



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	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.	01871240357
• Mobile no	09815461401
• Registered e-mail	rrbawadavcollege1965@gmail.com
• Alternate e-mail	rrbawadavcollege@yahoo.co.in
• Address	RR Bawa DAV College for Girls, Smadh Road Batala, Distt. Gurdaspur
• City/Town	Batala
• State/UT	Punjab
• Pin Code	143505
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Semi-Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Guru Nanak Dev University, Amritsar				
• Name of the IQAC Coordinator	Dr. Meenakshi Duggal				
• Phone No.	01871240357				
• Alternate phone No.	01871240357				
• Mobile	08360295029				
• IQAC e-mail address	rrbiqac2004@gmail.com				
• Alternate Email address	rrbawadavcollege1965@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://rrbdavc.org/aqar/aqar2021-22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://rrbdavc.org/calender.html				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.06	2013	05/01/2013	04/01/2018
6.Date of Establishment of IQAC			15/07/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	05
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
1. Internal Academic and Administrative Audit for the Year 2021-22.	
2. Skill based various Short Term Courses were introduced to add value to the regular courses.	
3. Course Outcomes and Programme Outcomes was designed and mapping of programme outcomes has been attained.	
4. The 'Share and Care' wall has also been created in the campus.	
5. Two Faculty development programs were organized to update the efficiency of faculty.	
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	

Plan of Action	Achievements/Outcomes
Implementing effective Mentoring policy	https://rrbdavc.org/pdf/mentoring-policy-2021-22.pdf
Assignment of Course Outcomes and Program Outcomes	https://rrbdavc.org/copo.html
Organizing FDPs	https://rrbdavc.org/Aqar22-23/6.3.3.%20Report%20of%20Human%20Centre%20FDP.pdf
Organizing staff training Programs	https://rrbdavc.org/Aqar22-23/IMG-20240321-WA0012.jpg
Preparation and implementation of institutional Policies	https://rrbdavc.org/our-policies.html

13. Whether the AQAR was placed before statutory body?	No
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- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	22/02/2024

15. Multidisciplinary / interdisciplinary

Multidisciplinary

Annual Quality Assurance Report of R. R. BAWA DAV COLLEGE FOR GIRLS
The college has an affiliated structure under Guru Nanak Dev University, Amritsar where the college offers multi / interdisciplinary 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 and Health Care (Cosmetology and Department of Physical Education)

16.Academic bank of credits (ABC):

The college is an 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 and 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 and 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 and 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 an 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 and allotment Course Outcomes and Program Outcomes.

20.Distance education/online education:

The college is an 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 Number of courses offered by the institution across all programs during the year	809
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1151
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	241
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	393
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	64
File Description	Documents
Data Template	View File
3.2	64

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	68
4.2 Total expenditure excluding salary during the year (INR in lakhs)	164.62
4.3 Total number of computers on campus for academic purposes	224

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

Being an affiliated college, the curriculum is designed by GNDU. Delivery of content is carried through well planned and documented process. Dates of commencement of classes, examination etc. are notified by university in tune to which the institution plans its own Academic Calendar. All the Heads of the Department submit workload of their respective departments to Dean Curriculum. The Departmental meetings are conducted and the time table is allocated to the teachers keeping in view their expertise. Term wise lesson plans of curriculum are prepared and circulated in class groups. The faculty adopts various pedagogic techniques like chalk and talk, group discussions, seminars, presentations, quiz, assignments, video and audio lectures, problem solving sessions, practical, hands-on-training, experiments, workshops, internships, field work, model displays, exhibitions etc for effective curriculum delivery. The experts are also invited for extension lectures. The field visits of students are also arranged for experiential learning. The college promotes participative learning through different short-term courses, training projects and internships. The college has also adopted various techniques of curriculum delivery through blended learning using social media apps like WhatsApp, YouTube, Google

Meet, Zoom meetings etc. In order to make curriculum delivery interesting ICT enabled rooms have been created.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rrbdavc.org/Agar22-23/C1/1.1.1%20-%20The%20Institution%20ensures%20effective%20%28Upload%20any%20supporting%20Document%29.pdf

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

The Academic Calendar of the college is designed in tune with the University Academic Calendar and is strictly adhered for commencement of classes, youth festivals, MSTs and final term examinations. The Academic Calendar is prepared after a thorough discussion in IQAC meeting. Academic calendar is circulated through website and student's notice boards. The Institutional Academic calendar includes orientation program (Diksha Arambh) for freshers, communication of course outcomes to students, identifying slow and advanced learners, enrolment in remedial classes and short-term courses, scheduling quiz, assignments and MSTs, departmental activities, final practical and theory examination, faculty development programs, schedule of vacations etc. The continuous internal evaluation of the students is done through mid-term exams, class tests, assignments, practical evaluation, projects, seminars, group discussions, quiz and presentations. The dates of project submission, seminars are given by affiliating University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rrbdavc.org/images/acal22-23.jpeg

1.1.3 - Teachers of the Institution participate in A. All of the above 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 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	View File
Any additional information	View File

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	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

11

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1188

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The cross-cutting issues relevant to Gender, Environment & Sustainability, Human Values and Professional Ethics are integrated into the Curriculum by the University and is followed in toto by the college. Drug Abuse in Sem I /II and Environmental Science in Sem III/IV are mandatory qualifying subjects in graduation level as per the University norms. Professional ethics/ Gender issues/Human Values/Environment & Sustainability is taught in graduation as well as post-graduation level in different programs. Business Ethics and Environmental Management is taught in M.Com. Sem IV through which the students learn how to maintain ethics in business, and to save environment.

The college has designed an innovative program under UGC in gender issues as BA (Women Empowerment) with Women Legal Studies as compulsory course, which aims to provide legal empowerment and sensitization to women in adverse circumstances.

Also, the college took initiative in Indian Knowledge System and introduced Short term course in Vedic Mathematics to make students aware of Vedic concepts and their usage in mathematics. To impart knowledge on Indian Culture, Vedic literature, self-discipline etc., daily/weekly/occasionally Hawan is organised in the college Yagya Shala.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

28

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

637

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	https://rrbdavc.org/analysisreport2223.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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	No File Uploaded
URL for feedback report	https://rrbdavc.org/feedback.html

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**

524

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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**

241

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

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

The college provides special attention to advanced learners so that they may achieve merit positions in university examination. It includes group discussion, problem solving sessions and competitive exam classes for advanced learners. It helps to develop a positive mind-set and prepares advance learners to face tricky situations.

The college arranges remedial teaching includes remedial classes, supervised tutorial, mentoring and vocabulary building exercises. The students are given practice sample papers and list of important questions. 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 slow learners are also given an opportunity to write the answers with books so that they could improve through self-learning. The weak area of the curriculum is identified through diagnostic testing are properly attended by the teacher.

The role of teacher is confined to observe and supervise the learning activities and to provide help to them for learning and self-correction. The faculty adopts various pedagogic techniques like seminars, presentations, quiz, assignments, video and audio lectures, entrepreneurial startup ideas, youth parliaments to make them more competitive.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/Aqar22-23/C2/2.2.1.%20%20Paste%20Link%20for%20Additional%20Informati on.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1151	64

File Description	Documents
Any additional information	View File

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 a facilitator who promotes 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 rational experience. The department of Computers, Visual and Performing arts, Cosmetology and Fashion Designing usually work for experiential learning and uses e-resources & materials. So learner centric teaching methods, such as group work, role play, project work, case study, debates, seminar presentations and Art Cafe are employed to make teaching and learning more effective.

The college organises seminars, webinars, guest lectures in which eminent personalities address the students and the faculty. Each Department has clubs/societies which organize different functions to enhance participative learning of students. In this manner they learn the skill of organizing and managing the events. It also develops spirit of team work and develop leadership qualities among students.

The students from various departments especially Commerce, Science, Computers, Mathematics and Economics deal in problem solving sessions for slow and advanced learners as per their requirement in practical questions, numerical, program codes defining a problem generating solutions and evaluating the solutions with various computing, statistical and mathematical tools.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The college has well equipped labs and ICT enabled class rooms. The faculty use these rooms to deliver lectures and keep the students in touch with the latest methods of learning. The ICT labs are helpful for visual understanding of the subjects, may it be Computers, Economics, Mathematics, Commerce, History, Fashion Designing, Physics, Chemistry, Cosmetology, English, Hindi, Punjabi, Sociology, Music and Botany. Teachers use computers, desktop, laptops as an aid but chalk and talk methods also go side by side. The topics are distributed in classes so that the students are ready to respond and ask their queries related to the given content. To provide important notes, the provision of scanners and printers is there in the library. Although, it's offline teaching and learning after Covid but during harsh circumstances, like Bandh calls, social disturbances or religious functions at grand levels in the city, online mode of teaching become necessary, to avoid any gap of studies of the students. So the Google meets, Zoom classes, what's app group messaging etc are also used.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

64

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

64

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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**

9

File Description	Documents
Any additional information	View File
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)	View File

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**

473

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

The college is affiliated to GNDU, Amritsar and follows the same academic process while evaluating the internal assessment. The systematic approach includes diagnostic assessment followed by formative assessment. The students are informed about the quiz, assignments class tests, date sheet and other academic activities in advance. For this the notifications are displayed on the students notice boards, e-circulars, student groups in WhatsApp and college digital information system. Mechanism of internal Assessment is based on regularity in class, attendance record with the teacher in attendance register, punctuality and active participation during lectures, demonstrations etc. timely submission of projects participation in classroom activities like quiz competitions, debates, open book tests and exhibitions. Presentation of topic which is usually given one day earlier, is another method to assess the IQ level and creative ability. Behaviour of the student throughout the session as being polite, expressive or aggressive is also considered for assessment. Class tests in odd and even semesters, field visit in industry by commerce students and short study tours, group discussions, seminars, workshops, internal viva voce, are the methods which are considered for internal assessment.

File Description	Documents
Any additional information	View File
Link for additional information	https://collegeadmissions.gndu.ac.in/studentarea/ViewDateSheet.aspx

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 includes Dean (Examination) & all heads of different departments. The team deals with different grievances like clashing of dates in mid-term exam schedule with youth festivals, grievances regarding question papers and evaluation etc. After the internal exams are over, the students crosscheck their answer books in a scrutiny session. The teacher distributes answer sheets to students and takes their queries. If any student has any kind of problem related to counting or totalling of marks or concept clarity, they are given enough time of 3 days to clarify. After that Answer Sheets of advanced learners are displayed in class for ready reference of slow learners. Dissatisfied students can approach Dean Examination, Dean Student Welfare, Dean Academics

and even the Principal. 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. The whole process takes very short time. as notified by Controller examination. Thus the above mechanism to deal with internal examination related grievances is fully transparent and time bound and efficient.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://rrbdavc.org/policy/Examination%20Policy%2018.11.2023.pdf

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 course outcomes are aligned with the course designed and formulated by the University. They are intended to guide course design, instruction and assessment. The college is framing CO's and PO's at its own level evaluation in terms of Bloom's Taxonomy. The institution assigned CO's and PO's of all the programs/courses offered. PO's and CO's of community college courses is aligned with National Sector Qualification Framework (NSQF) of sector skill council of India to acquire desired competency level. Ideally learning level as per Bloom's Taxonomy i.e understanding, applying, analyzing, evaluating, creating were assigned to different units or topics in the syllabi of the courses. This has enabled students to understand learning objectives. Faculty in consultation with head of the department assigned CO's, which were then approved by academic council and IQAC. After approval, hard copies are kept in library, HOD's room, IQAC and scanned copy is uploaded on website, the link has been shared with the students in master groups and mentoring groups. The framed PO's and CO's are also displayed on the departmental notice board. At the time of admission, admission committee also discuss subject wise CO's with the students so that they enter the institution with a clear vision.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The method of the measuring the level of attainment of program outcomes, and course outcomes involves a combination of assessment techniques and tools that are aligned with the learning objectives. Initially, the course and program outcomes are defined in a clear statement to communicate the students about what the courses in the institution expects from them. Attainment of course outcomes is measured through direct and indirect tools. Direct tools like Continuous Internal Evaluation (CIE) provides the sample and evidence of student learning. The proportional weightage is eighty per cent for the direct tools of assessment. Indirect tools like exit survey, which permit receiving feedback from all students on the entire COs to assess the opinion and thoughts about the student's knowledge is used. The proportional weightage is twenty per cent for indirect assessment. Faculty assess the student progress through formative and summative assessment for the performance of the student in CIE with respect to each CO and maintain the record of the same for each student. The assessment of capabilities, critical thinking and analytical abilities of the students is also done. Collaboration between IQAC and faculty members for internal audit has strengthened our commitment towards enhancing the quality academic practices.

File Description	Documents
Upload any additional information	View File
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

343

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://rrbdavc.org/pdf/navya/Vol.%2044.pdf

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)

<https://rrbdavc.org/aqar22-23/C2/SSS%202022-23%20ANALYSIS.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)

0

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

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

01

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

RR Bawa DAV College for Girls, Batala provides a conducive environment for promotion of innovation and incubation through recent possibilities of entrepreneurship using active and passive learning methodologies by hands-on-training, workshops and seminars.

The institution launched Project 'SRR (Kartavayam) to highlight the Social Responsibility with the agenda 'Each One Reach One' for supporting elderly and differently abled people. Project 'e-Udyan' was launched to exhibit the QR code tagged plants of the botanical garden for providing complete information in one click. A new Diploma Community Journalism', 'e-Leave Management System' and Project WEE (Women Empowerment through Entrepreneurship) were launched respectively to save energy and for the betterment of under privileged women. Apart from this, 'Entrepreneurial workshop on Mushroom Cultivation' and 'Share & Care' initiatives for helping the underprivileged. We have published two books 'Demographic Differentials in Punjab' by Dr. Meenakshi Duggal and 'Pandemic

Outbreak: Evidences from Indian Economy' by Dr. Hardeep Kaur.

The institution trains the students under 'Earn While You Learn Scheme' as they have prepared sachets and gowns for convocation and the Fashion Show Sui Dhaga 2, to acquire entrepreneurial skills. Ours is the only institution in the District that has been granted Local Chapter of NPTEL from IIT, Madras

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rrbdavc.org/Agar22-23/c3/tieups/iic.jpeg

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

12

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

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	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

11

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

10

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

The institution bestows adequate facilities to the young aspirants to achieve formal and informal educational goals through community services and awareness drives like World Ozone Day, Save Water Save

Life, Beti Bachao Beti Padhao, campaigns and Nukkad Nataks on various pressing issues. We have started green initiatives like Single Use Plastic Free Campus, Substituted Bouquets with Green Planters, Replaced Polymer Packing with Biodegradable Packaging and Substituted Black Synthetic Stuff Coats with Khadi Silk Saches in the Convocation.

The college organizes various extension activities with the help of NSS and NCC Units like campaigns on Drug Abuse, Plantation Drives in collaboration with various Local, National and International agencies, Plantation Drives, Segregation of Biodegradable Wastes, Visits to Local Industrial Units to enhance active learning amongst students, Seminars on Yoga and Meditation, Voter Registration Camps, campaigns on Stubble Burning, Workshops on Copyright Application, Expert-Talks on different pressing social issues, Legal Services Awareness drives and Workshops on Cybercrime for sensitizing and awakening of the masses along with Student's visit to Old age Home and Slum Areas to sensitize them towards social responsibilities and community services.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/Aqar22-23/c3/3.4.1.%20Extension%20Activities.pdf
Upload any additional information	No File Uploaded

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

14

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

28

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

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

571

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

05

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

22

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

Spread over an area of 7.76 acres, the college is progressive and happening to offer all the academic, cultural and social pursuits. The campus is mainly divided into 7 different departments consisting of Science, Art, Commerce, PG, Computer Science, Cosmetology and Fashion Designing Blocks. It has 36 well maintained & well lit, Wi-Fi enabled rooms for theory classes, 32 fully furnished" Labs (6 Computer labs, 6 FD Labs, One dark room, 1 CND Lab, 2 Physics Labs, 2 Chemistry Labs, One Botany and Psychology Lab, 2 Home Science Labs, one sports room, one skill development room, One GD room, 2 Music Labs, 1 Fine art Lab 1 Language lab and 3 Cosmetology Labs). for all types of practical, extension activities, workshops, hands on trainings and projects.

The College has ICT enabled IQAC cell, meeting room for group discussion, lush green ground for Practice & sports activities, Seminar hall, auditorium, Career Guidance cell, a high tech computerized and air conditioned library, with resource room providing an open access to books. The college has well maintained botanical garden with diversity of plant species where in each plant is tagged with its botanical name for better understanding of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Apart from the exemplary and attractive physical framework and learning resources, the institution has impressive focal points of various types of activities to enhance vocational, technological, creative and entrepreneurial skills for self-development. The college provides a lush-green open stage, a seminar hall and an auditorium with ample sitting capacity to suit various academic and cultural functions like convocation, fresher's party, farewell, sports day, fete etc.

The campus provides indoor as well as outdoor zones for recreation, various cultural and sports activities like athletics, basketball, badminton, karate, cricket, kho-kho, volleyball, judo, taekwondo etc. Furthermore, college has well equipped open gym, swimming pool, common room for yoga and a holistic hub that includes all the necessary equipment and exercise apparatus use for fitness. This can be utilized as a resource for relaxing and rejuvenating body and mind. The college provides a lush-green open stage, a seminar hall and an auditorium with ample sitting capacity to suit various academic and cultural functions. The college has yagyashala where hawan is performed every week to keep our students in touch with ethical, spiritual values and traditions. The institution has well equipped music vocal and instrumental lab and classrooms for student's cognitive development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rrbdavc.org/infrastructure.html

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

40

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rrbdavc.org/ict.html#
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

164.62

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Name of LMS software: Library Management System

Nature of automation (fully or partially): Fully

Version: 1.0

Year of Automation: 2012

File Description: Software - Library Management System. It has facilities to acquisition, circulation task, periodical entries, Bar Code facilities, teacher- students' entries; Title/Accession/Author based search system.

A strong reporting system based on different criteria, books fine management etc.

Barcode helps in identifying author name, publishing year, title of the book, etc.

Acquisitions (ordering, receiving, accessioning, invoicing materials, etc.)

Cataloguing (cataloguing, indexing materials, etc.)

Circulation (issue books, returning books, charge overdue, etc.)

OPAC (public interface of users for search and retrieval)

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	No File Uploaded
Paste link for Additional Information	https://rrbdavc.org/Agar22-23/c4/4.2.1%20-%20Library%20is%20automated%20using%20Integrated%20Library%20%28Any%20additional%29.pdf

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	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.38

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

65

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college has a 50 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 facility in the well-equipped computer lab with high-speed connectivity, help the students to surf the internet

for unlimited information. Wi-fi facility (24x7 through wi-fi technology) 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 faculty for instructional purpose to be at par with international standards. The 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. Whatsapp groups are generated by the college for administrative information and notices. The students have free access to the network facilities to browse data online. The college 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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

224

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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)**

25.52

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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 is an established system for maintaining and utilizing physical, academic and support facilities in the campus. The college has employed a maintenance officer and a number of employees to run the system efficiently. A maintenance policy is being framed for the optimum utilization of resources. In addition to this, CCTV cameras are installed in the campus, a grievance register & QR codes are placed for the students to get any kind of problem notified and resolved. The security check at main gate, in library, accession register, stock register etc ensures that the security can be maintained effectively. Laboratory equipment is maintained by technical staff only and refurbished periodically. Maintenance of furniture, fire extinguisher, solar panels, medical room, buses, water tanks and other construction work are undertaken regularly. The college campus is a Plastic-free-Zone with a tagline "Say No To Plastics" and college has introduced new practices like Urvara, Basera , Prayaas , community langar, e-circular and e-news letter . To keep an eye and a security check on the maintenance of the physical and support facilities of the college, an annual duty list for teachers and a student council is formulated so that system should be maintained systematically.

File Description	Documents
Upload any additional information	View File
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**

147

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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**

491

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

**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	https://rrbdavc.org/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

404

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

404

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

90

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

44

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

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.

13

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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. Different Departments of the College arrange many extra-curricular activities to enrich the students with experiential and participative learning. Teachers from the language faculty focuses on the capacity building exercises with the help of different vocabulary developing games, essay writing, poetical recitation and group discussions. Teachers also organize debate declamation contests on current topics to encourage students for enhancing their general knowledge. Youth welfare department organizes various dance, singing, skit and drama competitions for providing a platform to the students in order to conquer their stage fear.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/Agar22-23/c5/5.3.2%20Office%20Bearer%20Student%20Council%20link.pdf
Upload any additional information	View File

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

25

File Description	Documents
Report of the event	View File
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)	View File

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

Yes, our college has registered Alumni Association. It is RR Bawa DAV College Alumni Association. This registered Alumni Association certificated under reference no. DIC/BTL/204 dated 08.09.2023. The strength of our Institution lies within its Alumni. Alumni help colleges in many ways provide financial as well as intellectual support to Institution. They are our proud talented human resource. They visit the college and share their knowledge, practical experiences with our present students and in this way they help our students in first hand learning. They also join us in various social causes and literacy programs to help the poor and needy people. Some alumni also sponsored the fee of our economically weaker students. They are also welcomed on various webinars, seminars, conferences and other cultural events organized in the college. The institution has a WhatsApp group "Punarmilan Diwas" in which our Alumni are active members. In the session 2022-23 Alumni Meets was organized in the college. On 8th April 2023, in college Auditorium (<https://www.facebook.com/photo/?fbid=605894984888480&set=pcb.605895894888389>) Alumni from all over India & Abroad registered them through google form. We also launched a series with name 'Our Alumni, Our Pride & Stay Connected Forever' on Facebook. We shared about 101 Photographs of our Alumni excelling in their fields in India and Abroad.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/Agar22-23/c5/5.4.1%20Alumni%20Link.pdf
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

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 ensures to be in tune with the objectives of the NEP-2020 of higher education. The College is committed for holistic development of its students by making them academic excellent, technically sound and professionally skilled. Also, students are empowered and trained for entrepreneurship. To hone the skills of the students, short term courses like Vedic Maths and communication skills have been conducted.

To strengthen the roots of Indian knowledge system, 21 Kundiya Hawaj Yajna amidst Vedic Chants and Shalokas, Yoga, 108 Surya Namaskar, weekly morning assembly, weekly Hawan by students was conducted.

For imparting life skills, short term courses on nail art, Mushroom Cultivation and Floriculture, Tips and Toes, theatre, skit and choreography were organized. For few activities sustainability Van Mahotsav, Ozone Day, World Environment Day was celebrated and Paper bags were distributed to staff.

Technology skills are not only confined to teaching but also to non-teaching. It is visible in the form of e-newsletter, online attendance portals and e-Library services. The Youth is also trained with leadership qualities through different activities organized by NCC, NSS and Youth welfare department for their holistic development.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/
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 Principal ensures decentralization through IQAC Coordinator, Dean Academics, Dean Examinations, Dean Discipline, Dean Student Welfare, Dean Youth Welfare, Dean Sports, and Dean Curriculum for effective functioning of the College.

Dean Academics with team of HoD works on Work load time table, term wise syllabus, lesson plans and assessment of slow & advanced learners.

Dean Examination takes decision on planning, execution and management of exam system.

All important issues like fee concession, scholarship, NCC, NSS, Discipline, health services, Student Council, Earn while you Learn are taken up by Dean Student Welfare. Dean Curriculum co-ordinates with all departments for their timetable and feedback by the stakeholders regarding Curriculum. Students are motivated to participate in cultural activities and unleash their hidden potential by Dean Youth welfare and its team.

Dean Sports encourages students to exhibit their strength and stamina by participating in different sports events.

Different committees like Library Advisory committee, Building committee, Mess committee, Purchase and maintenance committee, Transportation committee, Grievance Cell, Career counselling Cell and Campus beautification Committee work according to set procedures designed by IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college believes in excellence of core values, integrity, innovation, incubation, social responsibilities and inclusiveness in all spheres. As far as the academic framework is concerned, the college emphasized on ICT integration, value based education, successful feedback mechanism through Google forms. The redesigning of academic records was done. The mentoring sessions were organized to provide guidance and emotional support, exploring careers to the students. For promoting research culture, the faculty participated in faculty enrichment programs and published books and research papers. The internal academic and administrative audit was organised.

The short term courses have been introduced to provide a platform for creative, innovative, and employable knowledge base as per strategic plan of the Institution. Vedic Maths (Short cut to long calculations) was introduced with objective of imparting computing skills. Short term course on theatre was run with objective of creativity and strengthening Emotional Quotient. To develop communication skills and build confidence to face the challenges of corporate world, short term course in "Cracking job interviews- Resume writing" was introduced. To develop entrepreneurial skills among the students, Tips & Toes (Nail Art) was introduced by Cosmetology Department. The botany department organized a short term course in Mushroom Cultivation and Floriculture.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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. The Principal is dependent upon various administrative academic bodies for various decisions. All decisions are done through committees IQAC, Advisory, Academic, Faculty Council, Faculty and Staff Council executed by disciplinary and grievance redress committee. The Principal ensures

decentralization through HoD, Dean Academic, Dean Examination, Dean Youth Welfare, Dean Discipline, Dean Council, NCC Officer and NSS Officer. The administrative functions of the institutions are mostly carried out by the different sections and departments in a participatory manner. All the committees and sub-committees focus on technology up-gradation. Dean Examination takes decisions regarding the planning, execution of Exams. A well-defined policy of appointment and service rules of staff is drafted. The IQAC is the Central Body headed by Principal for decision making. All important issues are initially passed in IQAC and then implemented. The IQAC focus on the policy formulation and continuous improvement in the policies. The IQAC ensures the growth of conducive environment in the institution. The administrative working is successfully moving towards paperless office and online portals for more transparency in working.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/handbook.html
Link to Organogram of the institution webpage	https://rrbdavc.org/Organogram.html
Upload any additional information	No File Uploaded

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	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

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 provides loan facility against provident fund on the recommendations of Principal. 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 fee concession. The faculty and staff get the facility of Mess, Canteen, Guest house, Tuck Shop Facility, Hostel (residential facility). The welfare measure also includes different activities like provision of Health centre facility and swimming pool at nominal rates. The faculty also gets reimbursement of registration fee. The facility of Group insurance (ESI cards) is given to both teaching and non-teaching staff. The facility of transportation and vehicle parking is given to both teaching and non-teaching staff. The organic vegetables grown in the Campus are distributed to both teaching and non-teaching staff. The uniforms are distributed to the Supporting Staff. The facility of advance against salary is also given to the staff. The institution provides comprehensive benefit package to the staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

56

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)	View File

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

35

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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)	View File

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

02

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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 performa is prepared as per the guidelines of UGC and requirement of the management. It is filled by each and every member of the faculty at the completion of every session. This motivates the teacher to upgrade teaching and research.

As far evaluation of the teacher 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 form by the faculty members.

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

- The performance of the non-teaching staff is appraised by the college based on report of the supervising officers and finally assessed by the principal.
- The performance of the library staff is evaluated by the librarian.
- The working of the lab attendant is regularly monitored by the respective HOD's.
- Corrective measures are suggested by HOD's 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	View File

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 internal auditors appointed by DAVCMC and by external agencies like DPI/AG Staff and,

GNDU Amritsar through its periodical inspection committee. 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, Bursar and IQAC. The Bursar does check and verifies the Daily Collection Register on a daily basis. Minor errors of omission and commission when pointed out by audit team and bursar are immediately corrected and precautionary steps are taken to avoid recurrence of such errors in future.

The audit of SC students under Dr. Ambedkar scholarship and NSP scholarship is conducted by finance department of Government of India on regular basis.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

14.76

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

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

Student aid fund, research fund and development fund is generated in the form of donations from philanthropist, alumni and other stakeholders.

The whole mechanism of utilization is under e-governance as income tax, calculation, return, PF statements, salary statements, online scholarship schemes etc. The budget is prepared by the Principal taking into consideration, the recurring and nonrecurring 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 is approved by Principal, Local Advisory Committee and DAVCMC, New Delhi. After final approval of budget, the expenditure and purchase process is initiated by purchase committee. Quotations are invited 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	View File

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. The Institution carries out a number of academic and administrative activities throughout the year. The IQAC plays an important role in the planning, execution and evaluation of all these activities.

Academic Activities

- Academic Calendar in tune with University Academic Calendar.
- Mentoring sessions for timely redressal of students' grievances.
- Short-term courses to comply the feedback of students.
- Compiling the Course Outcomes and Program Outcomes.

- Feedback from stakeholders

Audits and Reports

Preparation of the AQAR, AISHE, Academic and Administrative Audit, Green Audit and NIRF.

Faculty Development Programs

The faculty development programs are planned to learn updated ICT enabled tools in teaching and Learning.

Policy Designing and implementation

Quality Policy Statement, Code of Conduct for Teachers, Code of Professional Ethics, Core Values, Service and Conduct of Non Teaching staff in Non-Government Colleges, Green Campus policy, Policy and Procedures of Resource mobilisation, Gender sensitization Policy, Purchase policy, Grievance Redressal Policy and Mentoring Policy.

Best and Innovative Practices

Preparation of Action Taken Report of the events that initiate and support the distinct feature of the institution 'Women Empowerment through Skill courses' and best practices of Social Responsibility and Green Culture throughout the year.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/quality-policy.html
Upload any additional information	No File Uploaded

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

IQAC reviews the teaching-learning process regularly. Based on feedback from students, teachers, alumni and employers, various innovative steps and reforms are introduced and prepare report for the further improvements.

Planning of Mid Term Assessment

1. Supervising the Teaching-Learning Process, making the process more participative by adopting various methods arranging educational tours, site visits, Enriching the curriculum with guest lectures, presentations sessions, industrial visits, screen the movies based on the literary texts, group discussions and Internships.
2. The term wise and week-wise lesson plan is prepared by the faculty members.
3. Supervising the evaluative aspect of the teaching-learning process where formative assessment is taken through Quiz, Seminar, Projects, Assignments by the faculty.
4. Monitoring the lists of slow and advanced learners. The remedial and extra actions are taken for slow and advanced learners for better results.
5. The IQAC monitors the performance of the students collect and analyse data on student learning outcomes.
6. Supervise the Short-term courses that comply the feedback of students as corrective measures for the enhancement of skill, employability and Indian value systems.
7. The faculty is encouraged and updated through faculty development programs to use ICT enabled tools in teaching.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/our-policies.html
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rrbdavc.org/ib.html
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Annual gender sensitization Action plan

Our Institution is purely a girls' institution, and gender equity is our goal. The college promotes gender equity through various cells and clubs. We have Women Legal Cell, Anti-Ragging Cell and ICC Cell and exclusively B.A. (Women Empowerment) which teaches human rights, liberty and equality. Our mission is to empower women for better prospective. Girls have separate washrooms, incinerators and Nappy Vend Machine.

The college organized

- Awareness campaign on 'Beti Bachao Beti Padhao' on 21.07.2022.
- Festival 'Dhiyaan Naal Teeyan' on 10.08.2022.
- 'Dheeyan Di Lohri' on 12.01.2023.
- 'National Girl Child Day' on 24.01.2023.
- 'Nari Kavi Darbar' on International Women's Day i.e. 07.03.2023.
- 'Zero Tolerance Policy' regarding Drug Abuse and Sexual Harassment on 23.03.2023.

A. Safety and Security:

The college campus and hostel is under CCTV surveillance 24/7. 65 cameras installed and entry registers are placed on the college gates. Security guards are stationed and college ID cards with a photograph are issued to every student.

B. Counselling: -

Mentoring groups in the ratio of (1:20 mentor: mentee) are formed where student's problems are discussed and solved.

C. Common Room: -

The college has a spacious air-conditioned common room for students.

File Description	Documents
Annual gender sensitization action plan	https://rrbdavc.org/pdf/Gender%20Sensitization%20Plan.pdf
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	https://rrbdavc.org/Aqar22-23/c7/7.1.1%20-%20Measures%20initiated%20by%20the%20Institution%20specific%20information.pdf

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	View File
Any other relevant information	View File

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

Solid Waste Management

Dry waste and Wet waste are collected on prior segregation basis in blue and green dustbins. Wet waste is used for making compost along with kitchen waste of Hostel, Mess and Canteen under project 'URVARA' which is used in the campus and is distributed. Dry waste is sent for recycling via Municipal Corporation.

Liquid Waste Management

- Waste RO water and AC outlet water is used for watering plants in the College and flushing the toilets.
- Biomedical Waste Management
- Two incinerators in the staff room and Girls Hostel.

E-Waste Management

The college started 'Erase the E-Waste' campaign in which e-waste was collected from staff and students and was sent for recycling.

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, bags, one piece and jewellery etc. The college has a tradition to recycle/reuse the blank side of used pages in getting prints for office use or for other departments.

Hazardous chemicals and Radioactive Waste Management

The college uses only safe chemicals. There is no hazardous chemical used. Toxic solvents used in the lab are recovered by distillation process.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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	View File
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	View File
Various policy documents / decisions circulated for implementation	View File
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 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

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 reading

A. Any 4 or all of the above

5.

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	View File
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 believes in unity in diversity. It provides an inclusive environment and organized / celebrated:-

- Folk Dance (Lok Naach) competition on 12.09.2022.
- Hindi Diwas on 15.09.2022.

- Students of Home Science visited 'Community Kitchen' on 27.09.2022.
- Diwali Mela on 22.10.2022.
- Punjabi Maah on 21.11.2022.
- International Lecture on 'Punjabi Bhasha Parchar Ate Parsar' on 03.11.2022.
- Students of college participated in a Seminar organized by 'Heritage Society, Distt. Gurdaspur' on 30.11.2022.
- Initiation of 'Share and Care Wall' on 08.12.2022.
- 'Rang Barsey' Entrepreneurial Workshop organized on the occasion of 'Holi' on 09.03.2023.
- 'Baisakhi' on 15.04.2023.

Students are encouraged to respect all religions, languages and cultures. Similar feelings are inculcated in the students by organizing various events like Diwali, Gurdpurab, Eid, Christmas and regional festivals like- Lohri, Basant-Panchami and Teej. The faculty, staff and students greet one another with full zeal and enthusiasm on these festivals. This establishes a positive interaction among people of different racial and cultural background and 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)	View File
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 provides a feeling of Oneness among the student community through various practices and programmes such as :-

- 'Har Ghar Tiranga' awareness campaign on 12.08.2022.
- 'Tree Plantation Drive' on 13.08.2022.
- Seminar on 'Legal Awareness of Women' on 28.09.2022.
- 'Stop Plastic Bag' Campaign on 05.01.2023.
- 'National Voters Day' on 25.01.2023.
- Participation in online 'National Youth Parliament Fest' on

31.01.2023.

- 'Voter Registration Camp' on 02.02.2023.
- Seminar on 'Free Legal Aid' on 14.03.2023.
- Awareness Rally on 'No Plastic Use' on 11.04.2023.
- 'Tree Plantation Drive' on 20.04.2023.
- Awareness Drive on 'Stubble Burning' on 25.04.2023.

The students are motivated to adopt various practices that inculcates in them the values for being responsible citizens. The college has a tradition of Morning assembly/prayer on Mondays every week. Hawan is performed regularly.

Every College function starts with the recitation of Ved Mantras and shlokas promoting value based education. 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.

The college regularly performs sapling plantation to create awareness towards our environment. Students participate in Vedic Chetna Shivirs for spiritual elevation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://rrbdavc.org/Agar22-23/c7/7.1.9%20-%20Sensitization%20of%20students%20detail%20of%20activities%20link.pdf
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	View File
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	View File
Any other relevant information	View File

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

Our college organizes and celebrates various National and International days, events and festivals every year. International/National days celebrated in session 2022-23 such as, Independence Day on 16.08.2022.

World Ozone Day on 17.09.2022.

NSS Day on 26.09.2022.

115th Birth Anniversary of Shaheed-E-Azam S. Bhagat Singh on 29.09.2022.

Birth Anniversary of 'Father of the Nation' on 04.10.2022.

National Unity Day on 01.11.2022.

Birth Anniversary of Guru Nanak Dev Ji on 09.11.2022.

Birth Anniversary of Bhagwan Birsa Munda on 15.11.2022.

Constitution Day on 26.11.2022.

National Youth Day on 12.01.2023.

'Parakram Diwas' on the Birth Anniversary of Netaji Subhash Chandra Boss on 23.01.2023.

National Girl Child Day on 24.01.2023.

200th Birth Anniversary of Swami Dayananda Saraswati on 15.02.2023.

International Mother Language Day on 22.02.2023.

National Science Day on 01.03.2023.

International Mathematics Day on 15.03.2023.

Online workshop on World Environment Day on 06.06.2023.

Tree Plantation Drive on World Environment Day on 08.06.2023.

Yoga and Meditation Session on International Yoga Day on 21.06.2023.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the practice: - Green Culture.

Objective: - To inculcate the awareness towards environment conservation.

Context: - Project Urvara and Project Basera are undertaken for producing organic manure and promoting natural inhabitation of birds and earthen bowls for quenching their thirst respectively in college campus. The college also distributed free paper bags in order to discourage people from using plastic bags. The Bio-degradable planters made of jute are presented to the guests who visit the campus during various events with a motive to promote eco-friendly environment. Tree plantation drives are the regular feature of the college.

2. Title of the Practice: - Social Responsibility.

Objective: - To sensitize the students regarding social responsibilities

Context: - The college started project Prayas for helping differently abled students. Legal services week was observed to provide free legal services to women with the help of lady police officers and advocates. The college endeavours to contribute towards a healthy society by organising health check-up camps. The 'Share and Care' wall has also been created in the campus. The Social Service Club has adopted a slum area school. The students regularly visit Vriddh ashram with motto of 'Each One Reach One'.

File Description	Documents
Best practices in the Institutional website	https://rrbdavc.org/Aqar22-23/c7/7.2.1.%20Best%20Practices%20Link.pdf
Any other relevant information	Nil

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 empowering women through entrepreneurship for a bright future. The college has set up incubation centre for the girl students of skill oriented courses. The college aims to prepare such women to work at par with men at all levels. The college has not only spread the message of education among women in the society but it has also encouraged and ensured the people of the city and its adjoining area about the employment of their wards.

The College has NCC wing and NSS wing working for the welfare and overall development of women. The college has designed an innovative program under UGC in gender issues as BA (Women Empowerment) with Women Legal Studies as compulsory course, which aims to provide legal empowerment and sensitization to women in adverse circumstances. Various activities for empowering women in the field of entrepreneurship are organised such as Fashion Show Sui Dhaga, a seven day NCC training camp, Legal Awareness week, International Women Day were organized in the College to mark the empowerment of women in society.

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

Being an affiliated college, the curriculum is designed by GNDU. Delivery of content is carried through well planned and documented process. Dates of commencement of classes, examination etc. are notified by university in tune to which the institution plans its own Academic Calendar. All the Heads of the Department submit workload of their respective departments to Dean Curriculum. The Departmental meetings are conducted and the time table is allocated to the teachers keeping in view their expertise. Term wise lesson plans of curriculum are prepared and circulated in class groups. The faculty adopts various pedagogic techniques like chalk and talk, group discussions, seminars, presentations, quiz, assignments, video and audio lectures, problem solving sessions, practical, hands-on-training, experiments, workshops, internships, field work, model displays, exhibitions etc for effective curriculum delivery. The experts are also invited for extension lectures. The field visits of students are also arranged for experiential learning. The college promotes participative learning through different short-term courses, training projects and internships. The college has also adopted various techniques of curriculum delivery through blended learning using social media apps like WhatsApp, YouTube, Google Meet, Zoom meetings etc. In order to make curriculum delivery interesting ICT enabled rooms have been created.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rrbdavc.org/Aqar22-23/C1/1.1.1%20-%20The%20Institution%20ensures%20effective%20%28Upload%20any%20supporting%20Document%29.pdf

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

The Academic Calendar of the college is designed in tune with the

University Academic Calendar and is strictly adhered for commencement of classes, youth festivals, MSTs and final term examinations. The Academic Calendar is prepared after a thorough discussion in IQAC meeting. Academic calendar is circulated through website and student's notice boards. The Institutional Academic calendar includes orientation program (Diksha Arambh) for freshers, communication of course outcomes to students, identifying slow and advanced learners, enrolment in remedial classes and short-term courses, scheduling quiz, assignments and MSTs, departmental activities, final practical and theory examination, faculty development programs, schedule of vacations etc. The continuous internal evaluation of the students is done through mid-term exams, class tests, assignments, practical evaluation, projects, seminars, group discussions, quiz and presentations. The dates of project submission, seminars are given by affiliating University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rrbdavc.org/images/acal22-23.jpeg

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

11

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

1188

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The cross-cutting issues relevant to Gender, Environment &

Sustainability, Human Values and Professional Ethics are integrated into the Curriculum by the University and is followed in toto by the college. Drug Abuse in Sem I /II and Environmental Science in Sem III/IV are mandatory qualifying subjects in graduation level as per the University norms. Professional ethics/ Gender issues/Human Values/Environment & Sustainability is taught in graduation as well as post-graduation level in different programs. Business Ethics and Environmental Management is taught in M.Com. Sem IV through which the students learn how to maintain ethics in business, and to save environment.

The college has designed an innovative program under UGC in gender issues as BA (Women Empowerment) with Women Legal Studies as compulsory course, which aims to provide legal empowerment and sensitization to women in adverse circumstances.

Also, the college took initiative in Indian Knowledge System and introduced Short term course in Vedic Mathematics to make students aware of Vedic concepts and their usage in mathematics. To impart knowledge on Indian Culture, Vedic literature, self-discipline etc., daily/weekly/occasionally Hawan is organised in the college Yagya Shala.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

28

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

637

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://rrbdavc.org/analysisreport2223.htm 1
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://rrbdavc.org/feedback.html

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

524

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

241

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

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

The college provides special attention to advanced learners so that they may achieve merit positions in university examination. It includes group discussion, problem solving sessions and

competitive exam classes for advanced learners. It helps to develop a positive mind-set and prepares advance learners to face tricky situations.

The college arranges remedial teaching includes remedial classes, supervised tutorial, mentoring and vocabulary building exercises. The students are given practice sample papers and list of important questions. 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 slow learners are also given an opportunity to write the answers with books so that they could improve through self-learning. The weak area of the curriculum is identified through diagnostic testing are properly attended by the teacher.

The role of teacher is confined to observe and supervise the learning activities and to provide help to them for learning and self-correction. The faculty adopts various pedagogic techniques like seminars, presentations, quiz, assignments, video and audio lectures, entrepreneurial startup ideas, youth parliaments to make them more competitive.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/Aqar22-23/C2/2.2.1.%20%20Paste%20Link%20for%20Additional%20Information.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1151	64

File Description	Documents
Any additional information	View File

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 a facilitator who promotes 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 rational experience. The department of Computers, Visual and Performing arts, Cosmetology and Fashion Designing usually work for experiential learning and uses e-resources & materials. So learner centric teaching methods, such as group work, role play, project work, case study, debates, seminar presentations and Art Cafe are employed to make teaching and learning more effective.

The college organises seminars, webinars, guest lectures in which eminent personalities address the students and the faculty. Each Department has clubs/societies which organize different functions to enhance participative learning of students. In this manner they learn the skill of organizing and managing the events. It also develops spirit of team work and develop leadership qualities among students.

The students from various departments especially Commerce, Science, Computers, Mathematics and Economics deal in problem solving sessions for slow and advanced learners as per their requirement in practical questions, numerical, program codes defining a problem generating solutions and evaluating the solutions with various computing, statistical and mathematical tools.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

The college has well equipped labs and ICT enabled class rooms. The faculty use these rooms to deliver lectures and keep the students in touch with the latest methods of learning. The ICT labs are helpful for visual understanding of the subjects, may it be Computers, Economics, Mathematics, Commerce, History, Fashion Designing, Physics, Chemistry, Cosmetology, English, Hindi, Punjabi, Sociology, Music and Botany. Teachers use computers, desktop, laptops as an aid but chalk and talk methods also go

side by side. The topics are distributed in classes so that the students are ready to respond and ask their queries related to the given content. To provide important notes, the provision of scanners and printers is there in the library. Although, it's offline teaching and learning after Covid but during harsh circumstances, like Bandh calls, social disturbances or religious functions at grand levels in the city, online mode of teaching become necessary, to avoid any gap of studies of the students. So the Google meets, Zoom classes, what's app group messaging etc are also used.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

64

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

64

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

9

File Description	Documents
Any additional information	View File
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)	View File

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

473

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

The college is affiliated to GNDU, Amritsar and follows the same academic process while evaluating the internal assessment. The systematic approach includes diagnostic assessment followed by formative assessment. The students are informed about the quiz, assignments class tests, date sheet and other academic activities in advance. For this the notifications are displayed on the students notice boards, e-circulars, student groups in WhatsApp and college digital information system. Mechanism of internal Assessment is based on regularity in class, attendance record with the teacher in attendance register, punctuality and active participation during lectures, demonstrations etc. timely submission of projects participation in classroom activities like quiz competitions, debates, open book tests and exhibitions. Presentation of topic which is usually given one day earlier, is another method to assess the IQ level and creative ability. Behaviour of the student throughout the session as being polite, expressive or aggressive is also considered for assessment. Class tests in odd and even semesters, field visit in industry by commerce students and short study tours, group discussions, seminars, workshops, internal viva voce, are the methods which are considered for internal assessment.

File Description	Documents
Any additional information	View File
Link for additional information	https://collegeadmissions.gndu.ac.in/studentarea/ViewDateSheet.aspx

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 includes Dean (Examination) & all heads of different departments. The team deals with different grievances like clashing of dates in mid-term exam schedule with youth festivals, grievances regarding question papers and evaluation etc. After the internal exams are over, the students crosscheck their answer books in a scrutiny session. The teacher distributes answer sheets to students and takes their queries. If any student has any kind of problem related to counting or totalling of marks or concept clarity, they are given enough time of 3 days to clarify. After that Answer Sheets of advanced learners are displayed in class for ready reference of slow learners. Dissatisfied students can approach Dean Examination, Dean Student Welfare, Dean Academics

and even the Principal. 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. The whole process takes very short time. as notified by Controller examination. Thus the above mechanism to deal with internal examination related grievances is fully transparent and time bound and efficient.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://rrbdavc.org/policy/Examination%20Policy%2018.11.2023.pdf

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 course outcomes are aligned with the course designed and formulated by the University. They are intended to guide course design, instruction and assessment. The college is framing CO's and PO's at its own level evaluation in terms of Bloom's Taxonomy. The institution assigned CO's and PO's of all the programs/courses offered. PO's and CO's of community college courses is aligned with National Sector Qualification Framework (NSQF) of sector skill council of India to acquire desired competency level. Ideally learning level as per Bloom's Taxonomy i.e understanding, applying, analyzing, evaluating, creating were assigned to different units or topics in the syllabi of the courses. This has enabled students to understand learning objectives. Faculty in consultation with head of the department assigned CO's, which were then approved by academic council and IQAC. After approval, hard copies are kept in library, HOD's room, IQAC and scanned copy is uploaded on website, the link has been shared with the students in master groups and mentoring groups. The framed PO's and CO's are also displayed on the departmental notice board. At the time of admission, admission committee also discuss subject wise CO's with the students so that they enter the institution with a clear vision.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The method of the measuring the level of attainment of program outcomes, and course outcomes involves a combination of assessment techniques and tools that are aligned with the learning objectives. Initially, the course and program outcomes are defined in a clear statement to communicate the students about what the courses in the institution expects from them. Attainment of course outcomes is measured through direct and indirect tools. Direct tools like Continuous Internal Evaluation (CIE) provides the sample and evidence of student learning. The proportional weightage is eighty per cent for the direct tools of assessment. Indirect tools like exit survey, which permit receiving feedback from all students on the entire COs to assess the opinion and thoughts about the student's knowledge is used. The proportional weightage is twenty per cent for indirect assessment. Faculty assess the student progress through formative and summative assessment for the performance of the student in CIE with respect to each CO and maintain the record of the same for each student. The assessment of capabilities, critical thinking and analytical abilities of the students is also done. Collaboration between IQAC and faculty members for internal audit has strengthened our commitment towards enhancing the quality academic practices.

File Description	Documents
Upload any additional information	View File
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

343

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://rrbdavc.org/pdf/navya/Vol.%2044.pdf

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)

<https://rrbdavc.org/aqar22-23/C2/SSS%202022-23%20ANALYSIS.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)

0

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

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

01

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

RR Bawa DAV College for Girls, Batala provides a conducive environment for promotion of innovation and incubation through recent possibilities of entrepreneurship using active and passive learning methodologies by hands-on-training, workshops and seminars.

The institution launched Project 'SRR (Kartavayam) to highlight the Social Responsibility with the agenda 'Each One Reach One' for supporting elderly and differently abled people. Project 'e-Udyan' was launched to exhibit the QR code tagged plants of the botanical garden for providing complete information in one click. A new Diploma Community Journalism', 'e-Leave Management System' and Project WEE (Women Empowerment through Entrepreneurship) were launched respectively to save energy and for the betterment of under privileged women. Apart from this, 'Entrepreneurial workshop on Mushroom Cultivation' and 'Share & Care' initiatives for helping the underprivileged. We have published two books

'Demographic Differentials in Punjab' by Dr. Meenakshi Duggal and 'Pandemic Outbreak: Evidences from Indian Economy' by Dr. Hardeep Kaur.

The institution trains the students under 'Earn While You Learn Scheme' as they have prepared sachets and gowns for convocation and the Fashion Show Sui Dhaga 2, to acquire entrepreneurial skills. Ours is the only institution in the District that has been granted Local Chapter of NPTEL from IIT, Madras

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rrbdavc.org/Agar22-23/c3/tieups/iic.jpeg

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

12

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

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	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

11

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

10

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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

The institution bestows adequate facilities to the young aspirants to achieve formal and informal educational goals

through community services and awareness drives like World Ozone Day, Save Water Save Life, Beti Bachao Beti Padhao, campaigns and Nukkad Nataks on various pressing issues. We have started green initiatives like Single Use Plastic Free Campus, Substituted Bouquets with Green Planters, Replaced Polymer Packing with Biodegradable Packaging and Substituted Black Synthetic Stuff Coats with Khadi Silk Saches in the Convocation.

The college organizes various extension activities with the help of NSS and NCC Units like campaigns on Drug Abuse, Plantation Drives in collaboration with various Local, National and International agencies, Plantation Drives, Segregation of Biodegradable Wastes, Visits to Local Industrial Units to enhance active learning amongst students, Seminars on Yoga and Meditation, Voter Registration Camps, campaigns on Stubble Burning, Workshops on Copyright Application, Expert-Talks on different pressing social issues, Legal Services Awareness drives and Workshops on Cybercrime for sensitizing and awakening of the masses along with Student's visit to Old age Home and Slum Areas to sensitize them towards social responsibilities and community services.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/Agar22-23/c3/3.4.1.%20Extension%20Activities.pdf
Upload any additional information	No File Uploaded

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

14

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

28

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

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

571

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

05

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

22

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

Spread over an area of 7.76 acres, the college is progressive and happening to offer all the academic, cultural and social pursuits. The campus is mainly divided into 7 different departments consisting of Science, Art, Commerce, PG, Computer Science, Cosmetology and Fashion Designing Blocks. It has 36 well maintained & well lit, Wi-Fi enabled rooms for theory classes, 32 fully furnished" Labs (6 Computer labs, 6 FD Labs, One dark room, 1 CND Lab, 2 Physics Labs, 2 Chemistry Labs, One Botany and Psychology Lab, 2 Home Science Labs, one sports room, one skill development room, One GD room, 2 Music Labs, 1 Fine art Lab 1 Language lab and 3 Cosmetology Labs). for all types of practical, extension activities, workshops, hands on trainings and projects.

The College has ICT enabled IQAC cell, meeting room for group discussion, lush green ground for Practice & sports activities, Seminar hall, auditorium, Career Guidance cell, a high tech computerized and air conditioned library, with resource room providing an open access to books. The college has well maintained botanical garden with diversity of plant species where in each plant is tagged with its botanical name for better understanding of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Apart from the exemplary and attractive physical framework and learning resources, the institution has impressive focal points of various types of activities to enhance vocational, technological, creative and entrepreneurial skills for self-development. The college provides a lush-green open stage, a seminar hall and an auditorium with ample sitting capacity to suit various academic and cultural functions like convocation, fresher's party, farewell, sports day, fete etc.

The campus provides indoor as well as outdoor zones for recreation, various cultural and sports activities like athletics, basketball, badminton, karate, cricket, kho-kho, volleyball, judo, taekwondo etc. Furthermore, college has well equipped open gym, swimming pool, common room for yoga and a holistic hub that includes all the necessary equipment and exercise apparatus use for fitness. This can be utilized as a resource for relaxing and rejuvenating body and mind. The college provides a lush-green open stage, a seminar hall and an auditorium with ample sitting capacity to suit various academic and cultural functions. The college has yagyashala where hawan is performed every week to keep our students in touch with ethical, spiritual values and traditions. The institution has well equipped music vocal and instrumental lab and classrooms for student's cognitive development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rrbdavc.org/infrastructure.html

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

40

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://rrbdavc.org/ict.html#
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

164.62

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Name of LMS software: Library Management System

Nature of automation (fully or partially): Fully

Version: 1.0

Year of Automation: 2012

File Description: Software - Library Management System. It has facilities to acquisition, circulation task, periodical entries, Bar Code facilities, teacher- students' entries; Title/Accession/Author based search system.

A strong reporting system based on different criteria, books fine management etc.

Barcode helps in identifying author name, publishing year, title of the book, etc.

Acquisitions (ordering, receiving, accessioning, invoicing materials, etc.)

Cataloguing (cataloguing, indexing materials, etc.)

Circulation (issue books, returning books, charge overdue, etc.)

OPAC (public interface of users for search and retrieval)

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	No File Uploaded
Paste link for Additional Information	https://rrbdavc.org/Agar22-23/c4/4.2.1%20-%20Library%20is%20automated%20using%20Integrated%20Library%20%28Any%20additional%29.pdf

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	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.38

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

65

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college has a 50 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 facility in the well-equipped computer lab with high-speed connectivity, help the students to surf the

internet for unlimited information. Wi-fi facility (24x7 through wi-fi technology) 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 faculty for instructional purpose to be at par with international standards. The 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. Whatsapp groups are generated by the college for administrative information and notices. The students have free access to the network facilities to browse data online. The college 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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

224

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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)**

25.52

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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 is an established system for maintaining and utilizing physical, academic and support facilities in the campus. The college has employed a maintenance officer and a number of employees to run the system efficiently. A maintenance policy is being framed for the optimum utilization of resources. In addition to this, CCTV cameras are installed in the campus, a grievance register & QR codes are placed for the students to get any kind of problem notified and resolved. The security check at main gate, in library, accession register, stock register etc ensures that the security can be maintained effectively. Laboratory equipment is maintained by technical staff only and refurbished periodically. Maintenance of furniture, fire extinguisher, solar panels, medical room, buses, water tanks and other construction work are undertaken regularly. The college campus is a Plastic-free-Zone with a tagline "Say No To Plastics" and college has introduced new practices like Urvara, Basera, Prayaas, community langar, e-circular and e-news letter. To keep an eye and a security check on the maintenance of the physical and support facilities of the college, an annual duty list for teachers and a student council is formulated so that system should be maintained systematically.

File Description	Documents
Upload any additional information	View File
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

147

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

491

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

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	https://rrbdavc.org/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
404	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
404	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

90

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

44

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

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.

13

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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. Different Departments of the College arrange many extra-curricular activities to enrich the students with experiential and participative learning. Teachers from the language faculty focuses on the capacity building exercises with the help of different vocabulary developing games, essay writing, poetical recitation and group discussions. Teachers also organize debate declamation contests on current topics to encourage students for enhancing their general knowledge. Youth welfare department organizes various dance, singing, skit and drama competitions for providing a platform to the students in order to conquer their stage fear.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/Agar22-23/c5/5.3.2%20Office%20Bearer%20Student%20Council%20link.pdf
Upload any additional information	View File

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

25

File Description	Documents
Report of the event	View File
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)	View File

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

Yes, our college has registered Alumni Association. It is RR Bawa DAV College Alumni Association. This registered Alumni Association certificated under reference no. DIC/BTL/204 dated 08.09.2023. The strength of our Institution lies within its Alumni. Alumni help colleges in many ways provide financial as well as intellectual support to Institution. They are our proud talented human resource. They visit the college and share their knowledge, practical experiences with our present students and in this way they help our students in first hand learning. They also join us in various social causes and literacy programs to help the poor and needy people. Some alumni also sponsored the fee of our economically weaker students. They are also welcomed on various webinars, seminars, conferences and other cultural events organized in the college. The institution has a WhatsApp group "Punarmilan Diwas" in which our Alumni are active members. In the session 2022-23 Alumni Meets was organized in the college. On 8th April 2023, in college Auditorium (<https://www.facebook.com/photo/?fbid=605894984888480&set=pcb.605895894888389>) Alumni from all over India & Abroad registered them through google form. We also launched a series with name 'Our Alumni, Our Pride & Stay Connected Forever' on Facebook. We shared about 101 Photographs of our Alumni excelling in their fields in India and Abroad.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/Agar22-23/c5/5.4.1%20Alumni%20Link.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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 ensures to be in tune with the objectives of the NEP-2020 of higher education. The College is committed for holistic development of its students by making them academic excellent, technically sound and professionally skilled. Also, students are empowered and trained for entrepreneurship. To hone the skills of the students, short term courses like Vedic Maths and communication skills have been conducted.

To strengthen the roots of Indian knowledge system, 21 Kundiya Hawaj Yajna amidst Vedic Chants and Shalokas, Yoga, 108 Surya Namaskar, weekly morning assembly, weekly Hawan by students was conducted.

For imparting life skills, short term courses on nail art, Mushroom Cultivation and Floriculture, Tips and Toes, theatre, skit and choreography were organized. For few activities sustainability Van Mahotsav, Ozone Day, World Environment Day was celebrated and Paper bags were distributed to staff.

Technology skills are not only confined to teaching but also to non-teaching. It is visible in the form of e-newsletter, online attendance portals and e-Library services. The Youth is also trained with leadership qualities through different activities organized by NCC, NSS and Youth welfare department for their

holistic development.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/
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 Principal ensures decentralization through IQAC Coordinator, Dean Academics, Dean Examinations, Dean Discipline, Dean Student Welfare, Dean Youth Welfare, Dean Sports, and Dean Curriculum for effective functioning of the College.

Dean Academics with team of HoD works on Work load time table, term wise syllabus, lesson plans and assessment of slow & advanced learners.

Dean Examination takes decision on planning, execution and management of exam system.

All important issues like fee concession, scholarship, NCC, NSS, Discipline, health services, Student Council, Earn while you Learn are taken up by Dean Student Welfare. Dean Curriculum co-ordinates with all departments for their timetable and feedback by the stakeholders regarding Curriculum. Students are motivated to participate in cultural activities and unleash their hidden potential by Dean Youth welfare and its team.

Dean Sports encourages students to exhibit their strength and stamina by participating in different sports events.

Different committees like Library Advisory committee, Building committee, Mess committee, Purchase and maintenance committee, Transportation committee, Grievance Cell, Career counselling Cell and Campus beautification Committee work according to set procedures designed by IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college believes in excellence of core values, integrity, innovation, incubation, social responsibilities and inclusiveness in all spheres. As far as the academic framework is concerned, the college emphasized on ICT integration, value based education, successful feedback mechanism through Google forms. The redesigning of academic records was done. The mentoring sessions were organized to provide guidance and emotional support, exploring careers to the students. For promoting research culture, the faculty participated in faculty enrichment programs and published books and research papers. The internal academic and administrative audit was organised.

The short term courses have been introduced to provide a platform for creative, innovative, and employable knowledge base as per strategic plan of the Institution. Vedic Maths (Short cut to long calculations) was introduced with objective of imparting computing skills. Short term course on theatre was run with objective of creativity and strengthening Emotional Quotient. To develop communication skills and build confidence to face the challenges of corporate world, short term course in "Cracking job interviews-Resume writing" was introduced. To develop entrepreneurial skills among the students, Tips & Toes (Nail Art) was introduced by Cosmetology Department. The botany department organized a short term course in Mushroom Cultivation and Floriculture.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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. The Principal is dependent upon various administrative academic bodies for various decisions. All decisions are done through committees IQAC, Advisory, Academic, Faculty Council, Faculty and Staff Council executed by disciplinary and grievance redress committee. The Principal ensures decentralization through HoD, Dean Academic, Dean Examination, Dean Youth Welfare, Dean Discipline, Dean Council, NCC Officer and NSS Officer. The administrative functions of the institutions are mostly carried out by the different sections and departments in a participatory manner. All the committees and sub-committees focus on technology up-gradation. Dean Examination takes decisions regarding the planning, execution of Exams. A well-defined policy of appointment and service rules of staff is drafted. The IQAC is the Central Body headed by Principal for decision making. All important issues are initially passed in IQAC and then implemented. The IQAC focus on the policy formulation and continuous improvement in the policies. The IQAC ensures the growth of conducive environment in the institution. The administrative working is successfully moving towards paperless office and online portals for more transparency in working.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/handbook.html
Link to Organogram of the institution webpage	https://rrbdavc.org/Organogram.html
Upload any additional information	No File Uploaded

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	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

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 provides loan facility against provident fund on the recommendations of Principal. 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 fee concession. The faculty and staff get the facility of Mess, Canteen, Guest house, Tuck Shop Facility, Hostel (residential facility). The welfare measure also includes different activities like provision of Health centre facility and swimming pool at nominal rates. The faculty also gets reimbursement of registration fee. The facility of Group insurance (ESI cards) is given to both teaching and non-teaching staff. The facility of transportation and vehicle parking is given to both teaching and non-teaching staff. The organic vegetables grown in the Campus are distributed to both teaching and non-teaching staff. The uniforms are distributed to the Supporting Staff. The facility of advance against salary is also given to the staff. The institution provides comprehensive benefit package to the staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

56

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)	View File

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

35

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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)	View File

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

02

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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 performa is prepared as per the guidelines of UGC and requirement of the management. It is filled by each and every member of the faculty at the completion of every session. This motivates the teacher to upgrade teaching and research.

As far evaluation of the teacher 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 form by the faculty members.

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

- The performance of the non-teaching staff is appraised by the college based on report of the supervising officers and finally assessed by the principal.
- The performance of the library staff is evaluated by the librarian.
- The working of the lab attendant is regularly monitored by the respective HOD's.
- Corrective measures are suggested by HOD's 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	View File

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 internal auditors appointed by DAVCMC and by external agencies like DPI/AG Staff and, GNDU Amritsar through its periodical inspection committee. 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, Bursar and IQAC. The Bursar does check and verifies the Daily Collection Register on a daily basis. Minor errors of omission and commission when pointed out by audit team and bursar are immediately corrected and precautionary steps are taken to avoid recurrence of such errors in future.

The audit of SC students under Dr. Ambedkar scholarship and NSP scholarship is conducted by finance department of Government of India on regular basis.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

14.76

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

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

Student aid fund, research fund and development fund is generated in the form of donations from philanthropist, alumni and other stakeholders.

The whole mechanism of utilization is under e-governance as income tax, calculation, return, PF statements, salary statements, online scholarship schemes etc. The budget is prepared by the Principal taking into consideration, the recurring and nonrecurring 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 is approved by Principal, Local Advisory Committee and DAVCMC, New Delhi. After final approval of budget, the expenditure and purchase process is initiated by purchase committee. Quotations are invited 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	View File

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. The Institution carries out a number of academic and administrative activities throughout the year. The IQAC plays an important role in the planning, execution and evaluation of all these activities.

Academic Activities

- Academic Calendar in tune with University Academic Calendar.
- Mentoring sessions for timely redressal of students' grievances.
- Short-term courses to comply the feedback of students.
- Compiling the Course Outcomes and Program Outcomes.
- Feedback from stakeholders

Audits and Reports

Preparation of the AQAR, AISHE, Academic and Administrative Audit, Green Audit and NIRF.

Faculty Development Programs

The faculty development programs are planned to learn updated ICT enabled tools in teaching and Learning.

Policy Designing and implementation

Quality Policy Statement, Code of Conduct for Teachers, Code of Professional Ethics, Core Values, Service and Conduct of Non Teaching staff in Non-Government Colleges, Green Campus policy, Policy and Procedures of Resource mobilisation, Gender sensitization Policy, Purchase policy, Grievance Redressal Policy and Mentoring Policy.

Best and Innovative Practices

Preparation of Action Taken Report of the events that initiate and support the distinct feature of the institution 'Women Empowerment through Skill courses' and best practices of Social Responsibility and Green Culture throughout the year.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/quality-policy.html
Upload any additional information	No File Uploaded

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

IQAC reviews the teaching-learning process regularly. Based on feedback from students, teachers, alumni and employers, various innovative steps and reforms are introduced and prepare report for the further improvements.

Planning of Mid Term Assessment

1. Supervising the Teaching-Learning Process, making the process more participative by adopting various methods arranging educational tours, site visits, Enriching the curriculum with guest lectures, presentations sessions, industrial visits, screen the movies based on the literary texts, group discussions and Internships.
2. The term wise and week-wise lesson plan is prepared by the faculty members.
3. Supervising the evaluative aspect of the teaching-learning process where formative assessment is taken through Quiz, Seminar, Projects, Assignments by the faculty.
4. Monitoring the lists of slow and advanced learners. The remedial and extra actions are taken for slow and advanced learners for better results.
5. The IQAC monitors the performance of the students collect and analyse data on student learning outcomes.
6. Supervise the Short-term courses that comply the feedback of students as corrective measures for the enhancement of skill, employability and Indian value systems.
7. The faculty is encouraged and updated through faculty development programs to use ICT enabled tools in teaching.

File Description	Documents
Paste link for additional information	https://rrbdavc.org/our-policies.html
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://rrbdavc.org/ib.html
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Annual gender sensitization Action plan

Our Institution is purely a girls' institution, and gender equity is our goal. The college promotes gender equity through various cells and clubs. We have Women Legal Cell, Anti-Ragging Cell and ICC Cell and exclusively B.A. (Women Empowerment) which teaches human rights, liberty and equality. Our mission is to empower women for better prospective. Girls have separate washrooms, incinerators and Nappy Vend Machine.

The college organized

- Awareness campaign on 'Beti Bachao Beti Padhao' on 21.07.2022.
- Festival 'Dhiyaan Naal Teeyan' on 10.08.2022.
- 'Dheeyan Di Lohri' on 12.01.2023.
- 'National Girl Child Day' on 24.01.2023.
- 'Nari Kavi Darbar' on International Women's Day i.e. 07.03.2023.
- 'Zero Tolerance Policy' regarding Drug Abuse and Sexual Harassment on 23.03.2023.

A. Safety and Security:

The college campus and hostel is under CCTV surveillance 24/7. 65 cameras installed and entry registers are placed on the college gates. Security guards are stationed and college ID cards with a photograph are issued to every student.

B. Counselling: -

Mentoring groups in the ratio of (1:20 mentor: mentee) are formed where student's problems are discussed and solved.

C. Common Room: -

The college has a spacious air-conditioned common room for students.

File Description	Documents
Annual gender sensitization action plan	https://rrbdavc.org/pdf/Gender%20Sensitization%20Plan.pdf
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	https://rrbdavc.org/Aqar22-23/c7/7.1.1%20-%20Measures%20initiated%20by%20the%20Institution%20specific%20information.pdf

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/

B. Any 3 of the above

power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid Waste Management

Dry waste and Wet waste are collected on prior segregation basis in blue and green dustbins. Wet waste is used for making compost along with kitchen waste of Hostel, Mess and Canteen under project 'URVARA' which is used in the campus and is distributed. Dry waste is sent for recycling via Municipal Corporation.

Liquid Waste Management

- Waste RO water and AC outlet water is used for watering plants in the College and flushing the toilets.
- Biomedical Waste Management
- Two incinerators in the staff room and Girls Hostel.

E-Waste Management

The college started 'Erase the E-Waste' campaign in which e-waste was collected from staff and students and was sent for recycling.

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, bags, one piece and jewellery etc. The college has a tradition to recycle/reuse the blank side of used pages in getting prints for office use or for other departments.

Hazardous chemicals and Radioactive Waste Management

The college uses only safe chemicals. There is no hazardous chemical used. Toxic solvents used in the lab are recovered by distillation process.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File
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	View File
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: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
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	A. Any 4 or all of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

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	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	View File
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 believes in unity in diversity. It provides an inclusive environment and organized / celebrated:-

- Folk Dance (Lok Naach) competition on 12.09.2022.
- Hindi Diwas on 15.09.2022.
- Students of Home Science visited 'Community Kitchen' on 27.09.2022.
- Diwali Mela on 22.10.2022.
- Punjabi Maah on 21.11.2022.
- International Lecture on 'Punjabi Bhasha Parchar Ate Parsar' on 03.11.2022.
- Students of college participated in a Seminar organized by 'Heritage Society, Distt. Gurdaspur' on 30.11.2022.
- Initiation of 'Share and Care Wall' on 08.12.2022.
- 'Rang Barsey' Entrepreneurial Workshop organized on the occasion of 'Holi' on 09.03.2023.
- 'Baisakhi' on 15.04.2023.

Students are encouraged to respect all religions, languages and cultures. Similar feelings are inculcated in the students by organizing various events like Diwali, Gurdapurab, Eid, Christmas and regional festivals like- Lohri, Basant-Panchami and Teej. The faculty, staff and students greet one another with full zeal and enthusiasm on these festivals. This establishes a positive interaction among people of different racial and cultural background and 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)	View File
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 provides a feeling of Oneness among the student community through various practices and programmes such as :-

- 'Har Ghar Tiranga' awareness campaign on 12.08.2022.
- 'Tree Plantation Drive' on 13.08.2022.
- Seminar on 'Legal Awareness of Women' on 28.09.2022.
- 'Stop Plastic Bag' Campaign on 05.01.2023.
- 'National Voters Day' on 25.01.2023.
- Participation in online 'National Youth Parliament Fest' on 31.01.2023.
- 'Voter Registration Camp' on 02.02.2023.
- Seminar on 'Free Legal Aid' on 14.03.2023.
- Awareness Rally on 'No Plastic Use' on 11.04.2023.
- 'Tree Plantation Drive' on 20.04.2023.
- Awareness Drive on 'Stubble Burning' on 25.04.2023.

The students are motivated to adopt various practices that inculcates in them the values for being responsible citizens. The college has a tradition of Morning assembly/prayer on Mondays every week. Hawan is performed regularly.

Every College function starts with the recitation of Ved Mantras and shlokas promoting value based education. 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.

The college regularly performs sapling plantation to create awareness towards our environment. Students participate in Vedic Chetna Shivirs for spiritual elevation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://rrbdavc.org/Agar22-23/c7/7.1.9%20-%20Sensitization%20of%20students%20detail%20of%20activities%20link.pdf
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

A. All of the above

students, teachers, administrators
and other staff 4. Annual awareness
programmes on Code of Conduct are
organized

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

Our college organizes and celebrates various National and International days, events and festivals every year. International/National days celebrated in session 2022-23 such as,

Independence Day on 16.08.2022.

World Ozone Day on 17.09.2022.

NSS Day on 26.09.2022.

115th Birth Anniversary of Shaheed-E-Azam S. Bhagat Singh on 29.09.2022.

Birth Anniversary of 'Father of the Nation' on 04.10.2022.

National Unity Day on 01.11.2022.

Birth Anniversary of Guru Nanak Dev Ji on 09.11.2022.

Birth Anniversary of Bhagwan Birsa Munda on 15.11.2022.

Constitution Day on 26.11.2022.

National Youth Day on 12.01.2023.

'Parakram Diwas' on the Birth Anniversary of Netaji Subhash

Chandra Boss on 23.01.2023.

National Girl Child Day on 24.01.2023.

200th Birth Anniversary of Swami Dayananda Saraswati on 15.02.2023.

International Mother Language Day on 22.02.2023.

National Science Day on 01.03.2023.

International Mathematics Day on 15.03.2023.

Online workshop on World Environment Day on 06.06.2023.

Tree Plantation Drive on World Environment Day on 08.06.2023.

Yoga and Meditation Session on International Yoga Day on 21.06.2023.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the practice: - Green Culture.

Objective: - To inculcate the awareness towards environment conservation.

Context: - Project Urvara and Project Basera are undertaken for producing organic manure and promoting natural inhabitation of birds and earthen bowls for quenching their thirst respectively in college campus. The college also distributed free paper bags in order to discourage people from using plastic bags. The Bio-degradable planters made of jute are presented to the guests who

visit the campus during various events with a motive to promote eco-friendly environment. Tree plantation drives are the regular feature of the college.

2. Title of the Practice: - Social Responsibility.

Objective: - To sensitize the students regarding social responsibilities

Context: - The college started project Prayas for helping differently abled students. Legal services week was observed to provide free legal services to women with the help of lady police officers and advocates. The college endeavours to contribute towards a healthy society by organising health check-up camps. The 'Share and Care' wall has also been created in the campus. The Social Service Club has adopted a slum area school. The students regularly visit Vridh ashram with motto of 'Each One Reach One'.

File Description	Documents
Best practices in the Institutional website	https://rrbdavc.org/Agar22-23/c7/7.2.1.%20Best%20Practices%20Link.pdf
Any other relevant information	Nil

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 empowering women through entrepreneurship for a bright future. The college has set up incubation centre for the girl students of skill oriented courses. The college aims to prepare such women to work at par with men at all levels. The college has not only spread the message of education among women in the society but it has also encouraged and ensured the people of the city and its adjoining area about the employment of their wards.

The College has NCC wing and NSS wing working for the welfare and overall development of women. The college has designed an innovative program under UGC in gender issues as BA (Women Empowerment) with Women Legal Studies as compulsory course, which aims to provide legal empowerment and sensitization to women in

adverse circumstances. Various activities for empowering women in the field of entrepreneurship are organised such as Fashion Show Sui Dhaga, a seven day NCC training camp, Legal Awareness week, International Women Day were organized in the College to mark the empowerment of women in society.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Plan for Academic Session 2023-2024

- To strengthen the mentoring system for quick redressal of grievances of the students
- To work on e-modules in specific departments.
- Assigning and mapping of Course outcomes with syllabus and Program outcomes.
- To work on Strengthening of Institutional Innovation Cell
- To organize Character building Programme in the campus
- To work on the Policy for optimum utilization of the resources where Hostel facility is to be provided to girls students from other Institutions
- To apply and organize National Conference / Workshops / Seminars/ Webinar
- To organize Self-defense programme for all the students
- To assign Social Responsibility Report to students
- To form the Mobilization of funds Policy through Annual Contracts i.e Canteen, Shops etc.
- To optimize the utilization of Resources, like Auditorium, Seminar Hall, Library and Hostel
- To work on Rationalisation of transportation, Scooter Stand
- To strengthen Entrepreneurship Development Cell- (Incubation Cell)
- To conduct the Gender Audit, Green Audit, Energy Audit and Environment Audit
- To organize coaching for Entering into Services