



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	RR Bawa DAV College for Girls, Batala
• Name of the Head of the institution	Dr. Ekta Khosla
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01871-240357
• Mobile no	09815461401
• Registered e-mail	ekta1999@gmail.com
• Alternate e-mail	rrbawadavcollege1965@gmail.com
• Address	RR Bawa DAV College for Girls, Smadh Road Batala, Distt. Gurdaspur
• City/Town	Batala
• State/UT	Punjab
• Pin Code	143505
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Semi-Urban

• Financial Status	<b>Self-financing</b>				
• Name of the Affiliating University	<b>Guru Nanak Dev University, Amritsar</b>				
• Name of the IQAC Coordinator	<b>Dr. Meenakshi Duggal</b>				
• Phone No.	<b>01871-240357</b>				
• Alternate phone No.	<b>01871-240357</b>				
• Mobile	<b>08360295029</b>				
• IQAC e-mail address	<b>rrbawadavcollege1965@gmail.com</b>				
• Alternate Email address	<b>rrbawadavcollege1965@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://rrbdavc.org/pdf/AQAR-final-report-2019-20.pdf">http://rrbdavc.org/pdf/AQAR-final-report-2019-20.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://rrbdavc.org/courses/Academic-Calendar-2020-21.pdf">https://rrbdavc.org/courses/Academic-Calendar-2020-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>80.00</b>	<b>2004</b>	<b>05/01/2004</b>	<b>04/01/2009</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.06</b>	<b>2013</b>	<b>05/01/2013</b>	<b>04/01/2018</b>
<b>6.Date of Establishment of IQAC</b>			<b>15/07/2002</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>Institution</b>	<b>CPE</b>	<b>UGC</b>	<b>2016-21</b>	<b>1.5 cr.</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC	<a href="#">View File</a>				

<b>9.No. of IQAC meetings held during the year</b>	<b>06</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>To strengthen curriculum delivery through online mode in the pandemic phase, the decisions were taken to complete the syllabus by online mode and also the examinations even during summer holidays. The faculty used different apps and applications to teach the students, may it be practical or theory, the lectures were given through online.</li> </ul>		
<ul style="list-style-type: none"> <li>Google forms were introduced by the college to ensured student's attendance in online classes. Google meets and Zoom were conducted by the faculty according to their respective time table to keep the students acknowledged.</li> </ul>		
<ul style="list-style-type: none"> <li>Conduct of effective online examination for C.I.E.</li> </ul>		
<ul style="list-style-type: none"> <li>Adhering to social distancing laws of Government by providing separate and sanitized teaching learning space for online classes.</li> </ul>		
<ul style="list-style-type: none"> <li>Realizing the financial crises during the pandemic liberal fee concession devised and incentives to be given to deserving candidates, especially for the sports students.</li> </ul>		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
1. Online Admission Counselling	Due to ongoing pandemic and its after effects, it would not be possible for the students to come physically for counselling. The students were be given guidance regarding the various programmes in virtual classrooms.
2. Online Admission	The college has initiated the process of online admission of the students through online mode
3. Transforming to Online mode of Education	The faculty work as on online platforms to complete the syllabi and adhere to the needs of students for all types of academic counselling.
4. Mentoring Sessions	The mentoring sessions will be taken to encouraged students to deal with the pandemic situation and stay healthy, safe and stress free.
5. Faculty Development Sessions	The college encouraged the faculty development sessions on or off campus.
6. Webinars in tune with New Education Policy:	The college organized the webinars for faculty, staff and students in tune with academic needs and periodic needs.
7. Social Responsibility	The college collaborated with various government initiatives to deal with the pandemic situation as its best practices.
<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
IQAC	10/09/2020

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2019-20	27/05/2020

**15. Multidisciplinary / interdisciplinary****Multidisciplinary**

The college is working affiliated structure under Guru Nanak Dev University, Amritsar where the college offers multi / inter disciplinary courses.

1. B.Sc. (Economics) (Humanities and Sciences with Maths & Computer Sci.)
2. B.Sc. (Comp. Sci.) (Computers and Sciences with Physics & Maths)
3. Innovative Course under UGC in BA (Women Empowerment)
4. Innovative Course under UGC in PG Diploma in Cosmetology & Health Care (Cosmetology and Department of Physical Education)

**16. Academic bank of credits (ABC):**

The college is working under affiliated structure under Guru Nanak Dev University, Amritsar and has yet not given any guidelines in this directions.

**17. Skill development:**

The college runs various courses to enhance skill among women as it aims at Holistic Development of Learners and Women Empowerment. The institute offers various Skill Based / Vocational Courses as Bachelors and Master of Fashion Designing, Cosmetology, Computer Application, Clinical Nutrition and Dietetics, Fine Arts and Music (Vocal / Instrumental). The department of languages work on soft skills of Students.

**18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

DAV fraternity is guided by Swami Dayanand who was great Indian Philosopher; reader and social worker in the field of Women Education & Empowerment. As per Principles of Arya Samaj; Vedas are the scriptures of true knowledge. It is the paramount duty of Aryas

to read, hear, recite & teach Vedas. The college is working under the stewardship of Dayanand Anglo Vedic College Managing Committee, New Delhi. Our institution is found to dispel ignorance & promote knowledge. The institute adheres the daily Hawan Yajana and assembly which leads to imbibe Indian Knowledge System to guide the youth.

#### 19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college is working under affiliated structure under Guru Nanak Dev University, Amritsar and has yet not given any guidelines in this directions. However, the college has started working on assignment of Course Outcomes and Program Outcomes along with outcome attainment methodology..

#### 20.Distance education/online education:

The college is working under affiliated structure under Guru Nanak Dev University, Amritsar and is not an entity for distance and online education. However, the college has worked on online classes during the Covid-19 as per the instructions given by the university.

### Extended Profile

#### 1.Programme

1.1	809
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	1156
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	0
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>435</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>54</b>
File Description	Documents
Data Template	No File Uploaded
3.2 Number of sanctioned posts during the year	<b>54</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	<b>68</b>
4.2 Total expenditure excluding salary during the year (INR in lakhs)	<b>1,16,15,211</b>
4.3 Total number of computers on campus for academic purposes	<b>132</b>

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college syllabus is effectively delivered to the students in a planned manner with all the required details.

1. Syllabus is communicated to the students.
2. Departmental meetings are convened to solve problems.
3. Mid-term tests are organized according to the prescribed syllabus.
4. The college ensures number of teaching hours allocated and required by the university.
5. Resource Persons are invited for extension lectures.
6. Visits of the students under the guidance of a deputed teacher are arranged to different organizations within the city or outside.
7. Each department is authorized to conduct its own departmental activities.
8. Some of the college departments organize Inter-class competitions., such as, quiz, debate, declamation Exhibitions etc. to acquaint learners to participate academic competitions.
9. At end of each session, feedback is obtained from the students and forwarded to the university
10. Though syllabus-designing is the prerogative of the university, the college has framed syllabuses for various courses, such as, PG Diploma in Health Care, and various vocational diplomas and ensure their effective delivery.

Above all, teachers extend full cooperation and develop a very conducive atmosphere for the students for their academic growth.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://rrbdavc.org/courses/newsletter-merge-ok.pdf">https://rrbdavc.org/courses/newsletter-merge-ok.pdf</a>

### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic Calendar is planned in the beginning of the year and is executed through out the session. Academic Calendar is prepared after a through discussion in Academic Council by the head of Institution along with Dean Academics. The calendar outlines the semester class work schedule, internal examination schedule and external examination schedule. Due to Covid-19, the session was online, so the mid term exams were substituted by tests in the online classes. The faculty members of the concerned department gather the lists of courses for the coming semester. The head of the department finalizes the course allocation for the faculty members which is based on their choice and the area of interest. Time table is displayed in the respective departmental notice boards. The performance of the students is assessed on the continuous basis by conducting mid-term exams. In addition to the tests, assignments, mini projects and quiz are also the part of Continuous Internal Evaluation (CIE). The evaluated answer books are shown to the students in the class room to analyze the answer sheet thoroughly. The teachers clear their grievances on the spot if they have any. The students are given plenty of time before the examination.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**A. All of the above**

**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**  
**Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

10

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

183

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum.

Drug Abuse and EVS are mandatory qualifying subjects in all classes at graduation level. In M.Com " Business Ethics" and in BA Sociology and Psychology are opted as a part of curriculum.

To impart knowledge on Indian Culture, Vedic literature, self-discipline etc, daily/weekly/occasionaly Hawan is organised in the college Yagya Shala.

Our college has been selected for 'Unnat Bharat Abhiyan' (UBA) under the flagship program of MHRD, Government of India. We have adopted five villages with the intent to enrich rural India in social, managerial and technological development with the collaboration of District Authority.

To safeguard women, the subject Women Legal Studies in BA (Women Empowerment) initiates legal studies to provide legal empowerment to women,

To maintain ethics in business, M.Com. Sem IV opts for a paper on Business Studies covering fields, such as, Business Ethics and Environmental Management.

Our college has been selected as the Resource Centre for NPTEL (National Programme on Technology Enhancement Learning) to provide e-learning through Online Web & Wider Courses to all our students under IITs, IIMs, and IIS.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

06

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

119

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students**

**A. All of the above**

**Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	<a href="https://rrbdavc.org/courses/1-4-1-feedback-links-docx.pdf">https://rrbdavc.org/courses/1-4-1-feedback-links-docx.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://docs.google.com/forms/d/129W6vi60c6Jr0z6bmmRGMh1RqhrAyNyxO-ADrrLOpNw/edit#responses">https://docs.google.com/forms/d/129W6vi60c6Jr0z6bmmRGMh1RqhrAyNyxO-ADrrLOpNw/edit#responses</a>

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

**423**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

186

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Since session 2020-21 was Covid affected session so all the teaching and learning exercises took place through various online medium like- Google meet, Zoom.

### Advance learners

Our institution provides special attention to advanced learners so they may achieve merit positions in university examination. It includes competitive classes, remedial classes, supervised tutorial.

**Competitive Classes:** - These classes are arranged to prepare the advance learners for competitive examinations. It helps to develop a positive mind-set and prepares advance learner to face tough situations.

**Slow learners** Institution arranges remedial teaching includes remedial classes, supervised tutorial, mentoring and vocabulary building exercises.

**Remedial Classes:** The class is distributed into some homogeneous group on the basis of their common learning difficulties and identical weaknesses. These groups are then taught separately by the same teacher according to the nature of difficulties and deficiencies. The weak area or aspects of the curriculum identified through diagnostic testing are properly attended by the teacher.

**Supervised Tutorial:** - In this system, the responsibility of overcoming the learning difficulties in learning areas are headed over to the learners themselves. The role of teacher is confined to observe and supervise the learning activities and to provide help to them for self-learning and self-correction.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1156	54

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For enhancing learning process, teacher acts as facilitator who promotes self-management of knowledge, enhance holistic development, skill formation through experiential learning by giving assignment to students or a question open ended one or a problem relevant to course. The learning comes from the rationale experience. Department of Commerce, Computer and Fashion Designing usually work for experiential learning and uses E sources & materials.

Students are stake holders of the college. So learner centric teaching methods, such as group work, role play, project work, case study, debates, seminar presentations are employed to make teaching and learning more effective. Institution organises webinars, guest lectures during online teaching in which eminent personalities addressed the students and the faculty. Students and faculty learn a lot through participation in webinars and asked their queries from the addressee for their concept clarities. Each Department of our institution has clubs/societies which organize different online functions to enhance participative learning of students in the form of organizing or managing skills and developing leadership qualities. It also develops spirit of team work among students.

Problem based learning are inculcate in tutorial-based lectures. Students also learn and sharpen their skills during NSS and NCC Camps and Youth Welfare Department programmes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://rrbdavc.org/courses/criterion-2-3-1-webinars-NCC-NSS.pdf">https://rrbdavc.org/courses/criterion-2-3-1-webinars-NCC-NSS.pdf</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

College has ICT enabled labs and projector to enhance the quality of teaching-learning and teachers are ICT enabled. Syllabus of all the subjects is mailed to the students. Teachers use ICT-enabled tools including online resources for effective teaching and learning. Since 2020-2021 was an online session, so teachers use online resource materials during virtual teaching. Google classrooms are used to manage and to post course related information-learning material, quizzes, lab submissions and evaluation, assignment etc. PPTs and different subject related videos with animations and stimulation to improve teaching are used. Even online drawing tools like concept map, mind maps are used to perform student centric activities. To teach mathematical subjects in online mode, teachers have used various online tools like white board, Jam board in Google meet etc. Jam board was also used frequently by fashion designing department of college also.

Teachers frequently used their own You-tube channels, moodles of learning management systems well as open resources in the form of You tube channels of others. Teachers also suggested many Massive Open Online Courses(MOOCs) like- coursera,khan academy, and edx to help them.They frequently post their assignments and different e-resources and e-materials during lock-down for the help of students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )**

**2.3.3.1 - Number of mentors**

54

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

54

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

7

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**

### 2.4.3.1 - Total experience of full-time teachers

444

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

RR Bawa DAV College follows various ways to evaluate the students for internal assessment. The institute believes firmly in continuous evaluation of the students for their sustained performance Hence a structured evaluation process has been designed and implemented. In GNDU, internal assessment is allowed Clinical Nutrition & Dietetics and Fashion Designing. Continuous Internal Evaluation (CIE) at institutions level starts as soon as students enters the class. Their daily response and behaviour are noticed by each and every subject teacher. Each teacher tries different ways for students Continuous Internal Evaluation; which later on come forward as internal assessment. It consists of Routine class tests, Daily verbal response of students in class work, project presentation of students, Seminar, Workshops and assignments, debates on open ended problems. To refine critical among the students, various group discussions, debates, seminars etc. are organized. The tests are prepared and conducted as per the university examination pattern for guidance to the students.

Internal assessment at Institutional Level also moves around Mid-term exams which are conducted prior to every semester exam strictly according to Academic Calendar.

Finally, Internal assessment tests and other measures like-spontaneously-question-answers and quizzes are conducted to judge the performance of students in effective manner.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

To deal with the grievances related to internal examinations, a committee is formed by the head of institution which included dean examination, all heads of different departments. The team deals with different grievances like clashing of dates in mid-term exam schedule, setting of question papers without taking in account of university instructions, biased evaluation etc. It also includes out of syllabus papers in university exams

After the internal exams are over teachers distribute answer sheets to students. She takes the queries of student and explain them thoroughly. Even if any student has any kind of problem related to counting of marks, totaling of marks or concept clarity, they were given enough time of 3 days to clarify. After that Answer Sheets if advanced learners were displayed in college library for ready reference of slow learners. Unsatisfied students can approach Controller Examination, Dean student Welfare, Dean Academics and Principal too. Usually in this case, Head of Department of that particular subject and subject teacher along with Dean Student Welfare try to remove the grievances regarding the internal examination. But the whole process takes not more than 7 to 10 days as notified by controller examination. So above mechanism is fully transparent.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution is running Under Graduate Courses (B.A., B.Sc. (Med./CND/Non-Med./Eco./C.Sci.), B.Com., B.Sc. (Fashion Designing), Self-Finance Courses (Bachelor of Computer Application, B.Sc. (Information Technology)); Post Graduate Courses (M.Sc. (IT), M.Sc.

(Computer Science), M.Sc. (Mathematics), M.Sc. (Fashion Designing & Merchandising), MA (Hindi), MA (Economics), MA (Punjabi); Under Graduate Diplomas (DCA, Diploma in Cosmetology and Diploma in Stitching & Tailoring); Post Graduate Diplomas (PGDCA, PGDCHC, PGDGCFD) and Community Colleges Courses- Office and Programming assistance, Apparell Fashion Designing, Textile Embellishment, Communication Skills in English, Bridal Fashion and Photographic Makeup Artists, Goods and Services Tax. All these courses and programmes are displayed along with their outcomes on College Website

<https://rrbdavc.org/pdf/prospectus-2021-22.pdf>

#### Course Outcomes

- Enhancement of Employability
- Vocationalisation of education.
- Empowerment of Women
- Skill based Courses.
- Updated knowledge for job training.
- Industrial tie ups in certain courses for training up to 6 to 8 weeks

#### Mechanism Of Communication

- Hardcopies of syllabi are available in College Library for ready reference.
- The importance of learning outcomes has been communicated to the teachers in every IQAC meeting and Academic council.
- The students are also made aware the same through tutorial meetings.
- Online Webinars have also been conducted for developing the programme educational objectives and learning out comes at college level.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://rrbdavc.org/courses/2-6-1-courses-otcomes.pdf">https://rrbdavc.org/courses/2-6-1-courses-otcomes.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Evaluation of attainment of programme outcomes, programme specific outcomes and course outcomes depends upon direct and indirect methods used. Direct methods means the result analysis of UG and PG level and indirect means collecting the Feedback from students, teachers and Alumni. Other ways which are used to measure the attainment of outcomes are collecting evidences on students learning through internal examination, work submitted by the students in the form of Seminars, Projects, Skills, demonstration, group discussion and attitude etc. Also regularity, punctuality and behaviour of the students in the class, her participation in NSS/NCC, Youth Festivals and other cultural activities along with her role in the Student Council also help the teacher to access her personality development along with his learning during the college life. Department of Science having course of B.Sc.(CND) and Courses under Community College Scheme- Textile Embellishment, Goods & Services Tax, Office and Programming Assistance organizes industrial and portals visits to achieve course outcomes as well as programme specific outcomes. Fashion Designing, Communication Skills in English, Bridal Fashion & Photographic Makeup Artist Community College Courses stress on job training and placement by signing the MOUs with different business houses to attain Course Outcomes and Programme specific Outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year**

**2.6.3.1 - Total number of final year students who passed the university examination during the year**

435

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://rrbdavc.org/courses/2-6-3-Students-Result.pdf">https://rrbdavc.org/courses/2-6-3-Students-Result.pdf</a>

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<http://rrbdavc.org/pdf/student-satisfaction-survey-report.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**Nil**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

**NA**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

Nil

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://rrbdavc.org/courses/3-1-3-Supporting-Funding.pdf">https://rrbdavc.org/courses/3-1-3-Supporting-Funding.pdf</a>

## 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

An Innovative Eco-system refers to a loosely inter connected network of entities that provide a conducive environment to an institution for promotion of innovation and incubation. Ours is the only institution in the city with CPE, 'College with Potential for Excellence' Status conferred by UGC. A plantation drive was carried out by the Botany department on 17.03.2021.

We organized certain webinars and workshops to sensitize the society during Pandemic Covid-19. 'The Home Science Department' organized a national webinar on 30.06.2021 on the topic 'Diet in the Time of Covid' and 'Fabscrap' on 20.07.2020. 'Mask distribution campaign' was organized by Fashion Designing and NSS Department of the college on 01.05.2021. To promote 'Clean and Green' campus our institution organized a campaign under 'Swachh Bharat Abhiyan' on 27.04.2021.

A webinar was organized on 'New Education Policy 2020' under 'Unnat

Bharat Abhiyan Scheme' on 6th November, 2020.

Our institution has been granted the local chapter of NPTEL from IIT, Madras. Mr. Vinay Kumar, Assistant Professor from our institution has been appointed as SPOC for the local chapter. The students of the college can undertake numerous online courses free of cost from any of the various IIMs, IITs and IISs of India.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://vinaykumarrrb.gnomio.com">https://vinaykumarrrb.gnomio.com</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	<a href="https://rrbdavc.org/courses/3-3-1-Number-of-PHD.pdf">https://rrbdavc.org/courses/3-3-1-Number-of-PHD.pdf</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Apart from the excellent academic and sports facilities, RR Bawa DAV College for Girls, Batala, provides an ample opportunity and

guidance to the young learners through the various Community Extension Programmes through planned and coordinated group activities.

During Covid-19, RR Bawa DAV College for Girls, Batala was recognized as a 'Recognized Swachhta Action Plan Institution' by MHRD, Government of India. The college, not only formed the 'Swachhta Action Plan Committee and constituted the working groups past Covid-19 for sanitation & Hygiene, Waste Management, Water-Management, alongwith the observation of environment days to inculcate the practices of Swachhta and Reduction, Re-use and Re-cycling of resources.

Ours is the only institution in the region which has been offered and verified as Quarantine Centre during Covid-19 by Punjab Government, the college offered services to help state administration by making college Auditorium, college hostel and college commerce block as quarantine centre to accommodate Covid-19 patients from April 2020 to November 2020.

Apart from this, the college administration has organized two Covid Vaccination Camps with the help of College NSS Unit on 02.08.2021 & 20.08.2021 respectively to ensure its participation and help in the eradication of this pandemic from the society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

7

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

11

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

1039

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

#### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Squad over an area of 7.76 acres, the college is very modern, attractive and completely convenient to suit all the academic, cultural and social pursuits. The college campus offers out-numbered special opportunities for all the students. The college is mainly divided into 7 different departments consisting of the Science Block, Arts Block, Commerce Block, Computer and Fashion Designing

Department and PG Block. A part from the 36 lecture rooms, 32 fully furnished Labs, 6 Computer Labs, 6 Fashion Designing Labs, One dark room, One CND Lab, 2 Physics Labs, 2 Chemistry Lab, One Botany and One Zoology Lab, One Music Room (I), One Music Room (V), One Psychology Lab, 2 Home Science Labs, One Sports Room, One Skill Development Room, One Group Discussion Room, and 3 Cosmetology Labs.

The College has a multistorey Library which is high tech computerised and air conditioned. The college library provides an open access to Books, Newspapers and Journals for all the students. Library has also a Resource Room.

The College has well maintained botanical garden with diversity of plant species where in each plant is tagged with its botanical name for the better understanding of the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://rrbdavc.org/courses/infrastructure-photos.pdf">http://rrbdavc.org/courses/infrastructure-photos.pdf</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

A part from the excellent academic facilities, the sports indoor stadium complex is one of the impressive focal points in the sports activities of the college. The campus provides ample freedom to help young girls attain great heights in sports both outdoor and indoor and related activities The college offers various sports facilities for students such as Athletics, Basketball, Badminton, Cricket, Kho-Kho, Volley Ball, Karate, Judo, Taekwondo. Furthermore, the college has a well-equipped gym that includes all the necessary machines, treadmills and took for proper gymming.

The college has an auditorium which provides sufficient seating to suit various cultural events and academic functions like convocation, freshers party, farewell parties. It is very much spacious and has an efficient lightening system to organize both day and night events. College has an open air theater and a seminar hall for its cultural events.

College has also a Yagyashala where Hawan is performed every wednesday to keep the students in touch with moral cultural roots.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

36

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Name of ILMS software Library Management System Library Mgt.Sys
- Nature of automation (fully or partially) Fully
- Version 1
- Year of Automation 2017-18

**File Description:**

**Software:** - Library Management System. It was facilities to Acquisition, circulation task, periodical entries, Bar Code facilities, teacher's students' entries, Title/Accession/Author based search system. A strong reporting system based on different criteria, books fine management etc. Library has "Resource Centre" used by teachers and students. Library Remote Access to e-resources through "N-List".

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

Nil

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

1190

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College has a 10 Mbps internet and local network connection through wi-fi facility connected to the central server, which is available for students for their project work and seminar presentations. Internet facilities, in the well-equipped computer lab with high speed connectivity, help the students to surf the net for unlimited information. Wi-fi facility in the campus is a milestone in the history of this institution as it puts the college on the road to paperless administration and smooth functioning. Along with this, the college provides internet access to all the students and staff for instructional purpose to be at par with international colleges. College Computer Labs are equipped with state-of-the-Art Input and Output devices. Facilities of webinars and video conference learning from distant professors and teachers are also available. Every student is provided with a separate E-mail ID by the college for administrative information and notices. The students have free access to the network facilities to browse online data. College has computer labs with internet facility (24x7 through wi-fi technology) and provides online google forms, feedback forms and links related to webinars, so that they may have access to the relevant subject materials, video tutorials and other resources online through the high speed internet facility.

S.No.

Name of Article

Quantity

1

Total Computer

186

2

Server

1

3

Printer

5

4

Projector

3

5

Mimio Pad

3

6

Smart Board

1

7

Online Ups

4

8

**Lab Networking Switches (LAN/Wifi)**

6

9

**Old Computer Store Room Processor (P III, PIV)**

22

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

5.97:1 (1156:186)

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS**

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)**

#### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8.35

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

There are established systems for maintaining physical, academic and support facilities. The college has employed a maintenance officer. Besides, a register is placed for the staff and students to get Infrastructural problems notified and resolved. The Principal ensures that the available facilities are well utilized and well maintained. Laboratory equipment's are maintained by technical supporting staff. The security check at the library gate ensures that the students keep their assets in the pigeonhole Almirahs. Open shelf system provides access to all books/magazines/study material. Naphthalene balls are placed for the security of the books and journals. CCTV Cameras are also installed. Accession register, stock register etc. are maintained properly. Annual verification physical checkup of books is done regularly. Maintenance of computers is taken care of. Major repairs are outsourced. There is a playground and an open-air stage in the institution which are utilized for various sports activities. Moreover, a Swimming Pool, Auditorium cum Indoor Stadium, Gymnasium etc. are also used by external agencies as per the rules and regulations of the college. Maintenance of furniture like benches, tables, cupboards, stools etc. is done regularly. The scrap is disposed-off. Other initiatives, such as, updating of solar panels, construction works are undertaken periodically.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

28

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

54

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://rrbdavc.org/courses/5-1-3-enhancement-skill-any-additional-information.pdf">https://rrbdavc.org/courses/5-1-3-enhancement-skill-any-additional-information.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**68**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**68**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

1

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

55

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

#### 5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

Students are the brand ambassador of institution. Student council provide a platform to the students for the representation on Academic and Administrative bodies/committees of the institution.

"Yuva Sanchetna Diwas" is celebrated in each session where nominated office bearers Head Girl, Assistant Head Girl, Procter, class representatives and the president and secretaries of clubs and societies are congratulated and introduced with their responsibilities by the principal and the teachers. Students are also honored the badges and gain a lot of through participation in the student council. Dean student council and Dean Discipline for all the office bearers of student council and principal congratulate all the representative of the college club. Head girl help the teachers on the behalf of students to manage different functions of the college. They also help in maintaining discipline and student's regularity in college. They also motivate students to participate in different functions and events actively.

Since this session was online due to covid, so the whole ceremony took place on google meet, students kept on sharing their knowledge and instructions of teachers to other students with different online modes. A WhatsApp group of student council was made in which principal along with office bearers were members. It helps them to learn a lot of administrative qualities and academic responsibilities even in covid session.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The strength of educational institution lies on its Alumni. Alumni can help colleges in many ways. Alumni can be helpful in providing not only financial but intellectual and human resource. Former students or alumni of an institution can play an immensely positive role in higher educational institution. It has equally great ability to build a skills and knowledge sharing network. It is therefore strategic for institutions of higher learning to establish and maintain good relations with its alumni by inviting them for webinars, seminars, conferences and other cultural events. In order to do so, it is vital for the institutions to have established open and direct communication channels with alumni and ensure that alumni representatives provide a strong support to the managing body of the institution. The institution does not have a registered Alumni Association.

File Description	Documents
Paste link for additional information	<a href="https://rrbdavc.org/alumni.html">https://rrbdavc.org/alumni.html</a>
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college vision and mission "Empower women through education" is ensured to be in tune with the objectives of the higher education policies of Nation and for that, career-oriented courses are introduced to make the students professionally and financially secured. Higher education is imparted to the students with a focus on job-oriented & value-based training which is required in the contemporary scenario. Students are made self-confident and self-respecting through the Skill based courses along with Post graduate courses, that include Information technology, computer courses and smart class rooms are set up, so that they can compete in the competitive society. The Youth is also trained with leadership qualities through different activities organized by NCC, NSS and Youth welfare department. The faculty guides the students throughout the year, to keep them intact with the contemporary world. During this session, the students were motivated to join national webinars by the teachers. The students were able to learn and understand the role of teachers as online guides too.

File Description	Documents
Paste link for additional information	<a href="https://rrbdavc.org/vision-mission.html">https://rrbdavc.org/vision-mission.html</a>
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The administrative set up is partially decentralized. Principal, being the head of institution has the ultimate power so far as the administrative in financial matters are concerned. Principal also work on different policies with cooperation of different academic and administrative bodies like IQAC, Academic council, Committees for the up gradation of different aspects of college. Various committees like Advisory, Discipline committee, Purchase committee, Examination committee are decision making committees that help in the progress of institution by helping the principal in implementing a particular reform and resolution. The decisions of online teaching

learning were implemented for the continuation of Academics in the covid time as precautionary measures.

File Description	Documents
Paste link for additional information	<a href="https://rrbdavc.org/administration.html">https://rrbdavc.org/administration.html</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college believes in excellence in all spheres so that the faculty and students of the college are kept integrated by all means. In the harsh times of Covid-19 the syllabus was completed through online mode of study by use of different apps and applications. The technology remained the key that linked the student to teacher and academics didn't suffer much. The IQAC of the institution held meetings in regard to the completion of syllabus in all subjects. Practical were also conducted by online methods. The teachers regularly took the classes and attendance in their registers, as the faculty imparted lectures and demonstrations from their own rooms or labs of the college as per the orders by GNDU, Amritsar.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The administrative set-up is partially decentralized. Principal, being the head of the institution has the ultimate power so far as administrative/financial matters are concerned. Principal is dependent upon various administrative/academic bodies for taking various decisions. The administrative functions of the institution are mostly carried out by the different sections/departments and personnel of the institution in a participatory and Collaboratory manner through committees in the manner represented below:

1. Principal
2. Internal Quality Assurance Cell
3. Hostel
4. Students
5. Finance
6. Administration
7. Academics
8. Student Council
9. O/S Accounts
10. O/S General
11. Dean Academics
12. Warden
13. President & Secretary of Clubs and Societies
14. Matron
15. Office Staff
16. Office Staff
17. Controller of Examination
18. Assistants
19. Dean Youth Welfare
20. Discipline Committee
21. NCC Officer
22. Procter
23. NSS Officer
24. Alumni Association
25. UGC
26. Coordinator

IQAC is the central body headed by principal for decision making. All important issues/strategies are initially passed in IQAC and then implemented. The whole system is decentralized further into various bodies for effective functioning of the college. IQAC ensures the growth of the stakeholders in all directions-academics, cultural, social and moral; thus, making them empowered, independent & self-reliant.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://rrbdavc.org/courses/6-2-2-link-to-organogram-of-the-institution-webpage.pdf">https://rrbdavc.org/courses/6-2-2-link-to-organogram-of-the-institution-webpage.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

- The college execute the strategies adopted by the GNDU Amritsar and government of Punjab and faculty welfare which include monetary benefits for those with higher qualification such as M.Phil and Ph.D.
- DAV College managing committee and local managing committee applaud principal and faculty for distinctive achievement in various fields.
- The principal awards the faculty in Annual prize distribution function for their splendid achievements.
- DAV College managing committee provides loan facility against provident fund for which the principal is the recommending authority.
- Bank draft making presented with 50% charges and bank account with zero balance is has been provided to the staff faculty and students.

- The facility of cosmetology services, gym, Spa are provided to the staff students and faculty at reasonable rates.
- The wards of the DAV staff are given substantial concession.
- The faculty and staff gets the facility of Mess, canteen, Guest house, hostel ( residential facility).
- The welfare measure also include different activities like provision of Gym, Spa and swimming pool on nominal rates.
- PF/ Gratuity
- Leave encashment
- Medical facility
- Vehicle parking
- During covid times, the rapid test was done in campus and free cotton masks were distributed by Fashion designing dept.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

Nil

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

04

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

This evaluation based on SARs/PARs helps in ensuring academic accountability of teachers and monitoring their major or minor research projects and other academic activities. Self-assessment of Performa's prepared as per the guidelines of UGC and requirement of the management, are filled by each and every member of the faculty at the completion of every session this exercise makes every

individual order alert and motivates him or her to upgrade teaching and research.

o As far evaluation by is concerned it is done mostly verbally, however heads of the department are formally involved in checking and verifying the authenticity of the self-appraisal by the faculty members.

o The principal sends the commendations to the teachers who have done well so as to motivate them in teaching Research and extension programs with the renewal zeal.

o Separate meetings of temporary/adhoc/contractual staff along with HOD are held to assess, improve and appreciate their working.

o The performance of the non-teaching staff is a appraised by the college based on report of the supervising officers and finally assessed by the principal.

o The performance of the library staff is evaluated by the librarian.

o The working of the lab attendant is regularly monitored by the respective HODs.

o Corrective measures suggested by HODs of each department.

The institution gets the self-appraisal Performa filled every year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Funds mobilization policy is made with the help of IQAC and different academic committees ....

Audit Mechanism: Internal audit is done by auditor appointed by DAVCMC and by external agencies like DPI/AG Staff. External auditors

verify the entire income and expenditure and the capital expenditure of the institute each year. They do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Usually there are only minor findings /objections which are taken into consideration by the Principal and IQAC. Minor errors of omission and commission when pointed out by audit team are immediately corrected and precautionary steps are taken to avoid recurrence of such errors in future.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

45100

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institution has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of academic processes and infrastructure development.

- The whole mechanism is under e-governance as income tax, calculation, return, PF statements, salary statements, online scholarship schemes etc.
- Budget is prepared by the Principal of institution taking into consideration. The recurring and non-recurring expenditure.
- All the administration and academic heads are required to submit their requirements to the Principal in the term of

teaching aids, Equipment's, machines, books, journals, updating of software.

- Budget for academic expenses & administrative are approved by Principal, LMC & DAVCMC. After final approval of budget, the purchasing process is initiated by purchase committee. Accordingly, quotations are called and after the negotiation purchase order is placed.
- The payment is released after the delivery of respective goods as per terms and conditions mentioned in purchase order. All transactions have transparency through bills and vouchers.

Bill payments are passed after testing and verification of items. Only respective faculty members ensure that whether suitable equipment with correct specification is purchased.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The college IQAC continuously work for the excellence and betterment of the institution. During the pandemic situation of Covid-19 , the higher education system was required to continue in smooth manner and also according to the speed of the global education system by using technology. The decisions were taken to compete the syllabus by online mode and also the examinations even during summer holidays. The faculty used different apps and applications to teach the students, may it be practical or theory, the lectures were given through online. Google forms were introduced by the college to mark the presence of students. Google meets and Zoom were conducted by the faculty according to their respective time table to keep the students acknowledged. The examination system was changed to online mode. Meanwhile, the sanitization of the campus was continuously done. The decision was taken of proper sanitizing of class rooms, labs, library and hostel. Regarding the admissions and fee concessions the strategy was discussed, and about incentives to be given to deserving candidates. It was proposed by the members of IQAC that fee concessions/incentives be given to enhance the admission especially for the sports students .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

**First Cycle:-** With an aim to achieve, the higher level of learning, the institution holds various programmes and procedures. IQAC of the college reviewed its strategy from off-line to online teaching. The regular classes were held through Google meet, zoom and Google classrooms, and syllabus was completed in required time. The examinations were held through online mode. The students received the question papers via email and as per GNDU norms, they submitted the answer sheets in PDF format. During the last session, many events were organized online due to the covid restrictions. The students were given online training in skill development tasks through webinars, organized by different departments of the college. In this regard, the Fashion designing department and home science department organised 'Fabscape' and 'Diet in time of Covid' respectively. Another webinar on Fashion accessories was also held and students of FD and fine arts were benefited.

**Second Cycle:-**The pandemic time of covid was an obstruction in the usual performance of students towards higher education, especially in sports and cultural fields. As far as academics is concerned, 61 students proceeded towards UG to PG and PG to MPhil . Some students appeared in state/National examinations and some also got selected and few got employment. Two of our students got medal and honour in sports (Judo). The students also participated in extension activities conducted by Government organization and about 202 NSS volunteers participated.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of**

**C. Any 2 of the above**

**Internal Quality Assurance Cell (IQAC);  
Feedback collected, analyzed and used for  
improvements Collaborative quality initiatives  
with other institution(s) Participation in NIRF  
any other quality audit recognized by state,  
national or international agencies (ISO  
Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Since the institution is purely a girl's institution, so only girl students are admitted and possibility of gender bias does not arise yet gender equity is our goal.

Annual gender sensitization Action Plan:

1. College run a specific course BA Women Empowerment.

Celebration of International Women's Day.

Student of our college stood third in National Kurash Championship.

22 cadets of our college won the medal in rifle training in NCC camp.

Students of M.Sc. (FD), design and develop male garments.

Webinar on "Healthy and Nutritional food".

Specific facilities provided for women in terms of

## a) Safety and Security: -

Entire college campus and Hostel is under CC TV surveillance 24/7.

Entry registers are placed on the college gates.

Security guards are stationed across the campus.

Awareness campaigns are organised on women safety and gender sensitivity.

College ID cards with a photograph are issued to every student.

## b) Counselling: -

Provided to students and staff for academic and other issues .

Provided to class IV employees by the teaching staff members.

Gender sensitization camps for women rights and female foeticide.

Legal awareness cell awares the students about legal rights of women.

Common Rooms: - College has a spacious common room for students.

File Description	Documents
Annual gender sensitization action plan	<a href="https://rrbdavc.org/courses/7-1-1-annual-gender.pdf">https://rrbdavc.org/courses/7-1-1-annual-gender.pdf</a>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://rrbdavc.org/courses/7-1-1-Specific-facilities-provided-for-women-in-terms-of-a-Safety.pdf">https://rrbdavc.org/courses/7-1-1-Specific-facilities-provided-for-women-in-terms-of-a-Safety.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**1. Solid waste Management:-** Composed manure is produced from kitchen waste of the hostel mess and canteen and is used for plants. Safai workers in each floor collect and segregate the waste in dustbins.

Recyclable waste is collected and sold to vendors for recycling.

**2. Liquid waste Management:-** Waste RO water is used for watering plants in the college campus and flushing the toilets.

**3. Biomedical Waste Management:** - Managed by two incinerators. One provided in the staff room and one in the hostel.

**4. Waste Recycling System:** - Our fashion designing department does upcycling of fabrics by converting them into utility piece or put together to convert into big fabrics such as dresses, jackets, trousers, one piece, jewellery and Masks. The department of fashion designing had organized an online workshop on 'FABSCRAP' on 20.07.2020. Our Cosmetology department is using hair waste for striking the hair. Cutted hairs are filled in Juda net and stitched entirely. These stuffers give the higher and volume to the hairstyle and buns.

The institution has adopted a unique tradition to recycle/reuse the pages in getting prints for office use or for other departments.

**Hazardous chemicals and radioactive waste management:-** College use only safe chemicals.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** **A. Any 4 or All of the above**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following** **C. Any 2 of the above**  
**1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen**

**A. Any 4 or all of the above**

**5.**

**reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**The college being a DAV institution believes in unity in diversity. The institution provides an inclusive environment for everyone with the tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. All the staff members respect different religions, languages and cultures and the similar**

feeling are inculcated in the students also. For example - the college has a tradition of celebrating major festival like Diwali, Gurburab, Eid, Christmas and regional festivals like- Lohri, Basant Panchami and Teej. The faculty, staff and students greet one another with full zeal and enthusiasm. This establishes a positive interaction among people of different racial and cultural background that teachers while teaching their subject (Social Sciences, languages and literature, science and professional subjects) call attention to related social commitment and involvement. Besides NSS and NCC units of the college play a vital role in promoting social responsibility and citizenship role among the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college apart from imparting Professional Legal education, inculcate a feeling of Oneness among the student community through various practices and programmes. The faculties are always being in the practice of organising activities that not only initiate but also motivate the students to adopt various practices that inculcate the values for being responsible citizens.

The students participate very enthusiastically in such activities.

Hawan is performed regularly.

The functions of the college start with the recitation of Ved Mantras and shlokas to promote value based education.

The college has a tradition of Morning assembly/prayer.

The student Council takes initiative to celebrate functions like- Teachers Day, Diwali, celebration of International Yoga Day, Birthday Celebration of Mahatma Hans Raj's Ji and Tribute to Gokal Chand Ji, the founder of the college.

Farewell Functions are organised for the outgoing classes.

The college has a regular feature of sapling plantation with a motive to inculcate care towards our environment among the students and staff.

NSS unit distributed masks among non-teaching staff during the COVID-19.

Webinars are conducted for Health and nutrition.

Students participate in Vedic Chetna Shivirs organised from time to time for spiritual elevation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://rrbdavc.org/courses/7-1-9-detail-of-activities.pdf">https://rrbdavc.org/courses/7-1-9-detail-of-activities.pdf</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff** A. All of the above

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our college organises and celebrates many days, events and festivals every year.

1. International Women's Day: -Celebrated with a motive to reflect a progress made, to call for change and to celebrate act of courage and determination by ordinary women.

2. International Yoga Day: - To make students aware of physical and mental illness that may be solved through yoga and also to develop a habit of meditation for peace of mind and self-awareness.

3. Teachers Day: -To acknowledge the challenges, hardships and the special role that teachers play in our lives.

4. Poshan Pakhwara: - Included various activities related to Nutrition and diet.

5. Celebration of Neta Ji Subhash Chandra Bose's Birth Anniversory.

6. World Environment Day: - Celebrated to raise awareness about the environmental issues. like global warming, protection of wildlife and sustainable consumption. Even during Covid times the students were made to exhibit posters online, highlighting the importance of environment.

7.Celebration of NCC Day.

8. Celebration of Independence day and Republic Day.

9. The college celebrates major National and Regional Festivals.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### Best Practices

1. Title of the practice: - Green Culture.

2. Objective: - To inculcate the awareness towards environment conservation among students, staff and society by taking various methods from time to time that included birthday celebration of LMC Members, Teaching, Non-Teaching and Supportive Staff and Presentation of Planters.

3. Context: - Birthday celebration is done to provide equal importance to all the teaching, non-teaching and supportive staff members who are treated equally. The objective of presentation of planters is to promote greenery and eco- friendly environment. The person who is having birthday, donates a plant to the college campus and thus enhances Green Movement in the college.

II Title of the Practice: - Social Responsibility.

Objectives : - To help students focus on their studies even in demotivating and difficult times of Corona Pandemic. The college provided its infrastructure and building to be used for the welfare of the society living the Pandemic.

Context: - The mutual co-operation of both the teachers and students proved beneficial for the entire education policy of our college. The first difficulty lied in the implementation of the online work of teaching. There were WhatsApp groups created for different subjects of various classes.

File Description	Documents
Best practices in the Institutional website	<a href="https://rrbdavc.org/courses/7-2-1-best-practices.pdf">https://rrbdavc.org/courses/7-2-1-best-practices.pdf</a>
Any other relevant information	<a href="https://rrbdavc.org/courses/7-2-1-Website-Link.pdf">https://rrbdavc.org/courses/7-2-1-Website-Link.pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Since the institution is purely a girls institution so the vision of the college is to empower women in all spheres of life. The college management aims to prepare such women wing of the social society that has confidence with strong ethical value which would help women

to work on par with the men at all levels. Since the year of establishment, the institution has grown up or at a marvellous pace from a purely arts Degree College to the multi-faculty postgraduate institution. The college has not only spread the message of education among women in the society but also has encouraged and ensured the people of the city and its adjoining areas about the safety of their wards. The humanity was suffering under the clutches of pandemic Covid-19 and the whole system had come to a standstill but even in these circumstances we have done our best to provide online education with the help of technology. Our esteemed institution has not only served as a quarantine centre on the request of Punjab government to give our best effort for soothing the suffering humanity but also hosted mask distribution campaigns to provide the helping hands to the needy society.

NAAC

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college syllabus is effectively delivered to the students in a planned manner with all the required details.

1. Syllabus is communicated to the students.
  2. Departmental meetings are convened to solve problems.
  3. Mid-term tests are organized according to the prescribed syllabus.
  4. The college ensures number of teaching hours allocated and required by the university.
  5. Resource Persons are invited for extension lectures.
  6. Visits of the students under the guidance of a deputed teacher are arranged to different organizations within the city or outside.
  7. Each department is authorized to conduct its own departmental activities.
  8. Some of the college departments organize Inter-class competitions., such as, quiz, debate, declamation Exhibitions etc. to acquaint learners to participate academic competitions.
  9. At end of each session, feedback is obtained from the students and forwarded to the university
  10. Though syllabus-designing is the prerogative of the university, the college has framed syllabuses for various courses, such as, PG Diploma in Health Care, and various vocational diplomas and ensure their effective delivery.
- Above all, teachers extend full cooperation and develop a very conducive atmosphere for the students for their academic growth.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://rrbdavc.org/courses/newsletter-merge-ok.pdf">https://rrbdavc.org/courses/newsletter-merge-ok.pdf</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic Calendar is planned in the beginning of the year and is executed through out the session. Academic Calendar is prepared after a through discussion in Academic Council by the head of Institution along with Dean Academics. The calendar outlines the semester class work schedule, internal examination schedule and external examination schedule. Due to Covid-19, the session was online, so the mid term exams were substituted by tests in the online classes. The faculty members of the concerned department gather the lists of courses for the coming semester. The head of the department finalizes the course allocation for the faculty members which is based on their choice and the area of interest. Time table is displayed in the respective departmental notice boards. The performance of the students is assessed on the continuous basis by conducting mid-term exams. In addition to the tests, assignments, mini projects and quiz are also the part of Continuous Internal Evaluation (CIE). The evaluated answer books are shown to the students in the class room to analyze the answer sheet thoroughly. The teachers clear their grievances on the spot if they have any. The students are given plenty of time before the examination.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for**

**A. All of the above**

**UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.2 - Academic Flexibility**

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

10

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total**

**number of students during the year**

183

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum.

Drug Abuse and EVS are mandatory qualifying subjects in all classes at graduation level. In M.Com "Business Ethics" and in BA Sociology and Psychology are opted as a part of curriculum.

To impart knowledge on Indian Culture, Vedic literature, self-discipline etc, daily/weekly/occasionally Havan is organised in the college Yagya Shala.

Our college has been selected for 'Unnat Bharat Abhiyan' (UBA) under the flagship program of MHRD, Government of India. We have adopted five villages with the intent to enrich rural India in social, managerial and technological development with the collaboration of District Authority.

To safeguard women, the subject Women Legal Studies in BA (Women Empowerment) initiates legal studies to provide legal empowerment to women,

To maintain ethics in business, M.Com. Sem IV opts for a paper on Business Studies covering fields, such as, Business Ethics and Environmental Management.

Our college has been selected as the Resource Centre for NPTEL (National Programme on Technology Enhancement Learning) to provide e-learning through Online Web & Wider Courses to all our students under IITs, IIMs, and IIS.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

06

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

119

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

<b>from the following stakeholders Students Teachers Employers Alumni</b>	
File Description	Documents
URL for stakeholder feedback report	<a href="https://rrbdavc.org/courses/1-4-1-feedback-links-docx.pdf">https://rrbdavc.org/courses/1-4-1-feedback-links-docx.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://docs.google.com/forms/d/129W6vi6Oc6Jr0z6bmmRGMh1RghrAyNyxO-ADrrLOpNw/edit#responses">https://docs.google.com/forms/d/129W6vi6Oc6Jr0z6bmmRGMh1RghrAyNyxO-ADrrLOpNw/edit#responses</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
<b>423</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

186

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Since session 2020-21 was Covid affected session so all the teaching and learning exercises took place through various online medium like- Google meet, Zoom.

**Advance learners**

Our institution provides special attention to advanced learners so they may achieve merit positions in university examination. It includes competitive classes, remedial classes, supervised tutorial.

**Competitive Classes:** - These classes are arranged to prepare the advance learners for competitive examinations. It helps to develop a positive mind-set and prepares advance learner to face tough situations.

**Slow learners** Institution arranges remedial teaching includes remedial classes, supervised tutorial, mentoring and vocabulary building exercises.

**Remedial Classes:** The class is distributed into some homogeneous group on the basis of their common learning difficulties and identical weaknesses. These groups are then taught separately by the same teacher according to the nature of difficulties and deficiencies. The weak area or aspects of the curriculum identified through diagnostic testing are properly attended by the teacher.

**Supervised Tutorial:** - In this system, the responsibility of overcoming the learning difficulties in learning areas are headed over to the learners themselves. The role of teacher is confined to observe and supervise the learning activities and to provide

help to them for self-learning and self-correction.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1156	54

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For enhancing learning process, teacher acts as facilitator who promotes self-management of knowledge, enhance holistic development, skill formation through experiential learning by giving assignment to students or a question open ended one or a problem relevant to course. The learning comes from the rationale experience. Department of Commerce, Computer and Fashion Designing usually work for experiential learning and uses E sources & materials.

Students are stake holders of the college. So learner centric teaching methods, such as group work, role play, project work, case study, debates, seminar presentations are employed to make teaching and learning more effective. Institution organises webinars, guest lectures during online teaching in which eminent personalities addressed the students and the faculty. Students and faculty learn a lot through participation in webinars and asked their queries from the addressee for their concept clarities. Each Department of our institution has clubs/societies which organize different online functions to enhance participative learning of students in the form of organizing or managing skills and developing leadership qualities. It also develops spirit of team work among students.

Problem based learning are inculcate in tutorial-based lectures. Students also learn and sharpen their skills during NSS and NCC Camps and Youth Welfare Department programmes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://rrbdavc.org/courses/criterion-2-3-1-webinars-NCC-NSS.pdf">https://rrbdavc.org/courses/criterion-2-3-1-webinars-NCC-NSS.pdf</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

College has ICT enabled labs and projector to enhance the quality of teaching-learning and teachers are ICT enabled. Syllabus of all the subjects is mailed to the students. Teachers use ICT-enabled tools including online resources for effective teaching and learning. Since 2020-2021 was a online session, So teachers uses online resource materials during virtual teaching. Google classrooms are used to manage and to post course related information-learning material, quizzes, lab submissions and evaluation, assignment etc. PPTs and different subject related videos with animations and stimulation to improve teaching are used. Even online drawing tools like concept map, mind maps are used to perform student centric activities. To teach mathematical subjects in online mode, teachers have used various online tools like white board, Jam board in Google meet etc. Jam board was also used frequently by fashion designing department of college also.

Teachers frequently used their own You-tube channels, moodles of learning management systems well as open resources in the form of You tube channels of others. Teachers also suggested many Massive Open Online Courses(MOOCs) like- coursera,khan academy, andedx to help them.They frequently post their assignments and different e-resources and e-materials during lock-down for the help of students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

54

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

54

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

7

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

444

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

RR Bawa DAV College follows various ways to evaluate the students for internal assessment. The institute believes firmly in continuous evaluation of the students for their sustained performance Hence a structured evaluation process has been designed and implemented. In GNDU, internal assessment is allowed Clinical Nutrition & Dietetics and Fashion Designing. Continuous Internal Evaluation (CIE) at institutions level starts as soon as students enters the class. Their daily response and behaviour are noticed by each and every subject teacher. Each teacher tries different ways for students Continuous Internal Evaluation; which later on come forward as internal assessment. It consists of Routine class tests, Daily verbal response of students in class work, project presentation of students, Seminar, Workshops and assignments, debates on open ended problems. To refine critical among the students, various group discussions, debates, seminars etc. are organized. The tests are prepared and conducted as per

the university examination pattern for guidance to the students.

Internal assessment at Institutional Level also moves around Mid-term exams which are conducted prior to every semester exam strictly according to Academic Calendar.

Finally, Internal assessment tests and other measures like-spontaneously-question-answers and quizzes are conducted to judge the performance of students in effective manner.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

To deal with the grievances related to internal examinations, a committee is formed by the head of institution which included dean examination, all heads of different departments. The team deals with different grievances like clashing of dates in mid-term exam schedule, setting of question papers without taking in account of university instructions, biased evaluation etc. It also includes out of syllabus papers in university exams

After the internal exams are over teachers distribute answer sheets to students. She takes the queries of student and explain them thoroughly. Even if any student has any kind of problem related to counting of marks, totaling of marks or concept clarity, they were given enough time of 3 days to clarify. After that Answer Sheets if advanced learners were displayed in college library for ready reference of slow learners. Unsatisfied students can approach Controller Examination, Dean student Welfare, Dean Academics and Principal too. Usually in this case, Head of Department of that particular subject and subject teacher along with Dean Student Welfare try to remove the grievances regarding the internal examination. But the whole process takes not more than 7 to 10 days as notified by controller examination. So above mechanism is fully transparent.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution is running Under Graduate Courses (B.A., B.Sc. (Med./CND/Non-Med./Eco./C.Sci.), B.Com., B.Sc. (Fashion Designing), Self-Finance Courses (Bachelor of Computer Application, B.Sc. (Information Technology); Post Graduate Courses (M.Sc. (IT), M.Sc. (Computer Science), M.Sc. (Mathematics), M.Sc. (Fashion Designing & Merchandising), MA (Hindi), MA (Economics), MA (Punjabi); Under Graduate Diplomas (DCA, Diploma in Cosmetology and Diploma in Stitching & Tailoring); Post Graduate Diplomas (PGDCA, PGDCHC, PGDGCFD) and Community Colleges Courses- Office and Programming assistance, Apparell Fashion Designing, Textile Embellishment, Communication Skills in English, Bridal Fashion and Photographic Makeup Artists, Goods and Services Tax. All these courses and programmes are displayed along with their outcomes on College Website

<https://rrbdavc.org/pdf/prospectus-2021-22.pdf>

### Course Outcomes

- Enhancement of Employability
- Vocationalisation of education.
- Empowerment of Women
- Skill based Courses.
- Updated knowledge for job training.
- Industrial tie ups in certain courses for training up to 6 to 8 weeks

### Mechanism Of Communication

- Hardcopies of syllabi are available in College Library for ready reference.
- The importance of learning outcomes has been communicated to the teachers in every IQAC meeting and Academic council.
- The students are also made aware the same through tutorial meetings.

- Online Webinars have also been conducted for developing the programme educational objectives and learning out comes at college level.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://rrbdavc.org/courses/2-6-1-courses-otcomes.pdf">https://rrbdavc.org/courses/2-6-1-courses-otcomes.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Evaluation of attainment of programme outcomes, programme specific outcomes and course outcomes depends upon direct and indirect methods used. Direct methods means the result analysis of UG and PG level and indirect means collecting the Feedback from students, teachers and Alumni. Other ways which are used to measure the attainment of outcomes are collecting evidences on students learning through internal examination, work submitted by the students in the form of Seminars, Projects, Skills, demonstration, group discussion and attitude etc. Also regularity, punctuality and behaviour of the students in the class, her participation in NSS/NCC, Youth Festivals and other cultural activities along with her role in the Student Council also help the teacher to assess her personality development along with his learning during the college life. Department of Science having course of B.Sc.(CND) and Courses under Community College Scheme- Textile Embellishment, Goods & Services Tax, Office and Programming Assistance organizes industrial and portals visits to achieve course outcomes as well as programme specific outcomes. Fashion Designing, Communication Skills in English, Bridal Fashion & Photographic Makeup Artist Community College Courses stress on job training and placement by signing the MOUs with different business houses to attain Course Outcomes and Programme specific Outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

435

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://rrbdavc.org/courses/2-6-3-Students-Result.pdf">https://rrbdavc.org/courses/2-6-3-Students-Result.pdf</a>

**2.7 - Student Satisfaction Survey****2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<http://rrbdavc.org/pdf/student-satisfaction-survey-report.pdf>

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

NA

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

Nil

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://rrbdavc.org/courses/3-1-3-Supporting-Funding.pdf">https://rrbdavc.org/courses/3-1-3-Supporting-Funding.pdf</a>

**3.2 - Innovation Ecosystem****3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

An Innovative Eco-system refers to a loosely inter connected network of entities that provide a conducive environment to an institution for promotion of innovation and incubation. Ours is the only institution in the city with CPE, 'College with Potential for Excellence' Status conferred by UGC. A plantation drive was carried out by the Botany department on 17.03.2021.

We organized certain webinars and workshops to sensitize the society during Pandemic Covid-19. 'The Home Science Department' organized a national webinar on 30.06.2021 on the topic 'Diet in the Time of Covid' and 'Fabscrap' on 20.07.2020. 'Mask

distribution campaign' was organized by Fashion Designing and NSS Department of the college on 01.05.2021. To promote 'Clean and Green' campus our institution organized a campaign under 'Swachh Bharat Abhiyan' on 27.04.2021.

A webinar was organized on 'New Education Policy 2020' under 'Unnat Bharat Abhiyan Scheme' on 6th November, 2020.

Our institution has been granted the local chapter of NPTEL from IIT, Madras. Mr. Vinay Kumar, Assistant Professor from our institution has been appointed as SPOC for the local chapter. The students of the college can undertake numerous online courses free of cost from any of the various IIMs, IITs and IISs of India.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://vinaykumarrrb.gnomio.com">https://vinaykumarrrb.gnomio.com</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	<a href="https://rrbdavc.org/courses/3-3-1-Number-of-PHD.pdf">https://rrbdavc.org/courses/3-3-1-Number-of-PHD.pdf</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Apart from the excellent academic and sports facilities, RR Bawa

DAV College for Girls, Batala, provides an ample opportunity and guidance to the young learners through the various Community Extension Programmes through planned and coordinated group activities.

During Covid-19, RR Bawa DAV College for Girls, Batala was recognized as a 'Recognized Swachhta Action Plan Institution' by MHRD, Government of India. The college, not only formed the 'Swachhta Action Plan Committee and constituted the working groups past Covid-19 for sanitation & Hygiene, Waste Management, Water-Management, alongwith the observation of environment days to inculcate the practices of Swachhta and Reduction, Re-use and Re-cycling of resources.

Ours is the only institution in the region which has been offered and verified as Quarantine Centre during Covid-19 by Punjab Government, the college offered services to help state administration by making college Auditorium, college hostel and college commerce block as quarantine centre to accommodate Covid-19 patients from April 2020 to November 2020.

Apart from this, the college administration has organized two Covid Vaccination Camps with the help of College NSS Unit on 02.08.2021 & 20.08.2021 respectively to ensure its participation and help in the eradication of this pandemic from the society.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### **3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

7

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

11

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

1039

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

<b>3.5 - Collaboration</b>	
<b>3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year</b>	
<b>3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year</b>	
0	
<b>File Description</b>	<b>Documents</b>
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>
<b>3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year</b>	
<b>3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year</b>	
10	
<b>File Description</b>	<b>Documents</b>
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>
<b>INFRASTRUCTURE AND LEARNING RESOURCES</b>	
<b>4.1 - Physical Facilities</b>	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
Squad over an area of 7.76 acres, the college is very modern, attractive and completely convenient to suit all the academic, cultural and social pursuits. The college campus offers out-	

numbered special opportunities for all the students. The college is mainly divided into 7 different departments consisting of the Science Block, Arts Block, Commerce Block, Computer and Fashion Designing Department and PG Block. A part from the 36 lecture rooms, 32 fully furnished Labs, 6 Computer Labs, 6 Fashion Designing Labs, One dark room, One CND Lab, 2 Physics Labs, 2 Chemistry Lab, One Botany and One Zoology Lab, One Music Room (I), One Music Room (V), One Psychology Lab, 2 Home Science Labs, One Sports Room, One Skill Development Room, One Group Discussion Room, and 3 Cosmetology Labs.

The College has a multistorey Library which is high tech computerised and air conditioned. The college library provides an open access to Books, Newspapers and Journals for all the students. Library has also a Resource Room.

The College has well maintained botanical garden with diversity of plant species where in each plant is tagged with its botanical name for the better understanding of the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://rrbdavc.org/courses/infrastructure-photos.pdf">http://rrbdavc.org/courses/infrastructure-photos.pdf</a>

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

A part from the excellent academic facilities, the sports indoor stadium complex is one of the impressive focal points in the sports activities of the college. The campus provides ample freedom to help young girls attain great heights in sports both outdoor and indoor and related activities The college offers various sports facilities for students such as Athletics, Basketball, Badminton, Cricket, Kho-Kho, Volley Ball, Karate, Judo, Taekwondo. Furthermore, the college has a well-equipped gym that includes all the necessary machines, treadmills and took for proper gymming.

The college has an auditorium which provides sufficient seating to suit various cultural events and academic functions like

convocation, freshers party, farewell parties. It is very much specious and has an efficient lightening system to organize both day and night events. College has an open air theater and a seminar hall for its cultural events.

College has also a Yagyashala where Hawan is performed every wednesday to keep the students in touch withmoral cultural roots.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

36

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Name of ILMS software Library Management System Library Mgt.Sys
- Nature of automation (fully or partially) Fully
- Version 1
- Year of Automation 2017-18

#### File Description:

Software: - Library Management System. It was facilities to Acquisition, circulation task, periodical entries, Bar Code facilities, teacher's students' entries, Title/Accession/Author based search system. A strong reporting system based on different criteria, books fine management etc. Library has "Resource Centre" used by teachers and students. Library Remote Access to e-resources through "N-List".

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

1190

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College has a 10 Mbps internet and local network connection through wi-fi facility connected to the central server, which is available for students for their project work and seminar presentations. Internet facilities, in the well-equipped computer lab with high speed connectivity, help the students to surf the

net for unlimited information. Wi-fi facility in the campus is a milestone in the history of this institution as it puts the college on the road to paperless administration and smooth functioning. Along with this, the college provides internet access to all the students and staff for instructional purpose to be at par with international colleges. College Computer Labs are equipped with state-of-the-Art Input and Output devices. Facilities of webinars and video conference learning from distant professors and teachers are also available. Every student is provided with a separate E-mail ID by the college for administrative information and notices. The students have free access to the network facilities to browse online data. College has computer labs with internet facility (24x7 through wi-fi technology) and provides online google forms, feedback forms and links related to webinars, so that they may have access to the relevant subject materials, video tutorials and other resources online through the high speed internet facility.

S.No.

Name of Article

Quantity

1

Total Computer

186

2

Server

1

3

Printer

5

4

Projector

3

5

Mimio Pad

3

6

Smart Board

1

7

Online Ups

4

8

Lab Networking Switches (LAN/Wifi)

6

9

Old Computer Store Room Processor (P III, PIV)

22

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.3.2 - Number of Computers**

5.97:1 (1156:186)

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

8.35

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

There are established systems for maintaining physical, academic and support facilities. The college has employed a maintenance officer. Besides, a register is placed for the staff and students to get Infrastructural problems notified and resolved. The Principal ensures that the available facilities are well utilized and well maintained. Laboratory equipment's are maintained by technical supporting staff. The security check at the library

gate ensures that the students keep their assets in the pigeonhole Almirahs. Open shelf system provides access to all books/magazines/study material. Naphthalene balls are placed for the security of the books and journals. CCTV Cameras are also installed. Accession register, stock register etc. are maintained properly. Annual verification physical checkup of books is done regularly. Maintenance of computers is taken care of. Major repairs are outsourced. There is a playground and an open-air stage in the institution which are utilized for various sports activities. Moreover, a Swimming Pool, Auditorium cum Indoor Stadium, Gymnasium etc. are also used by external agencies as per the rules and regulations of the college. Maintenance of furniture like benches, tables, cupboards, stools etc. is done regularly. The scrap is disposed-off. Other initiatives, such as, updating of solar panels, construction works are undertaken periodically.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

28

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

54

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://rrbdavc.org/courses/5-1-3-enhancement-skill-any-additional-information.pdf">https://rrbdavc.org/courses/5-1-3-enhancement-skill-any-additional-information.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

68

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

68

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**1**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

## 5.2.2 - Number of students progressing to higher education during the year

### 5.2.2.1 - Number of outgoing student progression to higher education

55

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

## 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as

one) during the year

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

**5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )**

Students are the brand ambassador of institution. Student council provide a platform to the students for the representation on Academic and Administrative bodies/committees of the institution. "Yuva Sanchetna Diwas" is celebrated in each session where nominated office bearers Head Girl, Assistant Head Girl, Procter, class representatives and the president and secretaries of clubs and societies are congratulated and introduced with their responsibilities by the principal and the teachers. Students are also honored the badges and gain a lot of through participation in the student council. Dean student council and Dean Discipline for all the office bearers of student council and principal congratulate all the representative of the college club. Head girl help the teachers on the behalf of students to manage different functions of the college. They also help in maintaining discipline and student's regularity in college. They also motivate students to participate in different functions and events actively.

Since this session was online due to covid, so the whole ceremony took place on google meet, students kept on sharing their knowledge and instructions of teachers to other students with different online modes. A WhatsApp group of student council was made in which principal along with office bearers were members.

It helps them to learn a lot of administrative qualities and academic responsibilities even in covid session.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The strength of educational institution lies on its Alumni. Alumni can help colleges in many ways. Alumni can be helpful in providing not only financial but intellectual and human resource. Former students or alumni of an institution can play an immensely positive role in higher educational institution. It has equally great ability to build a skills and knowledge sharing network. It is therefore strategic for institutions of higher learning to establish and maintain good relations with its alumni by inviting them for webinars, seminars, conferences and other cultural events. In order to do so, it is vital for the institutions to

have established open and direct communication channels with alumni and ensure that alumni representatives provide a strong support to the managing body of the institution. The institution does not have a registered Alumni Association.

File Description	Documents
Paste link for additional information	<a href="https://rrbdavc.org/alumni.html">https://rrbdavc.org/alumni.html</a>
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college vision and mission "Empower women through education" is ensured to be in tune with the objectives of the higher education policies of Nation and for that, career-oriented courses are introduced to make the students professionally and financially secured. Higher education is imparted to the students with a focus on job- oriented & value- based training which is required in the contemporary scenario. Students are made self-confident and self-respecting through the Skill based courses along with Post graduate courses, that include Information technology, computer courses and smart class rooms are set up, so that they can compete in the competitive society. The Youth is also trained with leadership qualities through different activities organized by NCC, NSS and Youth welfare department. The faculty guides the students throughout the year, to keep them intact with the contemporary world. During this session, the students were motivated to join national webinars by the teachers. The students were able to learn and understand the role of teachers as online guides too.

File Description	Documents
Paste link for additional information	<a href="https://rrbdavc.org/vision-mission.html">https://rrbdavc.org/vision-mission.html</a>
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The administrative set up is partially decentralized. Principal, being the head of institution has the ultimate power so far as the administrative in financial matters are concerned. Principal also work on different policies with cooperation of different academic and administrative bodies like IQAC, Academic council, Committees for the up gradation of different aspects of college. Various committees like Advisory, Discipline committee, Purchase committee, Examination committee are decision making committees that help in the progress of institution by helping the principal in implementing a particular reform and resolution. The decisions of online teaching learning were implemented for the continuation of Academics in the covid time as precautionary measures.

File Description	Documents
Paste link for additional information	<a href="https://rrbdavc.org/adminstration.html">https://rrbdavc.org/adminstration.html</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college believes in excellence in all spheres so that the faculty and students of the college are kept integrated by all means. In the harsh times of Covid-19 the syllabus was completed through online mode of study by use of different apps and applications. The technology remained the key that linked the student to teacher and academics didn't suffer much. The IQAC of the institution held meetings in regard to the completion of syllabus in all subjects. Practical were also conducted by online methods. The teachers regularly took the classes and attendance in their registers, as the faculty imparted lectures and demonstrations from their own rooms or labs of the college as per the orders by GNDU, Amritsar.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The administrative set-up is partially decentralized. Principal, being the head of the institution has the ultimate power so far as administrative/financial matters are concerned. Principal is dependent upon various administrative/academic bodies for taking various decisions. The administrative functions of the institution are mostly carried out by the different sections/departments and personnel of the institution in a participatory and Collaboratory manner through committees in the manner represented below:

1. Principal
2. Internal Quality Assurance Cell
3. Hostel
4. Students
5. Finance
6. Administration
7. Academics
8. Student Council
9. O/S Accounts
10. O/S General
11. Dean Academics
12. Warden
13. President & Secretary of Clubs and Societies
14. Matron
15. Office Staff
16. Office Staff
17. Controller of Examination
18. Assistants
19. Dean Youth Welfare
20. Discipline Committee
21. NCC Officer
22. Procter
23. NSS Officer

- 24. Alumni Association
- 25. UGC
- 26. Coordinator

IQAC is the central body headed by principal for decision making. All important issues/strategies are initially passed in IQAC and then implemented. The whole system is decentralized further into various bodies for effective functioning of the college. IQAC ensures the growth of the stakeholders in all directions- academics, cultural, social and moral; thus, making them empowered, independent & self-reliant.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://rrbdavc.org/courses/6-2-2-link-to-organogram-of-the-institution-webpage.pdf">https://rrbdavc.org/courses/6-2-2-link-to-organogram-of-the-institution-webpage.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

#### 6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

- The college execute the strategies adopted by the GNDU Amritsar and government of Punjab and faculty welfare which include monetary benefits for those with higher qualification such as M.Phil and Ph.D.
- DAV College managing committee and local managing committee applaud principal and faculty for distinctive achievement in various fields.
- The principal awards the faculty in Annual prize distribution function for their splendid achievements.
- DAV College managing committee provides loan facility against provident fund for which the principal is the recommending authority.
- Bank draft making presented with 50% charges and bank account with zero balance is has been provided to the staff faculty and students.
- The facility of cosmetology services, gym, Spa are provided to the staff students and faculty at reasonable rates.
- The wards of the DAV staff are given substantial concession.
- The faculty and staff gets the facility of Mess, canteen, Guest house, hostel ( residential facility).
- The welfare measure also include different activities like provision of Gym, Spa and swimming pool on nominal rates.
- PF/ Gratuity
- Leave encashment
- Medical facility
- Vehicle parking
- During covid times, the rapid test was done in campus and free cotton masks were distributed by Fashion designing dept.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

##### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

NIL

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

04

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

This evaluation based on SARs/PARs helps in ensuring academic accountability of teachers and monitoring their major or minor research projects and other academic activities. Self-assessment of Performa's prepared as per the guidelines of UGC and requirement of the management, are filled by each and every member of the faculty at the completion of every session this exercise makes every individual order alert and motivates him or her to upgrade teaching and research.

o As far evaluation by is concerned it is done mostly verbally, however heads of the department are formally involved in checking and verifying the authenticity of the self-appraisal by the faculty members.

o The principal sends the commendations to the teachers who have done well so as to motivate them in teaching Research and extension programs with the renewal zeal.

o Separate meetings of temporary/adhoc/contractual staff along with HOD are held to assess, improve and appreciate their working.

o The performance of the non-teaching staff is a apprised by the college based on report of the supervising officers and finally assessed by the principal.

o The performance of the library staff is evaluated by the librarian.

o The working of the lab attendant is regularly monitored by the respective HODs.

o Corrective measures suggested by HODs of each department.

The institution gets the self-appraisal Performa filled every year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Funds mobilization policy is made with the help of IQAC and different academic committees ....

Audit Mechanism: Internal audit is done by auditor appointed by DAVCMC and by external agencies like DPI/AG Staff. External auditors verify the entire income and expenditure and the capital expenditure of the institute each year. They do a thorough check and verification of all vouchers of the transactions that are carried out is each financial year. Usually there are only minor findings /objections which are taken into consideration by the Principal and IQAC.Minor errors of omission and commission when pointed out by audit team are immediately corrected and precautionary steps are taken to avoid recurrence of such errors is future.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

45100

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institution has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of academic processes and infrastructure development.

- The whole mechanism is under e-governance as income tax, calculation, return, PF statements, salary statements, online scholarship schemes etc.
- Budget is prepared by the Principal of institution taking into consideration. The recurring and non-recurring expenditure.
- All the administration and academic heads are required to submit their requirements to the Principal in the term of teaching aids, Equipment's, machines, books, journals, updating of software.
- Budget for academic expenses & administrative are approved by Principal, LMC & DAVCMC. After final approval of budget, the purchasing process is initiated by purchase committee. Accordingly, quotations are called and after the negotiation purchase order is placed.
- The payment is released after the delivery of respective goods as per terms and conditions mentioned in purchase order. All transactions have transparency through bills and vouchers.

Bill payments are passed after testing and verification of items. Only respective faculty members ensure that whether suitable equipment with correct specification is purchased.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The college IQAC continuously work for the excellence and betterment of the institution. During the pandemic situation of Covid-19 , the higher education system was required to continue in smooth manner and also according to the speed of the global education system by using technology. The decisions were taken to compete the syllabus by online mode and also the examinations even during summer holidays. The faculty used different apps and applications to teach the students, may it be practical or theory, the lectures were given through online. Google forms were introduced by the college to mark the presence of students. Google meets and Zoom were conducted by the faculty according to their respective time table to keep the students acknowledged. The examination system was changed to online mode. Meanwhile, the sanitization of the campus was continuously done. The decision was taken of proper sanitizing of class rooms, labs, library and hostel. Regarding the admissions and fee concessions the strategy was discussed, and about incentives to be given to deserving candidates. It was proposed by the members of IQAC that fee concessions/incentives be given to enhance the admission especially for the sports students .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

**First Cycle:-** With an aim to achieve, the higher level of learning, the institution holds various programmes and procedures. IQAC of the college reviewed its strategy from off-

line to online teaching. The regular classes were held through Google meet, zoom and Google classrooms, and syllabus was completed in required time. The examinations were held through online mode. The students received the question papers via email and as per GNDU norms, they submitted the answer sheets in PDF format. During the last session, many events were organized online due to the covid restrictions. The students were given online training in skill development tasks through webinars, organized by different departments of the college. In this regard, the Fashion designing department and home science department organised 'Fabscape' and 'Diet in time of Covid' respectively. Another webinar on Fashion accessories was also held and students of FD and fine arts were benefited.

Second Cycle:-The pandemic time of covid was an obstruction in the usual performance of students towards higher education, especially in sports and cultural fields. As far as academics is concerned, 61 students proceeded towards UG to PG and PG to MPhil . Some students appeared in state/National examinations and some also got selected and few got employment. Two of our students got medal and honour in sports (Judo). The students also participated in extension activities conducted by Government organization and about 202 NSS volunteers participated.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Since the institution is purely a girl's institution, so only girl students are admitted and possibility of gender bias does not arise yet gender equity is our goal.

Annual gender sensitization Action Plan:

1. College run a specific course BA Women Empowerment.

Celebration of International Women's Day.

Student of our college stood third in National Kurash Championship.

22 cadets of our college won the medal in rifle training in NCC camp.

Students of M.Sc. (FD), design and develop male garments.

Webinar on "Healthy and Nutritional food".

Specific facilities provided for women in terms of

a) Safety and Security: -

Entire college campus and Hostel is under CC TV surveillance 24/7.

Entry registers are placed on the college gates.

Security guards are stationed across the campus.

Awareness campaigns are organised on women safety and gender sensitivity.

College ID cards with a photograph are issued to every student.

b) Counselling: -

Provided to students and staff for academic and other issues .

Provided to class IV employees by the teaching staff members.

Gender sensitization camps for women rights and female foeticide.

Legal awareness cell awares the students about legal rights of women.

Common Rooms: - College has a spacious common room for students.

File Description	Documents
Annual gender sensitization action plan	<a href="https://rrbdavc.org/courses/7-1-1-annual-gender.pdf">https://rrbdavc.org/courses/7-1-1-annual-gender.pdf</a>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://rrbdavc.org/courses/7-1-1-Specific-facilities-provided-for-women-in-terms-of-a-Safety.pdf">https://rrbdavc.org/courses/7-1-1-Specific-facilities-provided-for-women-in-terms-of-a-Safety.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid waste Management:- Composed manure is produced from kitchen waste of the hostel mess and canteen and is used for plants. Safai workers in each floor collect and segregate the waste in dustbins.

Recyclable waste is collected and sold to vendors for recycling.

2. Liquid waste Management:- Waste RO water is used for watering plants in the college campus and flushing the toilets.

3. Biomedical Waste Management: - Managed by two incinerators. One provided in the staff room and one in the hostel.

4. Waste Recycling System: - Our fashion designing department does upcycling of fabrics by converting them into utility piece or put together to convert into big fabrics such as dresses, jackets, trousers, one piece, jewellery and Masks. The department of fashion designing had organized an online workshop on 'FABSCRAP' on 20.07.2020. Our Cosmetology department is using hair waste for striking the hair. Cutted hairs are filled in Juda net and stitched entirely. These stuffers give the higher and volume to the hairstyle and buns.

The institution has adopted a unique tradition to recycle/reuse the pages in getting prints for office use or for other departments.

Hazardous chemicals and radioactive waste management:- College use only safe chemicals.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting**

A. Any 4 or all of the above

<b>Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	
<b>File Description</b>	<b>Documents</b>
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<b>A. Any 4 or All of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>C. Any 2 of the above</b>

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college being a DAV institution believes in unity in diversity. The institution provides an inclusive environment for everyone with the tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. All the staff members respect different religions,

languages and cultures and the similar feeling are inculcated in the students also. For example - the college has a tradition of celebrating major festival like Diwali, Gurburab, Eid, Christmas and regional festivals like- Lohri, Basant Panchami and Teej. The faculty, staff and students greet one another with full zeal and enthusiasm. This establishes a positive interaction among people of different racial and cultural background that teachers while teaching their subject (Social Sciences, languages and literature, science and professional subjects) call attention to related social commitment and involvement. Besides NSS and NCC units of the college play a vital role in promoting social responsibility and citizenship role among the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college apart from imparting Professional Legal education, inculcate a feeling of Oneness among the student community through various practices and programmes. The faculties are always being in the practice of organising activities that not only initiate but also motivate the students to adopt various practices that inculcate the values for being responsible citizens.

The students participate very enthusiastically in such activities.

Hawan is performed regularly.

The functions of the college start with the recitation of Ved Mantras and shlokas to promote value based education.

The college has a tradition of Morning assembly/prayer.

The student Council takes initiative to celebrate functions like- Teachers Day, Diwali, celebration of International Yoga Day, Birthday Celebration of Mahatma Hans Raj's Ji and Tribute to Gokal Chand Ji, the founder of the college.

Farewell Functions are organised for the outgoing classes.

The college has a regular feature of sapling plantation with a motive to inculcate care towards our environment among the students and staff.

NSS unit distributed masks among non-teaching staff during the COVID-19.

Webinars are conducted for Health and nutrition.

Students participate in Vedic Chetna Shivirs organised from time to time for spiritual elevation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://rrbdavc.org/courses/7-1-9-detail-of-activities.pdf">https://rrbdavc.org/courses/7-1-9-detail-of-activities.pdf</a>
Any other relevant information	Nil

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our college organises and celebrates many days, events and festivals every year.

1. International Women's Day: -Celebrated with a motive to reflect a progress made, to call for change and to celebrate act of courage and determination by ordinary women.
2. International Yoga Day: - To make students aware of physical and mental illness that may be solved through yoga and also to develop a habit of meditation for peace of mind and self-awareness.
3. Teachers Day: -To acknowledge the challenges, hardships and the special role that teachers play in our lives.
4. Poshan Pakhwara: - Included various activities related to Nutrition and diet.
5. Celebration of Neta Ji Subhash Chandra Bose's Birth Anniversary.
6. World Environment Day: - Celebrated to raise awareness about the environmental issues. like global warming, protection of wildlife and sustainable consumption. Even during Covid times the students were made to exhibit posters online, highlighting the importance of environment.
7. Celebration of NCC Day.
8. Celebration of Independence day and Republic Day.

**9. The college celebrates major National and Regional Festivals.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.2 - Best Practices**

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Best Practices**

1. Title of the practice: - Green Culture.

2. Objective: - To inculcate the awareness towards environment conservation among students, staff and society by taking various methods from time to time that included birthday celebration of LMC Members, Teaching, Non-Teaching and Supportive Staff and Presentation of Planters.

3. Context: - Birthday celebration is done to provide equal importance to all the teaching, non-teaching and supportive staff members who are treated equally. The objective of presentation of planters is to promote greenery and eco- friendly environment. The person who is having birthday, donates a plant to the college campus and thus enhances Green Movement in the college.

II Title of the Practice: - Social Responsibility.

Objectives : - To help students focus on their studies even in demotivating and difficult times of Corona Pandemic. The college provided its infrastructure and building to be used for the welfare of the society living the Pandemic.

Context: - The mutual co-operation of both the teachers and students proved beneficial for the entire education policy of our college. The first difficulty lied in the implementation of the online work of teaching. There were WhatsApp groups created for different subjects of various classes.

File Description	Documents
Best practices in the Institutional website	<a href="https://rrbdavc.org/courses/7-2-1-best-practices.pdf">https://rrbdavc.org/courses/7-2-1-best-practices.pdf</a>
Any other relevant information	<a href="https://rrbdavc.org/courses/7-2-1-Website-Link.pdf">https://rrbdavc.org/courses/7-2-1-Website-Link.pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Since the institution is purely a girls institution so the vision of the college is to empower women in all spheres of life. The college management aims to prepare such women wing of the social society that has confidence with strong ethical value which would help women to work on par with the men at all levels. Since the year of establishment, the institution has grown up or at a marvellous pace from a purely arts Degree College to the multi-faculty postgraduate institution. The college has not only spread the message of education among women in the society but also has encouraged and ensured the people of the city and its adjoining areas about the safety of their wards. The humanity was suffering under the clutches of pandemic Covid-19 and the whole system had come to a standstill but even in these circumstances we have done our best to provide online education with the help of technology. Our esteemed institution has not only served as a quarantine centre on the request of Punjab government to give our best effort for soothing the suffering humanity but also hosted mask distribution campaigns to provide the helping hands to the needy society.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.3.2 - Plan of action for the next academic year

RR Bawa DAV College for Girls, Batala-143505

Criterion- 7 (7.3.2)

Future Plans of the year 2021-2022

1. To implement effective Mentoring System.
2. To improve the performance of the students through Continuous Internal Evaluations (CIE).
3. To run short term courses for the enhancement of skill among students.
4. To plan for field visits for experiential learning.
5. To organize cultural events like music, dance, literary events.
6. To organize Sports Meet
7. To start the Podcast for motivating youth through talk with successful personalities.
8. To collect effective feedback from all the stake holders.
9. To strengthen the Alumni relations.
10. To encourage Ethics in Research.
11. To organize awareness program on Code of Conduct.
12. To expand the extension activities via NCC, NSS, UBA and other platforms.
13. To enhance the collaborations with other institution.
14. To enhance Soft Skill of human resource of institution.
15. To enhance Computing Skills.
16. To organize talks on Health & Hygiene.
17. To organize Food Fest.
18. To organize the platforms for discussions an Intellectual Property Rights (IPR).
19. To organize training programmes for Non-Teaching Staff.
20. To encourage Green Culture.
21. To encourage Social Responsibilities.
22. To encourage universal brotherhood.