregation and disposal.
- Regular and frequent environment rallies to create ENVIRONMENTAL AWARENESS.

Criterion – VII

7. Innovations and Best Practices

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

- Establishment of Centre for Gandhian Studies under the scheme of **Epoch Making: Social Thinkers of India**. The Gandhian centre has an aim to embark on research and propagate Gandhian wisdom, values, ethics and morals among the scholars, youth and general public. The Centre interrelate various divisions of the College to have an improved analysis of the interdisciplinary span of the Gandhian Philosophy.
- Community college in Diploma in Journalism and Media was started. This is a positive step towards woman empowerment where girls are equipped with mandatory expertise in order to pare a position for themselves. Although the media has always been crucial to the world, the appearance of newer ways of information congregation, packaging and communications has given rise to more career prospects in the field than ever before. The community college course will go a long way in imparting skill, knowledge to the girl students in a student centric manner.
- Finishing School for passing out students has been organised in order to better equip the students with the demands of practical world.
- Organisation of faculty development programmes to provide information regarding the advanced concepts in teaching, learning and research under the mission to make the faculty of the college globally competent. The programmes comprised of theoretical sessions, practical sessions and hands on training sessions as well.

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

The action plan of (2015-16) was chalked out to lay stress on development and progress of the girl students in a holistic manner.

- **Promoting Global Competence**

UGC sponsored National Seminar on Human Rights Education was organised on 5th Nov, 2015. A seminar on **Technologies in current Scenario** was organized by Deptt. of Multimedia on 6th Aug., 2015. A UGC sponsored **National Seminar on Tradition; Creativity & Innovations in Indian Classical Music (Vocal Instrumental & Dance)** was organized by PG Deptt. of Music on 2nd Feb., 2015 and the papers of our faculty were published in the conference proceedings with ISBN 978-81-923858-6-0. **International Year of Light 2015** was celebrated by power point presentations on: **The applications of Spectrometer and Sextant in finding Optical parameters** by the students. **Students and faculty of Department of Physics** attended **Awareness Programme-cum-workshop** at B.R. Ambedkar NIT on **Measurement of Radioactivity in Environment**. A 3-day workshop on **Use of Latest ICT in Teaching-Learning Process** was organized by PG Deptt. of Commerce in collaboration with PG Deptt. of Comp. Sc. from 22nd to 24th July, 2015. A Seminar on **“Internet & Web Development”** was organized on 14th Nov., 2015 by Department of Multimedia. Mr. Smarth Behl from **Microsoft, Hyderabad**, and Mr. Shubhankar Chawla from **Accenture, Bangalore** shared their expertise in the field of HTML 5, CSS 3 and JavaScript with the students. P.G. Department of Comp. Science & IT organized a seminar on the topic **“User Experience”** on 28th Aug., 2015. A seminar on **Career Counselling** was organized for the students. PG Deptt. of Bioinformatics organized an educational trip to **CSIR – Institute of Himalayan Bio-resource Technology (IHBT), Palampur** 4th – 5th Oct., 2015. Students and teachers participated and exhibited their talent in the **Annual Art Exhibition at Virsa Vihar, Jalandhar** on 26th – 30th Sept., 2015. An industrial visit was organized to **Yarn Plus, Ludhiana** for the classes of B.Sc. I & M.Sc. I FD on 20th Aug., 2015. Students learnt various techniques of spinning and yarn processing. An industrial visit to **SP Garments, Ludhiana** for the classes of B.Sc.III Sem. and ADFD III was organized on 12th Sept, 2015 to

show the students the working of various printing machines. Students of ADFD-I and PGFDC I visited **Sachi Dyeing Ludhiana** on 19th Sept., 2015. The students learnt about knitting, dyeing etc. Students were taken for educational visit to **Saras Trade Fair, Hoshiarpur**. The students learnt about craft, embroidery and textiles of different states.

- **Imparting Value based education to promote social, moral and cultural values**

Before the commencement of the new session 2015-16, inaugural **Havan** was organized on 13th July, 2015. The Principal, staff and students participated whole-heartedly and prayed for the blessings of the Almighty. This Havan was the first in the series of weekly Havans held throughout the session. Keeping with the rich traditions of the institution, **Havan Yajna** was performed in order to celebrate **Basant Panchami** and pay homage to Goddess Saraswati. The students prayed for the blessings of the goddess. The Principal, Teaching, Non-Teaching staff members and students participated in the **Weekly Satsang programme** at Arya Samaj, Bikrampura, Jalandhar on 2nd Aug., 2015. The programme started with holy Havan Yajna followed by Satsang. Arya Samaj Bikrampura organized a special programme **Ved Katha** by Acharya Raju Vigyanik in Hans Raj Mahila Maha Vidyalaya on 25th Sept., 2015. **All India Dharam Shiksha Pratiyogita** was organized in January, 2015. **An Inter-class Mantra/Shaloka/Sukti Writing competition** was organized on 22nd Aug., 2015 in which 50 students participated.

- **Promoting research orientation amongst teachers and students**

PG department of Bioinformatics **joined the National Network of Mathematical and Computational Biology (NNMCB)**, funded by Science and Engineering Research Board, Govt. of India. This step will go a long way in promoting global competence amongst students. **Centre for Gandhian Studies**, Hans Raj Mahila Maha Vidyalaya published a book **Philosophy of Mahatma Gandhi** with ISBN No. 978-81-923858-8-4. It includes articles written by worthy members of our faculty and our students. Students of M.Sc. Bioinformatics Sem. IV have been selected for six months **Major Research**

Project at various renowned Research Institutes like Indian Institute of Science Education & Research, West Kolkata to work in the area of **Next Generation Sequencing Data Analysis and Supervised Tool Making**. Hans Raj Mahila Maha Vidyalaya Jalandhar organized **Second Science Camp of INSPIRE Internship** from November 3-7, 2015. This camp is fully sponsored by the Department of Science & Technology, Government of India. More than 200 students from about 22 schools from Jalandhar and other districts of Punjab attended this camp. The Camp consisted of Lectures, Demonstrations, Hands on Practicals, Workshops and Interactive sessions in a five day schedule. The eminent scientists from the top research and academic institutes from India including Indian Institute of Science Bangalore, Vigyan Prasar, Noida, Indian Institute of Technology, New Delhi, Indian Institute of Science Education & Research, Mohali, National Dairy Research Institute, Karnal, Jamia Millia Islamia, New Delhi, Jawaharlal Nehru University, New Delhi, University Institute of Engineering & Technology, Punjab University, Chandigarh, National Institute of Technology, Jalandhar and Guru Nanak Dev University, Amritsar acted as resource persons. On 5th Nov., 2015 **Dr. Andrew Lynn**, Associate Prof. in School of Computational and Integrated Sciences at Jawaharlal Nehru University, New Delhi visited the PG Deptt. of Bioinformatics . He updated the participants about recent focus of Bioinformatics research in the areas of **Big Data, NGS Data, Fragment based drug discovery, Gene Networks** etc. Dr. Andrew also offered his help in upgradation of curriculum and lab facilities to meet International Standards. **Molecular operating environment software** is a state of the art package of tools for activities related to molecular modeling, molecular visualization, computer aided drug discovery, computational chemistry etc. Three year licence of this package for three users has been purchased from the **Chemical Computing Group, Canada** under the DST-FIST grant by the PG Deptt. of Bioinformatics to train students of graduate and postgraduate classes. Students of MCOM are also allotted research projects and their research papers have also been published in research journals.

- **Education aimed at holistic growth and empowerment of girl students**

Girl students of the college participated in the Republic Day Parade (PM Rally) held at Delhi on 28th January, 2016. Cadets got PM Rally, 2016 Medals. Students also participated in the **National Advanced Leadership Camp** was held at Malout from 7th Sep.2015 to 18th Sept., 2015. **National Trekking Camp** was held at Shimla from 1st July, 2015 to 10th July, 2015 where HMV students bagged prizes. Youth Red Cross Society and Red Ribbon Club organized **Poster and Collage Making Competition on Female Foeticide and Women Education** on 30th January, 2016 to create awareness among students to observe National Girl Child Day. **The Youth Red Cross Society** organized a seminar on **Menstrual Disorders** on 4th Sept., 2015. Dr. (Mrs.) Shail Kaur, a renowned gynaecologist from PIMS gave her presentation. Doctor Shail explained about the irregular and painful menstrual cycle. She said that polycystic ovarian disease can even cause menstrual disorders, acne, obesity and infertility. **Youth Red Cross Society** organized **Poster Making competition** to mark the celebration of **Mother's Day**. **Drishti Technology Centre** organized a three day **Android Training Workshop** for the visually impaired students of the region in collaboration with Saksham Punjab. **Drishti Technology Centre** in collaboration with Saksham Punjab organized a **workshop for the visually challenged** students on 14th May, 2016. **Dynamic Holistic Society** of the college is working for the overall growth and personality development of the students. To impart security and empowerment to students, the cell organized **Aerobics classes** and **self-defence training programme** for the students. Around 1200 students from different faculties of Humanities, Science, Commerce and IT were enrolled in 7 day workshops and imparted training by Karate Expert, Mr. Jatinder Kumar. The training commenced in Aug. 2015 and continued till Feb., 2016.

- **Employment Orientation:**

Community college in Diploma in Journalism and Media has been started to provide more and more opportunities for employment to girl students. Placement Cell conducted **online placement** test of SAP Labs, Bangalore on 12th Oct., 2015 in which students of other colleges also participated. Students got selected in **SAP, Bangalore** with salary package of Rs.2.00 lacs. The company has promised

to sponsor M.Tech. from BITS Pilani in the placement drive held on 16th Oct., 2015. Six students got selected in **Wipro Technologies** as Software Developers through Campus Placement drive. The Placement Cell organized a **Campus Placement Drive** by **Concentrix** on 1st Sept., 2015. 8 students of **B.Voc.(Banking and Financial Services)** cleared the NCFM Exam of Mutual Funds (A beginner's module) which is certified by NSE. A series of guest lectures were organized for the students of B.Voc.(Banking and Financial Services) on subject **Market Risk Management**. A lecture on **Radio Script Writing** was organized on 19th Feb., 2016. A guest Lecture on **Mutual Funds** was organized by PG Department of Commerce and Management for the students of B.Voc. Banking and Financial Services on 27th Feb., An industrial visit was organized to **Newspaper** printing press on 26th Feb., 2016 by the Multimedia Club. An educational trip to Amritsar to visit **Art Exhibition of International Artists at K.T. Kala Bhawan** was organized for the students of BFA. **Educational Trip** of B.Sc. Biotech Sem. VI was taken to **Verka Milk Plant, Chandigarh**. Students learnt a lot of things about fermentation, processing of curd, lassi, ice creams and about milk processing from raw to processing stage. An industrial visit to **Ludhiana Stock and Capital Ltd., Ludhiana** was organized by PG Deptt. of Commerce and Management for the students of B.Voc.(Banking and Financial Services). **The Society for Dynamic Growth** organized a motivational lecture on **Personality Development** on 15th March, 2016. The resource person was Dr. Ruby Dhalla, Ex. M.P. Canada. She was the first Indian Sikh Woman to be elected as M.P. outside India in 2004. Dr. Ruby Dhalla addressed the students and said that if you have a dream in your life, then everything is possible. A guest lecture on **Career Opportunities in Media for women** was organized for the students of Diploma in Journalism and Media by Mass Comm. Deptt. on 11th Aug., 2015. FD Deptt. organized a series of workshops for their students. The series started with a workshop on **Style Cad**, a workshop on **Singer Fashion Machines** was organized in which the specialists from Singer India Ltd., Ludhiana A workshop on **Facing the Camera** was organized under add-on-course in Reporting, Anchoring and News Reading on 22nd March, 2016. Two

day creative workshop was organized by the department of Bachelor of Design for the faculty and students to learn the **art of surface ornamentation** on 10th – 11th March, 2016. Design and technical experts from USHA International Mr. Rohit Srivastav, printing craftsman and Ms. Sharanjeet Kaur, textile artist enlightened the audience on various aspects of this art. A two day workshop on **Equity Market and Virtual Trading** was organized on 3rd and 4th Nov., 2015 to provide practical training to the students in stock market operations. A workshop on **Embroidery Stitches** was organized by Ms. Deepika Miglani on 4th Sept, 2015. The students learnt about various hand embroidery stitches. A workshop on **Accessory making** was conducted by Mr. Anuj Bhardwaj on 22nd Sept., 2015 in which students learnt various jewellery making techniques. Workshop on **Executive Men's wear** was conducted for the students of M.Sc. final Sem. from 2nd to 4th Nov., 2015. A two day workshop on **Yarn Craft** for the students of ADFD was conducted by Dr. Rakhi Mehta on 8th & 9th Sept., 2015 in which they learnt about rug making. Fashion Designing Department organized a workshop on **Retailing and Merchandizing** on 26th Oct. 2015. A 2-day workshop on **Art of Interviewing** was organized on 17th & 18th Sept., 2015. The workshop was held by Ms. Ramanpreet Kaur, Director, Shamsheer Communications Pvt. Ltd. for the students of Diploma in Journalism and Media.

- **Non-Formal education:**

Teej Festival was organized in the campus on 13th Aug., 2015 where students understood the cultural heritage of Punjab. A **live performance** of World Renowned Classical Vocalists Padam Bhushan Pt. Rajan Mishra and Pt. Sajan Mishra was organized on 13th Aug., 2015 in collaboration with Spic Macay Jalandhar Chapter to enrich the students with our cultural traditions. **Yuva Theatre group** enacted the play 'Museum' on **International Women's Day**. **History Association** organized **Donation Camp** on 1st Oct., 2015 to celebrate **Gandhi Jayanti**. **National Voters' Day** was celebrated in Hans Raj Maha Vidyalaya on 25th January, 2016 A paper reading competition was organized on the topic **Women Education and Women Empowerment** by the Economics

Deptt. on 8th Sept., 2015 on World Literacy Day. Under **Natya Mahotsav-2016** organized by District Administration Jalandhar, a play **Udhara Pati** was staged at HMV Hans Raj Mahila Maha Vidyalaya organized its **Annual Gala Fete** on 23rd January, 2016. **Diwali, the festival of lights** was celebrated with great pump and show. The birthday of **Lord Krishna** was celebrated in the hostel. Hostellers decorated the prayer hall and Jhoola of Lord Krishna beautifully. The religious festival was organized in accordance with Hindu rituals and customs. They recited Bhajan of Lord Krishna. The **birth anniversary of Guru Nanak Dev Ji** was celebrated with full gusto and enthusiasm in the HMV Hostel on 24th Nov., 2015. NSS and NCC department celebrated **International Yoga Day** with collaboration of Punjab Girls Battalion NCC Jalandhar on 21st June, 2015.

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

Value based, skill oriented and research based education: Women empowerment focussed education with strong thrust on building holistic women well-equipped with skill, intelligence, discipline and moral values with major stress on character building, patriotism in keeping with the rich legacy of the college and foundations laid by Swami Dayananad Saraswati and Mahatma Hans Raj Ji.

Eco friendly/ Socially Sensitized Institution: The College is committed to creating and spreading environmental awareness through practically promoting organic farming. The campus provides green, clean and aesthetic environment for learning. It is a solar-powered institution with rain water harvesting unit and vermicomposting unit. Campus is polythene free zone with a stimulated sense of discipline and spiritualism.

7.4 Contribution to environmental awareness / protection

- Separate dustbins to segregate biodegradable and non-biodegradable wastes for proper disposal.
- Regular and frequent rallies to create environmental awareness.

- Organic fertilizer preparation in college.
- Celebration of festivals in eco-friendly manner.
- Making campus a polythene free zone.
- Regular tree plantation drives in and outside the campus.
- Promotion of plantation of trees and plants with medicinal value e.g. neem, tulsi, lemongrass etc.
- Solar powered campus.

7.5 Whether environmental audit was conducted? Yes No

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

SWOT ANALYSIS:

Strengths:

- Well qualified, dedicated, committed, full time, regular staff (teaching/nonteaching)
- Rich heritage and legacy of value based moralistic and employment oriented education
- Impressive list of Alumnae
- Affordable, safe, secure, homely hostel with an excellent learning ambience
- Location in heart of city
- Extraordinary co-curricular activities, sports facilities, world class swimming pool and gym

Weakness:

- Decreasing grants from state
- Only for girls institution so limited admissions
- Research component to be further strengthened

Opportunity

- Skill based courses, community college, B. Vocational studies
- Collaborations with NGOs , Research groups, industries for excellent placement

Threats:

- Mushrooming of private institutions producing degree holders with unsatisfactory knowledge and skill affects admissions.

8. Plans of institution for next year**Action Plan (2016-17)**

The action plan for the next session has been chalked out according to the various aspects of our vision i.e. Global Competence, Value Based Education, Promoting Research Orientation amongst teachers and students, Education aimed at holistic growth and empowerment of girl students, Non-formal education and Employment Oriented Education

Activity	Responsibility Centre
a) Promoting Global Competence	
Organizing international and national conferences/seminars/workshops and research oriented activities <ul style="list-style-type: none"> • International Conference on “Social Sciences/ languages” 	Languages Deptt.\ Psychology and Sociology
<ul style="list-style-type: none"> • One day Seminar on “Mahatma Gandhi” 	Gandhian Studies
<ul style="list-style-type: none"> • Two Day Global Congress Meet on Sustainable Development 	Interdisciplinary-English, Commerce, Political science, Chemistry Departments
<ul style="list-style-type: none"> • Seminar on “Environmental Issues” 	Environmental Club
<ul style="list-style-type: none"> • Seminar/ Workshop by an Eminent Scientist • Power point presentation on different diseases 	Zoology Deptt.
<ul style="list-style-type: none"> • Workshop on nuances of sitar by Prateek Chaudhry 	Music Deptt
<ul style="list-style-type: none"> • Workshop on “ Equity Market and Virtual Trading” 	Commerce Deptt.
<ul style="list-style-type: none"> • One day workshop on “Synthetic Organic Chemistry” 	R.V Chemical Society/ Chemistry Deptt.

<ul style="list-style-type: none"> • Planning to celebrate “PI” day on 14th March, 2017 	Mathematics Deptt.
<ul style="list-style-type: none"> • Licence Coaching Course 	Department of Physical Education
<ul style="list-style-type: none"> • Faculty Development Programmes 	Science, Commerce and Languages Deptt
<ul style="list-style-type: none"> • Extension Lectures by Eminent Resource Persons 	All Departments
b) Value Based Education to Promote Social, Moral and Cultural Value	
<ul style="list-style-type: none"> • Celebration of Hindi Divas 	Hindi Deptt.
<ul style="list-style-type: none"> • Weekly Satsang Programme • Ved Katha Utsav • Declamation and Poetical recitation competition on Vedas 	Sanskrit Deptt.
<ul style="list-style-type: none"> • To organise Pollution Check Drive, Eco-friendly drive, plastic free zones, Cleanliness drive 	Environmental Club
<ul style="list-style-type: none"> • Essay writing competition on topics – Mahatma Gandhi: Mass movement, Shaheed Bhagat Singh : Reformer or Revolutionary 	History association
<ul style="list-style-type: none"> • 	Fashion Designing Deptt.
<ul style="list-style-type: none"> • To organise Awareness Campaigns for Driving License, Traffic Rules and Adhar Card 	Political Science Deptt.
<ul style="list-style-type: none"> • To celebrate International Yoga Day 	Red Ribbon Club

c) Promoting Research Orientation amongst teachers and students	
<ul style="list-style-type: none"> • Research papers by teachers 	All Departments
<ul style="list-style-type: none"> • Research projects by students of M.Com/ M.Sc (IT) / M.Sc (Botany)/ M.Sc (Bioinformatics) 	PG Deptt. of Commerce
<ul style="list-style-type: none"> • Research project of BSc. BT. final year students in different industries and research centres and institutions 	Biotechnology Deptt.

<p>such as NIPER, IMTEC, BITS, PAU, Ludhiana, IISER Mohali, Ranbaxy, Nestle, Panacea Biotech</p> <ul style="list-style-type: none"> • Research project by final year students on Synthetic Seeds, Edible Vaccines, Proteomics, Hybrodoma tech. 	
<ul style="list-style-type: none"> • 	Physics Deptt.
<ul style="list-style-type: none"> • Workshop on Evolution of Bioinformatics and its Application in Medicine • Seminar on “Modelling Biological System” under national network for mathematical and computational Biology in February • Students of M.Sc final year Bioinformatics will learn from live research projects in the institute in collaboration with scientists from internationally reputed research institutes as well as by sending them to work in these institutes. • Students of M.Sc final year Bioinformatics will be encouraged to apply for short term summer training in institutes including IISc Bangalore, JNU New Delhi, IHBT (CSIR) Palampur, IIIM (CSIR) Jammu, CMC Ludhiana, PAU Ludhiana etc. 	Bioinformatics and Zoology Deptt.
<ul style="list-style-type: none"> • To organise Faculty Development Programme 	Languages Deptt.
<ul style="list-style-type: none"> • PowerPoint presentation on Space Exploration, Space Technology and Space Research • One day workshop on “Experimental Physics” by resource persons of National level 	Chandrayaan VIPNET club/ Physics Deptt.
d) Education aimed at Holistic Growth and Empowerment of Girl students	
<ul style="list-style-type: none"> • 	Political Science Deptt.
<ul style="list-style-type: none"> • Seminar on Personality Development 	Career Counselling

<ul style="list-style-type: none"> • Mentoring of students for Psychological problems • Interactive sessions on Stress Management, Time Management, Overcoming examination anxiety and other psychological problems 	Psychology Deptt.
<ul style="list-style-type: none"> • Preparation of Youth Festival events 	Youth Welfare Deptt.
<ul style="list-style-type: none"> • Short term course for English speaking skills of students 	English Deptt.
<ul style="list-style-type: none"> • Visit to NRDDL, Jalandhar to learn about techniques in Bacteriology, Parasitological and Histology • Students PowerPoint activity on different diseases. 	Zoology Deptt.
<ul style="list-style-type: none"> • Setting up of Legal Literacy Cell • Education on Children Rights 	Political Science Deptt.
<ul style="list-style-type: none"> • Computer training programme for Visually Challenged students • Mobility smart care training workshop for visually challenged students • Recording of talking books for visually impaired • Motivational interactive sessions with Physically Challenged students 	Drishti- Cell for Physically Challenged Cell
<ul style="list-style-type: none"> • Celebration of International Women's Day • Photography/Poster making competition on Women's Issues 	Women Empowerment Cell
e) Non-formal Education	
Students will be exposed to various techniques, methods and technical know-how via educational trips/demonstration training camps etc.	
<ul style="list-style-type: none"> • Organising Model United Nation • Visit to Parliament House to witness Live Session 	Political Science Deptt
<ul style="list-style-type: none"> • Visit to GNDU Physics Deptt. 	Chandrayaan VIPNET club/ Physics Deptt.
<ul style="list-style-type: none"> • Inter class Hair Styling and full Make Up competition 	

<ul style="list-style-type: none"> • Two day Workshop of Hair Colouring, Highlighting 	Cosmetology Deptt.
<ul style="list-style-type: none"> • Educational Visit 	Bioinformatics Deptt.
<ul style="list-style-type: none"> • Diwali festival • Talent hunt • Youth festival • Inter-class Competition 	Home science Deptt.
<ul style="list-style-type: none"> • 	Budding Brontes
<ul style="list-style-type: none"> • 	English Deptt.
<p>Earn while you learn activities:-</p> <ul style="list-style-type: none"> • Organise Mehandi and \Nail Art stall on Teej • Organise stall for Diwali decorative materials • Organise stall for designer clothes on College Fete 	Cosmetology Deptt. , Fashion Designing Deptt., Amrita Shergill Fine Arts Society
<ul style="list-style-type: none"> • Celebration of Gandhian Week and to organise following programmes:- <ul style="list-style-type: none"> - Bhajans in Morning Assembly - Speeches on Mahatma Gandhi by students - Celebration of Gandhi Jayanti - Pledge taking by all students regarding cleanliness - Displaying of Barriers on Swachhata • Intra-class Paper Reading Contest, Poster-making, Essay-writing, Slogan writing competition and Debate • To organise Cleanliness Drive and ‘Clean and Green Campaign’ in the college campus • Workshop to create awareness for Hygiene & Cleanliness for 4th class employees. 	Gandhian Studies
<ul style="list-style-type: none"> • Pre Diwali workshop • Men’s’ wear workshop • Workshop on hand knitting and crochet • Workshop on textile designing 	Fashion designing Deptt.

<ul style="list-style-type: none"> • Industrial visit • Market survey • Designer hunt 	
<ul style="list-style-type: none"> • Poster making competition 	Economics Deptt.
<ul style="list-style-type: none"> • Commerce Bonanza festival including activities like fresh flower arrangement, nail art, business quiz, poster making, group dance etc. • Inter College competition • Industrial Visits • Industrial tie-ups • Workshop on online trading, derivatives 	Commerce Deptt.
<ul style="list-style-type: none"> • Poster making and slogan writing competition on independence day • Donation camp 	History Deptt.
<ul style="list-style-type: none"> • Preparation of Documentary of college. 	Journalism and Mass Communication Deptt.
<ul style="list-style-type: none"> • To organise Hiking Trekking Camp at Dalhousie • To organise Talent Hunt competition 	Youth Welfare
<ul style="list-style-type: none"> • All efforts will be made to bring out the best in students by conducting remedial classes, classes for merit holders, coaching classes, bridge courses. 	All Departments
<ul style="list-style-type: none"> • Visit to newspaper office, AIR/Community Radio, Production house at Chandigarh, Doordarshan at Jalandhar • Photo Exhibition by students • Outdoor photo shoots by students 	MCVP Deptt.
<ul style="list-style-type: none"> • Industrial Visit to spread awareness regarding Quality Control, Research and Development product and ETP 	Biotechnology Deptt.

<ul style="list-style-type: none"> • Workshop on Molecular Biological techniques 	
<ul style="list-style-type: none"> • To participate in Harvalabh Sangeet Samelan 	<p>Music Vocal/ Instrumental Deptt.</p>
<ul style="list-style-type: none"> • One day outdoor study and Sketching at Historical monuments at Nakodar • Acrylic Colours Demonstration by artist • Rakhi making Competition • Workshop on Origami • Workshop for Paper lamps, Light Hangings and Festival greeting • Water colour Demonstration by Mr Sikander from Chandigarh on Gradation and effects • Workshop by Pedilite Artists on materials of Art and its methods • Educational trip for Architectural study and outdoor study • Exhibition of Paintings • Sketching Demonstrations • Visit to Art Exhibitions 	<p>Amrita Shergill Fine Arts Society</p>
<ul style="list-style-type: none"> • Visit to Fashion Lifestyle Exhibition by designers Aanya and Gagan “Robes and Rubies” for fashion accessories ANG Collection at Sarovar Portico Hotel • Outdoor Sketching • Workshop on software “RICHPIES” • Workshop on software “JACQUARD” • Visit to industry at Chandigarh for fashion/textile students • Market survey and site visits for Interior Design students to schools for case studies 	<p>Design Deptt.</p>

<ul style="list-style-type: none"> • Workshop for Embroidered surfaces • Exhibition by students • Industrial visit at Nakodar “Raj Durrie Factory” for weaving and dyeing • Workshop by Interior Designer on software 3Ds Max for three days • One day demonstration on Fashion Illustrations by renowned designer • Visit to sites with Architect • Educational Trip • Visit to Design and Art Exhibition 	
<ul style="list-style-type: none"> • Organising ‘Computer Tech Fest’ including events like paper presentation IT Quiz, Logic Development in C and C++ languages, Web Development, IT Extempore, Net Savvy, One Act Play and Group Dance • Workshop on ‘Latest Technologies’ 	Computer Science Deptt.
<ul style="list-style-type: none"> • Organising Media Fest- Prix Mosaic 2016 	Multimedia Deptt
<ul style="list-style-type: none"> • To organise Salad making competition 	Home Science Deptt.
<ul style="list-style-type: none"> • Various Academies to be opened not only for players but for amateurs too : <ul style="list-style-type: none"> -H.M.V Badminton Academy -H.M.V Swimming Academy -Kartar Kushti Academy -Dronacharya Archery Academy -Toronto Basketball Academy • To set Water Sports Academy at Sultanpur Lodhi in collaboration with Sant Baba Balbir Singh Ji Seechewal. 	Physical Education Deptt.

<ul style="list-style-type: none"> • To organise NIC/RD Camp • To celebrate Teacher's Day by organising Tree Plantation • To organise CATC Camp • To organise events under Swachh Bharat Abhiyan • To organise Prize Distribution function to honour NCC Cadets who won medals and trophies in various camps • To celebrate Independence Day Week including activities such as Poster making competition, Card making competition ,Patriotic poem writing competition, Singing competition • To organise NCC Enrolment Camp 	<p>NCC</p>
<ul style="list-style-type: none"> • Event Management through special task force 	<p>Student Council</p>
<ul style="list-style-type: none"> • Diabetes Awareness Campaign • Seminar/ Health Care camp • Blood donation camp 	<p>Red Cross Society</p>
<ul style="list-style-type: none"> • To host 3rd DST INSPIRE Internship Science Camp where students from different schools across the state will get opportunity to interact with internationally reputed scientists in a five day schedule of program. • Practical hands-on training under DST INSPIRE Internship Science Camp in different research areas related to Botany, Zoology, Chemistry, Physics, Mathematics, Bioinformatics, Biotechnology 	<p>Bioinformatics Deptt.</p>
<ul style="list-style-type: none"> • To introduce Mentoring System 	<p>All Departments</p>
<ul style="list-style-type: none"> • Personality Development Workshop • Fund raising through exhibitions and short term courses by Cosmetology, Home Science, Fine Arts and Multimedia Department 	<p>Dynamic Holistic Society</p>

f) Employment Oriented Education	
Enhancing employability of the students by providing them hands on experience, the institution has planned various activities:-	
<ul style="list-style-type: none"> • Industrial Visits • Industrial Tie-ups • Workshop on “Equity markets, Virtual trading, Banking Operations, Insurance” • Coaching for entry level examinations to Banking and other SSC Service 	Commerce Deptt.
<ul style="list-style-type: none"> • Fashionista-the Glam Show • Hands on Training of ADFD students at S.P. Garments, Ludhiana ,Garg Acrylics, Ludhiana and cross country, Ludhiana 	Fashion designing Deptt.
<ul style="list-style-type: none"> • To conduct On the job training in different media houses i.e. newspaper, radio, T.V., event management, companies etc. 	MCVP Deptt.
<ul style="list-style-type: none"> • Practical exposure through projects like Redesigning the Library and Renovation of Canteen and Common room 	Design Deptt./ Fine Arts
<ul style="list-style-type: none"> • Launching college Mobile Application 	Multimedia Deptt.
Enhancing employability of the students through workshops/ Seminars/Schemes:-	
<ul style="list-style-type: none"> • Career Counselling and guidance of students for entering government jobs • Seminars on Resume writing, Group Discussion, Interview skills and Practical skills • Seminars/Workshops on Personality Development 	Career Counselling Cell
<ul style="list-style-type: none"> • To promote skills under Pradhanmantri Kaushal Vikas Yojana 	Commerce Deptt. , Multimedia Deptt. , Deptt. of Journalism and Mass Communication
Enhancing Professional Competency among the students:-	

<ul style="list-style-type: none">• NCFM Certification Exam to be conducted• To conduct On the job training for the students of Summer Internship	Commerce Deptt.
Various Placement Initiatives to be taken by the institution:-	
<ul style="list-style-type: none">• Making email groups of each class to inform about the placement activities• To conduct placement drives of the companies like CONCENTRIX, WIPRO BPO, SAP Labs, TCS, SAPHHIRE IT SOLUTIONS, PRIVATE BANK, WIPRO TECHNOLOGY and other industries in college campus• Students to register themselves with companies like TCS with company portal. Company would give assignments for continuous evaluation and conduct interviews by the end of the session.• To help students get part time jobs according to the need of local industry.• To motivate the students to get themselves placed in the industries• To provide complete assistance to the students to participate in recruitment drives to be held outside college campus.	Placement Cell

Name: Dr. Kanwaldeep Kaur

Signature of the Coordinator, IQAC

Name: Prof. Dr. (Mrs) Ajay Sareen

Signature of the Chairperson, IQAC

*Pans Raj Mahila Maha Vidyalaya
Jalandhar City*

Annexure I

Academic Calendar (2015-16)

Semester I/III/V/VII

- Opening of College 6th July, 2015
- Admission and Section Formation 6th July to 7th July
- Orientation Programme of TDC I 8th July
- Start of Teaching of Semester Classes 9th July
- Talent Hunt 1st week of August
- Society/Departmental Activities 16th Aug. to 13th Sept.
- House Examination 14th Sept. to 22nd Sept.
- Identification of slow and advanced learners and their classes Oct., Nov.
- Preparatory Holidays One week before final university examination
- Final University Exam. 3rd or 4th week of November
- Winter Break 21st Dec. 2015 to 7th January, 2016

Semester II/IV/VI/VIII

- Start of Teaching of Semester classes 8th Jan., 2016
- College Fete Last week of January
- Departmental Activities 9th Feb. to 28th Feb.
- Annual Prize Distribution 3rd/4th week of March
- House Exam. 1st/2nd week of March
- Convocation 1st/2nd week of April
- Dispersal of classes (Preparatory) One week before final exam
- Farewell of UG/PG classes First day after dispersal
- *In case of emergency, the above dates may be changed.*

Annexure II

Analysis of Feedback from students (2015-16)

1. 96.2% have given reputation of college/availability of courses as one of the reason for joining the institution.
2. Academic input provided by teachers is rated good to very good by nearly 96.6%
3. It has also been found that teaching method is still most popular and discussion method, field work is getting momentum but reading reference books is still needed to be popularized
4. 90.5% feel that their assignments are returned with helpful comments.
5. Library facilities are rated very high by nearly 92.4%.
6. 90.4% find faculty attitude toward extra-curricular activities cooperative, enthusiastic and encouraging.
7. Most of students have pointed out HMV as exemplary institute with reference to state of art infrastructure, ecofriendly campus, laboratories facilities, dedicated and competent faculty.

Some problems faced by students were observed in “Feedback from students of HMV report” which were immediately readdressed by Principal Dr (Mrs.) Ajay Sareen are as follows:

- Student support facilities have been highlighted in college prospectus so that student can be well aware of same.
- In order to promote the reading of reference books among students, departmental libraries have also been stocked with standard reference books.
- Sports/ recreational facilities have also been extended to all the students.
- Transport facilities have been extended further to facilitate the students of nearby villages.

Annexure III

Analysis of Alumni Feedback (2015-16)

1. Significant proportion of our Alumni i.e. 90.47% of Post Graduate and 91.39% of Graduates belong to Punjab State.
2. It is matter of pride for our institution that 40.48% of our Post Graduate and 6.99% of Graduate Alumni are professionally settled. A big junk of Graduates i.e. 93.01% and reasonably good number of Post graduates i.e. 30.16% are pursuing higher education.
3. Our alumni are continuing their education because they are interested to become more qualified (34.92% post graduate and 47.85% graduates) and professionally competent (32.79% post graduate and 20.63% graduates) for better placements.
4. 94.62% of our graduate alumni and 86.51% of post graduate alumni gave response that this college prepares them for further education.
5. Further 95.16% of graduate and 99.2% of our post graduate alumni found their overall experience at HRMMV satisfactory.
6. Satisfaction level of the graduate alumni regarding teaching, counseling, placement and career planning ranged from 61% - 99% and for Post graduate students ranged from 80%-98%.
7. Graduate alumni (68% - 95%) are quite satisfied with the contribution of HRMMV in their personal development on various parameters detailed in the table. Post graduate alumni also recorded high satisfaction levels (82%- 95%) in respect of categories listed above.
8. 77.95% of graduate and 73.01% of post graduate of employed alumni show the satisfactory response in relation between their education at HRMMV and their job. Most of post graduate employed alumni feel satisfied with their present job in term of relation to their education at HRMMV.
9. 63.98 % of graduate and 61.9 % of post graduate alumni seek occasions to meet other alumni of HRMMV.
10. Analysis shows that 30.64% of graduate alumni and 50.79% of post graduate alumni are quite satisfied with the quality of education and feel that there is no need for improvement. 15.05% graduate alumni and 25.39 % of post graduate alumni show their willingness to co-operate with college and provide assistance whenever required.