

GOVT. RAJINDRA COLLEGE, BATHINDA (PUNJAB)



Re-accreditation Cycle II

Self Study Report

Submitted To:

NATIONAL ASSESSMENT & ACCREDITATION COUNCIL

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Preface



The institution of NAAC and its assessment criteria have been instrumental in making institutes more conscious of self- appraisals. It gears up the institute to meet the benchmarks laid down in higher education. Ever since the college was accredited in 2004, the resolve has been to incorporate all the suggestions put forward by the NAAC team to upgrade the institution. All efforts have been made to identify the shortcomings and remove them.

The focus has been on increasing the variety of courses being offered and upgrading the building infrastructure. Keeping pace with the changing vocational trends two undergraduate courses, five postgraduate courses and two diplomas were started. A PTA Block, HEIS block, Hotel Management Block and a spacious two storied Library building has been added. A major achievement of the college has been to maximize the use of computer technology in the administrative systems of the college. It is one of the very few Government Colleges in Punjab to start online admissions in 2014-15.

As we present ourselves for reaccreditation and reassessment, every effort has been made to strengthen our claim for a better grade. The Principal along with the staff of the college resolves to maintain the standards of education and work for the betterment of all the stakeholders.

Vijay Kumar Goyal
Principal



GOVT. RAJINDRA COLLEGE

BATHINDA-151001

Ph.: 0164-2211983

Ref No. 7325

Dated 12-09-2015

Covering Letter

Director,
National Assessment and Accreditation Council
P.O. Box No. 1075,
Nagarbhavi
Bangalore – 560072,
Karnataka, India

Subject: Upload of Self-Study Report for Re-Accreditation Cycle-II on
College Website www.grcb.ac.in

Ref: Institutional Track ID PBCOGN 11038

Sir,

With reference to your letter No. NAAC /CAPU /North/ PBCOGN11038 /2015 dated 1st May, 2015 regarding submission of Self-Study Report. I am pleased to inform your good self that the college has uploaded the Self Study Report (SSR) on its website www.grcb.ac.in in PDF form.

It is a matter of great satisfaction for me to submit the Self-Study Report of Govt. Rajindra College, Bathinda (Punjab), for Re-Accreditation-Cycle-II for your kind consideration. This Re-Accreditation Report has been prepared as per the guidelines of the NAAC Manual for Self-Study Report for Affiliated/constituent colleges effective from 1st April, 2012. The preparation exercise has provided us an opportunity to review and analyze the institutional progress after the accreditation of the college in 2004.

The peer team is welcome to visit the college on any date after October, 2015. With warm greetings.

Place: Bathinda (Punjab)


(Vijay Kumar Goyal)

Date:

Principal

Govt. Rajindra College, Bathinda



GOVT. RAJINDRA COLLEGE

BATHINDA-151001

Ph.: 0164-2211983

Ref No. 7326

Dated 12-09-2015

Declaration by the Head of the institution

I certify that the data included in this Self Study Report (SSR) is true to the best of my knowledge. This SSR has been prepared by the institution after internal discussions and no part thereof has been outsourced.

I am aware that the peer team will validate the information provided in this SSR during the peer team visit.

Place: Bathinda (Punjab)

Date:

(Vijay Kumar Goyal)

Principal

Govt. Rajindra College, Bathinda

Certificate of compliance

(Affiliated/ Constituent/ Autonomous Colleges and Recognized Institutions)

This is to certify that **Government Rajindra College, Bathinda** fulfills all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/ Body [such as UGC,NCTE,AICTE,MCI, DCI,BCI etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.


In case the affiliation/ recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted shall stand cancelled automatically, once the institution loses its University affiliation of recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on college website.

Date: 18.09.2015

Place: Bathinda


Principal/ Head of the institution
Principal
Govt. Rajindra College
BATHINDA (Pb.)

Ph. 23236351, 23232701, 23237721
23234116, 23235733, 23232317
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)
UGC Website: www.ugc.ac.in
F. No. 8-410/2014 (CPP-I/C)



Speed post

विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

October, 2014

The Principal,
Rajindra Government College,
Bathinda, Dist. Bathinda,
Punjab

4 OCT 2014

Sub: - Recognition of Rajindra Government College, Bhatinda, District Bhatinda, Punjab under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

With reference to the letter no.5032 dated 02.08.2014 on the above subject, I am directed to say that the name of **Rajindra Government College, Bhatinda, District Bhatinda, Punjab** established in the year of 1940, affiliated to **Punjabi University, Patiala** is included in the list of Colleges maintained under Section 2(f) & 12(B) of the UGC Act, 1956 under the head **Government College** teaching upto **Master's Degree**.

Yours faithfully,

Charan Dass
(Charan Dass)
Under Secretary

Punjabi University, Patiala
(Established Under Punjab Act No. 35 of 1961)
(College Section)

Regd.

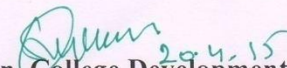
No. 5239 /College/G.C. 4

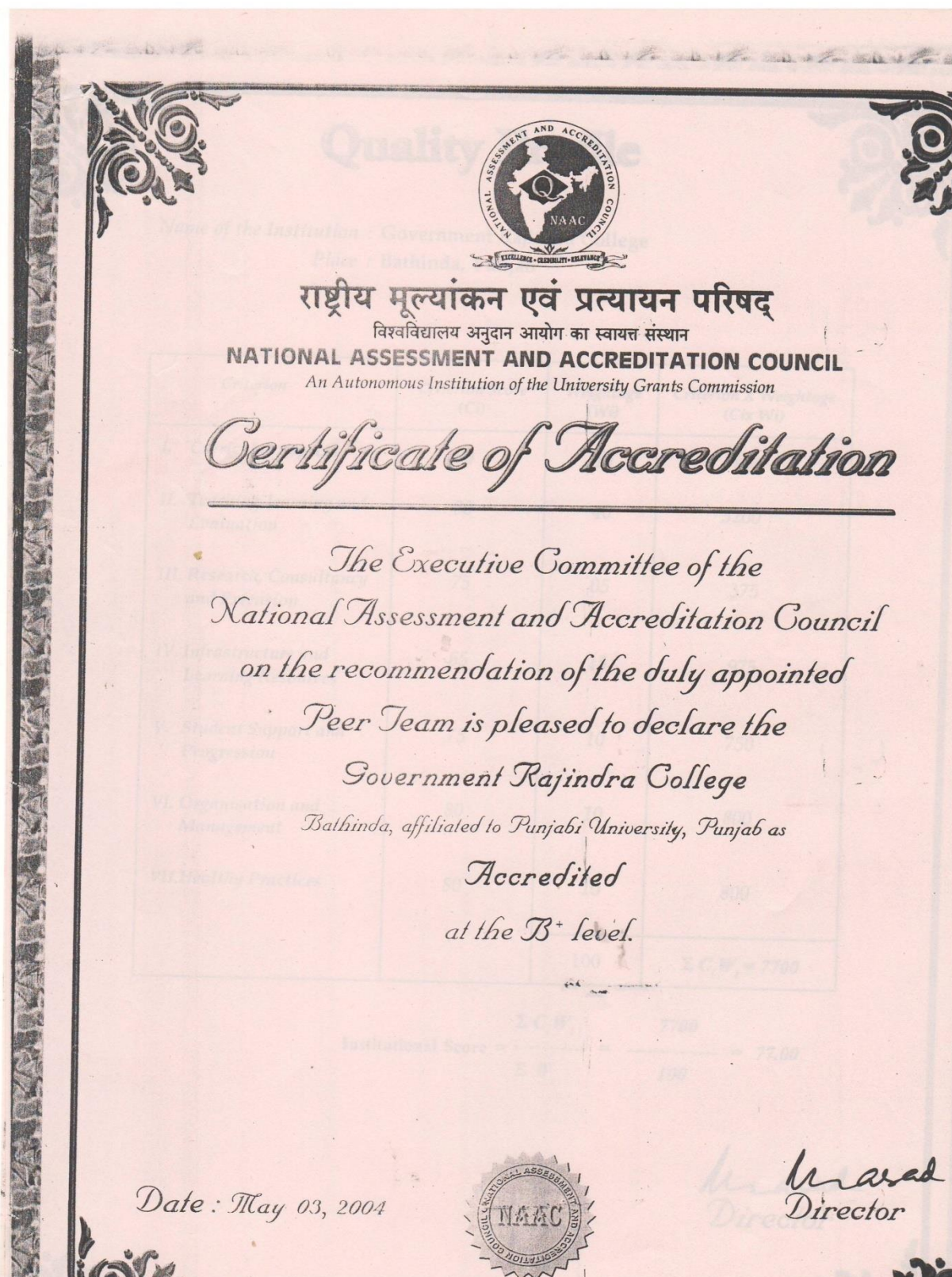
Date 20/4/15 /2015

TO WHOM IT MAY CONCERN

This is to certify that **Govt. Rajindra College, Bathinda, Punjab** is affiliated to Punjabi University, Patiala since 1962 and recognized under section 2(F) & 12(B) of the UGC ACT, 1956 and the following courses are taught in the college as per approval:

| S. No. | Name of the Course(s) and Duration | Affiliation | | Period of Validity for the year(s) |
|--------|---|-------------|-----------|------------------------------------|
| | | Permanent | Temporary | |
| 1. | Three year B.A , B.Com., B. Com. (Professional), B.Sc (Medical & Non-Medical with Computer), B.Sc (Biotechnology), B.Sc (Honours School in Economics), B.B.A, B.C.A | Permanent | | Till date |
| 2. | BA Honours (English, Punjabi, Economics, Political Science) | Permanent | | Till date |
| 3. | Two year MA (Political Science, Philosophy, History), M.Sc. (Mathematics, Physics) | Permanent | | Till date |
| 4. | Diploma In Food Production & Diploma In food & beverage Services | Permanent | | Till date |
| 5. | One year Post Graduate Diploma in Computer Application | Permanent | | Till date |
| 6. | Add On Course in Yoga & Mental Health | ----- | | ----- |


 Dean, College Development Council
 (Dr. Kulbir Singh Dhillon)



Quality Profile

Name of the Institution : Government Rajindra College
Place : Bathinda, Punjab

| Criterion | Criterion Score (Ci) | Weightage (Wi) | Criterion X Weightage (Ci x Wi) |
|---|----------------------|----------------|---------------------------------|
| I. Curricular Aspects | 80 | 10 | 800 |
| II. Teaching-learning and Evaluation | 80 | 40 | 3200 |
| III. Research, Consultancy and Extension | 75 | 05 | 375 |
| IV. Infrastructure and Learning Resources | 65 | 15 | 975 |
| V. Student Support and Progression | 75 | 10 | 750 |
| VI. Organisation and Management | 80 | 10 | 800 |
| VII. Healthy Practices | 80 | 10 | 800 |
| | | 100 | $\Sigma C_i W_i = 7700$ |

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{7700}{100} = 77.00$$

M. Arsal
Director

XII plan grants release letter from UGC

27/6/15
 4/7/15
 Speed Post
 12 6 JUN 2015
 (College Code:-122039)

UNIVERSITY GRANTS COMMISSION
 Northern Regional College Bureau (NRCB)
 35, Ferozeshah Road
 New Delhi-110001
 Ph: 011-23381261(O)

No. F. 1-6/2012 (Policy/NRCB)
 The Under Secretary (FD-III)
 University Grants Commission,
 Bahadur Shah Zafar Marg,
 New Delhi-110 002

FD Diary No.: 1432
 Dated: 19-06-2015

June, 2015

Subject :- General Development Assistance to Colleges during XII Plan period in the form of Plan Block Grant (PBG) (equivalent to the 40% of General Development Assistance (GDA) allocated during XI Plan)

Sir/Madam,

I am directed to convey the sanction of University Grants Commission for payment of 'ad hoc grant' of Rs. 800,000/- (Rupees Eight Lakh Only) to the Principal, Rajindra Government College, BHATINDA, , PUNJAB-151001 for XII Plan expenditure to be incurred strictly as per XII Plan guidelines, available on UGC website www.ugc.ac.in.

| Name of the scheme | Head of Account | Grant now being sanctioned | Grant already sanctioned | Total grant sanctioned so far |
|-------------------------|------------------------------------|----------------------------|--------------------------|-------------------------------|
| Block Grant to Colleges | 3.A (2) 35 3 (B) 35 3 (C) 35 | 800,000/- | Nil | 800,000/- |

1. The sanctioned amount is debitible to Head as detailed below and is valid for payment during the financial year 2015-16.

| S.No. | Category | Head of Account | Amount (Rupees) |
|-------|--|-----------------|-----------------|
| 1. | General 76% (80% for Haryana State Colleges) | 3.A (2) 35 | 608,000.00 |
| 2. | SC 16% (20% for Haryana State colleges) | 3 (B) 35 | 128,000.00 |
| 3. | ST 8% (0% for Haryana State Colleges) | 3 (C) 35 | 64,000.00 |
| TOTAL | | | 800,000.00 |

2. The amount of the grant shall be drawn by the Under Secretary (Drawing and Disbursing Officer) UGC on the Grant-in-Aid bill and shall be disbursed to and credited to the points through Electronic mode as per the following details: -

| | |
|--|---|
| Details (Name & Address) of Account Holder | Principal, Rajindra Government College, BHATINDA, , PUNJAB-151001 |
| Account No. | 31224422746 |
| Name & Address of Branch | State Bank of India ,Bhagu Road ,Shant Nagar Bhatinda, Punjab |
| MICR Code | 151002004 |
| IFSC Code | SBIN 0008476 |
| Type of Account | SB |

3. The grant is subject to the adjustment on the basis of Utilization Certificate, in the prescribed proforma to be submitted by the College.

4. This sanction is valid only for Government and Government Aided Colleges (Receiving salary grants from state/central government). In case, the college is self-financing (unaided) – Private College, the college is requested to immediately refund the sanctioned amount, as per details of account no. given in para 19.

Contd.....2...

- : 2 : -

5. The College shall maintain proper accounts of the expenditure, out of the Grants which shall be utilized only for the approved items of expenditure.
6. The College may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those who don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.
7. The Utilization Certificate to the effect that the Grants have been utilized for the purpose(s) for which these have been sanctioned shall be furnished to the University Grants Commission immediately.
8. The assets acquired, wholly or substantially out of University Grants Commission's grants shall not be disposed or encumbered or utilized for the purposes other than those for which the grants were given, without proper sanction of University Grants Commission and should at any time the College ceased to function, such assets shall revert to University Grants Commission.
9. A Register of assets acquired wholly or substantially out of the grants shall be maintained by the College in the prescribed format.
10. The grantee College shall ensure the Utilization of grant-in-aid for which it is being sanctioned/paid. In case non-utilization/part utilization, the simple interest @ 10% per annum, as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules, 2005 (as amended from time to time) of Govt. of India will be charged.
11. The College shall strictly follow the Government of India/UGC's guidelines regarding implementation of the reservation policy [both vertical (for SC, ST & OBC) and horizontal (for persons with disability etc.)] in teaching and non-teaching posts.
12. The College shall fully implement the Official Language Policy of Union Government and comply with the Official Language Act, 1963 and Official Languages (Use for Official Purposes of the Union) Rules, 1976 etc.
13. The sanction is issued in exercise of the delegation of powers vide UGC Order No. 130/2013 [F.No. 10-11/12 (Admin IA & B)] dated 28.05.2013.
14. The College shall strictly follow the UGC Regulations of curbing the menace of Ragging in Higher Education Institutions, 2009.
15. The College shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC), if not already accredited.
16. The accounts of the College will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e. balance sheet, income and expenditure statement of receipt and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
18. Funds for this sanctioned grant are available under the scheme.
19. The refund of unspent grants in aid and/ or interest, if any, be credited in following UGC account through e-mode (RTGS/NEFT).

Name of Bank : Canara Bank,
University Grants Commission, New Delhi-110002
Account No. : 0157101017339
Type of Account : Saving
IFSC Code : CNRB0008627
MICR Code : 110015170
Holder of Account : University Grants Commission, New Delhi

Contd.....3...

- : 3 : -

After transfer of funds through e-mode, the College shall send a copy of fund transfer Bank advice to Section Officer, NRCB, UGC, 35 Feroze Shah Road, New Delhi- 110 001 and Section Officer (FD-II), UGC, Bahadur Shah Zafar Marg, New Delhi – 110 002 for reconciliation and making necessary entries in GIA Register. While sending fund transfer Bank advice, indicate UGC sanction letter number, date and amount against which the refund is being made, in variably.

20. This issues with concurrence of IFD vide Diary No. 9342(IFD) dated 02-02-2015
21. This issues with the approval of Chairman vide Diary No. 24477 dated 17-02-2015 as revalidated by Chairman, UGC for the financial year 2015-2016 vide his diary No. 28796 dated 15-04-2015 in F.No. 1-1/2014(FD-III)

Yours faithfully,

(Ajay Kumar)
Education Officer

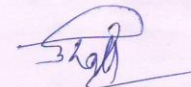
Copy forwarded for information and necessary action to: -

1. **The Principal**
Rajindra Government College
BHATINDA
PUNJAB-151001

2. **The Registrar,**
Punjabi University, Patiala,
Punjab- 147002

Note : This sanction is valid only for Government and Government Aided Colleges (Receiving salary grants from state/central government). In case, the above college is not covered under this category or is self-financing (unaided) – Private College, you are requested to instruct the college to refund the sanctioned amount immediately to the UGC, as per accounts details given in para 19 .

3. Office of the Director General of Audit
Central Revenues
AGCR Building
I.P. Estate, New Delhi.
4. Accountant General, Punjab
& U.T. Chandigarh.
5. File No. 2- 3(31)/2015 (GDA/NRCB)
6. Guard File.



(A B Bhatt)
Section Officer

Preparation of SSR:

Steering Committee

1. Vijay Kumar Goyal (Principal)
2. Jyotsna Singla (Coordinator)
3. Simarjeet Kaur
4. Jagjiwan Kaur
5. Arun Bala
6. Gursharan Mann
7. Gian Chand
8. Manvinder Singh
9. Manoneet Kaur
10. Gursharan Kaur
11. Seema Gupta
12. Harbhajan Singh

Departmental Input Committee

- | | |
|--|----------------------------|
| 1. Botany | Gurjeet Kaur |
| 2. Chemistry | Satveer Singh |
| 3. Commerce | Rachhpal Singh |
| 4. Economics | Dr. Sukhraj Singh |
| 5. English | Jyotsna Singla |
| 6. Geography | Jagdish Kaur |
| 7. Hindi | Dr. Usha Kiran |
| 8. History | Sukhdev Singh |
| 9. Mathematics | Madhu Bala |
| 10. Music Instrumental | Amla Sharma |
| 11. Music Vocal | Dr. Manoneet Kaur |
| 12. Philosophy | Dr. Gurjeet Singh Mann |
| 13. Physical Education | Surjit Singh |
| 14. Physics | Dr. Makhan Singh |
| 15. Political Science | Jyoti Parkash |
| 16. Psychology | Seema Gupta |
| 17. Punjabi | Sukhdeep Singh |
| 18. Sanskrit | Dr. Ramesh Chander Pasrija |
| 19. Zoology | Paramdeep Kaur |
| 20. Courses under HEIS (BBA,BCA,Bio-Tech, Hotel Mgmt) | Harjinder Singh |

History

Govt. Rajindra College Bathinda, a premiere Centre of Co-education of Malwa region of Punjab (INDIA) is situated on the south-western side of Bathinda city on Guru Kashi Marg. The importance of this institution can be gauged from the fact that its name gets mentioned on page 564 of Encyclopaedia Britannica Vol. 3. It was founded by Maharaja Mohinder Singh in the memory of his father Maharaja Rajinder Singh a century ago i.e. in 1904 in the form of a primary school in Rajinder Ganj market of Bathinda. This fact is referred in Punjab state gazetteer vol.17-A of Phulkian state Patiala, Jind and Nabha on page 191. Gradually it developed into an intermediate college in 1940.

In the pre- independence era the college was affiliated to Punjab University, Lahore and then Punjab University, Chandigarh but with the establishment of Punjabi University, Patiala the latter took it under its jurisdiction. In those times Govt. Rajindra College, Bathinda was one of two prominent colleges of Patiala State. Undergraduate education in the stream of Arts began in 1950 and intermediate classes in the stream of Science in 1955. In 1962 Science was introduced at the under graduation level. B.Com was introduced as a course in the year 1968. Observing the academic excellence of the college, Punjabi University started M.A. Political Science in 1970. A regional centre of Punjabi University, Patiala was also started here which after several years of successful working was shifted to a separate building. The college has been fortunate in having great scholars and men of eminence as principals. Its first principal S. Hukam Singh Sodhi and eminent scholar got his education from London University. Since its inception the college has been serving the cause of higher education mainly to rural community, thus enabling them with skills to make their mark in life. The countless alumni of the college have risen to the top and important positions in various spheres of life. The basic aim of the institution is to help students in becoming good and secular citizens of the country who are conscious and aware of the challenges of changing times.

Executive Summary

Once started as a small educational institution in Bathinda, a semi-arid region of Punjab, Government Rajindra College, Bathinda has now become a flourishing centre of education catering to the educational needs of thousands of students from Bathinda, neighboring villages and States. Accredited with 'B+' grade (77%) by the National Assessment and Accreditation Council (NAAC), an autonomous body of the UGC, in the year 2004, the main objective of the institution is the promotion of Punjabi language and culture along with physical, social and educational development of the youth.

- The college is affiliated to Punjabi University, Patiala. At present the college is offering BA, B.Sc. (Medical), B.Sc. (Non-medical), B.Sc. (Honors in Economics), B.Com, M.A.(Political Science) and B.B.A., B.C.A., B.Sc. (Biotechnology), M.Sc. (Physics), M.Sc. (Maths), M.A. (Philosophy), M.A.(History), Diploma in Food and Beverage Services and Diploma in Food Production are being offered under the self-financed Higher Education Institute Society (HEIS) of the college.
- Extension lectures, group discussions, seminars and educational tours supplement the routine classroom teaching.
- The syllabi are utilized in the beginning of the academic session to impart effective teaching. Within the time frame the teachers chalk out their method and teaching plan.
- A transparent evaluation process is followed. Potential of meritorious students is tapped and motivated.
- The college faculty members update their knowledge/ Skills by participating in and attending seminars, workshops, conferences, refresher & orientation courses.
- The economically needy students are given financial aid. Free bus passes and Railway concessions are given to the students travelling from the villages by contacting transporting authorities.
- In the academic year 2014-15, six students of the college brought laurels to the institution as they were placed among the first seven positions in the annual results of the Punjabi university, Patiala and were awarded with roll of honour and college colour. Besides these 49 students were awarded merit certificates.

- In the Punjabi University, Patiala college bagged the third overall trophy in the Zonal Youth Festival by getting 3 First positions, 7 Second positions and 2 third positions.
- In the Inter-Zonal Youth Festival held at university Campus Punjabi University, Patiala, 38 students participated in various items and got one Gold medal and 18 silver medals.
- The college has excelled in the arena of sports. The teachers inculcate a sportsman spirit in the student which cut across boundaries of the sports and extends to each phase of life. The student of our college has numerous remarkable achievements to their credit. In archery, Sukhpreet kaur bagged two Gold and Three Silver medals at University level, 5 Gold medals at all India University level, 2 Gold medals and 1 Silver medal at Senior National level and 1 Silver medal in National Game. She is declared the Best Player of India. Jaswinder kaur participated in National games is awarded a silver medal. Besides these 8 students participated in All India Inter University Competitions and won 7 Gold, 22 Silver and 65 Bronze medals.
- To give exposure to the students and to prepare them to face the challenges of life. They are trained by participating in various clubs and extracurricular activities like NCC, NSS, Legal Literacy Club, Rajindra yuva Club, Red Ribbon club etc.
- Under the able guidance of Principal Vijay Kumar Goyal, the college celebrates the Independence and Republic Day.

SWOC Analysis

STRENGTH

It is the oldest and the only government college in this educational backward area catering to a large number of students. Students prefer this institute because of several reasons:

1. Quality of faculty
2. Consistently good university results
3. Low Fee structure
4. Well placed alumni
5. All the benefits of government schemes relating to students (SC, ST, OBC) are directly transferred to the students in a transparent manner.
6. Admission on merit basis and in a transparent manner.
7. Being centrally located the college has easy accessibility
8. The college has been center for the various Olympiads for the last many years.
9. Co-educational college
10. A no. of college students earned name at state/ national and international level in cultural and sports activities.
11. The college has an international level Astro turf hockey stadium to produce international level players.
12. Many professional courses such as BBA, BCA, Hotel management, BSc. Biotech are being offered
13. Library containing many rare titles.
14. The college has access to INFLIBNET.
15. Many faculty members are awarded PhD/ M Phil. degrees under qualification improvement programs during last several years.
16. The college has a separate training and placement cell which has been helping and guiding the students for career placement.
17. Four separate units of NSS for girls and boys are presently being run in the college.
18. Two NCC units.

WEAKNESSES

1. Being an old college the building needs repair and renovation and demands funds.
2. As the number of students is increasing every year (at present approx. 5000 students) the college has insufficient infrastructure for such a large number of students.

3. Poor teacher: student ration due to non-recruitment of faculty and revision of sanctioned posts.
4. Shortage of funds for development and modernization of labs, library, classrooms and building.
5. All academic decisions are taken by Punjabi university Patiala as it is a degree awarding university for the college. College cannot take the final decision regarding any changes in curriculum, syllabus and evaluation system.
6. The college principal has limited financial power for purchase and other purposes.
7. The college spends a lot of PTA fund on TA/DA of teams participating in sports and cultural activities as the refreshment rates are not revised for the last many years. The TA/DA paid to the students on old rates is insufficient to meet their needs.

OPPORTUNITIES

1. The students of this area have easy access to the institute and they prefer it because of well qualified staff, well stocked library, sports facilities. At present the college has an intake of approximately 5000 students which can be increased with the upgrading and modernization of infrastructure.
2. Being a government institute, it provides education to meritorious students and the students of reserved categories at nominal fee. Thus providing an equal opportunity to the poor and socially disadvantaged section of the society.
3. The institute is already running some professional courses thus providing opportunity to students for better placement. New professional courses may be introduced to enhance the prospects of betterment of the students and thus providing them a chance to keep pace with the changing economic, social and cultural development of the country.
4. The college has about 28 acres of land and stands a lot of chances for growth. The institute can use this land for the extension of building, construction of new classrooms, labs, separate PG block etc. for the students.
5. Around 50% of students are from rural areas who commute daily and face the hassle of public transport. The provision of college buses can be of great convenience to the students.

CHALLENGES

Due to the technological advancement and the social, economic and cultural changes the institute faces the following challenges:-

1. The present curriculum is very old and needs drastic changes. It is the need of the hour that this curriculum should be updated and modernized, to keep pace with the changing economic, social and cultural development of the country. If not done so it will not be in the interest of the institution.
2. In this age of competition and awareness among the parents and students to choose the best institute and career it is necessary to provide them the latest facilities, modern infrastructure at reasonable fees. With the introduction of private sector in the field of education they provide better infrastructure facilities and career opportunities because of their financial strength. Students are lured to these institutes and are charged hefty amount in the name of fees.
3. The lack of fresh recruitment of faculty forces the institute to employ guest faculty lecturers on hourly basis and their salaries are being paid from the PTA fund (Parent Teacher Fund) which can otherwise be used for development of the college and providing facilities to students.

Profile of the Institution

1. Name and Address of the College:

| | | |
|-----------------|--|----------------|
| Name: | Govt. Rajindra college, Bathinda | |
| Address: | Guru Kashi Marg, Bathinda | |
| City : Bathinda | Pin : 151001 | State : Punjab |
| Website : | www.grcb.ac.in | |

2. For communication:

| Designation | Name | Telephone with STD code | Mobile | Fax | Email |
|---------------------------------|---------------------|----------------------------------|-------------|--------------|----------------------|
| Principal | Sh.Vijay Goyal | O:0164-2211983 R:0164-2246147 | 94170-65100 | 0164-2211943 | principal@grcb.ac.in |
| Vice Principal | Dr.Sukhraj Singh | O:0164-2211983 | 98728-03259 | 0164-2211943 | gcbathinda@gmail.com |
| Steering Committee Co-ordinator | Prof.Jyotsna Singla | O:0164-2211983 R:0164-2212959 | 94631-20959 | 0164-2211943 | Jsingla.69@gmail.com |

3. Status of the Institution:

Affiliated College

Constituent College

Any other (specify)

4. Type of Institution:

A. By Gender

i. For Men

ii. For Women

iii. Co-education

B. By Shift

i. Regular

ii. Day

iii. Evening

5. It is a recognized minority institution?

Yes

No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

N.A.

6. Sources of funding:

| | |
|----------------|-------------------------------------|
| Government | <input checked="" type="checkbox"/> |
| Grant-in-aid | <input type="checkbox"/> |
| Self-financing | <input type="checkbox"/> |
| Any other | <input type="checkbox"/> |

7. A. Date of establishment of the college: 31/12/1940 (dd/mm/yyyy)

B. University to which the college is affiliated /or which governs the college (If it is a constituent college)

C. Details of UGC recognition: Punjabi University, Patiala.

| Under Section | Date, Month & Year 31/12/1956 | Remarks(If any) |
|---------------|-------------------------------|--|
| i. 2(F) | 1956-1957 | F.No. 8-410/2014 (CPP—1/C) dt. Oct -2014 |
| ii. 12(B) | 1956-1957 | |

D. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Nil

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes No

If yes, has the College applied for availing the autonomous status?

Yes No

9. Is the college recognized?

A. By UGC as a College with Potential for Excellence (CPE)?

Yes No
 If yes, _____ date of recognition:
 (dd/mm/yyyy)

B. For its performance by any other governmental agency?

Yes No
 If yes, Name of _____ the agency _____ and
 Date of recognition: _____ (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

| | |
|------------------------|--------------|
| Location* | URBAN |
| Campus area in sq.mts. | 28 ACRES |

Qualified doctor Full time Part-time ✓
 Qualified Nurse Full time Part-time

- Facilities like banking, post office, book shops X
- Transport facilities to cater to the needs of students and staff X
- Animal house X
- Biological waste disposal: Pits for the disposal of solid waste have been made.
- Generator or other facility for management/regulation of electricity and voltage:
 32 Kwt capacity: 01 5 Kwt capacity: 01
 8 Kwt capacity: 01
- Solid waste management facility: Pits
- Waste water management X
- Water harvesting X

12. Details of programmes offered by the college (Give data for current academic year)

| Sr. No | Programme Level | Name of the Programme/ Course | Sanctioned /Approved Student Strength | No. of Students Admitted | Duration | Entry Qualification | Medium of Instruction |
|--------|-----------------------|---|--|---|-----------|---------------------|--------------------------|
| 1. | Under Graduate | BA(I,II,III) B.Com(I,II,III) B.Sc. Eco (I,II,III) B.Sc. Bio-Tech (I,II,III) B.Sc. Medical (I,II,III) B.Sc. Non-Medical (I,II, III) BCA (I,II,III) BBA (I,II,III) | 720+720+720 120+120+120 40+40+40 40+40+40 100+100+100 120+120+120 80+80+80 50+50+50 | 793+791+802 129+122+126 33+37+32 21+15+17 96+59+39 133+140+141 70+70+73 44+45+46 | 03 Years | +2 | Punjabi, English & Hindi |
| 2. | Post Graduate | MA. Pol Sci.(I,II) MA Histroy (I,II) MA Philosophy (I,II) M.Sc. Maths (I,II) M.Sc. Physics(I,II) | 40+40 30+30 30+30 30+30 30+30 | 44+47 34 18 32 34 | 02 Years | Graduation | __do__ |
| 3. | Integrated Programmes | PG, Ph.D, M.Phil | — | — | — | — | — |
| 4. | Certificate Course | Add on course in Yoga | — | — | — | — | — |
| 5. | UG Diploma | Diploma in Food Production Diploma in Food and Beverage Service | 30 30 | 27 24 | 1.5 Years | +2 | English |

13. Does the college offer self-financed Programmes?

Yes

No

If yes, how many?

10

14. New programmes introduced in the college during the last five years if any?

Yes

No

Number

10

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

List of Departments

| Faculty | UG | PG |
|-----------|--|--|
| Science | <ul style="list-style-type: none"> • Botany • Chemistry • Computer Science • Maths • Physics • Zoology | <ul style="list-style-type: none"> • Maths • Physics |
| Arts | <ul style="list-style-type: none"> • Economics • English (Elective) • Geography • Hindi (Elective) • History • Music (Vocal) • Music (Instrumental) • Philosophy • Physical Education • Political Science, • Psychology • Punjabi (Elective) • Sanskrit | <ul style="list-style-type: none"> • History • Philosophy • Political Science |
| Commerce | <ul style="list-style-type: none"> • Commerce | |
| Any other | <ul style="list-style-type: none"> • Biotechnology • B.Sc. Hons. School in Economics. • Computer Application • Hotel Management • Management • Yoga (Add on course) | |

16. Number of Programmes offered under (Programme means a degree course like BA, B.Sc, MA, M.Com...)

A. annual system

01 (Only BA II and BA III)

B. Semester system

16

C. trimester system

17. Number of Programmes with

- A. Choice Based Credit System
- B. Inter/Multidisciplinary Approach
- C. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes No

If yes,

a. Year of Introduction of the programme(s)..... (dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:..... NAAC for Quality and Excellence in Higher Education
51 Manual for Self-study Report Affiliated/Constituent Colleges

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes No

19. Does the college offer UG or PG programme in Physical Education?

Yes No

If yes,

a. Year of Introduction of the programme(s)..... (dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.:

Date: (dd/mm/yyyy)

Validity:.....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes No

20. Number of teaching and non-teaching positions in the institution

| Positions | Teaching faculty | | | | | | Non-teaching staff | | Technical staff | |
|--|------------------|----|---------------------|----|---------------------|----|--------------------|----|-----------------|----|
| | Professor | | Associate Professor | | Assistant Professor | | *M | *F | * | *F |
| | *M | *F | *M | *F | *M | *F | | | | |
| Sanctioned by UGC/University/ / State Government recruited | - | - | 18 | 16 | 01 | 01 | 21 | 05 | 16 | 01 |
| Yet to recruit | - | - | 37 | - | - | - | 31 | - | - | - |
| Sanctioned by the Management/ Society or other authorized bodies recruited | - | - | - | - | 06 | 16 | 02 | 01 | 04 | 03 |
| Yet to recruit | | | | | | | | | | |

*M-Male *F-Female

21. Qualifications of the teaching staff:

| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
|-----------------------------------|-----------|--------|---------------------|--------|---------------------|--------|-------|
| | Male | Female | Male | Female | Male | Female | |
| Permanent Teachers | | | | | | | 36 |
| D.Sc/D.Litt. | — | — | — | — | — | — | — |
| PhD | — | — | 06 | 01 | — | 01 | — |
| M.Phil | — | — | 11 | 14 | — | — | — |
| PG | — | — | 01 | 01 | 01 | — | — |
| Temporary teacher/Contract | | | | | | | |
| PhD | — | — | — | — | 01 | — | 01 |
| M.Phil | — | — | — | — | — | — | — |
| PG | — | — | — | — | — | — | — |
| Part-time teachers | | | | | | | 08 |
| PhD | — | — | — | — | — | — | — |
| M.Phil | — | — | — | — | 01 | 03 | — |
| PG | — | — | — | — | 04 | — | — |

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

A.

| |
|-----------|
| 29 in PTA |
|-----------|

B.

23. Furnish the number of the students admitted to the college during the last four academic years.

| Categories | Year 1 (2011-12) | | Year2 (2012-13) | | Year3 (2013-14) | | Year4 (2014-15) | |
|------------|---------------------|--------|--------------------|--------|--------------------|--------|--------------------|--------|
| | Male | Female | Male | Female | Male | Female | Male | Female |
| SC | 457 | 296 | 487 | 330 | 583 | 470 | 643 | 596 |
| ST | -- | -- | -- | -- | -- | -- | 01 | 02 |
| OBC | 179 | 163 | 168 | 170 | 265 | 238 | 319 | 294 |
| General | 1089 | 828 | 1192 | 982 | 1291 | 891 | 1292 | 1047 |

24. Details on students enrollment in the college during the current academic year.

| Type of students | UG | PG | M.Phil | PhD | Total |
|---|------|-----|--------|-----|-------|
| Students from the same state where the college is located | 3912 | 198 | -- | -- | -- |
| Students from other states of India | 83 | 11 | -- | -- | -- |
| NRI students | -- | -- | -- | -- | -- |
| Foreign Students | -- | -- | -- | -- | -- |
| Total | 3995 | 209 | -- | -- | -- |

25. Dropout rate in UG and PG (average of the last two batches)

UG PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component Rs.22,872/-

(b) Excluding the salary component Rs. 3755/-

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes No

If yes,

A) Is it a registered centre for offering distance education programmes of another University

Yes No

B) Name of the University which has granted such registration.

C) Number of programmes offered

D) Programmes carry the recognition of the Distance Education Council.

Yes

No

28. Provide Student-teacher ratio for each of the programme/course offered

| S.No. | Programme | Teacher-Student Ratio | | |
|----------------------------------|------------------------|-----------------------|---------|----------|
| | | Part-I | Part-II | Part-III |
| Bachelor of Arts | | | | |
| 1 | Economics | 55:1 | 75:1 | 59:1 |
| 2 | English | 80:1 | 98:1 | 98:1 |
| 3 | Geography | 114:1 | 92:1 | 76:1 |
| 4 | History | 80:1 | 80:1 | 80:1 |
| 5 | Hindi | 68:1 | 68:1 | 68:1 |
| 6 | Mathematics | 71:1 | 64:1 | 67:1 |
| 7 | Music (Instrumental) | 59:1 | 22:1 | 33:1 |
| 8 | Music (Vocal) | 105:1 | 64:1 | 62:1 |
| 9 | Physical Education | 150:1 | 150:1 | 150:1 |
| 10 | Philosophy | 127:1 | 124:1 | 92:1 |
| 11 | Psychology | 100:1 | 62:1 | 64:1 |
| 12 | Punjabi | 150:1 | 150:1 | 150:1 |
| 13 | Political Science | 125:1 | 170:1 | 170:1 |
| 14 | Sanskrit | 10:1 | 10:1 | 10:1 |
| Commerce & Management | | | | |
| 1 | B.Com | 60:1 | 60:1 | 60:1 |
| 2 | BBA | 44:1 | 45:1 | 46:1 |
| 3 | Hotel Management | 27:1 24:1 | | |
| Bachelor of Sciences | | | | |
| 1 | B.Sc. Medical | 96:1 | 59:1 | 39:1 |
| 2 | B.Sc. Non-Medical | 72:1 | 72:1 | 71:1 |
| 3 | B.Sc. Bio-Tech | 21:1 | 15:1 | 17:1 |
| 4 | BCA | 70:1 | 70:1 | 73:1 |
| Post Graduation | | | | |
| 1 | M.A. Political Science | 48:1 | 47:1 | |
| 2 | M.A. Philosophy | 18:1 | | |
| 3 | M.A. History | 34:1 | | |
| 4 | M.Sc. Maths | 32:1 | | |
| 5 | M.Sc. Physics | 35:1 | | |
| Others | | | | |
| 1 | B.Sc. Economics | 33:1 | 37:1 | 32:1 |
| 2 | Yoga (Add on Course) | | | |

29. Is the college applying for?

Accreditation: Cycle1

Cycle2

Cycle3

Cycle4

Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to reaccreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: 03 /05/2004 (dd/mm/yyyy) Accreditation Outcome/ResultB+.....

* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

Refer Annexure-I(a),I(b) & II

31. Number of working days during the last academic year.

246 Working days

32. Number of teaching days during the last academic year (Teaching days means days on which lectures were engaged excluding the examination days)

110 days Annual System
150 days Semester System

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC.....03/04/2012..... (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

- i. AQAR 2004-05 27-Oct.2005
- ii. AQAR 2005-06 03 March 2007
- iii. AQAR 2009-10 04 July 2015
- iv. AQAR 2010-11 08 July 2015
- v. AQAR 2011-12 16 July 2015
- vi. AQAR 2012-13, 2013-14 & 2014-15 15 S

Criterion I: CURRICULAR ASPECTS

1.1 CURRICULUM PLANNING AN IMPLEMENTATION

1.1.1 State the Vision, Mission and Objectives of Institute, and describe how these are communicated to the students, teachers, staff and other stakeholders.

The college is one of the oldest colleges of the Malwa region in Punjab and caters to the educational needs of the neighboring villages too. The college was established to create an urge for educational enrichment amongst the people of this region.

Vision:-

- Providing an enriching educational and cultural environment.
- Meeting the institutional and individual needs with innovation, planning and foresight.
- Holistic personality development of the student.
- Acquainting and preparing the student for the changing nature of job market.
- Multi-faceted development including academic, social, cultural and sports.

Mission:-

- The college ensures that different courses are according to the need of the hour. New courses are introduced to provide better employment options to the students.
- The government policy is strictly adhered to for reservation in admissions and scholarships.
- Students from science faculty fulfilling the requisite conditions apply/receive Inspire Scholarships.
- The college being affiliated to the Punjabi University, Patiala specifically endeavors for the promotion of Punjabi language.
- Besides this, the college goals are reflected through various programmes such as NCC and NSS training, educational tours, sports activities, publication of the college magazine and cultural activities including theatre, fine arts and folk art.
- Departmental associations give impetus to the students' creativity by organizing different academic and cultural activities.
- College encourages participation of parents through PTA which is elected every year and various decisions of the college are taken with its support.
- To maintain the competitive environment, the admissions are purely on merit basis. College website is updated from time to time so that the students get authentic information. The SMS facility lets the students know about the updates, if any.

Objectives:-

- To explore the potential of the youth of this area.
- To provide the best possible infrastructure for the students. Efficient and effective management of college resources in order to fulfill the needs of the students and the staff.
- To promote general well being of body and mind by encouraging students to participate in co-curricular activities.
- To encourage social responsibility and participation by holding extensive seminars on social issues.
- To orient and guide the students towards professional options available to them after under graduation, post graduation degrees and diplomas.

These are communicated to the staff and teachers in the following ways:

- The academic session begins with the orientation meeting of the staff.
- Stream wise assembly of students and staff is organized to inform and familiarize them with the demands of the new role and inspire them for maximum participation in different activities.
- The activities and requirements of the college are discussed in the general house meeting of the Parent Teacher Association.
- On all important functions, the Principal of the college acquaints the audience with the objectives of the institution.
- The objectives are laid down on the college website and in the annual report of the college.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The college develops and deploys action plans for effective implementation of the curriculum to achieve its vision, mission and objectives in the following ways:

- An academic calendar is prepared before the commencement of the session in consultation with the Heads of department and their faculty members.
- The course content is split into two terms in the semester system i.e. (July-December and Jan-May) keeping in mind the convenience of the learners.
- The teachers progress with the syllabus in a step by step manner keeping in mind the

pace of the learners.

- Books are recommended by the teachers to the students in addition to the prescribed books in order to inculcate reading habits among students.
- The university norms are strictly followed for determining the eligibility for university exams.

Refer Annexure-III

1.1.3 What type of support (procedural & practical) do the teachers receive (from the University or Institute) for effectively translating the curriculum and improving teaching practices?

- The heads of the departments maintain healthy interaction with the university teachers in order to improve their knowledge and skills.
- The existing courses are modified to meet the emerging national and global trends in consultation with University during the meetings of Board of Studies.
- The college incorporates UGC/ Punjabi University/ Punjab Government guidelines for developing and restructuring the curriculum.
- Teachers have easy access to the library of the college for knowledge upgradation. The college library has a good collection of books and has subscribed to various journals.
- The college has computer lab equipped with about 100 machines with latest configuration.
- Most of the departments are provided with the internet facility.
- Mobile library vans of Punjabi University Publication Bureau, Patiala visit the college. National Book Trust and Taraksheel society also hold book fairs and exhibitions in the college.
- Financial Assistance is provided by the college for post graduate students for participation in seminars and conferences in order to boost their research aptitude.
- The College Research Promotion Cell helps teachers to apply for various grants from UGC and other academic bodies for encouraging research.
- Various seminars, extension lectures and workshops are organized in the college by the departments in order to provide a platform for interdisciplinary interaction among students and staff.
- Teachers are permitted to attend different refresher courses, orientation programs, conferences, seminars and workshops at different universities to upgrade their skills.
- Financial assistance is provided for educational tours for students to widen their educational experiences.

1.1.4 Specify the Initiative taken up or contribution made by the Institution for effective curriculum delivery & transaction on the Curriculum provided by the Affiliating University or other statutory agency.

For the effective curriculum delivery and transaction on the curriculum, the following initiatives have been taken up:

- Newly appointed teachers are helped by the concerned department to handle the curriculum and are acquainted with academic calendar and term wise division of curriculum.
- Information and communication technology like overhead projectors, Photostat machine, multimedia projectors are provided to the teachers for effective delivery of the curriculum.
- To meet the demands of computer related courses the college has 3 labs equipped with over 100 computers.
- The college has subscribed to INFLIBNET.
- The college library has around 50,000 books.

1.1.5 How does the Institute network and interact with beneficiaries such as Industry, Research bodies and the University in effective operationalization of the curriculum?

For the effective operationalisation of the curriculum extension lectures, seminars, workshops etc. are organized. In order to keep pace with the fast changing trends in the academic scenario, the teachers receive feedback from beneficiaries and share with the university through college representatives in various boards. Student alumni of the college are made to interact with the students to convey them the requirements of the present day jobs.

1.1.6 What are the contribution of the Institution and /or staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

Members of the college interact with their academic peers from other colleges and from the university to discuss the relevance and adequacy of teaching programs which are then conveyed to the affiliating University by the Principal of the college and those teachers who are members of different boards of studies at their meeting, in which redesigning of curricula and any change to be incorporated therein are discussed.

In the Session 2014-15, 8 Professors namely Prof. Pasrija, Prof. Usha Kiran, Prof. Inderjeet

Kaur, Prof. Jyotsna Singla, Prof. Sukhdev Singh, Prof. Arun Bala, Prof. Paramdeep, Prof. Madhu Bala were members of Board of Studies of the University.

The feedback mechanism of the institution is through regular meetings of bodies instituted for this purpose.

- Rajindra Old Student Society (ROSS)
- Parent Teacher Association (PTA)
- Student feedback Performas
- IQAC members from other institutes.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If ‘yes’ give details on the process (Needs Assessment Design, development and planning) and the courses for which curriculum has been developed.

No. the college is affiliated to Punjabi University, Patiala and does not have the autonomy in preparing the curriculum.

1.1.8 How does institution analyze /ensure that the state objectives of curriculum are achieved in the course of Implementation of Curriculum.

The institution ensures that the stated objectives of curriculum are achieved in the following manner:

- The college has development council which takes feedback from teachers, students and other stakeholders and ensures that the required objectives are met. If any objective is found unachieved or under-achieved, the efforts are made to remove the hassles and smoothen the way to fulfill the objectives.
- The Internal Quality Assurance Cell (IQAC) strives to get effective results.
- The old students of the college give feedback and their suggestions if any are considered.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the Certificate / diploma /skill development courses etc., offered by the institution.

- The goals and objectives of the institution are to educate, increase the knowledge and develop the skills of the youth of this area. Students in Arts and Humanities have diverse subject options in Languages, Social and Applied Sciences. These subjects open up avenues in fields as diverse as Journalism, Civil Services etc.
- The Diploma courses in hospitality have been introduced for the students to help them

gain knowledge and skill in exploring the job options in the growing area of hospitality.

- Add on course on Yoga and Mental Health imparts training in self-management and helping others to cope with stress.
- Memorandum of Understanding for skill development has been signed by Punjabi University, Patiala.
- A finishing school will be started from session 2015-16 under RUSA.
- Memorandum of Understanding (MoU) for three years has been signed with Central University of Punjab, Bathinda for promoting innovation and research. Under this MoU our students and faculty can access their labs, library, equipment, playground, gymnasium, auditorium etc.

1.2.2 Does the Institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

No

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- **Range of Core/Elective options offered by the University and those opted by the college**
- **Choice Based Credit System and range of subject options**
- **Courses offered in modular form**
- **Credit transfer and accumulation facility**
- **Lateral and vertical mobility within and across programmes and courses**
- **Enrichment courses**
- The college has variable subject combinations. The arts and humanities students have the option to select three subjects from nine subjects according to university norms.

| Group-A | Group-B | Group-C | Group-D | Group-E |
|----------------------|-------------|-------------------|---------------------|---------------|
| Economics | History | Political Science | English Literature | Geography* |
| Physical Education* | Mathematics | | Punjabi Literature | Music(Vocal)* |
| Music(Instrumental)* | Psychology* | | Hindi Literature | |
| | Philosophy* | | Sanskrit Literature | |

- The B.Sc students have the option to opt for B.Sc Medical or Biotechnology. The B.Sc non-medical students have the option to study chemistry or computer science as one of the subject. The commerce students had the option to opt for B.Com or B.Com professional.

- Parallel arrangement for modular courses is being offered in the college campus. In addition to their core subjects the students can opt for add on course in Yoga and Mental Health.
- They can also opt for finishing school which will be started from the session 2015-16. The modules offered under the finishing school are:
 1. Retail
 2. Sales and marketing
 3. Information technology
- Memorandum of Understanding for skill development has been signed by Punjabi University, Patiala.
- Memorandum of Understanding (MoU) for three years has been signed with Central University of Punjab, Bathinda for promoting innovation and research. Under this MoU our students and faculty can access their labs, library, equipment, playground, gymnasium, auditorium etc.

1.2.4 Does the institution offer self-financed programmes? If ‘yes’, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes, the institution offers self-finance programs. They differ from other programs in fee structure. The fee structure of these courses is more than the fee structure of the main college. The admission process is same and curriculum is as per the affiliating University. The teacher qualification is according to university norms. The salary of teachers under HEIS is decided by a Board of Governors.

| Self Finance Courses under HEIS (Higher Education Institute Society): | |
|--|----|
| 1. B.C.A. - 3 Year Course | 30 |
| 2. B.B.A. - 3 Year Course | 30 |
| 3. B.Sc. (Biotech) - 3 Year Course | 60 |
| 4. M.Sc. (Physics) | 30 |
| 5. M.Sc.(Mathematics) | 30 |
| 6. M.A. (Philosophy) | 30 |
| 7. M.A. (History) | 30 |
| 8. B.Com (Professional) | 60 |
| 9. Diploma in Food and Beverage Services | 30 |
| 10. Diploma in Food Production | 30 |

1.2.5 Does the college provide additional skill oriented programmers, relevant to regional and global employment markets? If ‘yes’ provide details of such programmers and the beneficiaries.

- The diploma course in Food Processing and Beverages services caters to the needs of the upcoming hospitality industry.
- Bachelor of Business Management develops managerial skills required for the business industry.
- Bachelor of Computer Application provides knowledge and develops skills in the students to provide their services in all the sectors requiring computer trained personnel.
- Memorandum of Understanding for skill development has been signed by Punjabi University, Patiala.
- A finishing school will be started from session 2015-16 under RUSA.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Model of Education for students to choose the courses/combination of their choice”. If ‘yes’, how does the institution take advantage of such provision for the benefit of students?

No such option is provided by the university

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the Institution to supplement the University’s Curriculum to ensure that the Academic Programmes and Institution’s goals and objectives are integrated?

The university curriculum is supplemented with NCC and NSS training, educational tours, sports activities, publication of the college magazine and cultural activities including theatre, fine arts and folk art so that the institution’s goals and objectives and academic programs are well integrated.

- Apart from the teachings in prescribed syllabus, lectures on current affairs are delivered in the classes so that the students remain in sync with the changing world. Besides this, lectures on moral values and current issues are also delivered to the students by the faculty. While preparing the students for the challenges on the professional front, good care is taken that they never lose sight of moral values, professional ethics and the cultural values of their land. Jan Chetna Rallies, Character Building Camps, Lectures, Seminars, Workshops on Personality Development and numerous extension activities are held . Camps and Seminars

like voter awareness, female literacy, prevention of Child Labour, Blood Donation Camp, AIDS Awareness etc. organized from time to time under the banner of NSS and Yuva Club to address the needs of society. Expert-lectures are also conducted in our premises to open new vistas for the students and the staff. Qualitative teaching-learning method is adopted with the help of computer & internet. Well-equipped laboratories with modern facilities are made available. ICT enabled library with books, journals, magazines, e-resources is made available. Seminars, Debates, Workshops are organized. The college teachers sensitize their students on issues such as gender inclusion, environment etc. by holding talks/discussion on the current affairs regularly in their classes.

1.3.2 What are the efforts made by the Institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

To enrich and enhance the experiences of the students so as to cope with the needs of the dynamic employment market, the institution has a separate Career and Guidance cell which organizes workshops on Personality development.

The associations of different departments organize extension lectures and workshops for the grooming of the students and make them aware of the career opportunities available to them.

The students are given an opportunity to interact with the alumni of the college who are achievers in the professional fields like music, sports, theatre, education, administration; Indian forces etc. Memorandum of Understanding for skill development has been signed by Punjabi University, Patiala. A finishing school will be started from session 2015-16 under RUSA.

1.3.3 Enumerate the efforts made by the Institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the Curriculum?

The following efforts are made by the institution to integrate the issues such as gender, climate change, environmental education, human rights, ICT etc. into the curriculum:

- Appearing for the EVS is compulsory for the students of undergraduate classes.
- Nature club functions with the aim to impart knowledge on conserving the nature and developing required skills.

- Women's cell addresses the issues related to gender bias or any other gender sensitive issues.
- Seminars, workshops and field trips are organized to help the students gain the insight into the current issues of national relevance.
- Swami Vivekanand's Birthday is celebrated in the college campus every year by organizing seminar on his life.
- World philosophy day is celebrated to promote the philosophical orientation in the students.
- National anthem is inseparable part of important occasions organized in the college campus.
- Shaheed Udham Singh's Birthday is celebrated in the college to inculcate the feelings of dedication and sacrifice among the students of the college.
- Movies related to social issues and environments are shown to the students in the college.
- Blood donation camp is held in the college every year so as to make the students realize the importance of life and make them respect the human rights.
- The college celebrates the Independence Day and the Republic Day in the college premises every year. The Principal hoists the national flag and sweets are distributed.
- Rashtriya Hindi Divas is celebrated by the Hindi Department in the College to highlight the significance of National Language.
- As per the Guidelines of the Supreme Court there is an anti-ragging cell in the college which makes sure that there is no ragging in any form in the college.

1.3.4 What are the various value- added courses/ enrichment programmes offered to ensure holistic development of students?

- **Moral and ethical values**
- **Employable and life skills**
- **Better career options**
- **Community orientation**
- Moral and ethical values are inculcated in the students through extension lectures held during the one day, three day and seven day camps held under the aegis of NSS. Students are made more socially responsible by participation in socially relevant activities like visit to villages, deaf and dumb school and old age home.

NCC camps are organized with the aim to discipline the students and develop a feeling of patriotism, cooperation and leadership.

- Employable and life skills add on course on Yoga and mental health. Diploma in food production, Diploma in beverages and services, B Sc Biotech, BCA, BBA, Post graduation courses are the different courses which have been started during the past few years in order to ensure holistic development of students and increase the employability and life skills. To enhance soft skills of the students, a memorandum of understanding for skill development has been signed by Punjabi University, Patiala. In order to groom the students according to their areas of interest and prospective job, a finishing school will be started from session 2015-16 under RUSA.
- So as to provide better career options to the students the college has placement cell and a career and counselling cell. Resource persons from various fields are invited to acquaint the students with the wide ranging options available after their areas of study.
- **Community orientation-** Blood Donation camps are organized regularly. Record number of students comes forward to donate blood. Hemoglobin is examined. Lectures are organized on the importance of Blood Donation as a selfless lifesaving activity. To increase the awareness of students on environment and foeticide, poster making competitions are organized for the students. Red Ribbon Club organizes different activities for AIDS awareness among students. Many students and teachers have registered under Eye Donation and Body Donation societies. Tree plantation is frequently carried out to mark various occasions. A community kitchen run by the students and the staff is the highlight of NSS and also encouraged during college functions. This tradition promotes feeling of camaraderie and equality. College students are members of legal literacy forum of Bathinda district and are trained to provide free legal services particularly in the villages.

1.3.5. Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

In order to receive the feedback from stakeholders the following steps are taken:

- PTA meeting is held and all the decisions of the college are taken with their consent.
- Staff meetings are held to take decision on important issues.

- College Council Meetings are held from time to time to review and discuss the effective implementation of the curriculum.
- Suggestions are always welcome from teachers, parents and students.

On the basis of these suggestions new courses were introduced like BBA, BCA, and PGDCA.

From the session 2014-15, on the basis of the invaluable feedback from stakeholders, postgraduate courses were started in Physics, Math, Philosophy and History.

Keeping in mind the market demands and changing vocational trends, Diploma course in Food Production and Food and Beverage Services has been introduced.

College Faculty as members of Board of Studies give suggestions which have been incorporated in deciding the course content for various classes, in framing rules for youth festivals and sports tournaments and also in conducting examinations and evaluating papers.

1.3.6 How does the Institution monitor and evaluate the quality of its enrichment Programmes?

The institution has various advisory committees to monitor and evaluate the quality of education imparted like the Academic Council of the College, IQAC, Grievance redressal cell, Examination Cell, College development committee, UGC committee, Research committee.

The complaint box has been installed and timely redressal of all complaints is ensured through these monitoring committees.

The formulation of the academic policy in each academic session is constantly monitored and evaluated through regular meetings of the above mentioned Advisory Committees.

1.4 Feedback System

1.4.1 What are the contributions of the Institution in the design and development of the curriculum prepared by the University?

Many staff members are members of board of studies of the affiliating university and represent the college in designing and development of the curriculum by the university. In the Session 2014-15, 8 Professors namely Prof. Pasrija, Prof. Usha Kiran, Prof. Inderjeet Kaur, Prof. Jyotsna Singla, Prof. Sukhdev Singh, Prof. Arun Bala, Prof. Paramdeep, Prof. Madhu Bala were members of Board of Studies of the University.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If “yes”, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/ new Programmes?

- Yes there is a formal mechanism to obtain feedback from students and stakeholders on curriculum. The mechanism includes PTA meetings which are held from time to time.
- Student feedback on the effectiveness of the curriculum is obtained through specially designed feedback performas.
- The faculty of the college attends seminars and conferences in order to acquaint themselves with the latest development in their field.
- The knowledge is imparted to the students in the lecture and communicated to the university by suggesting curriculum changes in the meeting of Board of Studies.

1.4.3 How many new programmes/courses were introduced by the institution during last four years? What was the rationale for introducing new courses/programmes?

- Emotional and physical health of the people in general has declined due to pollution, high levels of competition, paradigm shift from rural to urban and joint to nuclear families. To help the students cope with these changes, Add on course on Yoga and Mental Health has been started.
- B.Com. Professional was introduced with an aim of integrating management skills in the commerce students so that they have a cutting edge over the others.
- With the aim of providing better opportunities to the rural students and to encourage them to pursue higher studies Post graduate courses in the field of Physics, Math, Philosophy and History were introduced in the session 2014-15.
- Keeping in mind the market demands in the hospitality sector and changing vocational trends, diploma courses in Food Production and Food and Beverage Service have been introduced.

Criterion II: TEACHING - LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

Being a reputed institution of the Malwa region and located centrally, the college attracts a large number of students seeking admission in various courses. The college follows a transparent admission process. At the beginning of the session, advertisements are inserted in newspaper mentioning the courses being offered, dates of admission and availability of seats. The college prospectus gives detailed information of all the admission criteria, reservation policy followed in the college, the quantum of fees for various courses and modalities of the admission process in the following manner:

1. Complete details are placed on the college website to facilitate online access to the required information.
2. Important information regarding admission process is displayed on digital notice board.
3. The college adopts the following methods to bring transparency in the admission process:
 - I) student volunteers help the new students seeking admission in the college to fill forms online using computer labs free of cost.
 - II) Merit lists are prepared and are displayed on the college website.
 - III) Admission to every course is conducted under the supervision of the admission committee constituted for the purpose.
 - IV) A waiting list of the students is also put up on the college website and SMS are delivered to the students regarding the counselling dates.
 - V) As the number of seats is fixed for all classes, the admissions are done on purely merit basis and according to rules and regulations prescribed by the university. The admission committee finalizes the admissions strictly on the basis of the merit and seats reserved for SC/ST/OBC/Defence Personnel/ Riot affected/ Sports/ Single Girl Child/Handicapped/ Teacher Ward/ Rural Area/ Freedom Fighter are allocated as per policy of the state government.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i)merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

The sole criteria adopted for admission is merit, based on the marks obtained in the previous class. Thereby, students with excellent academic credentials as well as first generation learners from disadvantaged sections of the society seek admission in the college.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

Minimum and maximum percentage of marks for admission last year at entry level for each of the programmes offered by the college are as follows :-

| Class (2014-15) | Maximum% | Minimum% |
|--|----------|----------|
| B.A. 1 st Sem – 1 st | 96.44 | 74.00 |
| BBA 1 ST Sem 1 st | 86.67 | 51.8 |
| BCA 1 st Sem 1 st | 88.67 | 52.89 |
| B.Com (Professional) 1 st Sem – 1 st | 88.00 | 61.78 |
| B.Com 1 st Sem 1 st | 94.00 | 60.67 |
| B.Sc (Biotech) 1 st Sem – 1 st | 82.89 | 60.67 |
| B.Sc Economics (Hons.) 1 st Sem-1 st | 88.89 | 54.6 |
| B.Sc (Medical) 1 st Sem – 1 st | 89.80 | 60.6 |
| B.Sc (Non- Medical) 1 st Sem – 1 st | 94.22 | 80 |
| Dip. Food & Bev. Srvc. Sem – 1 st | 80.22 | 40.22 |
| Dip. Food Prod. Sem – 1 st | 76.20 | 56.63 |
| M.A. History Sem- 1 st | 66.93 | 40.14 |
| M.A. Philosophy Sem- 1 st | 68.20 | 50.87 |
| M.A. Political Science Sem- 1 st | 73.44 | 60.15 |
| M.Sc Math Sem – 1 st | 89.00 | 63.03 |
| M.Sc Physics Sem – 1 st | 86.50 | 54.69 |

Being a government and reputed college of the region, it is the first preference of the students seeking admission in various courses. The admission in other college usually starts when Govt. Rajindra College finishes its admission process.

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’, what is the outcome of such an effort and how has it contributed to the improvement of the process?

The college Principal and the college council review the admission process so that any problem faced by the students previously can be removed. Regarding the collection of fees in cash, when college faced the problem, the task was given to State Bank of India from session 2014-15. All the admission process is being done online. The college students applied online and had the option to deposit the college fee through challan generated either directly in any branch of bank or through e-banking. Apart from this, from the next session, it is decided that career guidance and counselling cell will be involved to guide the admission seekers for the right choice of courses, so that the student's profile could improve. Since the admission procedure is online, only the new students have to register and the profiles of the old students are automatically updated.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

- ☑ SC/ST
- ☑ OBC
- ☑ Women
- ☑ Differently abled
- ☑ Economically weaker sections
- ☑ Minority community
- ☑ Any other

- To increase the access of categories such as SC/BC, differently abled, economically weaker sections of society and minority groups, the college follows the state government reservation policy as given below:

| Category | Percentage |
|---|------------|
| SC/ST | 25% |
| BC/OBC | 5% |
| Wards of Armed Forces/CRPF/BSF/PP personnel | 2% |
| ward of freedom fighters | 2% |

| | |
|----------------------------------|-----|
| Rural students | 10% |
| Differently abled students | 3% |
| Sports | 2% |
| Teacher ward | 2% |
| Wards of Terrorist/Riot affected | 2% |

- In addition to sanctioned seats, 10% seats are reserved for those students who have passed their 10th/12th class examination from a rural school and have studied in that school for at least five years.
- At entry level, in all, eight additional seats are reserved for the students who participated and excelled in cultural activities at school level.
- Students belonging to SC category are given relaxation of five percent marks in minimum eligibility condition of percentage of marks fixed by the Punjabi University, Patiala.
- The commitment of the college to the national policy of making education more inclusive is reflected quite well in the steadily increasing number of girl students and those from SC/BC categories. Fee concession and scholarships are given to the girl students and reserve categories as per state govt. norms.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. I.e. reasons for increase / decrease and actions initiated for improvement.

Details of various programmes offered by the Institution and the students admitted during the last four years.

| Classes | 2011-2012 | 2012-2013 | 2013-2014 | 2014-2015 |
|-------------------------------|-----------|-----------|-----------|-----------|
| B.A-I | 856 | 977 | 977 | 793 |
| B.A.-II | 670 | 702 | 895 | 791 |
| B.A.III | 557 | 615 | 697 | 802 |
| B.Com-I | 121 | 130 | 129 | 129 |
| B.Com-II | 122 | 117 | 128 | 122 |
| B.Com-III | 118 | 118 | 120 | 126 |
| B.Sc-I (Medical) | 23 | 61 | 87 | 33 |
| B.Sc-II (Medical) | 8 | 22 | 42 | 37 |
| B.Sc-III (Medical) | 10 | 8 | 22 | 32 |
| B.Sc-I (Non-Medical) | 144 | 162 | 157 | 96 |
| B.Sc-II (Non-Medical) | 98 | 140 | 151 | 59 |
| B.Sc-III(Non-Medical) | 97 | 88 | 138 | 39 |
| B.Sc (Hons School in Eco.-I) | 35 | 37 | 43 | 133 |
| B.Sc (Hons School in Eco.-II) | 41 | 27 | 33 | 140 |

| | | | | |
|--------------------------------------|-----|-----|-----|----|
| B.Sc (Hons School in Eco.-III) | 21 | 41 | 27 | 14 |
| M.A (Pol Sci.-I) | 45 | 44 | 47 | 44 |
| M.A (Pol Sci.II) | 46 | 40 | 47 | 47 |
| BBA-I | 55 | 54 | 51 | 44 |
| BBA-II | 50 | 50 | 48 | 45 |
| BBA-III | 44 | 50 | 50 | 46 |
| BCA-I | 88 | 87 | 85 | 70 |
| BCA-II | 86 | 81 | 77 | 70 |
| BCA-III | 77 | 86 | 75 | 73 |
| B.Com-I (Professional) | NIL | NIL | NIL | 60 |
| B.Sc-I (Biotech) | 20 | 20 | 24 | 21 |
| B.Sc-II (Biotech) | — | 14 | 19 | 15 |
| B.Sc-III (Biotech) | 08 | — | 14 | 17 |
| MA-I (History) | NIL | NIL | NIL | 34 |
| MA-I (Philosophy) | NIL | NIL | NIL | 18 |
| M.Sc-I (Maths) | NIL | NIL | NIL | 32 |
| M.Sc-I (Physics) | NIL | NIL | NIL | 34 |
| Diploma Food & Beverage Service-I | NIL | NIL | NIL | 24 |
| Diploma in Food Production-I | NIL | NIL | NIL | 27 |

PGDCA course was discontinued from the session 2014-15 because the college has been already running a degree course in Computer Science. Therefore demand for diploma course decreased.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently- abled students and ensure adherence to government policies in this regard?

1. The college strictly follows the reservation policy of the state government in regard to admission of differently abled students.
2. The college has a ramp on the ground floor. So, the classes of differently able students are confined to ground floor.
3. During exams (both house tests and annual) such students are accommodated on the ground floor.
4. Visually challenged students are allowed the facility of writer in the exam as per University norms.
5. If there is more than one differently abled student, they are allotted the same section.
6. During admission process, separate day is reserved for the counseling of differently abled.
7. They are encouraged and counseled to explore their strength.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes, the college does assess the student's needs in terms of knowledge and skills before the commencement of programme by taking following measures.

At the time of admission, students mention their academic records, special talents & participation at different level in various fields.

In Arts stream, the students are offered subjects of their choice, aptitude and interest. The admission committee advises the students as and when required, regarding the choice of subjects.

If a student is still not comfortable with the subject an option to change the subject within a limited period of time is permissible. List of approved combinations of subjects by the University and the college are kept in mind while allowing the change.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

- To make students comfortable with the subjects an effort is made to clear the basic concepts first and then begin the course work.
- Peer learning is encouraged in the sense that meritorious students are asked to help the slow learners.
- Sensing the needs of the students, the department of Psychology tries to help the students through counselling in case of stress, depression and low self esteem.
- The students are encouraged to speak in the class and to read out from their text books so that their language skills improve.
- Class tests and informal interaction is conducted to assess the level of the students which further helps in accessing their knowledge and skills. They are encouraged by the teacher to do some extra reading and read news paper daily. They are also asked to prepare assignments to enrich their knowledge.
- Under the enrichment programmes, the college offers various platforms like NSS/NCC/various clubs and societies such as Rajindra Yuva Club, Hindi Sanskrit Sahitiya Sabha, Punjabi Sahit Sabha, Philosophy-Psychology Association, English Literary Society, Saraswati Sangeet Association etc.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

The college is committed to grooming its staff and students with well rounded personalities having a responsible and responsive approach to social issues such as gender inclusion, environment etc. There is regular exercise taken up to sensitize students. The college holds extension lectures/ guest lecturers/ Declamation/ debates/ Poster making competition on these issues. Tree plantation drive is undertaken by NSS volunteers. One healthy practice, the college has been following for many years is that whenever any faculty member retires; he and his family are requested to plant saplings in the college campus. The college botanical garden has many plants having medicinal value. Environmental studies are a compulsory subject which all the second year students of three years Bachelor's courses have to study.

Women's cell of the college plays a proactive role to sensitize young minds towards gender issues by involving them in various activities.

1. Career guidance and counseling cell of the college provides information and guidance to the students regarding various career options.
2. Grievance and anti-ragging cell helps the students to communicate directly with the authorities regarding any issues.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

The institution identifies and responds to special educational learning needs of advanced learners on the basis of the feedback by the teacher concerned and the following measures are taken:

1. The institution identifies special educational/learning needs of advanced learners by conducting class tests and presentations/ seminars by students.
2. The advanced learners are given extra guidance and books of an advanced level are recommended to them. They are provided extra books and materials by the teachers who set suitable goals for them so that they feel adequately challenged.
3. To encourage and motivate the students for attaining excellence in university annual examination, they are given various incentives in the form of roll of honour and prizes and are provided all kinds of encouragement.
4. The teachers incharges of various activities identify the students for quiz competitions, singing, fine arts, folk arts, photography, theatre, debate,

declamations, elocution etc. and are groomed in these areas . In this way, not only their innate talents flourish but they bring laurels to their alma mater also.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

The institution collects analyses and uses the data information of weak and disadvantaged students in the following manner.

1. Such students are identified by their performance in the house test which is a reliable indicator of the academic performance of the students. The class teacher judges the performance of the students by taking into account how actively they are involved in the classroom and how indifferent and passive they are. The overall behavior of the students helps the teachers identify weak students who may be on the verge of dropping out. A number of motivational lectures are organized in the classroom by the teachers to channelize their potential to achieve success in their coursework. Weak students get extra attention from their teachers and teachers resort to regional languages so that such students understand their lectures.
2. The Principal and the faculty members make sure that no student belonging to economically weaker section of society drops out of the course for monetary reasons.
3. Such students are granted scholarships donated by philanthropists and faculty members. They are also provided text and books by the teachers.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print etc.)

The broad outlines of the academic calendar are issued by Punjabi university. Following these outlines, the college prepares academic calendar well in advance before the commencement of the session and publishes it in the college prospectus.

The academic calendar contains details of admission schedule, commencement of classes, tentative schedule of extra-curricular activities, house exams, mid-semester tests for semester classes and details about autumn, winter and summer break, preparatory holidays before the final exams. From the session 2014-15 the academic calendar is a click away from students as the admission process is online.

1. The college time-table committee prepares the time table keeping in mind the guidelines issued by Punjabi university. The college follows the process of continuous evaluation which includes mid semester exams, house exams, assignments, seminars and annual examinations.
2. Teachers also conduct oral class tests, class discussions, quizzes, presentations etc. to evaluate the performance of the students.
3. The internal assessment is based on the student's performance in house exams, assignments, class tests, attendance in the class participation.
4. In order to motivate the students, the students getting positions in university exams and in the house tests are awarded prizes by the college every year at annual prize distribution function.
5. The semester/annual exams are conducted by the university.

Refer Annexure-III & IV

2.3.2 How does IQAC contribute to improve the teaching –learning process?

For the development and maintaining quality parameters in various activities of the institution, IQAC is formed in the college. It keeps tab on the teaching and learning process and lays emphasis on the continuous assessment of learners i.e. monthly / house tests and assignments. During the meetings of IQAC, following suggestions were given by the committee and implemented by the college management:-

1. It is suggested by IQAC that experts from universities and other college should be invited for extension lectures.
2. Unit tests should be taken and the record of the same should be maintained.
3. Students should be motivated to make maximum use of library.
4. CCTV cameras should be installed at various points of the college.
5. A complaint / suggestion box should be installed in the library.
6. A ramp should be built to facilitate differently abled users of the library.
7. Converting the library into e-library.
8. To install white boards and use dust less chalks.
9. To devise ways to improve communication skills and computer knowledge of the students.
10. To arrange for the extension lectures only on Saturdays.
11. Name of the teachers on leave should be displayed on the notice board in the first period.
12. New books should be added to the library every year.

13. IQAC lays emphasis on greater use of information technology in teaching learning. As a result many departments have been provided with computers / projectors and internet facilities computer and three of the classroom have been converted into smart classrooms.
14. Academic auditing of teachers and students has been done with help of students' feedback performas.
15. The institute under the guidance of DPI colleges has initiated the process of educating students through EDUSAT- a rough profile education satellite.
Almost all the IQAC suggestions are complied with.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

The support structure and systems available for teachers to develop skills like interactive learning are:

1. The college has smart class rooms, computer labs and Wi-Fi connectivity in the departments. In order to make learning more interactive and interesting, all the departments have been provided computers.
2. The college has well furnished seminar hall which provides a platform to young students to exchange views, share ideas and present their papers on contemporary, social, political, economic, scientific, literary and cultural issues. The seminar hall has a seating capacity of 100 persons.
3. Digitization of college library is in process, it will enable staff and students to use fully computerized library, a rich collection of books, journals and periodicals in various subjects. Being a member of INFLIBNET programme, the staff and students can access e-material.
4. To promote collaborative learning, students are assigned projects on group basis. Group discussions are also conducted on various topics.
5. Efforts are made to develop students' personality and build confidence, create awareness and generate interest in local, national and international issues with the help of different activities organized by various departmental clubs and societies.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The college promotes creativity among students by encouraging them to exhibit their writing skills in the college magazine, wall magazine and news bulletin board. The college magazine "The Rajindra" comprises different languages and subject sections. Young writers taste the excitement of getting their names published in print. Besides providing an opportunity to publish their creation, the magazine also involves them as student editors. Student editors are selected on the basis of their performance in a written test conducted for the purpose. Various clubs and societies function in the college and keep the college brimming with several activities extending beyond syllabus and text books. Almost all the departments actively engage themselves in arranging various types of co academic and cultural events like quiz, symposia, poster making, paper reading etc to help the student in redefining his/her personality. Office bearers of different societies and clubs are elected from among the students. Sports activities inculcate the sense of discipline and team spirit.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? e.g. Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

In order to enhance our academic quality our teaching faculty makes maximum use of non-projected and projected teaching aids. The technologies and facilities used by the faculty are:-

1. Three smart class rooms.
2. Computer labs.
3. Instructional television system to show programmes which are available through EDUSAT, Gyan Darshan and IGNOU channels.
4. Facility of INFLIBNET for online access to e-material.
5. The institution has 20 broadband connections under NME scheme.
6. Power Point presentations by the faculty and the students.
7. Movies and documentaries related to the syllabi are shown.
8. Student's participation in symposia/ seminars conducted by college or other institutions.
9. Training and internships for commerce, computers and management students.

10. Group discussions and seminars for PG students.
11. Educational trips are organized to gather first hand information. Visits to Science City Kapurthala, Botanical gardens, Zoo, NFL, Thermal Plant are regular feature.
12. Students are exposed to industrial environment through industrial visits and training.
13. Extension lectures by experts are organized to widen the student's mental horizon.
14. Very well enriched library to provide students all sort of books.
15. In order to make teaching more effective enlisted members were invited to deliver their lecture through EDUSAT.

| Resource Persons | | | |
|------------------|----------------------|------------|--|
| Date | Name | Department | Topic |
| 20/01/14 | Prof. Arun Bala | English | Art of Characterization with special reference to Santiago |
| 21/01/14 | Prof. Jyotsna Singla | English | Critical analysis of Shelly's Ode to The West Wind |

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

- The faculty and students are regularly encouraged to attend national and international seminars, symposia and refresher courses conducted at various colleges and universities to keep on updating the knowledge.
- Guest lectures by eminent scholars are organized to help both the students and faculty to know about the advance developments in their subjects. Students also gets chance to interact with prominent writers and artists.
- Industrial visits and educational tours also broaden their outlook.
- Newspapers in all three languages (English, Hindi & Punjabi) are available in college library to equip the students with present scenario of World around.

2.3.7 Detail (process and the number of students /benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advice) provided to students?

In the beginning of academic year, needy students are provided counseling and guidance by the experienced faculty members. They are advised to join the streams and subjects according to their potential and previous academic record. Career

guidance and counseling, well organized workshops and seminars provide insight into various career options. Psycho-social counseling is also provided to the students by their mentors. The students often approach their teachers for guidance in choosing their career and for financing ways and means to pursue their career goals. Today's employers want confident, organized and multiskilled persons good at problem solving and independent decision making. For this purpose various workshops and educational excursions are arranged to equip the students with latest skills to groom their personality. They are also encouraged to appear in various competitive exams along with their regular courses. Owing to the efforts of our career guidance and counseling cell a large number of our students got placement in various government and non government organizations.

(2011-12)

- Special classes on Personality development, soft skills, reasoning and Maths were organized.
- IBM Company visited for placement, 19 students were selected.
- NAC (NASSCOM Assignment of Competence) test was conducted. 189 students participated.

(2012-13)

- Career guidance workshop organized by Prof. D.C. Sharma from Kangra.
- IBM Company held a seminar conducted a test and interview. Five students were selected.
- NIIT, IIHT, Reliance,CMC Ltd. organized a seminar to guide the students for better career options.
- Mr. A. P. Bhardwaj, Director Innovations career academy, addressed the students and told the strategies to prepare for competitive.
- Aspiring Mind conducted 'Aptitude and Personality' test.

(2014-15)

- Sh. Soni Goyal Almuni, IIM, Ahmedabad guided students about career option after graduation.
- Smt. Veena Rao, Director Gyan Manthan motivated students to opt for self employment career option.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Faculty members are encouraged to use innovative methods to teach the students by making them inquisitive instead of one way communication. Class room teaching is more participatory. Open class room sessions, tutorials, debates, Power Point presentations, panel discussions etc. are the usual methods used. The use of charts, models, samples and specimens make learning more interesting and interactive. Group discussions improve the confidence of the students and they are free to express themselves in the company of their class mates. The college has well enriched museums in the subject of History, Zoology and Botany. The students are allowed free access to these museums which results in broadening their mental horizons.

Project based learning is followed by BCA, Management and post graduate students. Advanced learners are also encouraged to take up final research projects, surveys, data pooling etc. They are also encouraged to present papers in seminars organized by other institutions.

2.3.9 How are library resources used to augment the teaching learning process?

The college library is well equipped with a vast stock of printed books, journals, magazines, news papers, e-books and e-journals. Teachers and students will be able to access the books through e-cataloging system which is under process.

1. Covers of latest arrivals are displayed on the library notice board.
2. College teachers often accompany the students to help those consulting reference books and journals.
3. Exhibitions of books are held in the college from time to time in which latest books and journals by different authors are displayed. This motivates the self study habit of the students to update their knowledge.
4. The teachers and students can get the books issued in their name for specified period and get them re-issued if required. In addition to the main library, most of the departments have their departmental libraries also from where the students and staff can get the books.
5. Fresh addition of books is added in the Library from time to time on the demand of teachers and students.

6. The teachers and students visit the library/ reference section regularly to augment their knowledge.
7. Feedback from students is collected through suggestion box. While most of the suggestions are handled at departmental level major matters like library infrastructure enhancement and procurement of knowledge resources is done through meetings of library committee with the principal.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If ‘yes’, elaborate on the challenges encountered and the institutional approaches to overcome these.

The institution doesn't face any challenge in completing the curriculum within the planned time frame and calendars. The IQAC keeps a check on the syllabus covered by the various departments on regular basis.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

Both self appraisal and student's appraisal of teachers are used to evaluate the performance of the teachers. The college IQAC at its meetings takes stock of general aspects of teaching-learning process. On the basis of these meetings the Principal advises and directs the concerned teacher for the required improvements.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
|-----------------------------|-----------|--------|---------------------|--------|---------------------|--------|---------|
| | Male | Female | Male | Female | Male | Female | |
| Permanent teachers | NIL | | 18 | 16 | 01 | 01 | 34+2=36 |
| D.Sc./D.Litt. | NIL | | NIL | | NIL | | |
| Ph.D. | NIL | | 06 | 01 | | 01 | 08 |
| M.Phil. | | | 11 | 14 | | | 25 |
| PG | | | 01 | 01 | 01 | | 03 |
| Temporary teachers/CONTRACT | | | | | | | |
| Ph.D. | | | | | | 01 | 01 |
| M.Phil. | | | | | | | |
| PG | | | | | | | |
| Part-time teachers | | | | | | | |
| Ph.D. | | | | | | | 08 |
| M.Phil. | | | | | | | NIL |
| PG | | | | | 01 | 05 | 06 |
| PG | | | | | 01 | 01 | 02 |

The college being a government institution, recruitments and selection of regular/permanent teaching faculty is done by the department of higher education Punjab. The recruitment is done by the state government on the recommendations of PPSC which follows the guidelines and norms of UGC and state government. The permanent faculty retires at the age of 58 but there is a provision of two extensions of one year each making their retirement age 60 for most of the cases.

However when there are vacancies against regular posts and for self finance courses the college recruits teachers on its own on contract basis. The best possible efforts are made to recruit eligible and well qualified candidates on merit basis. Proper committees are formed for the interview and selection is done in a very transparent manner.

2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

Keeping pace with the changing time and demand the college has started BBA,BCA, B.Sc (Biotech), two courses in Hotel management, M.Sc-Maths, M.Sc – Physics, MA- History, MA-Philosophy in the recent years. All these are self financed courses started with the approval of state government and proper affiliation with the university. These courses are run by the Higher Education Institute Society (HEIS) of the college. The required number of posts are advertised in leading news papers and also made available on the college website. The eligible candidates are interviewed by a panel duly constituted according to government norms. Highly qualified and meritorious candidates are selected to teach above courses.

| Faculty Appointed | 2011-12 | 2012-13 | 2013-14 | 2014-15 |
|-------------------|---------|---------|---------|---------|
| PTA | 22 | 32 | 28 | 27 |
| HEIS | 14 | 18 | 18 | 18 |

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

Our college believes that the act of teaching cannot be separated from the act of learning. Perpetual learners are always good teachers. This approach results in a

paradigm shift in the type and quality of relationship between the teachers and the students.

To enhance the teacher quality, continual and intensive professional development of the teachers has been a priority of the college. According to UGC norms, the college teachers are permitted to attend orientation/refresher courses organized by ASCs in different universities.

Nomination to staff development programmes

| Academic Staff Development Programmes | Number of faculty nominated |
|--|------------------------------------|
| Refresher courses | 02 |
| Orientation programmes | 02 |
| Staff training conducted by the university | 01 |
| Summer / winter schools, workshops, etc. | 07 |

(a) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- Teaching learning methods/approaches
- Handling new curriculum
- Content/knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual Aids/multimedia
- OER's
- Teaching learning material development, selection and use.

The college organizes extension lectures by renowned academicians and experts which enhance the knowledge of students as well as the faculty members. Senior faculty provides informal guidance to the newly recruited staff about handling the class and the course content. The college has been working as the evaluation centre for the table marking by Punjabi university, Patiala for the last four years which results in proper training of the newly recruited teachers for evaluation of answer sheets.

The college computer department provides its expertise in the use of computers and Audio-visual aids to the teaching faculty and the office staff.

The college also provides access to latest books in the main library and also arranges on demand any material relevant to the curriculum.

(b) Percentage of faculty

- **Invited as resource persons in Workshops/Seminars/Conferences organized by external professional agencies**
- **Participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies**
- **Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies**

| Seminars/ Conferences of National & International level | | |
|---|-----------------|---------------|
| As resource persons | Paper presented | Participation |
| 13 | 22 | 32 |

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The college promotes professional development of faculty in various ways.

- (1) Encourage the faculty to attend general orientation courses, refreshers courses, training programmes and workshops.
- (2) Organizes national seminars on crucial issues.
- (3) Grants leave for attending national/international seminars organized by the reputed institutions.
- (4) Grants study leave to the faculty pursuing PhD according to government norms.
- (5) Encourage faculty to apply for research grants.
- (6) Organizes guest lecturers in various upcoming areas in different disciplines.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

1. Prof. Surjit Singh (HOD Physical education):-

- Officiated last three kabaddi (C.S) Worldcups and was honoured by the Government of Punjab.

- Performed duty as an official and Manager of university team in All India Inter University Kabaddi (C.S) Tournament held at Punjabi University, Patiala and was honoured for his excellent performance.

2. Prof. Arun Bala (Associate Professor in English):-

- Honoured by the Chief Minister of Punjab in a state level function for translating a book on **Swami Vivekananda** into Punjabi.

3. Prof. Paramdeep Kaur (Associate Professor in Zoology):-

- Honoured as best NSS programme officer by Punjabi University, Patiala.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

- The institution constituted IQAC to keep a check on the quality of education imparted to the students. The committee keeps on giving suggestions in various meeting of IQAC and those are taken care of in future.
- PTA is also helpful in evaluating the teachers as external peers.
- ROSS is another society of peers which helps in evaluating the teachers.
- Feedback performs from students help the teachers to evaluate themselves.
- As the Government institution, there is no official peer team evaluation mechanism in the college as such. However, the annual confidential reports of the faculty members are assessed and processed by the principal and sent to DPI (Colleges), Chandigarh for appraisal.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

In the beginning of the academic session, the calendar containing details of all the college activities and general rules of evaluation is displayed on the college website as well as the college prospectus. A students' assembly is held on the first day of the session. The students are explained the evaluation process and the assessment procedure so that they could work with these regulations in mind. The evaluation process is also displayed on the college notice board. Any periodic instructions issued by the university are brought to the notice of the students as well as the faculty members.

Refer Annexure-IV

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

The college follows the evaluation process decided by the affiliating university.

Evaluation reforms initiated by the University:

- Punjabi University, Patiala has introduced semester system in place of annual system at U.G. as well as P.G. level.
- The university has initiated the process of table-marking to bring reformation in valuation system.
- Students dissatisfied with their university results can apply for re-evaluation to ensure fair evaluation.

Evaluation reforms initiated by the College:

- (1) For commerce, science, management, computer science and post graduate classes, university has introduced semester system which allows continuous assessment of the student.
- (2) The college holds the class tests for the annual system students. The students are duly shown the answer books by their respective teachers and duly explained their mistakes and the ways to improve themselves.
- (3) Class tests and assignments are regular feature of semester system. The student's attendance is also the basis of score given for assessment.
- (4) Special tests are conducted especially for the NCC cadets and sports students busy with their activities during examinations days. Other students who could not appear in the house tests because of certain unavoidable circumstances are also allowed to appear.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

As our college is affiliated to Punjabi university Patiala, the college follows the evaluation system of the university at present. The university is in the process of gradually shifting to semester system. Except BA III all other classes are under semester system for continuous evaluation of students. The internal assessment for subject has their fixed percentage of marks for attendance, project work / seminars / assignments and class tests. The college students are evaluated periodically according to this criterion. For the annual system house examination is held strictly according to the university exam pattern. The college examination committee ensures that university pattern is strictly followed in matter and spirit.

2.5.4 Provide details on the formative and summative assessment approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system

The college adopts both the formative and summative evaluation approaches to measure student's achievements.

1. **Formative evaluation approaches:-** In the case of semester system internal assessment based on regularity, punctuality, assignments and participation in class room discussion and seminars is an integral part of formative evaluation approach.
2. Two class tests are conducted on the already announced dates. The average of marks obtained in these exams constitutes the percent of the internal assessment as per university norms. For those students who go for some co-curricular activity or sports or some special reason are unable to appear in one of the two tests, a third test is arranged. The purpose is that the students do not lose marks in internal assessment and do not get penalized for no fault of their own.
3. There is no internal assessment for the students under annual system. In this case house exam is conducted in December every year and the students have to score specified minimum percentage of marks to fulfill the university conditions for appearing in the final university exam. Besides the students are bound to attend 75% of the total lectures delivered in each subject.
4. Students who are unable to appear in December exam due to special reasons and the weak students are given another chance to appear in a special test.

Summative evaluation approach :- Final university semester/ annual exams are conducted for summative evaluation.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightage assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

The teachers monitor the students' progress and performance by following a number of evaluative methods such as class room interaction, assignments/project work/seminars and class tests. The process of internal assessment is very rigorous and transparent.

1. Both the mid semester tests are evaluated well before the specified time. The answer sheets are shown to the students to make them aware of their weaknesses and put their efforts in the right direction to improve themselves.

2. Internal assessment is based on the attendance, assignments and participation in group discussion in the respective subject.

2.5.6 What are the graduates attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

Transparent and system based evaluation and assessment of the student's performance is a long standing tradition of the college. The affiliating university has initiated evaluation reforms by gradual shifting to semester system from the academic session 2010-11. In the new pattern, the university has introduced the system of internal assessment whereby the faculty evaluates and assesses the students on the basis of their input throughout the semester.

Besides assigning the formal score in internal assessment and final exam, the college ensures that graduates and post graduates should have sufficient knowledge of the subjects they have studied. By holding seminars, extension lectures, excursions and group discussions, they are made capable of using what they have learnt in real life situations, have a rational outlook and make them communicate effectively. Along with the concerned teachers, various clubs and societies work for the attainment of the students these attributes.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

The assessment/ evaluation of students serve the purpose of gauging their present level and provide a basis for further planning. Keeping their level of performance in mind, a large number of curricular, co-curricular and extra-curricular activities are planned and executed in the college throughout the year. Assignments are given to the students to develop a self learning habit in students and are checked by the teachers. It helps the teacher to evaluate the students and assess the student's strengths and plan to improve his/her skills.

The college ensures full transparency in the process of evaluation. The evaluated answer sheets of house exam and class tests are shown to the students in the class rooms. Any evaluation comments given by the teacher are explained to the concerned students there and then and the grievances are resolved. All the award lists submitted by the teachers are properly computerized for further use. Names of the students getting first two positions in every subject and first three positions in aggregate are put on the notice board many days before annual prize distribution and

the students are given time to report any discrepancy. Grievance if any is redressed in time before the Prize distribution day function. The whole exercise motivates the students to set higher goals.

In case of students not getting mandatory percentage of marks, the list is displayed on the notice boards. Grievance if any is redressed there and then in the registrar's office. In the case of university exam, the student's grievance can be of two types in general as given below:-

1. The first grievance can be in regard to the question paper. The representations made by the college students are forwarded to the Controller (examinations) Punjabi university, Patiala with the recommendations for necessary action.
2. The other grievance can be regarding evaluation. The students can apply for rechecking and revaluation of their answer sheets as permitted under the university rules.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

The college is clear in its mission that all the learning provided here must be result oriented. The vision is to make them equipped with quality education, gain full employment and develop their personality in a way that they become good citizens. The college also aims at providing education to deprived sections of the society. All the information is communicated to the students at the time of admission. Complete information is provided on the college website, notice boards for the students. The staff is informed through the circulars time to time.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The college adopts manifold strategy for teaching- learning and assessment in order to achieve the intended outcome. For the academic purpose in the case of annual examination system, house examination is held in December. In the case of semester system class tests and assignment/project works/seminars are held to assess the achievements of the students. They are evaluated on the basis of their performance. The results are reviewed by the students and the teachers and special attention is

given to the weak students. The purpose is to raise the student's level of understanding of the subject. It increases the confidence of students and prepares them to face the final examinations without any nervousness.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

As the college is affiliated to Punjabi university Patiala, the basic structure of curriculum is prescribed by the university. But to make the education more relevant in the present scenario world the college keeps on introducing latest courses of study.

1. Under the Higher Education Institution Society, the college started new courses such as BBA, BCA, B-Com Professional, two courses in Hotel Management, M.Sc-Maths, and M.Sc- Physics, MA in history and Philosophy. The purpose is to offer the students ample scope for employment opportunities including self employment.
2. The college career guidance and placement cell organizes lectures and workshops to provided detailed information regarding the job awareness. Several students are selected every year by the companies due to efforts made by placement cell.
3. The social relevance aspects of education are taken care of by community oriented programmes such as NCC, youth clubs, red-ribbon club, and legal literacy society. Through the activities in these groups, the students are able to pay an active role in reaching out to the society at large. The students develop the feeling of community welfare and their duty of contributing their best to society.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

To enhance the social and economic relevance of the courses, the college examination committee along with the help of administrative staff regulates and collects the data of house exams. In the case of semester system the concerned teacher arranges class tests and one assignment/project work. He keeps a proper record of the performance of the students and compiles it for internal assessment. Complete record of the all the results is maintained by the teacher and the examination committee. Weak students are pointed out their mistakes and the ways to improve themselves by the concerned teachers. Special test also held in case of special cases i.e. Students having gone during exams days for co-curricular and

sports competition in other institution and the students who were unable to meet the basic minimum criterion. College magazine provides ample opportunities to students to develop their creative writing skills.

2.6.5 How does the institution collect and analyses data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

After each term the respective teacher has a complete report of all the activities of the students i.e. marks in house examination, class tests, lecture shortage, participation in class discussion. The teacher pays attention to the weak students. Monitoring is done by IQAC and the principal holds meetings with departments and instructs them to make arrangements for further improvement.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

The college aims at providing the society good citizens with overall development of personality. The aim is to make them academically strong, full of confidence, having original line of thought and preparedness for taking initiative. The whole system of the college works in this direction through curricular, co-curricular, and extracurricular and other social activities. Achievers of these fields are honoured at different platforms so that the other students are motivated in this direction.

2.6.7 Does the institution and individual teacher use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples. Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

Yes, the evaluation of students is a continuous process in the college. The institution and the individual teachers use the following evaluation methodology to evaluate the performance/achievement of students.

- Class room participation of the student, regularity in theory and practical classes.
- Performance in class tests/oral test/surprise test/house examinations.
- Participation in Extra-curricular activities.
- Overall behavioral aspect of the students' and communication skills.
- Awards/Honours won by the students in academics, co-curricular activities and sports.
- Leadership qualities, level of confidence especially during interactive sessions.

Criterion III: RESEARCH, CONSULATNCY AND EXTENSION

3.1 Promotion of Research:-

3.1.1 Does the institution have recognized research center/s of the affiliate University or any other agency/organization?

The institution encourages and promotes research culture among its faculty and students. Many members of the faculty have completed their Ph.Ds in the previous years and others are rigorously pursuing their Ph.D. The institution does not have a particular research centre of the affiliating university or any other agency/organization.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

M.A. (Pol. Sci.) was started in college in session 1950. Assigning research oriented projects is a part of the curriculum. In the session 2014-15 the college introduced PG programmes in Physics, Maths, History and Philosophy. The institution constituted a research committee which encourages the students and staff to take up research projects, monitor and address the issues of research. Following are the members of research committee:-

- Dr. Sukhraj Singh
- Dr. Ramesh Pasreeja
- Prof. Sukhdev Singh
- Prof. Jyoti Parkash
- Dr. Raj Kumar
- Prof. Madhu Bala
- Dr. Makhan Singh
- Dr. Gurjeet Mann

The research committee encourages research environment in the institution by motivating the members of the faculty to write and present papers at various seminars and workshops.

Impact of Encouragement:

Teachers actively participate in seminars, conferences and present papers at various forums.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

- **autonomy to the principal investigator**
- **timely availability or release of resources**
- **adequate infrastructure and human resources time-off, reduced teaching load, special leave etc. to teachers**
- **support in terms of technology and information needs**
- **facilitate timely auditing and submission of utilization certificate to the funding authorities**
- **any other**

Yes, college being the government institution the instruction of the state government, University and the UGC regarding research work are followed. Whenever any faculty member wants to carry out research work the college principal approves it and forward the case to concerned authorities. The college provides facilities and infrastructure to the faculty for implementation of research scheme/ facilities like Wi-Fi, separate computers for all teachers in their respective departments and books and journals. The researchers have accesses to online journals. The INFLIBNET facility is also helpful in research work. Those teachers who wish to attend seminars, conferences, workshops, refresher course, and orientation course are given duty leave for this purpose. Dr. Sukhraj Singh (HOD Economics) completed his Ph.D under QIP programme during his service. Dr. Gurjeet Mann, Dr. Usha Kiran, Dr. Harjinder Singh and Dr. Raenee also completed their Ph.D during service.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

1. We do guide, motivate and inspire our students to go in for research after completing their post graduation but the college being primarily an under graduate institution, there is less of research work carried out yet. In spite of the limitations our faculty members are carrying out research work on their own.
2. The institution is committed towards extending all possible help for any research project under taken by the faculty as per the UGC guidelines and Punjab government rules and regulations.

3. In order to develop scientific temper and research culture, the students are involved in various activities like
- Workshops and seminars are conducted to sharpen the critical acumen of the students and they get an opportunity to interact with eminent personalities.
 - Classroom seminars and presentations enhance their analytical skills.
 - PowerPoint presentations and audio/visual aids are used for their better understanding.
 - Debate and declamation contests inculcate logical thinking.
 - Intensive analysis of the course content (particularly by post graduate students) sharpens their critical ability.
 - Research activities like surveys etc. are undertaken.
 - Well equipped library provides optimum facilities to the students.
 - Students have to submit their assignments/project reports. Students of Geography and Economics department have to carry out surveys and write reports based on the surveys.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

- Dr. Gurjit Mann, Associate Professor in Philosophy guided two Ph.D students. One student has received her degree from Punjabi University and the other has submitted thesis at Singhania University.

Many of our faculty members are involved in research activities on their own and have completed their M.Phil/Ph.D while in service.

| Sr. No. | Name | Department | University |
|---------|---------------------|------------|---|
| 1 | Dr. Sukhraj Singh | Economics | Punjabi University, Patiala |
| 2 | Dr. Usha Kiran | Hindi | Maharashi Dayanand University, Rohtak |
| 3 | Dr. Gurjeet Mann | Philosophy | Punjabi University, Patiala |
| 4 | Dr. Harjinder Singh | Maths | MM University, Mullana |
| 5 | Dr. Raenee | English | SLIET, Longowal, Sangrur (Govt. of India) |

Pursuing Ph.D

| Sr. No. | Name | Department | University |
|---------|--------------------|--------------------|---------------------------------|
| 1 | Prof. Surjit Singh | Physical Education | Singhania University, Rajasthan |

| | | | |
|---|-----------------------|--------------------|---------------------------------------|
| 2 | Prof. Jyotsna Singla | English | GKU, Talwandi Sabo |
| 3 | Prof. Harjinder Singh | Physics | Punjabi University, Patiala |
| 4 | Prof. Amla Sharma | Music Instrumental | Maharashi Dayanand University, Rohtak |
| 5 | Prof. Harjeet Kaur | Punjabi | Punjabi University, Patiala |
| 6 | Prof. Gursharan Kaur | Economics | GKU, Talwandi Sabo |

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students total no. of seminars / workshops conducted

To keep the students abreast with the latest in their subject and to give them wider interaction opportunities, Philosophy-Psychology Association conducted various programmes:-

- On 21st and 22nd Feb 2012, a two-day U.G.C. Sponsored National conference was organized by Dr. Gurjit Maan and Prof. Seema Gupta. Dr. Bhuvan Chandel from Centre for Students in Civilization New Delhi delivered the keynote address. Dr. Manjit Singh, Director, Centre for Ambedkar Studies, Punjab University, Chandigarh also addressed the gathering. 80 research papers by delegates from various departments from across India were read out. A panel discussion was also held. The panelists were Dr. P.S. Romana, Dr. H.S. Pannu, Dr. Sumel Singh, Dr. P. Sheshadhari, Dr. Raj Bala, Dr. Paramvir Singh and Dr. Harish Sharma. The Valedictory function was addressed by the vice chancellor of Shri Guru Granth Sahib University, Dr. Harnek Singh.
- An extension lecture was organized on the World Philosophy Day, 08 Nov 2011. Dr. Surinder Kaur from G.C.G Patiala delivered a lecture on "Relevance of Moral values in Present Times". Aarya Gupta from P.G.I. Chandigarh conducted a workshop on Hypnotisim.
 - a. On 9 Feb 2012, a Periodical lecture sponsored by ICPR was conducted. Dr. Paramjit Romana from Central University, Punjab, Dr. Raj Bala from Govt. Ranbir College, Sangrur and Dr. Ambuj Sharma were the resource persons.
 - b. On 6 August, 2014 a state Level Data Dissemination Workshop sponsored by Directorate of Census Operation, Punjab was organized by Department of Economics, Govt. Rajindra College, Bathinda

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

The College does not have a registered research centre however the faculty members are involved in research at individual level.

Refer Annexure-V

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The college has made concerted efforts to attract researchers of eminence and academicians to visit the campus and interact with teachers and student through various means such as organization of national conference, conducting of workshops and periodical visits of experts from various institutions. Following is the list of visiting dignitaries:-

1. Dr. Bhuvan Chandel, Member secretary, Center for study in civilization, New Delhi and Indian Council of Philosophical research
2. Dr. Manjeet Singh, Director Center for Ambedkar studies, Punjab University, Chandigarh.
3. Dr. Gurnek Singh, Ex Vice Chancellor, Shri Guru Granth Sahib University, Fatehgarh Sahib
4. For Panel Discussion in UGC Sponsored National Conference :- Dr. P.S. Romana, Dr. H.S. Panu, Dr. Sumel Sidhu, Dr. P. Shashadari, Dr. Paramveer Singh, Dr. Harish Sharma, Dr. Raj Bala
5. Ms. Maya Sikand, Research Scholar Princeton University
6. Ms. Ongella and Mr. Martin, University of Paris.
7. Ms. Arzoo Gupta, PGI, Chandigarh
8. Dr. Kanwaljeet Singh, Assistant director Youth Services
9. Dr. Balanand, former Ambassador, Govt. of India.
10. Mr. Mohammad Tayab, IAS, ADC development.
11. Ms. Alka Meena, IPS, ASP Bathinda.
12. Ms. Avneet Sidhu, DSP, Bathinda
13. Mr. Gurmeet Singh Kingra, DSP, Bathinda
14. Mr. Daljeet Singh Ralhan, Civil Judge, Senior Division, Bathinda
15. Mr. K.S. Bhatnagar, Joint Director, Directorate of Census Operation, Punjab
16. Dr. Neeraj Sachdeva, BITS, Pilani.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

Mr. Sukhraj Singh, Department of Economics, completed his Ph.D from Punjabi University, Patiala under FIP scheme. He got 2 years leave sanctioned by UGC vide letter no. F.2-3(TF-3)/ 2003 (NRCB) dated 09.07.2004. The DPI approved the leave vide letter no. E.C./ P.F./ 2019-23/04 dated 09.09.2004. The knowledge and expertise the teacher gained while pursuing research obviously passes to the students through their daily classroom interaction. As a result the students are inspired to go in for major and minor research projects.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

Eminent scholars are invited to create awareness among the students about latest research being conducted in their respective fields.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

No budget is provided for promotion of research. However if any member of the teaching faculty wants some books in the library, he gives his/her proposal to the library committee and the books are purchased and added in the library. Following are the funds received by the colleges from various institutions for research oriented programmes.

| Funding Institutions | Theme/ Topic | Year | Dept. | Money Received | Expenditure | Balance Returned |
|------------------------|--|---------|------------|----------------|-------------|------------------|
| UGC | Conference on Social & Cultural Changes Prospects and Challenges for Youth | 2011-12 | Philosophy | 75000 | 60344 | 14656 |
| ICPR | Periodical Lectures on World Philosophy Day | 2011-12 | Philosophy | 10000 | 10000 | — |
| ICPR | World Philosophy Day | 2014-15 | Philosophy | 20000 | 20000 | — |
| DCO, Punjab Chandigarh | Data Dissemination Workshop | 2014 | Economics | 20000 | 20000 | — |

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

No.

3.2.3 What are the financial provisions made available to support student research projects by students?

- Development of infrastructure: college purchases all the latest instruments required for student's research projects.
- Seminar room for power point presentations.
- Library upgradation with reference books and journals.
- INFLIBNET services are made available.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

- Philosophy and Psychology departments have jointly formed Philosophy Psychology Association to undertake inter-disciplinary activities. In the session 2011-12, UGC sponsored National level Conference was successfully organized by the association. Delegates from even far off places like Assam and Mumbai came and about 80 research papers were presented.
- Prof. Arun Bala, Associate Professor in English, has translated 5 Books on various topics from English to Punjabi. On the other hand, under a project given by Punjabi University, Patiala she has translated the stories of Punjabi writer Sujana Singh into English.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The students of science stream are allowed access to the equipments and instruments for conducting their experiments in the science labs.

- EDUSAT lab is available for the college students.
- Library facility is available during exams as well as vacation.
- Updated computer labs/science labs.
- Ameliorating infrastructure facility
- Internet facilities in various departments.
- Sophisticated equipments in all science labs.

- As per requirement equipment of other departments are also used.
- Need based repairs and maintenance of equipment is carried by technical staff appointed by college.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

No

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

No

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The following research facilities are available to the students and research scholars.

1. Internet facility
2. Library books and journals
3. Practical labs
4. INFLIBNET

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The college has started PG classes in Physics, Math, History and Philosophy from session 2014-15. PG (Political Science) is already going on for a long time. Recommendations are sought from departments on requirements for infrastructural facilities for research through interaction with HODs and faculty members. The college plans to create new infrastructural facilities for researchers with the help of recently constituted research committee. With the introduction of above said courses and increase in student's strength in specified subjects all necessary equipments like purchase of new furniture, computers, laboratory equipments, library materials are procured by the college as when required on priority basis.

Strategies to meet the needs of researchers

- Allotment is given for the purchase of e-resources and print journals for research.
- Adequate facilities are provided for all the laboratories.

- Provision of upgraded desktop computers in all departments.
- E-resources (e-journals, e-publications, e-books) can be accessed with desktops through internet.
- Un-interrupted power supplied to all departments.
- The college has a general library and e-resources to cater to the needs of researchers.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If ‘yes’, what are the instruments / facilities created during the last four years?

Nil

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

Nil

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

The college has a common full-fledged library for students and the faculty equipped with the latest books journals, periodicals, computers and online journals etc. They are effectively used by the students .These books help them in updating their knowledge. The library is fully computerized and automated. INFLIBNET service is available to review the literature. The library is well stocked with about 50,000 Books & the detail of newly added books is as following:-

| Library Holdings | Year-1 2011-12 | | | Year-2 2012-13 | | | Year-3 2013-14 | | | Year-4 2014-15 | | |
|-----------------------|----------------|-----------|-------|----------------|-----|-----------------|----------------|-----|-------|----------------|-----|------|
| | Existing | New | Cost | Existing | New | Cost | Existing | New | Cost | Existing | New | Cost |
| Textbooks | 47066 | 60 | 9815 | 47126 | 293 | 291364 + £31.99 | 47415 | 60 | 24386 | | | |
| Journal/ Periodicals | | 18 | 37410 | | 6 | | | 4 | | | 4 | |
| e-resources | | Inflibnet | 5000 | Inflibnet | | | Inflibnet | | | Inflibnet | | |
| Any other (Magazines) | | 7 | 1593 | | 6 | 2255 | | 7 | 1857 | | 7 | 2095 |

* Some Journals are annual, bi-annual and lifetime.

HEIS (Higher Education Institute Society)

| Library Holdings | Year-1 2011-12 | | | Year-2 2012-13 | | | Year-3 2013-14 | | | Year-4 2014-15 | | |
|------------------|----------------|-----|------|----------------|-----|----------|----------------|-----|------|----------------|-----|--------|
| | Existing | New | Cost | Existing | New | Cost | Existing | New | Cost | Existing | New | Cost |
| Textbooks | 194 | | | 194 | 23 | 24283.50 | 217 | | | 217 | 441 | 314761 |

3.3.6 What are the collaborative researches facilities developed/ created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

N.A

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- **Patents obtained and filed (process and product)**
- **Original research contributing to product improvement**
- **Research studies or surveys benefiting the community or improving the services**
- **Research inputs contributing to new initiatives and social development**

The research work of the faculty has contributed a lot for the new initiatives and social development for the research scholars. These research works stimulate the fellow colleagues and research students to take up innovative research projects and that will ultimately give a boost to the cause of social and national development in the areas of research. The detail of the research paper published by the faculty is attached

(Refer Annexure-V)

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

No

3.4.3 Give details of publications by the faculty and students:

- **Publication per faculty**
- **Number of papers published by faculty and students in peer reviewed journals (national / international)**
- **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities, International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**
- **Monographs**
- **Chapter in Books**
- **Books Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**

- SNIP
- SJR
- Impact factor
- h-index

Refer Annexure-V

3.4.4 Provide details (if any) of

- **Research awards received by the faculty**
- **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**
- Refer Criterion-II, 2.4.5

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The institute's "Career guidance and counselling cell" keeps contact with the concerned industries, companies, organization to know their manpower requirements. Representatives and managers of eminent establishments like IBM, NIIT, IIHT, Reliance, Mind Fire, Aspiring Mind, CMC Limited (Subsidiary of Tata Enterprise), Gyan Manthan are invited to the college to have an interaction with the students. These companies conducted seminars and also arranged interviews with the students for placement if and when required.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The Principal/ Institution encourage and support the faculty to utilize their expertise and facilities for the consultancy services. Announcements are made from time to time and through providing information on the notice board and through interaction with peers, experts during seminars, conferences.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The college motivates the staff to utilize their expertise for consultancy services. The college career guidance cell provides consultancy to the students free of cost.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The existing expertise is extended to the students free of cost. The college teachers offer consultancy services to various institutions of higher learning and Punjabi University Patiala in the form of framing their syllabi and in other such areas. But no revenue is generated through such activities.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

No consultancy fee is charged for providing consultancy services. Whenever there is any requirement of any consultancy assistance from any faculty members his/her respective field it is provided free of cost.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighborhood community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The institute is aware of its responsibility of producing good citizens. The college promotes institution-neighborhood community network and students engagement through community oriented programmes steered by the NSS unit, 2 NCC units, Red Ribbon club, Rajindra Yuva club, Population club, Health club, Red Cross.

- The faculty and the students celebrate both the National Days with great enthusiasm. The Principal hoists the National Flag, the students sing patriotic songs and sweets are distributed.
- The NSS Units of the college celebrate Legal Literacy day every year.
- Many community oriented programmes/events are organized by these units/ clubs throughout the year.
- During the last four years a large number of volunteers donated blood at blood donation camps organized by the college from time to time in collaboration with the blood bank of Local Civil Hospital, Bathinda and NGO's.
- Lectures/debates/rallies etc. are organized on burning social issues such as Dowry, Female Foeticide, Drug Abuse, and Importance of Eligible Voters in the electoral process, AIDS Awareness etc.

- The college units of NSS organize camps for cleanliness and Tree Plantation so as to raise the awareness of students towards Environmental issues. During these camps lectures by eminent resource persons are organized on important issues affecting the society.
- In collaboration with the NDRF, Youth Club and NSS Units of the college organized disaster management drill.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

The institution encourages the students to participate in various social activities through various institutional mechanism/ forums. Students are encouraged to participate in different clubs/associations/ forums viz. Youth club, NCC, NSS, Red Ribbon, Health club, Various Departmental societies, Population Club, Environmental awareness programmes, Debate club etc. Each and every student of the Institution through any of the above mechanism is involved in various social activities which promote the feeling of belongingness to the society.

To inculcate the spirit of leadership and public speaking among the students, the college has set up various discussion forums in which the students put forward their own views and arguments which widen the horizon of their knowledge. To inculcate the spirit of humanism, responsibility, discipline and oneness with the social cause, the college encourages the students to participate in various social welfare programmes such as NSS, NCC, Health and hygiene programmes, legal literacy programmes, AIDS awareness programmes, environmental awareness and blood donation.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

College always has an open-minded policy to welcome suggestion or advice from any of the stakeholders. At the meeting of PTA, HEIS and ROSS, the internal quality assurance cell (IQAC) of the college takes notes of the suggestions received from the stakeholders and ensure their proper implementation by the staff and college authorities.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major

extension and outreach programmes and their impact on the overall development of students.

The college organizes a number of academic social, cultural community service activity services to build a health society. The college makes plans for NSS camps which are intimated to the NSS coordinator, Punjabi University, Patiala. Thereafter with proper sanction from the university. NSS camps of 7 days/ 10 days duration are organized during vacations. Total of Rs. 28000/- is spent every year (Rs.7000/- per unit) from NSS funds for 7 days NSS Camps. NCC cadets receive of Rs. 25 per Day per cadet. Moreover the following amount is spent for last four years for major extension and outreach programmes from PTA. It helps in personality development and sportsmanship spirit in students.

| Events | 2011-12 | 2012-13 | 2013-14 | 2014-15 |
|----------------|----------------|----------------|----------------|----------------|
| Sports | 95168 | 111447 | 143086 | — |
| Youth Festival | 202205 | 315970 | 300789 | 310320 |
| NSS | Nil | 26145 | 45550 | 34590 |

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

The institution promotes participation of students in extension activities through NSS, NCC, Youth club, Red Ribbon club, legal literacy club, population club, University sports etc. throughout the year. The college has 4 NSS units (2 boys and 2 girls) and 2 NCC units. The college Principal and teacher incharge of these programmes address the student at the time of commencement of new sessions to make them aware of availability of such programmes and encourage them to enroll for such activities.

Certificate of participation in these activities / camps, merit certificate, roll of honor, college color, prizes and medals are given to student volunteers in recognition of the services rendered by them.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The college undertakes the extension work with central government, state government and other agencies in the area of population issues, woman rights,

sexual harassment, female foeticide etc. With an objective to reduce gender imbalance Rajindra College has set up Woman cell and Anti ragging cell to solve the problems of students particularly girls. A complaint box has been installed on the main gate of the college to ensure the redressal of grievances. Discussions are held from time to time with police department and student on issues relating to woman. Lecture and demonstrations on self defence are also conducted.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The main objective of extension activities is to sensitize the students on the issue of civic and social responsibilities. The purpose is to inculcate good moral values in them and to equip them with the life skill. These values add to the academic learning. The students learn to think beyond themselves. They have an urge to do something productive for others in the society. The students learn team work, leadership skills, time management, effective communication skill, efficient decision making while participating and organizing various projects and programmes. They get a wonderful platform to inter mingle and learn about culture, traditions and values of people. The students who have been a part of this process have been spreading awareness in the institutions and motivating other students to stand tall for the course of social upliftment. Under RUSA, the college is going to set up a finishing school. For the development of skills, Aptitude and to groom the students which involves improving their communication skills, Public Speaking, IT and Hardware Skills, sales and Marketing Skills and De- Stressing.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The NSS units and Rajindra health club, Youth club, population club of the college organize awareness programmes, health care programmes and environment friendly initiatives. To ensure the involvement of the community in its reach out activities and contribute to the community development.

1. The college students organize rallies, seminars, extension lectures for generating awareness among the larger community about important social issues like HIV/AIDS, blood donation, female foeticide, drug abuse etc. The NSS units are

involved in tree plantation, blood donation camps, legal literacy camps and cleanness awareness.

2. Medical officers from civil and local hospitals participate in health care awareness programmes organized by the college.
3. Inter college competitions like poster making, slogan writing are conducted from time to time to involve students in its outreach programmes.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The college maintains constructive relationships with other institution of the locality for working on various outreach and extension activities as under:-

1. Holding various camps such as
 - a. Blood donation with coordination of local civil hospitals and NGO's.
 - b. Medical checkup with coordination of local/ private hospitals.
 - c. Distribution of medicines with coordination of local/ private hospitals.
2. NSS department of the college takes up the following activities with coordination of some NGO's and other concern departments.
 - a. Tree plantation, environment protection.
 - b. Sanitation and various awareness activities on social issues like female foeticide, AIDS, drug addiction, gender discrimination etc.

3.6.10 Give details of awards received by the institution for extension activities and / contributions to the social / community development during the last four years.

- The college has been regularly honoured by the district administration for its active participation in Virasat Mela, Independence Day and Republic Day celebrations. NCC, NSS, Sports students are honored at various district forums.
- **Prof. Arun Bala, Associate Professor, Dept. of English** Honoured by the Chief Minister, Punjab for her translation of a book on Swami Vivekananda.
- **Prof. Surjeet Singh, Associate Professor, Dept. of Physical Education** Honoured by Deputy Chief Minister for his services during 3rd World Kabaddi Cup. Honoured by Punjabi University, Patiala for his contribution in MAKATROPHY.
- **Prof. Paramdeep Kaur, Associate Professor, Dept. of Zoology** Honoured with Best Program Officer Award by Vice Chancellor, Punjabi University, Patiala for her special contribution in the field of NSS.

- **Govinder Kaur**, A student of BBA took part in republic day parade at Delhi and she was honoured by the President of India on 26th January, 2014

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The college under takes in this regards the following activities:-

1. Curriculum development: A workshop on legal awareness has been organized to enhance the knowledge of the students about their rights and their legal implications.
2. Faculty exchange and development: The faculty from various colleges, institutions, universities is invited from time to time to interact with students as well as staff for their overall intellectual elevation.
3. Extension lectures are organized in collaboration with doctors from local/private /civil hospitals on health care.
4. In collaboration with NGO's, various camps and rallies like AIDS awareness, voter awareness rally, blood donation camps, tree plantation, and general body health check up, drug de-addiction awareness camps etc. are held.
5. Publications: The teaching faculty of the college has got published books and contributed articles in various books and articles in various journals.
6. Student placement: The college placement cell is always active and joining hands with various MNCs like IBM, NIIT, IIHT, Reliance, CMC Ltd etc. for arranging campus placement drives and securing jobs for the aspiring students. Aptitude and personality test of 300 students was conducted on 22-23rd January, 2013 by Aspiring Mind. 116 students were cleared this test.

3.7.2 Provide details on the MoU's /collaborative arrangements (if any) with institutions of national importance /other universities /industries /Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The institution has recently signed MoU with Central University of Punjab which will enable the students and faculty to visit the campus of CUP to use its library and laboratories. It will provide them an exposure to new areas of research.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

Interaction with reputed industries, corporate entities, etc. has helped in the academic growth of the staff's and students. The following programmes were conducted successfully in collaboration with government –

1. NAC(National Assessment and Competence) test conducted by the Dept of Higher Education, Punjab, Punjab Infotech and their partners NAASCOM, Bengaluru.

- 189 students undertook the test which was conducted online. NASSCOM promised job opportunities to successful candidates.

2. P-STEP (Punjab Skilled Training for Employment Potential) was initiated by the Punjab government in collaboration with Infosys and training partners I.L and F.S to develop communication skills of students of Commerce and was active in the college during 2010-11 and 2011-12. In this cost free programme, IT communication and skill enhancement training was given to create a bridge between academic and the industry.

3. Edu-sat: - Education through satellite was provided free of cost to the students in collaboration with the government of Punjab.

3.7.4 Highlighting the names of eminent scientists/ participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Refer Criterion-III, 3.1.8

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

a) Curriculum development/enrichment: - A number of faculty members are Members of The Board of Studies & the Academic Council of Punjabi University, Patiala. The concerned teachers give their suggestion in the board meeting and the syllabi of graduate & undergraduate classes are decided on the basis of these discussions.

b) Internship/ On-the-job training:-

- Our institution has successfully established collaborations with many organizations- viz. - Educational institutions, Hotel Industry, Banks. The students of BBA underwent 6 months internship in National Fertilizers Limited, Bathinda Chemicals Limited, The Faridkot Central Co-Operative Bank, The Bathinda Central Co-operative Bank, Institute of Computerized Financial Accounting, Karvy Stock Broking Limited and Verka Milk Plant, Bathinda.
- The department of hotel management collaborates with the following hotels and sends its diploma students for the internship to these hotels: **Country Inn & suites, by Carlson, Bathinda, Kamal palace unit of Aveda Group of Hotels, Golden Crown Resorts, Goa, Sepal Hotel, Bathinda, Comfort inn, Bathinda, Lemon tree Hotel, Chandigarh**

c) Faculty exchange and professional development:- The institutions regularly invites eminent educationists and teachers from universities and other colleges for extension lectures and our own faculty members also go to other institutions to share their expertise in their subject.

d) Research:- Our teachers keep on updating themselves regularly by writing research papers and presenting them in National Conferences and Seminars. The students are also encouraged to have analytical approach and write research papers

e) Extension:- Our students are very well aware of their social responsibility and they under take extension and outreach activities. 25 students are working as Para legal volunteers under legal literacy Club. The NSS students took out a voter awareness rally. The volunteers of NSS girls unit took part in Bharat Jago Run. Under the Red Ribbon Club the students took part in Poster Making competition on social issues. From time to time our students presents Nukkar Natak and Skits in the programme organized by District Administration on various social issues.

f) Publication: - Some of the teachers have got published their books and their papers are also published in edited books, journals and conference proceedings.

g) Student Placement:- 94 students in September 2011 and 95 in February 2012 appeared in online test conducted by NAC (Nasscom Assignment of Competence).

- In a placement drive, IBM selected 19 students and gave appointment letters on the spot.

- Special classes were arranged for personality development, soft skills, reasoning and Mathematics.
- A workshop was conducted to guide the students for selecting a proper career for their bright future. IBM conducted a seminar for campus placement and five students were selected after conducting a written test and an interview. The seminars were organized by NIIT, IIHT, Reliance, Mind Fire, Aspiring Mind, CMC limited(subsidiary of TATA Enterprise) for training and placement; preparation for IAS,PCS, DSP,HCS competitions, an aptitude and personality test was conducted in which 116 students were selected out of 300 participants. 11 candidates were selected for training and placement in the seminars conducted by Reliance Company.

h) Introduction of new courses:- From the next year the institute plans to start some new courses in Hotel Management. The proposal for these courses has already been submitted to Ministry of Tourism India

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations. Any other relevant information regarding Research, Consultancy and Extension which the college would like to include

The institution at the beginning of the session plans how to get in touch with the local support industry so as to send the students for On-The-Job trainings and interactions which give the students required exposure.

As far as extension activities regarding social responsibility are concerned our four NSS units are continuously engaged in various programmes. Blood donation camps are planned and organized in consultation with the blood bank, civil hospital Bathinda.

The students are motivated to participate in AIDS awareness rally, tree plantation, traffic control activities, General body health check up, female foeticide camps, legal literacy camps, Drug de-addiction awareness camps etc.

Criterion IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

To keep pace with the academic growth, the college keeps on augmenting its infrastructure through financial assistance from Punjab Government, UGC, PTA, HEIS and RUSA.

The policy of the institution for creation and enhancement of infrastructure to facilitate effective teaching and learning is chalked out by the Academic Council in consultation with the Building Committee, Purchase Committee and The PTA and HEIS. Keeping in view the current dynamics of effective teaching and learning and demands of new courses, the Academic Council makes a policy to create and enhance new infrastructure and renovate the existing infrastructure. The policy is implemented by the Purchase committee and building committee.

4.1.2 Detail of the facilities available for

(a) Curricular and co-curricular activities—classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching ,learning and research etc.

Detailed list of Infrastructure facilities for curricular and co-curricular activities available in the college is tabulated below:

| Curricular and Co-curricular Activities | | Facility /Equipment for curricular and co-curricular activities |
|---|--|---|
| <ul style="list-style-type: none"> • Rooms-approximately 42 room • ICT enabled classrooms- 2 • Laboratories- • Physics Lab- 2 • Chemistry Lab – 2 • Biotech Lab – 1 • Botany – 1 • Zoology – 1 • Zoology Museum -1 • Botanical Garden- 1 • Computer Labs- 3 • Geography Lab- 1 • Psychology Lab- 1 | <ul style="list-style-type: none"> • Open air theatre-1 • Open Air stages- 2 • Auditorium -1 • Stadium-1 • International Hockey Astroturf/ Stadium – 1 • Seminar Hall with ICT – 1 • Music Room-2 • Track- 200m <p>Learning and Research</p> <ul style="list-style-type: none"> • Well-equipped library with reading hall. | <ul style="list-style-type: none"> • Overhead Projectors • Slide Projectors • Xerox Machines • Computers • Audio Players • Multimedia Projectors • Smart Boards • Multimedia CD ROMs • Server Lines • Domain Controller • Internet Server • File Server • 24 hrs. Internet facilities in the College labs. |

| | | |
|---|--|--|
| <ul style="list-style-type: none"> • History Museum-1 • Food Production-2 | <ul style="list-style-type: none"> • Virtual Library • Staff Reading Room • PG Reading Hall • Seminar Hall | |
|---|--|--|

(b) Extra - curricular activities- sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

| Sports Facilities | | Other Facilities |
|---|---|--|
| <ul style="list-style-type: none"> • Handball court • Hockey international Astroturf. • Cricket net • Badminton Court • Lawn Tennis court • Yoga Centre • Archery Range • Table Tennis(Table) • Weight lifting/ Power lifting set. | <ul style="list-style-type: none"> • Basketball Court • Multi-Gymnasium • Shooting range • 200m track • Joggers path • Volleyball court • Kabbadi CS ground • Kabbadi NS ground • Green rooms • Kho-kho grounds | <ul style="list-style-type: none"> • NSS Room • NCC Room • Dispensary • Auditorium • Open air Theatre |

4.1.3 How does the institution plan and ensure that the available

Infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/ augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

The college makes efforts to make optimum use of its infrastructural facilities. The time-table is framed in such a way that no classroom or laboratory is left unoccupied during the college hours. Our students are using sports ground in the morning and evening also.

The slight shortage of class rooms is met by installing blackboards and step seats under the dense green cover of the college grounds for efficient learning. The laboratories of different departments are used for practical throughout the day. The college auditorium ‘Rajindra’ is used for annual function, convocation, conferences, cultural programmes, stage rehearsals etc. District administration also holds youth oriented programs in the college auditorium. The spacious library provides the perfect academic environment for reading newspapers, journals, reference books etc. The college hostel also provides accommodation to visiting students of other

colleges who visit the college for tournaments or other competitions. The ‘Balwant Gargi’ open air theatre is used for talent hunt competitions and celebrating different festivals in the college. The college also provides a platform for holding street plays within its campus to different theatre groups. The sports ground is used not only by the college students but also by the District administration to hold both national and international tournaments.

Specific examples of the infrastructural facilities developed/ augmented/the amount spent during the last four years:

| Table- Showing the Expenditure on Infrastructure from 2011-2015 | | | | | | | | |
|--|---------------------------------|--------|---------------------------------|--------|--|---------------|---------------------------------|---------|
| Name of the Fund | 2011-12 Amount in Rupees | | 2012-13 Amount in Rupees | | 2013-14 Amount in Rupees | | 2014-15 Amount in Rupees | |
| PTA | Construction | 137242 | Construction | 32818 | Construction | 449707 | Security System | 26778 |
| | Repair | 43960 | Hostel | 21699 | Repair | 19451 | Computer expenses | 17420 |
| | Computer | 30300 | Repair | 132320 | Computer | 81875 | Repair and maintenance | 56079 |
| | Sound system in Auditorium | 42880 | Computer | 15571 | Flooring sheets, machinery and battery | 36545 | | |
| | Preparation of Ground | 20700 | Photostat | 43996 | | | | |
| RUSA | | | | | | | Infrastructure Grant | 2435422 |
| | | | | | | | MMER | 245155 |
| | | | | | | | Equity Initiative | 120853 |
| Special Grant (MLA) | | | | | | Outdoor Stage | 100000 | |
| Punjab Government | | | | | Repair and Maintenance | 1,06,74000 | | |
| HEIS | Computer Expenses | 93462 | | | Computer Expenses | 76900 | Computer Expenses | 21515 |
| | Electrical and Maintenance | 68095 | Electrical and Maintenance | 103797 | Electrical and Maintenance | 99305 | Electrical and Maintenance | 597350 |
| | Repair and Maintenance | 126479 | Repair and Maintenance | 166063 | Repair and Maintenance | 34398 | Repair and Maintenance | 1195323 |
| | Tube Well | 112893 | | | | | Hotel Management | 4939635 |
| UGC | Furniture | 39200 | | | | | | |
| | Computer | 223760 | | | | | | |
| | Equipment including PC | 206565 | | | | | | |
| | Books | 407459 | | | | | | |

The future planned expansion is proposed under RUSA and is detailed as below:

1. At present the intake of the college is approximately 5000 students which are increasing every year. The college has 25 Class Rooms and the college is facing

acute shortage of class rooms. So under this head construction of new Lecture Halls is proposed.

2. Under the head upgradation of existing buildings the college proposes to renovate the existing administrative block and for this proposal of Rs. 8 lac has been made.
3. Under the Head Campus Development a proposal has been framed to install Solar Panels as alternate energy sources and to provide amenities (Drinking Water facilities) that is for Rs. 15 Lacs.
4. The college has a Boys Hostel with capacity of 99 Rooms Under the Head upgradation of Hostel facilities a proposal of Rs. 10 lac has been made.
5. Under the Head facilities for Class Rooms it is proposed to upgrade some existing class rooms to smart classes. it is also proposed to provide class room furniture , White Boards and lecture stands. And the estimated cost for this purpose is 34 Lacs.
6. Under the Head upgradation of facilities for auditorium a proposal has been made to provide audio-visual and seating facilities in auditorium at the estimated cost of Rs. 10 Lacs.
7. Being an old college under the head renovation of college building a Proposal for renovation and repair of corridors is made at the estimated cost of Rs. 20 Lacs.
8. As the no. Of students is increasing with the introduction of new Courses some toilet blocks are to be constructed to meet their needs at the estimated cost of Rs. 15 Lacs.
9. Under the components new equipments / facilities the networking facilities are proposed to be provided to the administrative block.
10. An estimated sum of Rs. 10 Lacs. are proposed to be spent on language lab and Rs 63 Lacs proposed to be spent on buying new lab equipments for the science and Arts classes as college has introduced new PG courses in science and arts subjects.
11. New computers are proposed to be bought for the computer centre at the estimated cost of Rs. 25 lacs.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The college management fully understands the difficulties faced by the students with physical disabilities. Such students are always accommodated in the classes held on ground floor. To facilitate the disabled students, there is a plan to build slopes wherever required RUSA Scheme. The proposal worth Rs.2 Lacs has already been sent to concerned authorities. This ramp will be of great help for disabled students.

4.1.5 Give details on the residential facility and various provisions available within them:

- **Hostel facility- Accommodation available**
- **Recreational facilities, gymnasium, yoga centre, etc**
- **Computer facility including access to internet in hostel**
- **Facilities for medical emergencies**
- **Library facility in the hostels**
- **Internet and Wi-Fi facility**
- **Recreational facility – common room with audio-visual equipments**
- **Available residential facility for the staff and occupancy Consent supply of safe drinking water**
- **Security**

Hostel Facility –

| | |
|--|---|
| Hostel Facility–Accommodation available | 99 rooms for 99students presently occupied by 26 students |
| Recreational facilities gymnasium, yoga centre etc. | Have access to college gymnasium |
| Computer facility including access to internet in hostel | Nil |
| Facilities for medical emergencies | Nil |

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

The sprawling college grounds have a dense green cover of very old, neem trees that provide well oxygenated fresh air and healthy environment. The dispensary provides the basic first aid facility to the students and the staff. The college boasts of a walking track which is open to the residents of Bathinda as well. The gymnasium facility is extended to both students and staff. The yoga lab caters to the health care needs of students and staff alike. The two canteens of the college provide fresh and healthy refreshment to the students and staff. We have Central RO system to provide clean and safe drinking water. The college has neat and clean washrooms.

4.1.7 Give details of the Common Facilities available on the campus spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and career Guidance, Placement Unit, Health Centre, Canteen recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- Meetings of the IQAC are held under the chairmanship of the Principal in the Principal Office.
- There is a committee room in the library on the first floor which is accessible to all committees to hold their meetings as per requirements.
- Counseling and Career Guidance Cell is housed on the first floor of the college library.
- Dispensary primarily for first aid is based in room no.26
- NSS and NCC offices are based in easily accessible rooms at the entry of the college premises.
- There are two full fledged canteens on opposite ends of the college.
- There is a spacious staff room near the Principal Office.
- Girls' Common room with attached washroom adjacent to the canteen.
- Central RO system that provides safe drinking water for students and staff is adjacent to the HEIS block.
- The college auditorium is located adjacent to the administrative block of the college.
- The Open air theatre is centrally located in the college.
- Hostel building is on the left corner of the college premises.
- Hotel management building is housed near the hostel.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the Composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/ user friendly?

As per the instructions from DPI (Colleges), in the absence of regular / permanent librarian, a two member library committees is to be constituted. The following significant initiatives have been implemented by the committee to render the library, student/user friendly:

- The Reading Hall has been furnished with new tables, chairs and counters.

- A Book Bank has been functioning in the college, providing books to the under privileged students. It is managed by the NSS department.
- Issue limit is extended to the scholars and library volunteers.
- Special help is rendered to students preparing for competitions.
- Print out of syllabi prescribed by the university, with question-wise division of marks etc. are also available to students for ready reference.
- Library is opened even during vacations.
- The library staffs keeps the faculty and the students updated regarding its latest acquisitions.
- The new titles are displayed on the display boards at the entrance of the library.
- The information regarding new arrivals is also given through the college Library notice board.

4.2.2 Provide details of the following:

- **Total area of the library (in Sq.Mts.)** 510.037 sq. mts ground floor and
510.037 sq. mts. first floor
- **Total seating capacity** Approximately 100 students
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**
From 9.00 a.m. to 3.00 p.m. On office holidays, the library remains closed.
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e- resources)**
Layout of the library includes separate reading spaces for UG, PG students and Staff. There is e-zone for accessing e-resources.

4.2.3 How does the library ensure purchase and use of current titles, print and e- journals and other reading materials? Specify the amount spent on procuring new books, journals and e- resources during the last four years.

The library has a system to ensure purchase and use of books, current titles, relevant journals etc. The teachers put up their demand for the latest material, the principal recommends it and quotations and catalogues are invited from the publishers at the beginning of the session. Sometimes, teams of teachers are even sent to publishing houses or book fairs to procure new books.

Refer 3.3.5 Table

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- OPAC- The work is under process.
- The college library subscribes to the N- list scheme of INFLIBNET
- Library Website- Till now library has no website.
- In- house /remote access to e- publications- The students can access the e-resources from any computer located in the library. The faculty has remote access to e-resources.
- Library automation- under process
- Total number of computers for public access- 8
- Total numbers of printers for public access- 1
- Internet band width/ speed i) 2mbps ii)10mbps iii) 10mbps iv) 1gb (GB)- 4mbps
- Participation in Resource sharing networks/consortia (like Inflibnet) - Inflibnet is shared with faculty.

4.2.5 Provide details on the following items:

- Average number of walk-ins- 143 per day
- Average number of books issued/returned- 50 per day
- Ratio of library books to students enrolled- 1:13
- Average number of books added during last three years- 550 per year
- Average number of login to opac (OPAC)- under process
- Average number of log into e-resources- under process
- Average number of e-resources downloaded/printed
- Number of information literacy trainings organized- Whenever the students want to make use of e-resources the library staff is always there to help and guide them.
- Details of “weeding out” of books and other materials-

| Session | Amount | No.of Books | Newspaper |
|---------|---------|-------------|-----------|
| 2011-12 | 4999.50 | 320 | 11736/- |
| 2012-13 | Nil | Nil | |
| 2013-14 | 4987.05 | 165 | 11818/- |
| 2014-15 | 4994.87 | 218 | |

4.2.6 Give details of the specialized services provided by the library

- Reference- we have a rich collection of books in the reference section. They are available for consultation only.
- Reprography- 1
- Download- as per requirement
- Printing- as per requirement.
- Reading list/Bibliography compilation- All the books are enlisted in the accession register. The database is being prepared in E-granthalya.
- In-house/remote access to e-resources- yes
- User Orientation and awareness- In the beginning of the session.
- Assistance in searching Databases- will be done by library staff and student volunteers.
- INFLIBNET/IUC facilities- Yes

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college

The support provided by the Library staff to the students and teachers of the College is in the form of:

- Computers
- Internet
- Properties counter to place the personal belongings by the students before entering the library.
- Library volunteers to help readers trace the books
- A separate Study room for staff
- Timely Issue/return of books
- Maintaining peaceful and academic environment
- Support in e-learning, computer operation

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

The library staff ensures that all possible help is given to the visually/physically challenged persons.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and

used for further improvement of the library services?)

Yes, the library has a suggestion/complaint box. The Library committee analyses these and forwards them to the principal for further action. This helps in streamlining the working of the library and making it user friendly.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution

- 112 computers
- Computer-student ratio 1:1
- Stand alone facility
- LAN facility
- Wi-fi facility
- Licensed software
- Number of nodes / computers with Internet facility
- Any other
- Number of computers with Configuration

| Laboratory 1 | |
|------------------------------|-------------------------|
| Number of Personal computers | 20 |
| Processor | Intel ® Core™ 2 Duo |
| RAM | 2 GB |
| System Type | 32 Bit Operating System |

| Laboratory 2 | |
|------------------------------|---|
| Number of Personal computers | 36 |
| Processor | Intel ® Core™ 2 Duo (19) Intel ® Core™ 2 Quad (17) |
| RAM | 2 GB |
| System Type | 32 Bit Operating System |

| Laboratory 3 | |
|------------------------------|-------------------------|
| Number of Personal Computers | 20 |
| Processor | Intel ® Core™ 2 Duo |
| RAM | 4.00 GB |
| System Type | 32 Bit Operating System |

- Computer – student ratio

| BBA-I | BBA-II | BBA-III | BCA-I | BCA-II | BCA-III | Diploma in Food Production | Diploma in Food and Beverage Services |
|-------|--------|---------|-------|--------|---------|----------------------------|---------------------------------------|
| 1:1 | 1:1 | 1:1 | 1:1 | 1:1 | 1:1 | 1:1 | 1:1 |

- **Stand Alone Facility**
- **LAN Facility:** Yes, Available in all laboratories
- **Wifi Facility:** Available for the staff only
- Licensed Software

| Sr. No. | Software |
|---------|--|
| 1 | MS Windows 7 Starter OEM (Sr. No. 00172637002898, 00172637002886, 00172637002828, 00172637002829, 0017637002834, 0017637002833, 00172637002835, 00172637002823, 00172637002831, 00172637002832) |
| 2 | MS WinPro 7 Sngl Upgrd OLPNL Acdmc |
| 3 | MS Office Std 2010 SNGL OLPNL Acdmc |
| 4 | MS WinpPro 7 32 bit Eng DiskKit MVL Upgrd Media |
| 5 | MS Office Std 2010 32bitx64 Eng DiskKit MVL DVD |
| 6 | Microsoft Desktop Education All Lng License / Software Assurance Pack Academic Open Value 1 License Level E Enterprise 1 Year |
| 7 | MS DsktpEdu ALNG LicSAPk OLV E 1Y Acdmc Ent (Part # 2UJ-00011) Package Contents (A)Windows 7 Pro Upgrd (B)Office Pro 2010 (C) CORE CAL Suite |

- **Number of nodes / computers with Internet Facility** 76 nodes / computers

PERIPHERAL DEVICES

Printers = 4

| | | |
|---|--------------|-------------------|
| 1 | Admin Office | Canon MF4320d |
| 2 | Lab I | HP Laser Jet 1022 |
| 3 | Lab II | Canon MF4320d |
| 4 | Lab III | Canon MF4320d |

Microphones = 13, i Ball (i2025 MV), Speakers = 1, Projectors = 1

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

20 internet connections for the broadband are working under the NME scheme of the Government in different departments of the college. High speed internet for computer lab and e-library are also made available.

| | |
|----------------------------|---|
| Plan | BBG Combo ULD 1425 |
| Bandwidth (Download Speed) | Upto 4 Mbps till 20 GB, 512 Kbps beyond 20 GB |

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The college deploys and upgrades its IT infrastructure and associated facilities every year on the basis of the following two strategies:

1. To fulfil the needs of the students either due to increase in strength or change in the syllabi.
2. To resolve the compatibility issues as there are rapid changes in the IT sector within a short period of time.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)?

| Year | Purchase and Maintenance of Computers in Rupees |
|-------------|--|
| 2011-12 | 3,47,522 |
| 2012-13 | 15,571 |
| 2013-14 | 1,58,775 |
| 2014-15 | 38,935 |

4.3.5 How does institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students?

The institution facilitates extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students by providing the following facilities in the college:

- Virtual Library
- Internet in every department to access the online material.
- Smart Classes for ICT based teaching.
- Free e-books and online journals available through membership of UGC-NLIST Programme for Colleges.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching – learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the center of teaching-learning process and render the role of a facilitator for the teacher.

The learning activities and technologies deployed by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher by taking the following measures:

- For online application process the aspirants can access the computer lab under the guidance of student volunteers and teachers.
- The college provides its PG students a Virtual Library.
- Smart classrooms provide students' access to ICT enabled classrooms/learning spaces.
- The college provides its students an access to free e-books and online journals available through membership of UGC NLIST Programme for Colleges.

4.3.7 Does the institution avail of the National Knowledge network connectivity directly or through the affiliating university? If so, what are the services availed of?

The institute avails of the National Knowledge network connectivity through EDUSAT.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The institution ensures optimum allocation and utilization of the available financial resources for maintenance and upkeep of the facilities. PTA funds are allocated through meeting of the PTA executive body. All decisions are passed in this meetings held from time to time. HEIS funds are used judiciously and allocated by the Principal with the consent of college council and HEIS council. UGC and RUSA funds are spent as per the sanctioned norms.

Compounded statement from 2011-12 to 2014-15 (i.e. Last 4 years)

| S. No. | Expenditure Heads | Compounded Statement of Expenditure of Last Four Years |
|---------------|--------------------------|---|
| 1 | Building | 19167859 |
| 2 | Furniture | 2543967 |
| 3 | Equipment | 363082 |
| 4 | Computers | 814603 |
| 5 | Vehicles | NA |
| 6 | Any other- Books | 407459 |

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure facilities and equipment of the college?

The college has various committees with designated maintenance work. Each committee consists of faculty members and support staff. All these committees undertake repair work and ensure the up keep of the infrastructure. The college beautification committee with the team of gardeners undertakes landscaping and maintenance of the green spaces. Cleanliness and hygiene committee looks after the sanitation of the college. The college also has 3 generators- one of 32 kilo watts and two of 5 kilowatts each. There is a designated faculty member as warden and a hostel superintendent to oversee the maintenance of student hostel. The standard of the two canteens in the college premises is maintained through a canteen committee which undertakes quality checks of the eatables and sanitation of the canteen. There is vehicle parking committee to look after maintenance and regulation of the parking area of the college. A large water tank is installed and maintained by The Public Health Department. The Drinking water committee ensures the maintenance of clean and safe drinking water through regular check-up of the installed RO systems and water coolers. The inspection, purchase and maintenance of the furniture is regulated through a Furniture and Property Committee.

The building infrastructure is looked after by a designated class room or office maintenance committee. Electricity and generator committee ensures uninterrupted electricity supply to the college.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

The institute ensures calibrated instruments at the time of purchase of equipment. Calibration and other precision measures are taken as per the requirements.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- Stabilizers are installed with the equipment in order to keep the equipment secure from voltage fluctuations.
- Computers have UPS system to keep them safe from voltage fluctuations.
- Repair work is taken as per the requirement.
- In order to ensure constant water supply, large water tanks have been installed.
- All the sensitive equipment is handled with care and stored in specified conditions.

Criterion V: STUDENT SUPPORT AND PROGRESSION

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Up to session 2013-14, the institution published its prospectus on annual basis but from session 2014-15 the institution started online procedure for the admission so the college prospectus now available on college website through which one can get detailed information about the institution, its history, the faculty, admission dates, courses offered, subject combination, fee structure, reservation policy, exam rules, financial aids, hostel support services, co-curricular/ cultural activities, sports. Online prospectus is available in both English as well as vernacular language Punjabi.

The institution ensures its commitment and accountability by adhering to all the norms and rules mentioned in the prospectus. A transparent admission policy is adopted. Admission duty to staff is delegated. Relevant information regarding admission is displayed on notice boards. The heads of various departments regularly monitor the regularity of classes. Student's attendance registers are maintained. The students have an access to well equipped e-library (computerization of library is under process), seminar rooms, smart class rooms, auditorium, gym and sports grounds. Assignments, class tests and house tests provide feedback on student's performances. Students are encouraged to participate in sports and cultural activities. PTA, various clubs and societies play an important role in promoting student progression. College council plays an active role as regulatory body in the smooth functioning of academics and administrative activities.

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The institution has students coming from different socio-economic background of the society. Financial help is offered to those who are needy and deserving. Many students from our institution benefit from various types of scholarships initiated by the state/ central government.

Fresh scholarships are awarded to the fresh SC/BC students while those of old ones are renewed. A large number of sports persons also get full fee concession and free ships from Red Cross, students aid fund, sports fund.

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

Following is the detail of students who received financial assistance from state government, central government and other national agencies

| Name of Scholarship/Category | 2011-12 | | | 2012-13 | | | 2013-14 | | | 2014-15 | | |
|------------------------------|-----------------|-------|--------|-----------------|-------|--------|-----------------|-------|---------|-----------------|-------|---------|
| | No. of Students | % | Amount | No. of Students | % | Amount | No. of Students | % | Amount | No. of Students | % | Amount |
| Scheduled Caste | 138 | 18.32 | 828000 | 68 | 8.32 | 224200 | 570 | 38.67 | 3944312 | 659 | 53.18 | 8319586 |
| Other Backward Class | 89 | 26.00 | 504463 | — | | — | 174 | 34.60 | 1461271 | 100 | 16.3 | 1364272 |
| Minority Community | — | | — | 48 | 63.00 | 261634 | 544 | | 5270914 | — | | — |
| Riot victim | — | | — | — | | — | — | | — | — | | — |
| Sanskrit Scholarship | 14 | | 56000 | 2 | | 7650 | — | | — | — | | — |

5.1.4 What are the specific support services/facilities available for?

1. Students from SC/ST, OBC and economically weaker sections
2. Students with physical disabilities
3. Overseas students
4. Students to participate in various competitions/National and International
5. Medical assistance to students: health centre, health insurance etc.
6. Organizing coaching classes for competitive exams
7. Skill development (spoken English, computer literacy, etc.,)
8. Support for “slow learners”.
9. Exposures of students to other institution of higher learning/ corporate/business house etc.
10. Publication of student magazines.

Students form SC/ST, OBC and economically weaker sections avail various type of facilities:-

1. **Reservation Policy of the government:-** 25%,5% and 5% seats for SC/ST and OBC and economically weaker sections respectively.
 - a. Aid in terms of fee refund by the state government.
 - b. Free ships and aids in terms of books and fee at institutional level.
 - c. Extra classes for academically weak students by the concerned teacher.

The details of scholarships given to SC and BC students are given below:-

| SC Scholarships | | | BC Scholarships | |
|-----------------|-------|---------|-----------------|---------|
| | Fresh | Renewed | Fresh | Renewed |
| 2011-12 | 100 | 181 | 191 | 90 |
| 2011-12 | 185 | 70 | 122 | 40 |
| 2012-13 | 293 | 225 | 88 | 50 |
| 2013-14 | 320 | 150 | 158 | 90 |
| 2014-15 | 451 | 180 | 160 | 53 |

2. **Students with Physically disabilities:** - Reservation is provided for the differently abled students at the time of admission. Needy students are given financial assistance. Classes are adjusted on the ground floor and for their further convenience, construction of ramp is proposed. No overseas students are studying in the college. Students participating in various competitions at national and international levels.
3. 88 students from other state and 03 overseas students are studying in the college. The concerned teachers give special care to them regarding their problems like language barriers.
4. Students participating in various sports and cultural activities at National and International level are provided various facilities.

Sports Category:-

- A) Appointment of coaches from PTA and Sports fund.
- B) Sports kits and Games equipment.
- C) Free hostel accommodation for wing players.
- D) Fee concession.
- E) TA/DA and refreshment.

Extra Curricular/Cultural Category:- Along with academics students are encouraged to participate and involved in literary and culture activities at state level and national level . TA/DA and refreshment is provided. Accompanists and instructors for theatre and cultural activities are invited.

5. **Medical facilities:** - Medical assistance is provided to students. Doctor on call facility is available. First aid box is kept with the Red Cross team.
6. **Competitive Exams:** - Teachers of various subjects guide students at personal level. Students have access to internet, magazines and books in the library.

7. **Computer literacy and Communication Skills:** - Computer literacy programmes are arranged for teachers and students. P-STEP-(Punjab Skilled Training for Employment Potential) was made available by the Govt. in the college 2010-11 and 2011-12. Training on soft skills is imparted to the faculty in the programmes initiated by the Punjab government.
8. **Support for slow learners:** - special assignments are given and class tests are conducted. Academic counseling is given by the teachers during available period.
9. **Exposures of students to other institution of higher learning/ corporate/business house etc:** - Trips to corporate houses and industries are organized to provide exposure to manufacturing process and help the students to develop entrepreneurial skills.
10. **Publication of student magazine:** - The college magazine, **The Rajindra**, published annually, exhibits the creative writing talents of the students and the teachers. The students are encouraged to publish self composed stories, poems and factual articles.

5.1.5_ Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

The college encourages and develops entrepreneurial skills among students and efforts in this direction are made by every department of the institution. Students are assigned various projects and extension lectures are arranged. The syllabus of commerce, economics, BBA, BCA is in itself designed to foster the entrepreneurial skills among the students.

IMPACT:- Many students have been placed well in the field of defence services, law, teaching, business etc.

5.1.6_ Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- * **Additional academic support, flexibility in examination**
- * **Special dietary requirements, sports uniform and materials**
- * **Any other**

For the holistic development of the students, teaching is supplemented with active participation in extracurricular and co-curricular activities at the outset of academic session. Talent search contests are organized to identify the students to excel in various cultural activities. These students are encouraged to participate in the

college/inter college activities and youth festivals to promote participation in co-curricular and cultural activities. The institutions provide additional academic support in terms of special house examination and duty leave to the faculty accompanying the teams. Refreshment is provided to participants in cultural activities and the instructors invited for theatre items and orchestra team. To encourage participation in sports, the promising players are identified through trials. Morning and evening practice sessions are arranged to ensure their successful participation.

There is a provision for reservation for players at the time of admission fee concession, free boarding and lodging for wing players, refreshment for participant in sports activities, sports kits game equipments for players and coaches for various games.

The institution focuses on the holistic development of students. Various platforms like NSS, NCC, Youth Club, Sports and departmental societies provide the students chance to participate in various co-curricular activities. Refreshments are being provided according to the university norms for those who stay late for these activities. Special tests are conducted for those students who miss out on routine work due to co-curricular and sports participation.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Many of our students have qualified UGC NET in the last five years and also cleared other competitive exams like civil services, PCS (E), PCS(J), SLET, GRE,GMAT,TOFEL,IELTS,CAT, central services, defence services. However no exact information is available.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

Guidance and counseling cell of the college actively organizes seminars, interactive session and awareness programmes to enlighten the young learners about the various opportunities available to them. Even personally, the students are advised to read the news papers. The teachers motivate the students according to their ability and also

enlighten them about their inner strength and weaknesses so that they can realize their potential. Even in the class rooms the teachers creates awareness about ethical issues, social dilemmas, adolescence problems, drug addiction and other related issues in the society. Various extension lectures are conducted on these issues where prominent researchers, industrialists and academicians guide the students for further growth. These efforts also give them a clear idea regarding the current market scenario and how they can cause a niche for themselves.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Since ours is primarily multistream undergraduate college, the students are not job ready immediately after graduation. So the college has a structured mechanism for career guidance and placement of its student from time to time. Career and guidance cell organizes various career guidance programmes in the field of banking marketing finance etc. Following programmes were organized by the college.

P-STEP: - It was initiated by Punjab government in collaboration of Infosys to develop to communication skills of students and was active in the college in 2010-11 and 2011-12. In this cost free programmes, IT communication and Skill enhancement training was given to create a bridge between the academics and industry.

NAAC: National Assessment and Competence test was conducted by departments of higher education, Punjab, Punjab Info Tech and their partner NASSCOM, Bangalore, students under took the test which was conducted online.

Activities of guidance-counseling cell

In 2010-11, special classes for personality development, soft skills, reasoning and mathematics were held for final year students. As a result, on 01-09-2010 IBM DAKSH Company selected our 28 students. 59 students went to Sangrur to appear in online test, (NASSCOM Assessment of Competence test).

In 2011-12, third year student, of degree classes were provided training in personality development, reasoning and soft skills.

On 21-09-2011, IBM Company selected 19 students and gave appointment letters on the spot. 95 students appeared in online test in September for jobs in Software Company and again in month of February 94 students appeared in the test.

In the year 2012-13, several workshops and seminars were held in which the following resource persons and institutions participated.

| Sr. No. | Date | |
|---------|------------|---|
| 1. | 12-09-2012 | Prof.D.C. Sharma, Kangra |
| 2. | 18-09-2012 | NITT |
| 3. | 25-09-2012 | IIHT |
| 4. | 06-11-2012 | A.P. Bhardwaj, Chandigarh |
| 5. | 22-11-2012 | MIND FIRE |
| 6. | 07-02-2013 | CMC Ltd (Subsidiary of TATA Enterprise) |

On the basis of this training and guidance in the seminars on 18-09-2012, IBM Company selected 05 students and on 26-10-12, eleven students were selected.

In the year 2014-15, on 23-09-2014 Mr. Sony Goyal an alumnus of IIM, Ahmadabad provided guidance regarding careers after graduation. On 13-11-2014 Mrs. Veena Rao, director GYAN MANTHAN motivated the students to select their career according to their taste and interest. She also gave detailed information regarding self employment fields.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

There is a regular, well established and fair procedure for redressing grievances. Separate committees exist in the college to redress the grievance regarding drinking water, electricity, infrastructure, discipline, scooter-cycle shed, mutual conflict of students. There is a Women Grievance Redressal Cell headed by senior woman member of the faculty. College council also looks into the matter regarding discipline etc. Some problems related to water, electricity and infrastructure were brought to the notice of the committee during last four years. They were instantly taken care of by the Principal and the concerned committees. The students can also put their complaints in the complaint box placed on the entrance of the college. The complaint box is opened on weekly basis to take stock of complaints.

5.1.11 what are the institutional provisions for resolving issues pertaining to sexual harassment?

The college has a grievance redressal cell for students, teachers, administration and class four employees. The college has women safety cell to redress the grievance of

students headed by senior female teachers to check sexual harassment. Proctorial duties are allotted to staff members for ensuring discipline.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The Institute aims at providing safe, healthy and secure environment to the students. Ragging of new students is strictly banned. Anti-ragging cell and grievance redressal cell with senior faculty members are active in the college. Statutory warning regarding ragging is posted online to aware the student of the fact that if they indulge in such activities they will be strictly punished. However no such case has been reported in the last four years. At the beginning of the session, the students are apprised of the negative aspects of ragging in the assemblies and tutorial sessions. Other than official anti ragging committee, the staff members play positive and constructive role in curbing this menace and till date there has been no instance of ragging neither in the college nor in the hostel.

5.1.13 Enumerate the welfare schemes made available to students by the institution

Central and state scholarships and stipends for SC, ST, OBC, minority community merit holders are provided to the deserving students. Details are mentioned at 5.1.3. Legal literacy, anti drug lectures, rallies have been conducted by NSS department of the college.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

The college does have an alumni association, **ROSS- Rajindra Old Students Society** which plays a significant role in college functioning. The administrative body comprises of the senior most alumni from the college faculty and some prominent educationists who also have been old students of the college. The administrative body holds meetings from time to time to evolve policies regarding the working of the association. Old students are registered as life time members of the association at a very nominal fee. They are sensitized to the needs of institution and are made aware of the responsibility towards their alma mater.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.

The following table shows the student progression trend for last four batches:-

| Student Progression | Against Percentage Enrolled |
|-----------------------------|--------------------------------|
| UG to PG | 20% |
| PG to M.Phil | 1% |
| PG to PhD | 2% |
| Employed campus selection | Average 24 students every year |
| Other than campus selection | 30% |

The Trends: - Most of the students opt for higher studies. About 1% students go for M.Phil degree after post graduation. Approximately 15-20% of the students get absorbed in front desk jobs, teaching and IT sector. A small number of students are pursuing PhD.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Pass percentage of our students is always higher than the pass percentage of Punjabi university Patiala. In some courses the pass percentage is equal to 100%. The summary of top scorers is as under:

Merit Positions:-

| Sr.No. | Session | Total University Merit Position List | Roll Of Honor | College Color |
|--------|---------|--------------------------------------|---------------|---------------|
| 1 | 2014-15 | 06 | 01 | 05 |
| 2 | 2013-14 | 06 | 05 | 01 |
| 3 | 2012-13 | 07 | 02 | 05 |
| 4 | 2011-12 | 15 | 04 | 11 |
| 5 | 2010-11 | 10 | 02 | 08 |
| 6 | 2009-10 | 18 | 04 | 14 |

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The college helps the students to reach higher levels of education. Basic guidance is provided by Career Guidance Cell about opportunities in higher education. The students are given exposure regarding competitive exams and existing job

opportunities. Placement drives are organized company officials are invited for lectures. Students are informed about available career opportunities after graduation / post graduation in commerce, science; IT and humanities. The institute aims at providing quality education to its students and also tries to ensure their personality development by encouraging them to participate in academic and co-curricular activities. The college has started five PG courses. These courses provide an opportunity to our under graduate students to move to PG courses. The proportion of our students in these courses is quite considerable.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

Special support is provided to students who are at a risk of failure or drop out. They are given extra time by their respective teachers. The students who face acute financial problems and are having a difficulty in continuing their studies are extended monetary aid. There are a number of teachers in the college who extend financial support to the needy students. To facilitate the students to complete the course, special tests are held for those who are not able to take the exams due to participation in the Youth festivals or due to medical reasons.. On the basis of class test and exams, weak students are identified and extra classes are arranged for them. Books are issued from NSS book bank to the meritorious and needy students.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The vision of the institution with regards to sports and games is pursued through the department of Physical education. This department not only nurtures sports talent but also creates atmosphere for achieving excellence. College has sports wings in 11 disciplines allotted by Punjabi university, Patiala and Punjab sports departments. These disciplines are:- Archery, Judo, Boxing, kabaddi (Circle style), Kabaddi (National style), Hockey, Weight/Power Lifting, Net ball, Canoeing, kayaking , Cricket

Besides these the college offers coaching facilities to students in the disciplines of athletics, Pistol shooting, Rifle shooting, Volleyball, Basket ball and Tug-of-war.

Cultural roots are an important determinant for the personality traits of the students, we therefore always make sure that our students understand their cultural background and provide them opportunity to participate in these activities to the

maximum possible extent. Our students participate in the following cultural and extracurricular activities at various levels of competition:

- **Literary activities:** Elocution, quiz, and debate, essay writing, poetry recitation.
- **Fine arts competitions:** Rangoli, collage making, cartoon making, mehndi, photography, on- the- spot painting, clay modeling and poster making.
- **Theatre:** Plays, skits, mime and mimicry.
- **Dances:** Giddha, bhangra, classical and western dances.
- **Music items:** group shabad, group song, light vocal folk song, vaar gayan, western group/ solo song.
- **Vanishing folk arts:** kavishri, paranda/nala making, traditional songs, basket making etc.
- **Traditional games:** Tug of war, Skipping, Pithu-garam, Bandar-killla, loon-mayani, addi tappa etc.

NCC and NSS are other integral part of co-curricular activities. The college has NCC Army wings for boys and girls and 4 units of NSS.

Programme calendar: - We follow Punjabi university, Patiala calendar for sports activities and cultural activities. The annual athletics meet is organized in the month of February. The practical sessions of various games go on throughout the year and it gets even more vigorous as and when teams have to report for various inter college, district, and state, national and international competition. Similarly for the co curricular activities, talent hunt is normally conducted in the month of September. In the month of October and November students are geared up for the Youth festivals. Various competitions at departmental level go on throughout the year. For NCC activities, the calendar is drawn by battalion headquarters. Details of student wise performance and achievements in sports and co curricular activities are given in the respective reports.

5.3.2 Furnish the details of major student achievements in co curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

The college has a long record of commendable achievements in the field of co-curricular and cultural activities at various levels. Following is the detail of these achievements:-

2011-12

- In the **Zonal Youth Festival** conducted by Punjabi University, Patiala the college won **overall trophy** for the IIIrd consecutive year. Our students stood Ist in 12 items, IInd in 3 items, IIIrd in 2 items and IVth in 1 item.
- In the **Inter Zonal Youth Festival** conducted at University campus the college won Ist position in Debate, IInd position in 4 items, IIIrd position in 5 items and IVth position in 5 items.
- In the **Northern Zone Inter-University Festival** our student represented the University in 2 items and the teams got **IIIrd and IVth** position in the competition.

2012-13

- In the **Zonal Youth Festival** conducted at Rampura Phul the college won **overall trophy** for the IVth consecutive year. Our students stood Ist in 10 items, IInd in 4 items, IIIrd in 4 items and IVth in 2 items.
- In the **Inter Zonal Youth Festival** conducted at University campus the college won IInd position in 4 items, IIIrd position in 2 items. Our student Arshdeep Kaur was declared the **Best Actor**.
- In the **Northern Zone Inter-University Festival** our student represented the University in 2 items and the teams got **IIIrd and IVth** position in the competition.

2013-14

- Our college student Jazim Shama was declared **Shehzada-e-Ghazal** in the programme SARE-GAMA-PA telecast on **Zee TV**.
- In the **Zonal Youth Festival**, the college won **overall trophy** for the **Vth consecutive year**. Our students stood Ist in 9 items, IInd in 1 item, IIIrd in 3 items. As a result the college won **5 trophies** in Music, Western Music, Group Shabad, Group Songs and Folk Songs.
- In the **Inter Zonal Youth Festival** conducted at University campus the college won **Ist position in Giddha**. Our student Jashanpreet Kaur was declared the **Best Dancer**.
- In the **Northern Zone Inter-University Festival** our college won **IInd position in Giddha**. The team member Mandeep Kaur was declared the **Best Dancer**.

2014-15

- In the **Zonal Youth Festival**, the college was declared **overall IInd runner-up**. Our students stood Ist in 3 items, IInd in 7 items, IIIrd in 1 item. Navreet Kaur, Giddha team member was declared the **Best Dancer**.
- In the **Inter Zonal Youth Festival** conducted at University campus the college won Ist position in 1 item and IInd in 2 items.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

We have an informal mechanism to collect feedback from our graduates. We have healthy interaction with them in which they give us suggestion for infrastructural

and teaching learning improvements. The input obtained from the students is further used to improve the overall performance and quality of institutional provision.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

College encourages students to exhibit their flare for writing and creativity by publishing the college Magazine. **THE RAJINDRA** college magazine publication is the annual feature of the college. Currently, the Chief Editor of the magazine is Prof. Jyotsna Singla. Magazine comprises of eight sections: English, Hindi, Punjabi, commerce, Science, NSS, sports and college news. Every section has a staff editor and student editor as well. Student editors are selected by organizing a written test. The magazine aims at providing the student a platform to express their views and to keeps them abreast of latest development. Apart from this it is a regular feature in many departments to displayed news letters on the notice board for providing relevant information to the students.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

As per the Punjab state government policy, student council or similar body cannot be elected in the college. However, the presence of various departmental societies and clubs ensure student representation in function of college. Their concerns are communicated to the college authorities through these society and clubs.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

In the absence of elected body of the students, they have following platforms through which their concerns, opinions and ideas can be conveyed to the college administration. The college has a number of societies (07) where students of respective departments participate in their activities. These activities are organized by staff and students of these departments. Students also act as students editors which form the editorial board of college magazine. They help the teacher editor in making selection of articles to be published in their respective section. Our college has 05 clubs namely Debate, Nature, Population, Youth and Health. These clubs are

open to the students of all faculties which provide platform for blooming of their latent talent.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution. Any other relevant information regarding Student Support and Progression which the college would like to include.

The alumni association registers its members with the nominal fee. The records of the funds are maintained with transparency. Regular alumni meetings are organized. The old faculty members are also invited on various functions of the college as sports day, convocation and annual Prize Distributions. Publications of the college are provided to the journal faculty as well as alumni. There are other activities also which keep its alumni and retired staff members in touch with the college.

Criterion VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Vision: Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

The College vision:

1. To provide higher education to the people of this economically and educationally backward region of modern India.
2. To make every student employable through holistic education and development of high skills to equip the students with basic UG and PG degrees which are essential for various career options.
3. To focus on personality development of each students through development of positive attitude, leadership qualities and self awareness.
4. To actively respond to the prevailing issues of our society and emerge as a centre of academic excellence and research.
5. To establish strong communicational network between the college and parents alumni and the society at large to create healthy atmosphere for vision oriented growth.
6. The adoption of IT in higher education of value oriented education.
7. To provide the resources and maintain intellectual environment for the faculty.

Distinctive Characteristics:

The distinctive characteristics of the institution define the college vision and mission as below:

- (a) The college ensures that the vision and mission of the institution is in tune with the higher education, policies of the country by introducing modern, technical career oriented courses.
- (b) Majority of the students of the college belong to rural areas and economically weaker sections of the society. The college has thus made higher education accessible to the deprived lot. The college motto, sweetness and light epitomize the distinctive features of the institutions.

Strategy:

To translate the vision and mission of the college into reality, a multi-pronged strategy is adopted:

- (1) By imparting quality education.
- (2) By establishing a number of clubs and committees to deliberate on quality related issues pertaining to higher education.
- (3) To provide education to the students of area at affordable cost. The college fee structure is very low as compared to other institutions of higher learning in and around Bathinda. Even in the case of self finance courses, the college charges only 70 % of the fees prescribed by the university.
- (4) The faculty members update themselves about the latest trends in higher education and teaching. They know that the teacher is a continuous learner to motivate students by enhancing the specific professional competence through enrichment programmes.

6.1.2. What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The institution being a govt. college, it has to follow the policies of the state government and the affiliating university so far as the admission, reservation and system of the examination are concerned for the effective implementation of the policies. The Principal and faculty work to formulate the plans for assurance and sustenance of quality in higher education. The Principal holds periodical meetings with the college council, heads of various departments, different committees and the IQAC to ensure the smooth running of institution directed towards desired quality goals.

6.1.3 What is the involvement of the leadership in ensuring?

- **The policy statements and action plans for fulfillment of the stated mission**
- **formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
- **Interaction with stakeholders**
- **Proper support for policy and planning through need analysis, research inputs and consultations with the stake holders**
- **Reinforcing the culture of excellence**
- **Champion organizational change**

- The Principal is the head of the institution and bears the ultimate responsibility for the smooth running of the college. The role of the Principal is multi-dimensional as the head of the institution. The Principal is responsible for both academic and administrative functioning of the college.
- The college leadership has been making it possible to increase the intake of students to various courses. In consultation with faculty members, non-teaching staff and students, the college has introduced six new courses in the last four years and stays within the purview of the university and government rules and regulations. The institutional strategic plans are made ahead of every academic session.
- The college interacts with stake holders such as students, faculty, non-teaching staff and the guardians through meetings with them. The meetings of HEIS, PTA, IQAC, the college council and staff meetings are held regularly. The Principal appoints heads of various clubs and committees keeping in mind the unique strength of each individual. This helps in reinforcing the culture of excellence and in championing organizational change in the institutional.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The college has a clear and well defined system to monitor and evaluate effective implementation of the policies and plans of the institution. The college ensures that the desired objectives are being achieved through the IQAC.

The head of the institution appoints the conveners for various committees and nominates the members of the committees. The guidelines defining the roles and the responsibilities of the committees are communicated to the members. Feedback on various aspects of the functioning of the college is obtained from the stake-holders namely students, parents, faculty and alumni to evaluate the efficiency of policy decisions.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The head of the institution ensures the growth of academic leadership in the faculty by motivating and encouraging the faculty to upgrade their qualifications, carry out research and participate in seminars, conferences and workshops etc.

- (1) The principal along with college council comprising of five senior most lecturers works collusively devising ways to enhance the quality of education imparted.
- (2) All departments are encouraged to invite scholars of eminence from other institutions and organize extension / guest lectures.
- (3) Authorizing various cells and committee conveners to independently lead their respective teams in planning and implementing their activities.
- (4) Inviting opinions and advice on critical issues related to students' discipline and performance, start of new courses, planning of academic, sports and cultural activities.
- (5) Motivating faculty to participate in university academic bodies like board of studies etc.

6.1.6 How does the college groom leadership at various levels?

The college always encourages the involvement of the staff and students in the quality assurance and enhancement process of the institution.

1. Various faculty members are involved in developmental activities of the college such as building committee, college council, discipline committee, exam committee etc.

All the committees are constituted with a judicious mix of junior and senior members so that younger members of the faculty imbibe the ethos and work culture of the college and get groomed for leadership.

2. There are several clubs / associations in the college with a large number of students as their members. The students are given the responsibility of managing and organizing events under the guidance of teacher in charge.

The efforts of NCC, NSS, and Youth club are really praiseworthy in regard to grooming the leadership potential of the students.

3. The annual duties are reshuffled at all levels, to groom leadership of staff hierarchy.
4. Staff secretary is appointed as a virtual head of faculty and is responsible for smooth functioning of academic process.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The Principal of the college functions as the head and mentor of decentralized governance system. Various committees have been formed to plan and monitor the functioning of different departments/sections of the college. Administrative powers

and responsibilities are delegated to teachers on the basis of their competence, commitment and attitude to meet the institutional objectives. The bursar and members of office accounts branch monitor the release of all college funds and ensure adequate checks and balances. Faculty members enjoy autonomy in choosing their staff secretary and in deciding club contribution for annual meetings.

College Council: - The most important advisory committee of the college is the College Council. It comprises of the Principal and five senior most members of the faculty. All the crucial issues and decisions are first discussed in the college council meetings. In case of special issues, the concerned incharge is invited in the meeting e.g. in case of exams related issues the registrar; in case of sports, HOD of Physical Education department; in case of cultural activities, youth coordinator; in case of girl students problems, the incharge of women cell are invited in the meeting. The resolution is passed and sent to the concerned committee for its implementation.

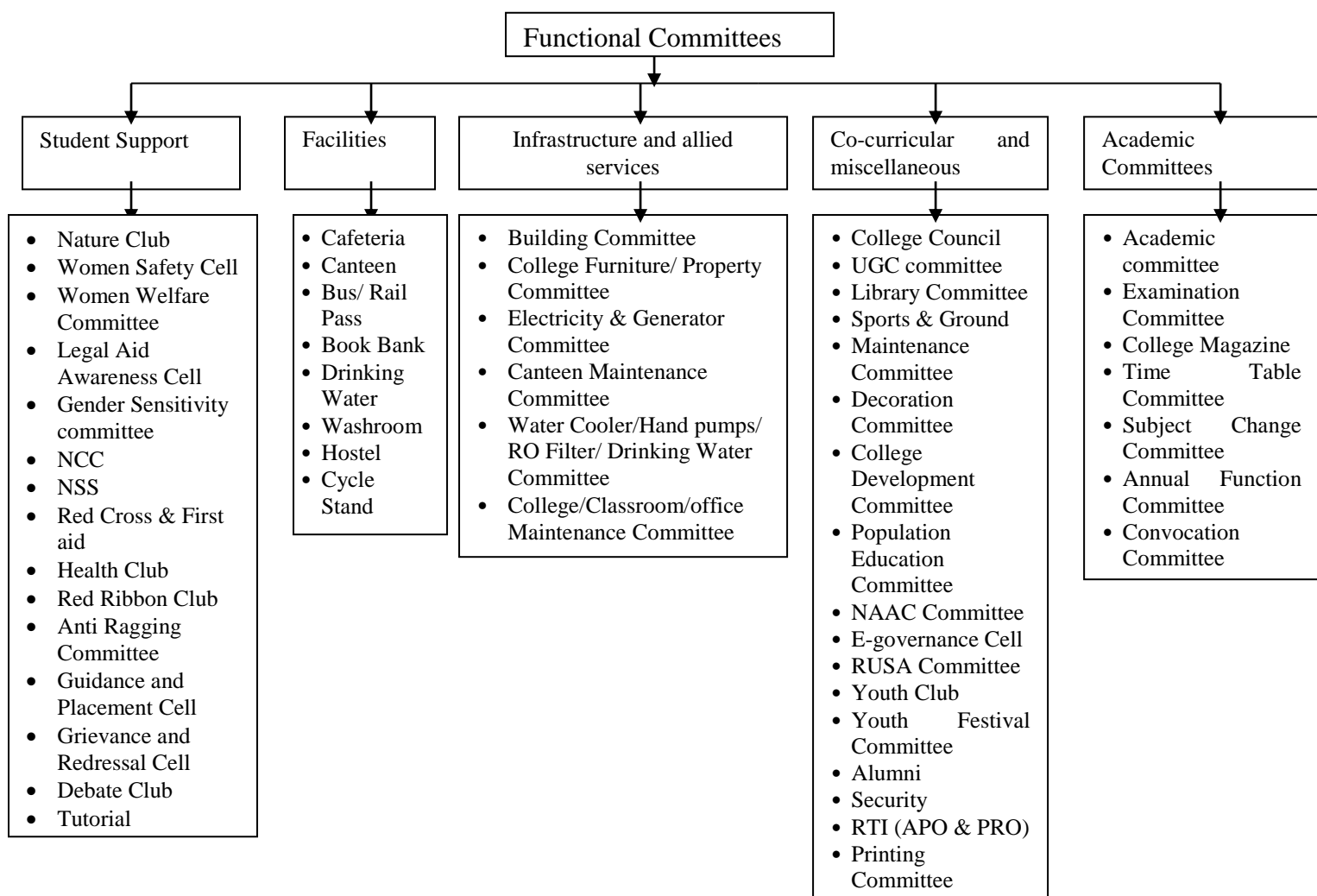
IQAC: – members chalk out the plans and identify targets to achieve during the academic session. It evaluates and reports on the performance of various committees, departments etc.

Though the formation of students' council is banned by the government but the college encourages the students to take decisions for organizing the students fresher and farewell functions. The students actively participate in organizing extracurricular activities in the college. The societies of various departments and clubs are encouraged to hold independent functions and activities.

Refer Annexure- VI

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Yes, the college does promote the culture of participative activities. The entire teaching faculty and members of the non teaching faculty are made members of various committees for the all round development of the college. Students are also involved as volunteers in all the functions the college organizes. The members of PTA, HEIS and ROSS are also kept well informed about all the ongoing development projects and new projects to be started. The following chart shows the culture of participative management and decentralization of power.



6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

The vision and mission of the college is the guiding force that helps all the departments to plan their activities. There is an effort for continuous improvement in teaching and learning. The IQAC prepares the prospective plans and policies. To achieve the desired results in academics, teachers are encouraged to participate in seminars, conferences, workshops and refresher and orientation courses and update their knowledge and skill base. All the departments are provided with separate rooms adequately furnished and equipped with the latest communication technology and gadgets to ensure quality enhancement.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan

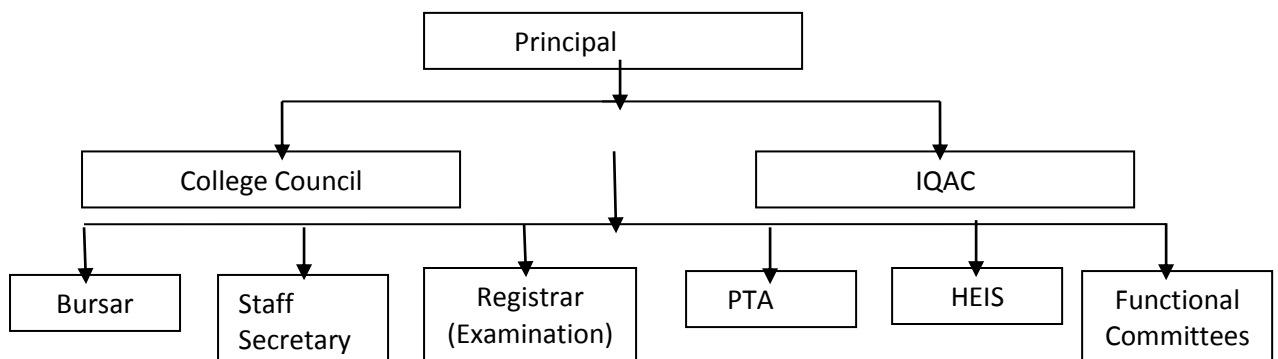
The college had earlier planned to start the following new programmes which have been started from the session 2014-15.

- M.Sc. Physics B.Com (Professional)
- M.Sc. Mathematics Diploma in Food Production
- M.A. History Diploma in Food and Beverage services
- M.A Philosophy

The college was in need of state-of-the-Art seminar and meeting room. In the session 2014-15 a proper seminar room was prepared and made functional by the college. The college had submitted a plan for construction of girl's hostel for SC students to the Department of Social Welfare, Punjab under Babu Jagjeeven Ram Chatrawas Yojna and the same has been approved. A proposal for institutional development plan (IDP) has recently been submitted to DPI (C) under RUSA with inputs from different departments.

6.2.3 Describe the internal organizational structure and decision making processes.

The internal organizational structure of the college is as follows:-



Refer Annexure-VI

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- **Teaching & Learning**
- **Research & Development**
- **Community engagement**
- **Human resource management**
- **Industry interaction**

Teaching and Learning: Teaching being the main objective of the college, improving teaching methodology has been accorded top priority. The faculty is constantly encouraged to improve teaching methods. To facilitate the learning process, college plans to make available class rooms for all the classes. The college prides in having a rich library and access to INFLIBNET. The college plans to

introduce completely computerized access to the library resources for all the students.

Research and Development : The college has started some new courses from the session 2014-15 such as M.Sc Maths, M.Sc Physics, M.A. Philosophy, M.A History while M.A Political Science is already being run in the college. The college has constituted a research committee which advises the students about major and minor research projects, approves them and evaluate them. The institution provides conducive environment for research and development which is evident from the fact that three faculty members have completed their PhD while in job and some are in the process of completing it. Organizing seminars is an annual feature in the college.

Community Development:- To enhance the spirit of community involvement in the students, the college has four units of NSS and one unit of NCC. The NSS units through various programmes enable the students to respond to the large issues of society. College engages many organizations for holding blood donation camps, medical checkups and distribution of medicine, tree plantation, counselling and awareness programmes. The Red Ribbon Club is active in the area for dispelling myths regarding AIDS and its prevention. Various days like international AIDS Day, Environment day etc. are celebrated. NSS volunteers are engaged in awareness programmes on issues like Drug de-addiction, HIV/AIDS, breast cancer, thalasaemia, need for hygiene and sanitation.

Human Resource Management:- Recruitment and retention of the permanent staff is in the hands of the state government. The college recruits only guest/ contractual staff against sanctioned posts lying vacant and for self financing programmes. A very transparent system of selection is followed and the best faculty is recruited. The work load is allocated to the staff members according to their specialization. The college appoints such members on various committees who have genuine interest in sports and extracurricular activities.

Industry Interaction:- Through seminars/ workshops the college involves representative of the industry to jointly address the problems regarding economy, entrepreneurship, green economics and inclusive growth. Students are groomed for jobs in the industry and a course in B.Com (Professional) has been started in the session 2014-15. The college organizes educational tours to various industries and media offices.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Principal holds regular meeting with the college council and conveners and members of various committees to review the progress of ongoing projects. All the significant activities of the college are communicated to the public via press. The college annual report, a consolidated document of the year long activities is published and distributed to the stakeholders. The college website provides basic information about the college. The college prospectus contains information relevant and useful for students and their guardians. The college annual report is sent to the affiliating university and DPI colleges. The feedback from the students, alumni and parents is discussed in the staff meeting and PTA meetings.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

In the beginning of the new academic session, the college Principal addresses a meeting of the college faculty to orient them about the new programmes. Various committees for carrying out these programmes are formed with the entire teaching faculty on board. Periodic meeting are held to monitor the progress made in various projects.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions

As the college is run by the state government the major policies are framed by state authorities and Deptt.of Higher Education. However, the major decisions regarding Academic improvement, student welfare, sport and cultural activities are taken and formulated at the college level and strategic plans are formulated by the Principal in close consultation with the College Council, IQAC and PTA. The projects and proposals are discussed and resolutions are adopted for prompt implementation.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

No, the affiliating university does not make a provision for according the status of autonomy to affiliated institutions.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?

A complaint/suggestions box is installed at a strategic place in the college. It is opened regularly. Grievance redressal cell meets whenever grievance arises. The Principal and faculty members are available to students and parents for attending to their concern. The cell finds the solutions for problems like harassment (Physical or mental), complaints regarding class room teaching, grievance related to Hostel and administration. Suggestion/solutions are sort and discussed and solutions are implemented for promoting healthy stakeholders relationship.

Parent teacher meeting serves as a platform for parents to share grievances with the college management. Parents can seek appointment with the teacher concerned and can share their concerns on one to one basis.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

There have been a few court cases filed against the institution during the last four years. The details of such cases and their current legal status are given below.

1. 4714/2005 Wakf Board v/s Punjab government in High court, Punjab. The case is regarding claim of wakf Board on college land. The government has filed reply and the case is at the stage of hearings.
2. 1303/ (10-10-2014) Retd. Prof. Roshan Singh (Economics) v/s Chief Secretary, Higher Education, Punjab and others. The case is in District and session judge, Bathinda. After appearances, the reply has been filed regarding the paid Retirement dues.
3. CWP No. 692/2014 Miss. Manpreet Kaur v/s Max super specialty and others in District Consumer Court, Bathinda. The case is between Miss. Manpreet Kaur and the contractor undertaking construction on the college campus. The college has been made a party just because the mishap occurred in the college campus. The college has clarified its position.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

The institution has mechanism for analyzing students' feedback on the institutional performance. Improvements sought by the students in the following areas have resulted in a very positive response from the college.

1. Computerization of library services.
2. Canteen services for girls/boys.
3. New courses.
4. Installation of RO system to provide clean drinking water.
5. Construction and furnishing of seminar hall.
6. Keeping in mind discipline issues:
 - (I) CCTV cameras installed at various places in campus.
 - (II) Out sourcing the security arrangement of the campus round the clock.
7. Installation of 3 generators.
8. Renovation of washrooms.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The institution motivates the members of faculty to increase their knowledge and skills by providing different learning opportunities to them.

1. Teachers are encouraged to attend seminars, conferences/refresher and orientation courses conducted by other universities and colleges. They are motivated to participate in the academic seminars and conferences at the state and the national level and also to present papers. Whenever the college receives any information/invitation about the conduct of such programmes, the staff gets duty leave according to Punjab government norms. This information is duly circulated to the respective departments.
2. The non-teaching staff attends computer training programmes conducted by state government and district administration to enhance their computer skills.
3. Journals and reference books are available in the library.
4. Extension lectures are also of great help to the teachers.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The institution provides a conducive environment which enables the staff members to work as effectively as possible. Every staff members is motivated to work to the best of his/her ability.

1. The faculty is encouraged to undergo training programmes and skill development programmes organized by the government and the university.
2. The college organizes seminars, conferences and workshops with which the faculty members are updated on recent advancements in their fields.
3. The college provides latest infrastructural facilities to the staff members like computers, smart class rooms, and latest software.
4. Faculty members are extended library facilities. There is a separate reading room for the staff members.
5. Lectures on stress management are organized for the staff members.
6. Duty leave is given to the staff to attend seminars/workshops/conferences.
7. Staff members are fully involved in committees such as purchase committee, UGC grants committee, RUSA and building committee.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

In every session, self appraisal reports are filed by members of faculty. This way the Principal is kept informed about the details of the duties performed by the staff members, their methods of teaching and academic results of the classes taught by them.

The office work is supervised by the office superintendent. The work is systemically distributed among the non-teaching staff by the Principal.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

Based on the review of self appraisal reports, the college principal reconstitutes committee so as to make them more affective. If in the ACR, a faculty member is rated below average it is formally intimated to the DPI for necessary action. The

college report is read out at the annual Prize distribution function and convocation and remarkable achievements of teaching and non-teaching faculty are appreciated. Achievements of the students and staff are recorded in the college magazine **The Rajindra**.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Various welfare measures for the faculty are as follows;

1. Fixed medical allowance of Rs. 500/- per month to all regular staff members. Retired personnel also avail this facility.
2. Medical reimbursement for all indoor treatment and treatment of chronic diseases. The benefit of family pension is also available.
3. Pension and all other retirement benefits such as pension commutation, leave encashment, GIS on superannuation.
4. Casual leave, medical leave, earned leave, ex India leave and maternity leave facilities.
5. Easy accessibility of the college principal.
6. Leave for academic pursuits.
7. Wheat loan facility and uniforms for the employees of group D category.
8. In case of appointments after 2004, contributory provident fund scheme is available whereby the government contributes an equal share to that of the employee every month.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The recruitment/ transfer /retirement of the permanent faculty come under the preview of department of higher education. On its own, the college recruits teacher out of PTA/HEIS funds as guest faculty. The recruitment process is very transparent and all efforts are made to bring in the best possible faculty. Guest faculty is recruited on yearly basis. Those teachers who have performed well are continued in the next session.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The state government rules concerning expenditure of funds are followed strictly. This involves calling quotations from the market, floating tenders or purchasing equipments on state government approved/ DGS & D approved rates. The college bursar monitors the entire process of expenditure and helps the college Principal in effective and efficient use of financial resources.

The conveners of various committees have to seek formal approval of the Principal for spending a specified some of money in order to execute the work under their purview.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

Internal and external audits arrangements are given below:-

1. The internal audit for all the PTA, HEIS and UGC grants etc. is carried out by the authorized CA.
2. The external audit for the entire student's funds is carried out by the auditors of FD Punjab from time to time.
3. The external audit of all government grants/ other grants is carried out by auditors of the AG Punjab.
4. The last auditing was done by AG Punjab in 2006. Being a government institution the college complies with all the suggestions/ objections of auditors.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The detail of grant/ fund wise receipts and expenditure year wise is given below:-

| Sources | Receipts | Expenditure | Receipts | Expenditure | Receipts | Expenditure | Receipts | Expenditure |
|-------------|----------|-------------|----------|-------------|----------|-------------|----------|-------------|
| | 2011-12 | 2011-12 | 2012-13 | 2012-13 | 2013-14 | 2013-14 | 2014-15 | 2014-15 |
| State Govt. | 61333922 | 61108822 | 78370851 | 60529058 | 69347408 | 67765423 | 72274761 | 72059992 |

| | | | | | | | | |
|------|---------|---------|---------|---------|---------|---------|---------|----------|
| PTA | 3747594 | 2466795 | 3909562 | 3610506 | 4306460 | 4935237 | 7250434 | 6511520 |
| HEIS | 9374341 | 5011930 | 9637704 | 6163902 | 9219783 | 7240833 | 1600000 | 13000000 |
| UGC | 620398 | | | | | | | |

Deficit:- Since all the plans are made according to the amount to be received, there is no need to manage the deficit.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The College has been making consistent efforts in securing additional funding from government/ MLAs/ MPs and other prominent personalities.

| Sr.No | Source of Grants | Year | Amount |
|-------|--------------------------------------|--|---|
| 1. | Sh. Surinder Singla, MLA | 4-03-2006 1-06-2006 12-07-2006 17-03-2007 | 2.50 Lacs 5.00 Lacs 2.50 Lacs 2.00 Lacs |
| 2. | Smt. Parmjeet Kaur Gulshan | 2003 2009 | 5.00 Lacs for PTA Art Block 2.00 Lacs for Library |
| 3. | Special grant from Punjab Government | 2006-07 15-07-2013 28-01-2014 | 30.00 Lacs for Library Foundation etc. 6.00 Lacs for Computer Labs. 4.00 Lacs for Hostel Repair 53.37000/- 53.37000/- |
| 4. | Sh. Saroop Singla, MLA | 2014 | 1.00 Lacs for Cultural Activities. |

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

A. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes, the college has in place an IQAC .IQAC was established as one of the post accreditation initiatives for quality enhancement. The institutional policy with regard to quality assurance pertains to ensuring excellence in academics, extracurricular and sports fields.

Periodic academic testing of the students through mid semester tests/ class tests/ house exams, seminar/ organizing extension lectures by experts and organizing a large number of extracurricular and sports activities shows how quality assurance has been institutionalized in regular functioning of the college.

1. IQAC reviews the existing programmes and suggest introduction of new age programmes relevant to the present educational scenario. It promotes the use of technology for enhanced teaching learning.
 2. Imparting value based education and inculcation of nationalistic sentiments.
- (B) How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?**

The college Principal is the chairperson of IQAC. All the decisions of IQAC are made with the approval of Principal and all the decisions are implemented in phases. During the meetings of IQAC, following suggestions were given by the committee and implemented by the college management:-

1. It is suggested by IQAC that experts from universities and other college should be invited for extension lectures.
2. Unit tests should be taken and the record of the same should be maintained.
3. Students should be motivated to make maximum use of library.
4. CCTV cameras should be installed at various points of the college.
5. A complaint / suggestion box should be installed in the library.
6. A ramp should be built to facilitate differently abled users of the library.
7. Converting the library into e-library.
8. To install white boards and use dust less chalks.
9. To improve communication skills and computer knowledge of the students.
10. To arrange for the extension lectures only on Saturdays.
11. Name of the teachers on leave should be displayed on the notice board in the first period.
12. New books in all the Subjects / Courses offered by college should be added every year.
13. IQAC lays emphasis on greater use of information technology in teaching learning. As a result many departments have been provided with computers / projectors and internet facilities computer and three of the classroom have been converted into smart classrooms.
14. Academic auditing of teachers and students has been done with help of students' feedback performas.

(C) Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes, IQAC has two academicians as external members on its committee. Their comments and suggestions are well documented and passed on to the respective bodies like examinations cell, departments and office for further consideration.

(D) How do students and alumni contribute to the effective functioning of the IQAC?

The college IQAC gets feedback from the current students as well as alumni. Their suggestions help the IQAC in formulating its agenda for its meeting.

(E) How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC has the representatives from different departments. These members interact with the other constituents of the college, take their feedback and discuss the important decisions of IQAC with them.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

- The IQAC functions in collaboration with college council , exam branch, the college office, the library, placement cell and career guidance and counseling cell for an integrated approach towards quality assurance for the improvement of the institution.

Academic Reforms:

- Effective class room teaching.
- Increase in overall attendance.
- Pass percentage superseding that of affiliating University.
- Well stocked library.
- Teaching faculty is trained to use smart boards for effective teaching learning process.

Administrative Reforms:

- To maintain proper discipline teachers are put on pictorial duties.
- Important notices are displayed regularly.
- Time bound collection & form filling for exams as per University ordinances.

- Check at entry & exit points of the colleges with vigilant security personal at gate.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If ‘yes’, give details enumerating its impact.

For the effective implementation of quality assurance and to boost the academic and administrative working of the college, the teaching and non-teaching staffs are sent for training whenever workshops or training programmes are held by the government.

The faculty members are motivated to attend various refresher courses, orientation courses from time to time. The members of staff are encouraged to improve and implement new techniques in teaching.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If ‘yes’, how are the outcomes used to improve the institutional activities?

The institution undertakes its academic audit from time to time by analyzing the result in house exam and Punjabi university Annual exam. Internal assessment of the students is sent to the university on the basis of performance of students in the house exams, overall performance and attendance in the class. The students who make outstanding achievements in different fields are honored at Annual Prize Distribution functions. Areas requiring improvements are identified and concerned teachers are explored to work harder for better results.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

To meet the broad parameters laid down by NAAC, the college make sincere efforts to align the internal quality assurance mechanism with it. The excellent achievements of the students in the academic, cultural and sports field explain why the college is considered as the premier institute. The college is often entrusted the responsibility of acting as a model college by the department of Higher Education for co-coordinating various activities of other government colleges of the district.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The institutional mechanism for review of teaching learning process is the college council, IQAC, The examination branch, various committees, PTA, HEIS

The results of house exams, university exam and achievements of the students in sports and extracurricular fields are discussed and analysed by exam committee, the IQAC and the college council and corrective measure are taken for continual improvements.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders? Any other relevant information regarding Governance Leadership and Management which the college would like to include.

The college informs the external stakeholder about its plans and policies through college website, prospectus, advertisements in news papers, PTM and presentation of Annual Report by the Principal on the Annual Prize Distribution Functions and the convocation. News items of all the important events and activities of the college are published in the college magazine.

The quality assurance policies and mechanism are communicated to the first year students in the assembly in the beginning of new academic session.

Criterion VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

In spite of being located in the so called arid zone of Punjab our college is proud of having vast eco-friendly campus and lush green well maintained lawns. The green environment is home to huge variety of flora and fauna. The college has both internal as well as external green Audit system to maintain a clean and green campus. The forest department of the state has numbered all the trees and put them on their record.

Under the internal green audit system various steps are taken to maintain the green campus. The college has been declared smoke free zone and drug free zone. Students are also instructed to avoid use of polythene and are made aware of drastic consequences man will have to face if we do not make efforts to protect the environment. The college has a well maintained botanical garden with a variety of medicinal plants. Campus beautification committee makes consistent efforts for the maintenance of greenery on the campus.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- * **Energy conservation**
- * **Use of renewable energy**
- * **Water harvesting**
- * **Check dam construction**
- * **Efforts for Carbon neutrality**
- * **Plantation**
- * **Hazardous waste management**
- * **e-waste management**

Energy conservation:- Students are sensitized on regular basis through various competitions and lectures to conserve energy and minimize energy consumption. They are well informed about celebrating Earth hour. The structure of building is eco-friendly with large windows allowing minimum use of artificial lights during day time.

Use of Renewable Energy:- A proposal under RUSA scheme has been sent to state Govt. to install solar panels in the college as alternative energy resources. The

Botanical garden of the college has a rain tank to collect rain water which is later used to water the plants.

Efforts for Carbon neutrality:- We can boast of a green and eco-friendly campus and will carry on the tradition of planting trees annually .

Hand written projects are accepted from the students to save cartridges and carbon usage.

Colour Printing is generally avoided. Almost all office work is computerized from the session 2013-14. The whole admission process is done online to save paper. The college has been declared no smoking zone and polythene free zone.

Plantation

Tree plantation drives are organized regularly to create clean and green campus. It helps to maintain the eco system. Planting a variety of trees in the college has contributed to carbon neutrality in the campus. Herbal garden is being maintained as a part of botanical garden in the college. To create consciousness and awareness among students and people living in the neighborhood of college regarding the importance of a balanced environment the Environment Club, NSS, NCC units and various departments have been playing an active role. This has been done through organizing lectures, seminars, slogan writing, poster making, flower arrangement competitions targeting awareness regarding saving fuel and protecting environment. One of the healthy practices of the college is that on his/her superannuation faculty member and his /her family plant saplings in the college campus.

Waste management:- Vermicomposting has been adopted. Leaf litter from the college is used for vermicomposting and organic manure/compost obtained, is used for plants. Harmless solid waste from labs and waste construction material is used to decorate the campus. Waste from the labs that can be recycled in the lab itself is reused while the waste that cannot be recycled is safely disposed off.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

1. The administrative block of the college has a networking facility which has improved the efficiency of administrative staff. Now the total record of the college is accessible with a click of button.
2. The college has its own website that has made vital information accessible to the stakeholders.

3. The college has INFLIBNET for the purpose of library.
4. From the session 2014-15 the college has introduced online admission and has been fully successful in this effort. This has made admission process more transparent and simpler.
5. A total of 3 smart class rooms have been added to the existing infrastructure to improve the quality of education .The students are taught with the help of audio-visual aids making teaching learning process more interesting and effective.
6. CCTV cameras have been installed at various places in the college for centralized surveillance that helps in sorting disciplinary issues.
7. Power Point Presentations are a regular feature for the post graduate and also for undergraduate students which has brought improvement in teaching learning process. These build the confidence of students and make them tech-savvy.
8. Orientation for the newly admitted students of the college is an annual feature. The students are acquainted with the rules and regulations of the institute which helps them to adapt themselves to new atmosphere.
9. The college has an anti- ragging and a guidance and counselling cell. Anti-Ragging committee ensures that no incident of ragging happens in the college premises. It instills a feeling of confidence among new students. Guidance and counselling cell guides the students about the trends, opportunities and challenges in the job market and prepares them to choose careers of their choice.
10. The college has a very effective feedback system from parents, alumni and students. This feedback acts as a lighthouse for the faculty and there are always chances for them to improve their performance.
11. To promote sports along with academics, the faculty of Dept. of Physical Education guides the students to go for trials of various games being held in the university and sports department, Chandigarh. The selected sportspersons are allotted their specific game wing. The wing players are provided diet and fee concession according to norms College Athletic Meet is an annual feature to promote sports. On the basis of their performance throughout the session the sportspersons of the college are felicitated.
12. Various clubs and societies of the college aim at all-round development of the personality of the students along with inculcating in them a sense of responsibility towards society. Under the Punjab government scheme a finishing school is being

set up in the college from session 2015-16 to groom the personality and over all development of the students.

13. The funds generated by selling scrap, old newspapers and magazines are deposited under various heads in the college. These funds are used for development of the institute.
14. Our community outreach activities include blood donation camp which is an annual feature of our college. The students, faculty members as well as other employees of the college are fully enthusiastic about this welfare activity. NSS volunteers have been regularly participating in voter awareness rallies, drug de-addiction, seminars, and legal literacy awareness programmes, female foeticide and other social issues.
15. Nukad natak and skit team comprising students of the college are regularly performing in the programmes organized by district administration to send the message regarding social issues.

7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Out of the several good practices being followed in the college, the following two best practices are given in detail:-

- 1. Title of the Practice:- SHOP OF HONESTY (*Imandaari dee Dukaan*)**
- 2. Goal: -** To imbibe the spirit of Honesty among students.
- 3. The Context: -** These days rampant corruption is deep rooted in the system; this practice is started with the vision of providing country good citizen with moral values. This is a small but effective practice to imbibe Honesty in young minds which can be helpful in ushering the environment of honest dealings.
- 4. The Practice: -** In order to inculcate the habit of honesty among the students, Physical Education Department of the college makes an arrangement for the sale of stationary along with a collection box. On this unmanned shop wholesale prices of stationary product are displayed on the board. Whenever required, the students take stationary and put the amount equal to price in the box. Even when the students have no money he/she takes the stationary article and puts the money in the box next day.

5. **Evidence of Success:** - The money collected in the box is never less than the amount spent on the products sometimes it is even more than the expenditure. It is evident that this practice is fruitful.
6. **Problems Encountered and Resources Required:** - Faculty and students both are equally enthusiastic about this practice no problem stands in front of their enthusiasm.

Title of the Practice: - Financial Help

1. **Goal:** - Helping meritorious and deprived students.
2. **The Context:** - The vision of the college is to provide equal opportunity to all the meritorious students even if some of them belong to financially weak families.
3. **The Practice:** - The college faculty believes that the prizes and awards motivate and help youth to work harder for excellence. In addition to the normal prizes given by the college some staff members have instituted prizes in the name of their deceased elders.

Along with these prizes faculty members are approached by needy students for any kind of help .e.g. books, fee etc. Financial contribution by the faculty for the treatment of students with serious ailments is provided.

4. **Evidence of Success:** - As a result of increase in number of prizes there is a visible improvement in the spirit of competition among students.
5. **Problems Encountered and Resources Required:** - Since this is voluntary practice so there is no issues of any problem.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Botany, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1955
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG
4. **Annual/Semester /choice based credit system (Programmes wise):-**Semester System
5. **No. of teaching post.**

| | Sanctioned | Filled |
|----------------------------------|------------|--------|
| Professors | — | — |
| Associate Professors | 03 | 01 |
| Asst. Professors (Guest Faculty) | — | 02 |

6. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/ D.Litt./ PhD/ M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|--------------|-----------------------------|---------------------|-----------------|----------------------------|---|
| Gurjeet Kaur | M.Sc., M.Phil | Associate Professor | Plant Pathology | 19 Years | — |
| Rita | M.Sc. M.Ed. M.Phil (Botany) | Assistant Professor | Agriculture | 6 Years | -Nil- |
| Rimpy | M.Sc. (Botany), M.Ed. | Assistant Professor | Cytogenetic | 3 Years | -Nil- |

7. **Percentage of Lectures delivered and practical classes handle programme wise by temporary faculty:-** 66%
8. **Student-teacher ratio (programme wise):-** 65:1
9. **No. of academic support staff (technical) and administrative staff; sanctioned and filled:-**

| Academic Support Staff | Sanctioned Posts | Filled Posts |
|----------------------------|------------------|----------------|
| Senior Lecturer Assistant | 01 | 01 |
| Junior Lecturer Assistant | 01 | 01 |
| Senior Lab Attendant | 01 | 00 |
| Lab Attendant | 01 | 01 (Temporary) |
| Animal cum Plant collector | 01 | 00 |

10. Qualification of teaching faculty with D.Sc/D.Litt./PhD/M.Phil/ PG:-

| Qualification | No. of faculty |
|---------------|----------------|
| M.Phil | 01 |
| PG | 02 |

11. Student profile programmes/course wise

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|---------|
| | | | | | |
| B.Sc.-I M | 225 | 96 | 26 | 70 | 88.57% |
| B.Sc.-II M | 76 | 59 | 11 | 48 | 98.00% |
| B.Sc.-III M | 42 | 39 | 11 | 28 | 100.00% |

*M=Male *F= Female

12. How many students have cleared National and State competitive examinations such as NET, SLET, GATE, CIVIL services, Defence services etc :- Many of our students have qualified UGC NET in the last five years and also cleared other competitive exams like civil services, PCS (E), PCS(J), SLET, GRE,GMAT,TOFEL,IELTS,CAT, central services, defence services. However no exact information is available.

13. Student progression

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | 40% |
| PG to PhD | 11% |

14.Details of Infrastructural facilities

- a. Library:- Yes
- b. Internet facilities for staff & students:- Yes
- c. Laboratories:- Yes

15. Number of students receiving financial assistance from college, Universities, Government and other agencies: - Approx 30%

16. Teaching method adopted to improve students' learning:- Seminars, Paper Presentation, Excursion Tours, Visit To Botanical Gardens for Information of plants

17. Participation in Institutional social Responsibility (ISR) and Extension activities:- Assisted District Administration of Bathinda

18. SWOC analysis of the department and future plans:-

STRENGTHS:

Botanical Garden and botanical laboratory, well qualified teaching faculty and non-teaching faculty

WEAKNESSES:

Lack of manpower to maintain Botanical Garden, lack of funds, lack of museum to place specimens and models, lack of equipments and material in the lab.

OPPORTUNITIES:

M.Sc. (Botany), M.Sc. (Agriculture), Occupation in Floriculture

CHALLENGES:

Maintenance of botanical garden with limited man-power. Arrangement of funds for new plants and equipment. Basic sciences should be integrated with applied sciences.

Evaluated Report of the Departments

- Name of the Department:-** Department of Chemistry, Govt. Rajindra College, Bathinda
- Year of establishment:-** 1955
- Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):**- UG
- Annual/Semester /choice based credit system (Programmes wise):-** Semester
- Participation of the department in the courses offered by other departments:-**Bio-tech
- Details of courses/programmes discontinued (If any) with reasons:** - Industrial Chemistry because it lost its immediate relevance.
- No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | — | | |
| Associate Professors | 06 | 03 | | |
| Asst. Professors | | | 01 | 02 |

- Faculty profile with Name, Qualification, Designation, Specialization (PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|----------------------|---------------|---------------------|----------------------|----------------------------|---|
| Satveer Singh | M.Sc., M.Phil | Associate Professor | Organic Chemistry | 33 Years | — |
| Jyoti Parbha | M.Sc., M.Phil | Associate Professor | Physical Chemistry | 22 Years | — |
| Simarjeet Kaur Sidhu | M.Sc., M.Phil | Associate Professor | Organic chemistry | 22 Years | — |
| Parveen Kaur | M.Sc., M.Phil | Assistant Professor | Organic chemistry | 16 Years | — |
| Gurpreet Kaur | M.Sc. | Assistant Professor | In-Organic chemistry | 02 Years | — |
| Sakshi | M.Sc. | Assistant Professor | In-Organic chemistry | 02Years | — |

- Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:-** 57.14%

10. No. of academic support staff (technical) and administrative staff; sanctioned and filled:-

| | Sanctioned | Filled |
|--------------------------|------------|--------------|
| Senior Lecture Assistant | 01 | 00 |
| Junior Lecture Assistant | 01 | 01 |
| Senior Lab Attendant | 01 | 01 |
| Lab Attendant | 02 | 01 (DC Rate) |
| Gas man | 01 | 01 (DC Rate) |

11. Qualification of teaching faculty with D.Sc/D.Litt./PhD/M.Phil / PG:-

| | |
|--------|----|
| M.Phil | 04 |
| PG | 02 |

12. Student profile programmes/course wise:-

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | *M | *F | |
| B.Sc.-I NM | | 105 | 46 | 59 | 87% |
| B.Sc.-I M | | 96 | 26 | 70 | 40% |
| B.Sc.-II NM | | 99 | 34 | 65 | 71% |
| B.Sc.-II M | | 55 | 8 | 47 | 63% |
| B.Sc.-III NM | | 119 | 44 | 75 | 75% |
| B.Sc.-III M | | 39 | 11 | 28 | 80% |
| B.Sc.-I Bio-Tech | | 17 | 3 | 14 | 98% |
| B.Sc.-II Bio-Tech | | 15 | 3 | 12 | 97% |
| B.Sc.-III Bio-Tech | | 17 | 3 | 14 | 100% |

*M=Male *F= Female

13. How many students have cleared National and state competitive examinations such as NET, SLET, GATE, CIVIL services, Defence services etc:- Since the students appear for these National and State competitive examinations after graduation or post graduation, so exact data is not available. But the alumni of the college who are members of ROSS clear the picture that many of the students clear these competitive exams.

14. Student progression

| Student progression | Against % enrolled |
|---------------------|-------------------------------------|
| UG to PG | Approx 15% opt for M.Sc (Chemistry) |

15. Detail of Infrastructural facilities

a. Internet facility for staff and students:

b. Two Laboratories (One under repair)

16. No. of students receiving financial assistance from college, Universities, Government and other agencies:- About 30 students are INSPIRE scholars.

17. Teaching method adopted to improve students' learning: - Seminars, Paper Presentation, excursion Tours, Visit botanical Garden for Plants Information

18. SWOC analysis of the department and future plans:-

STRENGTHS:

- Dedicated teaching faculty.

WEAKNESSES:

- Incomplete lab construction pending for the last four sessions. An un-manageable number of students can-not be accommodated in one lab at a time.

OPPORTUNITIES:

- Chemistry being the Science of materials has its application in almost all walks of life like medicine, fertilizers, textiles, pesticides, building materials etc.

CHALLENGES:

- The department is doing with guest faculty, part-time teachers who are not adequately being paid and leave whenever they get a better Opportunity.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Commerce, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 01/07/1968
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG
4. **Annual/Semester /choice based credit system (Programmes wise):-**Semester
5. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-time | Guest Faculty |
| Professors | — | — | | |
| Associate Professors | 07 | 04 | | |
| Asst. Professors | — | — | | 03 |

6. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|--------------------|----------------|---------------------|-------------------|----------------------------|---|
| Rachhpal Singh | M.com., M.Phil | Associate Professor | Maths/ Income Tax | 23 Years | — |
| Gian Chand Goyal | M.Com | Associate Professor | Accounts | 34 Years | — |
| Sultan Singh | M.Com | Associate Professor | Accounts | 17 Years | — |
| Dr. Raj Kumar Goel | M.Com, Ph.D | Associate Professor | Accounts | | — |

7. **Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:-** 43%
8. **Student-teacher ratio (programme wise):-** 60:01
9. **Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-**

| | |
|--------|----|
| Ph.D | 01 |
| M.Phil | 01 |
| PG | 05 |

10. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | | | |
| B.Com.-I | | 129 | 73 | 56 | 73% |
| B.Com.-II | | 122 | 52 | 70 | 71% |
| B.Com.-III | | 126 | 62 | 64 | 73% |
| B.Com-I (Prof.) | | 60 | 38 | 22 | 90% |

*M=Male *F= Female

11. How many students have cleared National and state competitive examinations such as NET,SLET,GATE,CIVIL services, Defence services etc:- Since the students appear for these National and State competitive examinations after graduation or post graduation , so exact data is not available. But the alumni of the college who are members of ROSS clear the picture that many of the students clear these competitive exams.

12. Student progression

| Student progression | Against % enrolled |
|--------------------------------|--------------------|
| UG to PG | 30% |
| Entrepreneurship/self-employed | 20% |

13. Details of Infrastructural facilities

a. Internet facilities for staff & students:- Yes

14. Number of students receiving financial assistance from college, Universities, Government and other agencies: - Approx 30%

15. Teaching method adopted to improve students' learning: - Classroom discussions, Seminars etc.

16. SWOC analysis of the department and future plans:-

STRENGTHS:

- Good strength of the students, outstanding results of the students, Dedicated & efficient faculty members.

WEAKNESSES:

- Infrastructure can be improved.

OPPORTUNITIES:

- Lots of Industry/ Employability opportunities Banking/ Insurance/ Public & Pvt. Sector

CHALLENGES:

- Gaps Occur in University curriculum and industry requirements.

Evaluated Report of the Departments

1. **Name of the Department:** - Department of Economics, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1940
3. **Name of Programmes/courses offered (UG,PG,M.Phil,Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG/ BA/ B.Sc. Eco.
4. **Names of interdisciplinary courses and the departments/units involved:-** Mathematics, Punjabi, English, Computer, Environment Departments.
5. **Annual/Semester /choice based credit system (Programmes wise):-** Both Annual & Semester System
6. **Participation of the department in the courses offered by other departments:-** Maths, Punjabi, English, Computer, Environment
7. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-time | Guest Faculty |
| Professors | — | — | | |
| Associate Professors | 05 | 2 | | |
| Asst. Professors | — | — | 1 | 2 |

8. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|----------------|-------------------------|---------------------|-------------------------|----------------------------|---|
| Sukhraj Singh | M.A, M.Phil, Ph.D | Associate Professor | Labour Economics | 32 Years | — |
| Inderjit Kaur | M.A. | Associate Professor | Micro Economics | 26 Years | — |
| Gursharan Kaur | M.A. M.Phil, L.L.B, NET | Assistant Professor | Development Economics | 14 Years | — |
| Ravinder Kaur | M.A, M.Phil, B.Ed, NET | Assistant Professor | Macro Economics | 11 Years | — |
| Harjit Kaur | M.A. | Assistant Professor | International Economics | 5 Years | — |

9. **Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:-** 60%

10. Student-teacher ratio (programme wise):- 116:1

11. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil / PG:-

| | |
|--------|---|
| Ph.D | 1 |
| M.Phil | 2 |
| PG | 2 |

12. Publications:

- **Publication per faculty:** - Paper Published in Edited Book by. Prof. Gursharan Kaur

13. List of eminent academicians and scientist/visitors to the department:- Dr. Mahajan

14. Seminars/Conferences /Workshops organized and source of funding

- a. **State Level:-** Data Dissemination Workshop sponsored by Directorate of Census Operation, Punjab organized by Department of Economics, Govt. Rajindra College, Bathinda

15. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|-----|--------|
| | | | *M | *F | |
| B.Sc. Hons. School in Economics Part-I | | 33 | 10 | 23 | 100% |
| B.Sc. Hons. School in Economics Part-II | | 37 | 18 | 19 | 100% |
| B.Sc. Hons. School in Economics Part-III | | 32 | 07 | 25 | 100% |
| B.A.-I Economics Students | | 165 | 90 | 75 | 92% |
| B.A.-II Economics Students | | 151 | 45 | 106 | 94% |
| B.A.-III Economics Students | | 178 | 57 | 121 | 96% |

*M=Male *F= Female

16. How many students have cleared National and state competitive examinations such as NET, SLET, GATE, CIVIL services, Defence services etc:- Since the students appear for these National and State competitive examinations after graduation or post graduation , so exact data is not available. But the alumni of the college who are members of ROSS clear the picture that many of the students clear these competitive exams.

17. Student progression

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | More than 85% |

18. Details of Infrastructural facilities

a. **Library:-** Dept. Library

19. Teaching method adopted to improve students' learning:- Class Test, House Test, Viva, Assignments

a. **.SWOC analysis of the department and future plans:-**

STRENGTHS:

- Five sanctioned teaching posts.
- Approximately 600 students opt. for Economics.
- Well qualified and dedicated faculty.
- One faculty member Ph.D., two faculty members with M.Phil and UGC/NET qualified.
- Comparatively high merit students opt. for Economics.
- Running Honours' school in Economics with under-graduate course of 40 seats.
- Departmental library.
- Computer lab.

WEAKNESSES:

- Poor infrastructure.
- Lack of funds for departmental library.
- No internet facility, ICT classroom, projector.

OPPORTUNITIES:

- Students can pursue post graduate courses in Agriculture, Economics, Marketing, Management, Business Finance, Financial Management etc.
- Department have the capacity to run post graduate classes.

CHALLENGES:

- The biggest challenge is to provide quality education with limited resources by conducting classroom debate, discussions, project works and assignments.
- Another challenge is to motivate students to prepare for university entrance exam and other exams for National and International jobs.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of English, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1940
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG/ B.A/ B.Sc./B.Com General English, Elective English
4. **Annual/Semester /choice based credit system (Programmes wise):-** Both B.A.-I, B.A.-II, B.A.-III Annual & B.Sc, B.Com Semester System
5. **Participation of the department in the courses offered by other departments:-** Economics, Management and Computer Application
6. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|----------------|---------|----------|---------------|
| | | Regular | Contract | Guest Faculty |
| Associate Professors | 8+1 (Contract) | 05 | | |
| Asst. Professors | — | — | 01 | 03 |

7. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/ D.Litt./ PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|----------------|--------------------|---------------------|-------------------------------------|----------------------------|---|
| Jyotsna Singla | M.A, M.Phil | Associate Professor | American Fiction | 23 Years | — |
| S.S. Deol | M.A, M.Phil | Associate Professor | | 23 Years | — |
| Arun Bala | M.A, M.Phil | Associate Professor | Comparative Literature, Translation | 36 Years | — |
| Gursharan Mann | M.A, M.Phil | Associate Professor | Feminism | 22 Years | — |
| Satinder Pal | M.A, M.Phil | Associate Professor | | 32 Years | — |
| Raenee | M.A., M.Phil, Ph.D | Assistant Professor | Indian writing in English | 10 Years | — |
| Nindia | M.A. | Assistant Professor | | 6 Years | — |
| Ruby | M.A. | Assistant Professor | | 3 Years | — |
| Jaswinder | M.A. | Assistant Professor | | 2 Years | — |

8. List of Senior visiting Faculty:- Dr. P.S. Romana

9. Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:- 40% (24 Periods)

10. Student-teacher ratio (programme wise):-

B.A.-I 80:1, B.A.-II 98:1, B.A.-III 98:1
 B.Com-I 64:1, B.Com-II 61:1
 B.Sc.-II (Non-Med) 140:2
 B.Sc.-II (Med) 59:1

11. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-

| | |
|--------|----|
| Ph.D | 01 |
| M.Phil | 05 |
| PG | 03 |

12. Publications:

• Publication per faculty (Last 4 Years):-

| Name of Faculty | Books | Papers |
|-----------------|--------------------|--------|
| Jyotsna Singla | | 01 |
| Arun Bala | 5 Translated Books | 03 |
| Gursharan Mann | | 02 |
| Raenee | 1 Translated Book | 05 |

• No. of papers published in peer reviewed journals (National/International) by faculty and students: - Two international and three national seminars (Presented & Published)

13. Faculty as members in:-

(a) Editorial boards:- 03 (Editor College Magazine, 'The Rajindra')

14. List of eminent academicians and scientist/visitors to the department:- Sh. Balanand, Former ambassador (Govt. of India)

15. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|-----|--------|
| | | | | | |
| B.A.-I | | 803 | 514 | 289 | 95.55% |
| B.A.-II | | 798 | 515 | 283 | 90.20% |
| B.A.-III | | 807 | 466 | 341 | 89.79% |
| B.A.-I (Lit.) | | 77 | 31 | 46 | 86.00% |
| B.A.-II (Lit.) | | 73 | 29 | 44 | 90.00% |
| B.A.-III (Lit.) | | 96 | 41 | 55 | 85.77% |

*M=Male *F= Female

16. How many students have cleared National and state competitive examinations such as NET,SLET,GATE,CIVIL services, Defence services etc:- Many of our students have qualified UGC NET in the last five years and also cleared other competitive exams like civil services, PCS (E), PCS(J), SLET, GRE, GMAT, TOFEL, IELTS, CAT, central services, defence services. However no exact information is available.

17. Student progression

| Student progression | Against % enrolled |
|---------------------|--------------------------|
| UG to PG | 60% of Elective students |

18. Details of Infrastructural facilities

- a. **Library:-** Yes
- b. **Internet facilities for staff & students:-** Yes

19. Details on students enrichment programmes (Special Lecture/ workshops/seminar) with external experts:- One Extension Lecture

20. Teaching method adopted to improve students’ learning: - Lecture Method, Group discussion, Assignments, Quiz and Role Playing.

21. Participation in Institutional social Responsibility (ISR) and Extension activities:- Primarily the students are from rural background so all the extension activities are focused on improving their written and spoken English, Quizzes, Debates, Classroom Discussions continuously aim at improving their command over English language.

22. SWOC analysis of the department and future plans:-

STRENGTHS:

- Fully fledged department with well qualified staff.
- There are one PhD, 5 M.Phil and 3 Young energetic M.A. faculty members.
- English literary society has been working for many years and students participate enthusiastically its activity. It provides the students platform in English speaking, play acting, debates, paper presentation, creative writing, quiz and public speaking.

WEAKNESSES:

- Majority of the students come from rural areas. They are basically weak in their understanding of English language. They are unable to understand their texts

even when they are explained in simple English. So the teachers have to revert to explaining the things in vernacular most of the times.

OPPORTUNITIES:

- In the modern times of computer and internet proficiency in English language has become a gateway to the plethora job opportunities. Several students plan to go abroad after graduation,. So they are genuinely interested in improving their understanding of written and spoken English. In order to improve their English phonetic skills, several students opt for English as elective subject.

CHALLENGES:

- Majority of the students being extremely work in the basics of English language, it is a big challenge to pull them upto the level of graduation classes. For their sake, the teachers have to be very slow and explain everything in Punjabi. But on the other hand, a small percentage of students from convent or other English medium schools need it in English. So it is a big challenge to maintain a balance.

Evaluated Report of the Departments

- Name of the Department:-** Department of Geography, Govt. Rajindra College, Bathinda
- Year of establishment:-** 1963-64
- Name of Programmes/courses offered (UG, PG ,M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG/ B.A.-I,II,III
- Annual/Semester /choice based credit system (Programmes wise):-** B.A.-I Semester, B.A.-II Annual, B.A.-III Annual
- No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | — | | |
| Associate Professors | 01 | 01 | | |
| Asst. Professors | 02 | | | 02 |

- Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/ D.Litt./ PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|-------------------|--------------------------|-----------------------------|-----------------|----------------------------|---|
| Jagdish Kaur | M.A, M.Phil | Associate Professor (H.O.D) | Urban Geography | 27 Years | — |
| Sheetal | M.A.BE.D (Gold Medalist) | Assistant Professor | — | 4 Years | — |
| Sikanderjit Singh | M.Sc. | Assistant Professor | — | 3Yyears | — |

- Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty: -** 66%
- Student-teacher ratio (programme wise):-**

| B.A.-I | | B.A.-II | | B.A.-III | |
|--------|-----------|---------|-----------|----------|-----------|
| Theory | Practical | Theory | Practical | Theory | Practical |
| 114:1 | 38:1 | 92:1 | 31:1 | 76:1 | 26:1 |

- No. of academic support staff (technical) and administrative staff; sanctioned and filled:-**

| Academic Staff | Sanctioned | Filled |
|----------------------|------------|--------|
| Senior Lab Attendant | 01 | 00 |
| Junior Lab Attendant | 01 | 00 |
| Lab Attendant | 01 | 01 |

10. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/ PG:-

| | |
|--------|----|
| M.Phil | 01 |
| PG | 02 |

11. Faculty as members in

(a) **Editorial boards:** - Prof. Jagdish Kaur, Nominated as a member of Faculty of Physical Sciences by Vice-Chancellor, Punjabi University, Patiala

12. Students projects

(a) **Percentage of students who have done in house projects including interdepartmental/ programmes:** - 27% (In House Projctcs)

13. Awards/ Recognitions received by faculty and students:- Participated in State Level Geographical Quiz Contest (23/02/13) and Stood IInd

14. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|---------|
| | | | | | |
| B.A.-I | — | 168 | 122 | 46 | 94.50% |
| B.A.-II | — | 96 | 60 | 36 | 96.00% |
| B.A.-III | — | 79 | 44 | 35 | 100.00% |

*M=Male *F= Female

15. How many students have cleared National and state competitive examinations such as NET, SLET, GATE, CIVIL services, Defence services etc:- Many of our students have qualified UGC NET in the last five years and also cleared other competitive exams like civil services, PCS (E), PCS(J), SLET, GRE, GMAT, TOFEL, IELTS, CAT, central services, defence services. However no exact information is available.

16. Student progression

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | 33% |

17. Details of Infrastructural facilities

- a. **Library:-** Yes
- b. **Internet facilities for staff & students:-** Yes
- c. **Class rooms with ICT facility:-** Yes
- d. **Laboratories:-** Yes

18. Details on students enrichment programmes (Special Lecture/ workshops/seminar) with external experts:- Educational Tours for studying Topographic, demographics features

19. Teaching method adopted to improve students' learning:- Lecture Method, Question Answer Method, Visual Aids, Practical Work (Surveying)

20. Participation in Institutional social Responsibility (ISR) and Extension activities: - Every Year Students of B.A.-III prepare a project report by collecting primary data on different topics related to society and day to day challenges.

21. SWOC analysis of the department and future plans:-

STRENGTHS:-

- Very popular subject and much in demand among students.
- After graduation many avenues open up for students like
 - i. Town Planning
 - ii. Remote sensing
 - iii. Metrological studies
 - iv. Survey of India
 - v. Teaching
 - vi. Environmental studies
 - vii. Disaster Management
 - viii. Field work and survey
 - ix. Tourism industry
 - x. Competitive Exams

WEAKNESS:

- At present there is only one classroom and one laboratory which is not sufficient for the present strength of the student. Admission in geography subject is refused to the students because of lack of infrastructure. The infrastructure needs upgradation to face the new challenges & changes taking place on face of the earth. Lack of modern infrastructure is the biggest weakness of the department.

OPPORTUNITIES:-

- The globe becoming one village and google earth being at our door steps and with the changing face of the earth, geography subject has innumerable

opportunities provided we have an adequate infrastructure. It is an applied as well as social science. There is no end of the opportunities.

- Given the modern infrastructure this deptt. can run PG diploma course in
 - a. Remote Sensing
 - b. GIS
 - c. Economics Tourism
 - d. Disaster Management
 - e. Environmental Studies

CHALLENGES:-

- The world is changing very fast as a result the subject is changing at the same pace. The new approaches and the new models are in vogue the world over. Trans disciplinary is taking place in all fields, Geography is no exception. New technology and new trainings are the need of hour. The department being a graduate department is to raise its level upto post graduation and to meet the aforesaid challenges.
- To enhance the employability of the geography students is another major challenge and the department plan to look for various vintage points to make the student employable and to find the opportunity for the same. Last but not the least the requirement for the new and trained staff for teaching and laboratory is another area which needs immediate attention.

Evaluated Report of the Departments

- Name of the Department:-** Department of History, Govt. Rajindra College, Bathinda
- Year of establishment:-** 1940
- Name of Programmes/courses offered (UG,PG,M.Phil,Ph.D and Integrated Masters, Integrated Ph.D etc.):**- UG & PG
- Annual/Semester /choice based credit system (Programmes wise):-** B.A.-I & , B.A.-II Semester, B.A.-III Annual
- No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | | | |
| Associate Professors | 02 | 2 | | |
| Asst. Professors | 03 | | | 3 |

- Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|----------------|--------------------------|---------------------|---------------------------|----------------------------|---|
| Sukhdev Singh | M.A, M.Phil | Associate Professor | History of Medieval India | 27 Years | — |
| Neelam Rani | M.A, M.Phil | Associate Professor | History of Modern India | 30 Years | — |
| Satveer Kaur | M.A, M.Phil | Assistant Professor | Historical Places | 6 Years | — |
| Kulwinder Kaur | M.A, NET | Assistant Professor | Modern India | 1 Year | |
| Karamvir Kaur | M.A.B.ed (Gold Medalist) | Assistant Professor | Modern India | 6 Months | |

- List of Senior visiting Faculty:** - Dr. A.C.Arora (Retd. Head of History Deptt.), Punjabi University, Patiala, Dr. S.D. Gajrani (Retd.)
- Student-teacher ratio (programme wise):-** 80:01
- Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/ PG:-**

| | |
|--------|----|
| M.Phil | 03 |
|--------|----|

- Faculty as members in:-**

(a) **Editorial boards:** - Prof. Sukhdev Singh as:

- Member of board of Under Graduate studies in History.

- Member of faculty of social sciences, Punjabi University, Patiala
- Member of Academic Council, Punjabi University, Patiala

11. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|-----|--------|
| | | | *M | *F | |
| B.A.-I | | 459 | 315 | 144 | 90.50% |
| B.A.-II | | 460 | 346 | 114 | 98.20% |
| B.A.-III | | 495 | 336 | 159 | 98.40% |
| M.A.-I | 95 | 34 | 14 | 20 | — |

*M=Male *F= Female

12. Student progression

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | 30% |

13. Details of Infrastructural facilities

- Library:** - Deptt. Library-Books & Journals.
- Internet facilities for staff:-** Yes

14. Participation in Institutional social Responsibility (ISR) and Extension activities:-

Students of the department go to Rural Areas, Historical Places etc. and build a strong bond with social groups.

15. SWOC analysis of the department and future plans:-

STRENGTHS:

- The Museum contains replicas of sculpture.
- Collection of old Coins.
- Material concerned with Punjab culture.
- Collection of Art Pieces, Paintings
- Photographs of Indian Freedom Fighters, Historians, Great Personality of the World, Old Principals of the college.
- World Map, Punjab Map and Globe etc.

Students of the college have very much attraction towards it and they showed keen interest in viewing and seeing the same and the department are keenly interested in expanding the same, because of the students get into touch with the subject.

WEAKNESS:

- a. Lack of infrastructure as the department needs more space to extend the museum.
- b. Lack of ICT rooms.
- c. Lack of material in museum like sculpture, replicas and monuments.
- d. More and more financial assistance for the upgradation of museum as PG course has already been started in the department.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Hindi, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1950
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG/ B.A.
4. **Annual/Semester /choice based credit system (Programmes wise):-** B.A.-I Semester, B.A.-II Annual, B.A.-III Annual
5. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | — | — | — |
| Associate Professors | 01 | 01 | — | — |
| Asst. Professors | — | — | — | — |

6. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/ D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|----------------|-------------------|---------------------|-------------------------|----------------------------|---|
| Dr. Usha Kiran | M.A, M.Phil, Ph.D | Associate Professor | Modern Poetry & Fiction | 30 Years | — |

7. **List of Senior visiting Faculty:-** Prof. Kamlesh Kaur Johar
8. **Student-teacher ratio (programme wise):-** 68:01
9. **Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/ PG:-**
Ph.D. = 01

10. **Faculty as members in:-**

(a) **Editorial boards:** - Member of Board of under Graduate studies in Hindi, Punjabi university, Patiala

11. **List of eminent academicians and scientist/visitors to the department:-** Prof. Kamlesh Kaur Johar

12. **Student profile programmes/course wise:**

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | *M | *F | |
| B.A.-I | | 66 | 31 | 35 | 96.00% |
| B.A.-II | | 70 | 35 | 35 | 97.00% |
| B.A.-III | | 73 | 25 | 48 | 98.50% |

13. Student progression

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | 7% Approx. |

14. Details of Infrastructural facilities

a. **Library:-** Yes

15. Teaching method adopted to improve students' learning:- Class Test, Lectures, Quiz, House Test, Paper Reading, Debate.

16. Participation in Institutional social Responsibility (ISR) and Extension activities:-
Students participate in various competitions like Debate, Paper reading etc. regarding social issues- Dowry, Drug Abuse, Environment etc.

17. SWOC analysis of the department and future plans:-

STRENGTH:-

- Learning National Language
- Scope in the field of education such as in teaching.
- Promoting National language as an important subject as it has been promoted by important universities.

WEAKNESS:-

- Due to Punjabi region day by day decline in enrolment of students.
- Hindi language has been taught as IInd language in Punjab.

OPPOURTUNITIES:-

- Efforts have been made to make the language as an authorized language in United Nation Organization.
- For the above reason the trend of opting Hindi as language is going up high these days.
- Hindi language in itself symbolizes National Integration.

Evaluated Report of the Departments

1. **Name of the Department:** - Department of Mathematics, Govt. Rajindra College, Bathinda.
2. **Year of establishment:-** 1940
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):**- UG and PG
4. **Names of interdisciplinary courses and the departments/units involved:-**
B.A./ B.Sc(NM)/ B.Sc Hons. (Eco)/ M.Sc/ BBA/ BCA
5. **Annual/Semester /choice based credit system (Programmes wise):-** Annual B.A.-II & B.A.-III and Others Semester.
6. **No. of teaching post.**

| | Sanctioned | Filled | | |
|--|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | | | |
| Associate Professors | 05 | 05 | | |
| Asst. Professors (Contract (HEIS) Basic) | | | 02 | |

7. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/ D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|-----------------|--------------------|---------------------|----------------|----------------------------|---|
| Madhu Bala | M.Sc,M.Phil | Associate Professor | Pure Maths | 27 Years | — |
| Ashok Singh | M.Sc,M.Phil | Associate Professor | Pure Maths | 23 Years | — |
| Harjinder Singh | M.Sc,Ph.D | Associate Professor | Pure Maths | 20 Years | — |
| Laxmi Jain | M.Sc,M.Phil | Associate Professor | Pure Maths | 31 Years | — |
| Manvinder Singh | M.Sc,M.Phil, PGDCA | Associate Professor | Pure Maths | 25 Years | — |
| Amit Monga | M.Sc UGC NET | Associate Professor | Pure Maths | | — |
| Ritu (HEIS) | M.Sc,M.Phil | Assistant Professor | Pure Maths | | — |

8. Student-teacher ratio (programme wise):-

| | | | | | |
|----------|-------|----------------|-------|-----------|-------|
| B.A.-I | 71:01 | B.Sc.-I (NM) | 72:01 | H.S.E-I | 33:01 |
| B.A.-II | 64:01 | B.Sc.-II (NM) | 72:01 | H.S.E-II | 37:01 |
| B.A.-III | 67:01 | B.Sc.-III (NM) | 71:01 | H.S.E-III | 31:01 |

8. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-

| | |
|--------|----|
| Ph.D | 01 |
| M.Phil | 05 |
| PG | 01 |

9. Publications:

- **Publication per faculty:-** Prof. Harjinder Singh – One Book
- **No. of papers published in peer reviewed journals (National/ International) by faculty and students:-** 10

10. Faculty as members in:-

(a) National committees :-

| | |
|---------------------|--|
| Dr. Harjinder Singh | • Life Membership of Intellectual Society for Socio-Techno Welfare, Ghaziabad, U.P. |
| Prof. Madhu Bala | • Member of Board of UG studies in Maths. • Member of faculty of Physical Sciences. |
| Prof. Laxmi Jain | • Member of faculty of Physical Sciences. |

11. Students projects

- a. Percentage of students who have done in house projects including interdepartmental/ programmes:-** 50% (NSS, NCC, Blood Donation Youth Welfare)

12. Seminars/Conferences /Workshops organized and source of funding

a. National:-

| Name of the Faculty | Seminar | Conference | Workshops |
|---------------------|---------|------------|-----------|
| Dr. Harjinder Singh | 05 | | |
| Prof. Madhu Bala | | 01 | 01 |
| Prof. Laxmi Jain | | 02 | |

b. International:-

| Name of the Faculty | Seminar | Conference | Workshops |
|---------------------|---------|------------|-----------|
| Dr. Harjinder Singh | 03 | | |

13. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | *M | *F | |
| | | | | | |

| | | | | | |
|-----------------|--|----|----|----|--------|
| B.A.-I | | 88 | 33 | 55 | 94.44% |
| B.A.-II | | 65 | 18 | 47 | 94.00% |
| B.A.-III | | 66 | 11 | 55 | 92.86% |
| M.Sc.-I (MATHS) | | 32 | 05 | 27 | — |

*M=Male *F= Female

14. Student Progression

| Student progression | Against % enrolled |
|---|--------------------|
| UG to PG | 20% |
| Employed -campus selection -other than campus recruitment | 15% |

15. Details of Infrastructural facilities

a. **Library:-** No. of Books - 50

b. **Internet facilities for staff & students:-** Yes

16. **Teaching method adopted to improve students' learning:** - Classroom Teaching, Lectures and Class Test.

17. SWOC analysis of the department and future plans:-

1. Well qualified & experienced faculty.
2. Future scope of students is very high.
3. Subject is useful in every field of life.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Music Instrumental, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1950
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG
4. **Annual/Semester /choice based credit system (Programmes wise):-** Annual B.A.-II & B.A.-III , B.A.-I Semester
5. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | | | |
| Associate Professors | 01 | 01 | | |
| Asst. Professors | | | | |

6. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|-------------|---------------|---------------------|----------------|----------------------------|---|
| Amla Sharma | M.A., M.Phil | Assistant Professor | Sitar | 25 Years | — |

7. **Student-teacher ratio (programme wise):-** 104:01
8. **No. of academic support staff (technical) and administrative staff; sanctioned and filled:-** Sanctioned 01, Filled 01
9. **Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-**M.Phil = 01
10. **Publications:**
 - **Publication per faculty:-** One Publication
 - **No. of papers published in peer reviewed journals (National/ International) by faculty and students:-** One Publication
11. **List of eminent academicians and scientist/visitors to the department:-**
 - Dr. Hukam Chand, MDU, Rohtak
 - Dr. Rajesh Mohan, Govt. Brajindra College, Faridkot

12. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | *M | *F | |
| B.A.-I | | 59 | 38 | 21 | 100% |
| B.A.-II | | 22 | 19 | 03 | 100% |
| B.A.-III | | 33 | 17 | 16 | 100% |

13. Student progression

| Student progression | Against % enrolled |
|--------------------------------|--------------------|
| UG to PG | 3% |
| Entrepreneurship/self-employed | 40% |

14. Details of Infrastructural facilities

a. Laboratories:- 01

15. Number of students receiving financial assistance from college, Universities, Government and other agencies:- Approx 25%

16. Details on students enrichment programmes (Special Lecture/workshops/seminar) with external experts:- 2 Workshops and 2 Programmes

17. Teaching method adopted to improve students' learning:- Interaction is encouraged, Practice is stressed,

18. Participation in Institutional social Responsibility (ISR) and Extension activities: - Cultural Programme.

19. SWOC analysis of the department and future plans:-

STRENGTHS:

- Well qualified Staff to give practical knowledge to students.
- Students are made to practice so as to increase their efficiency.

WEAKNESSES:

- Shortage of Instruments, lack of modern instruments.

OPPORTUNITIES:

- To impart skill to the students.

CHALLENGESS:

- Delivery of Instruments.
- Lack of local availability of technical resources like repair person etc.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Music (Vocal), Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1950
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG Classes (B.A.)
4. **Annual/Semester /choice based credit system (Programmes wise):-** Annual B.A.-III, B.A.-I & II Semester
5. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | — | — | — |
| Associate Professors | — | — | — | — |
| Asst. Professors | 01 | 01 | — | — |

6. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|-------------------|----------------------|-----------------------------|----------------|----------------------------|---|
| Dr. Manoneet Kaur | Ph.D in Music(Vocal) | Assistant Professor (H.O.D) | Music (Vocal) | 15 Years | — |

7. **List of Senior visiting Faculty:-** Dr. Rajesh Mohan from Govt. Barajindra College, Faridkot
8. **Student-teacher ratio (programme wise):-** 220:01
9. **Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-**Ph.D. = 01
10. **Publications:**
 - **Publication per faculty:-** 2 Publications
11. **Faculty as members in:-**
 - (a) **Editorial boards:** - Member of Senate Punjabi University, Patiala
12. **Students projects**
 - a. **Percentage of students who have done in house projects including interdepartmental/ programmes:-** 75% of students in Youth Festivals, NSS, NCC, Sports

13. Awards/ Recognitions received by faculty and students:- Students received many Gold & Silver Medals in Music at Zonal, Inter Zonal & Inter University, Inter college Level

14. List of eminent academicians and scientist/visitors to the department:- Vocalists from other college- Dr. Rajesh Mohan, Govt. Barjindra College, Faridkot

15. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | *M | *F | |
| B.A.-I | | 105 | 64 | 41 | 99% |
| B.A.-II | | 64 | 47 | 17 | 97% |
| B.A.-III | | 62 | 30 | 32 | 100% |

*M=Male *F= Female

16. Student progression

| Student progression | Against % enrolled |
|--------------------------------|--------------------|
| UG to PG | 65% |
| Employed | |
| -campus selection | 30% |
| -other than campus recruitment | 40% |
| Entrepreneurship/self-employed | 35% |

17. Details of Infrastructural facilities

a. Library:- 150 Books and reading material, Magazines, Articles, Research books

b. Laboratories:- Music Room

18. Details on students enrichment programmes (Special Lecture/workshops/seminar) with external experts: -

Performances of following are shown to the students for motivation:

| Vocalists: | Instrumentalists: |
|--|--|
| <ul style="list-style-type: none"> • Bade Ghulam Ali Khan • Begum Parveen Sultana • Pandit Jasraj • Ghulam Ali • Rajam • Kishori Amaonkar • Sanjeev Abhyankar | <ul style="list-style-type: none"> • Dr. N. Rajam (Violinist) • Ustad Jakir Hussain (Tabla Player) • Ustad Sultan Khan(Sarangi Vada) |

Documentaries:

Documentaries are shown to encourage the students i.e. Ustad Bade, Ghulam Ali Khan interviews conducted by Lok Sabha Channel as of Meeta Pandit (Vocalist), Dilshad Khan and Begum Parveen Sultana, Pandit Hari Prasad Chaurasiya (Flutist).

- Quiz and Paper Reading
- Lectures with PPT's, Seminar on Music in collaboration with other colleges

19. Teaching method adopted to improve students' learning:-

- Department is using modern techniques along with traditional methods of teaching
- Students are given access to a plethora of research material including books and journals, Magazines, Research Papers and e-sources
- Audio-visual medium is used in bringing awareness among students about current trends in music, experimental music, fusion music etc.
- Power point presentation by faculty and students.

20. Participation in Institutional social Responsibility (ISR) and Extension activities:-

- Participation in Zonal, Inter Zonal & Inter-versity Level competition
- Participation in 'Talent Hunt Function'
- Students present Shabad at Sports day function and Annual function in the college every year.
- Students perform patriotic and communal harmony songs at Independence day and Republic Day function in the college.
- Participation of students in inter college competitions.
- Participation of the students at the functions organized by District Administration such as Virasat Mela, Saras Mela etc. where they perform on Social issues such as female foeticide, Abuse of dowry, Drug abuse etc.
- Special lectures on topics like motivation, goal-orientation and all round development of students delivered by other departments help grooming the students.
- Group discussions play important role in inculcating the concept of team work.
- Proper feedback from the students is also collected to improve the aims and objectives of the subjects.

21. SWOC analysis of the department and future plans:-

STRENGTHS:

- Very popular subjects among the students.
- Opportunities for the students in the field of employment like Education, Media and Professional Artist etc.
- Students achieve a lot of position in the form of various types of music as Folk Artist, Classical Singer and Performers in solo and group items from Zonal to University level.

WEAKNESS:

- Lack of teaching staff as per students' strength.
- Lack of ICT rooms.
- Lack of infrastructure as there are a large number of students get enrolled in the subject.
- Lack of equipment to make teaching more accessible and effective for the capable students such as equipment like Projector, LED screen , Internet facility etc.

OPPORTUNITIES:

- Being a global subject now a day's music contains a power to heal not only mind and soul but psychological and neurological disorders also. Music therapy in such a field in which psychological and neurological patients can also be treated with the healing effect of music. Music therapy has a lot of scope in the area of research. There are some other areas also in which music has a large scope for research such as Meditation, psychology, sociology and therapies.

CHALLENGES:

- In today's, Information Technology new and advanced equipment music labs are the need of hour. To inculcate the traditional and professional values of music needs individual attention. For such purpose more staff is required. Otherwise its challenging to teach such a sensitive and practical subject to a large number of students individually.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Philosophy, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1950
3. **Name of Programmes/courses offered (UG,PG,M.Phil,Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG , PG
4. **Names of interdisciplinary courses and the departments/units involved:** - Add on Certificate course on Yoga & Mental Health by Philosophy & Psychology.
5. **Annual/Semester /choice based credit system (Programmes wise):-** B.A.-I Semester & B.A.-II,III Annual
6. **No. of teaching post.**

| | Sanctioned | Filled | | |
|-----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | | | | |
| Associate Professors | 01 | 01 | | |
| Asst. Professors | | | | |
| Contract (HEIS) Basic | 02 | 02 | | |

7. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|------------------|--------------------|---------------------|---------------------------------|----------------------------|---|
| Dr. Gurjit Singh | M.A., M.Phil, Ph.D | Associate Professor | Sikhism | 26 Years | 02 |
| Arun Garg | M.A. UGC NET | Assistant Professor | Contemporary Western Philosophy | 1 year | 00 |

8. **List of Senior visiting Faculty:-** Dr. Bhuvan Chandel, Dr. P. Seshadri, Dr. Manjit Singh, Dr. H.S. Pannu, Jagroop Brar.
9. **Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:-** 30%
10. **Student-teacher ratio (programme wise):-**

| | |
|----------|--------|
| B.A.-I | 127:01 |
| B.A.-II | 124:01 |
| B.A.-III | 92:01 |

11. **Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-** Ph.D = 01

12. Publications:

- **Publication per faculty:-** Three Publication

- No. of papers published in peer reviewed journals (National/ International) by faculty and students:- Three Publication

13. Students projects

- (a) Percentage of students who have done in house projects including interdepartmental/ programmes: - 100%

14. List of eminent academicians and scientist/visitors to the department:- Dr. Raj Bala, Dr. Neeraj Sachdeva, Dr. Shivani Angiras, Dr. Paramvir, Dr. Sumail Sidhu, Dr. P. Romana.

15. Seminars/Conferences /Workshops organized and source of funding

- a. National:- 01 UGC funded and 2 ICPR funded

16. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | *M | *F | |
| B.A.-I | | 139 | 81 | 58 | 95% |
| B.A.-II | | 128 | 73 | 55 | 86% |
| B.A.-III | | 91 | 33 | 58 | 100% |
| M.A.-I | | 18 | 14 | 04 | — |

*M=Male *F= Female

17. Student progression

| Student progression | Against % enrolled |
|---|--------------------------|
| UG to PG | 35% |
| PG to M.Phil. | Ist Batch not passed out |
| Employed -campus selection -other than campus recruitment | 25% |
| Entrepreneurship/self-employed | 30% |

18. Details of Infrastructural facilities

- a) Internet facilities for staff & students:- Yes
b) Laboratories:- 01

19. Number of students receiving financial assistance from college, Universities, Government and other agencies:- 25%

20. Details on students enrichment programmes (Special Lecture/ workshops/ seminar) with external experts:- 4 Years

- ICPR sponsored Periodical Lecture on the topic “Interpreting the fundamentals of Philosophy of Art” in which Dr. Shivani Angiras was the Resource Person.

- ICPR sponsored Periodical Lecture on the topic “Significance of Moral Values in Present Times”. It was organized on 09th February 2012. Dr. Paramjit Singh Romanna from Central University of Punjab and Dr. Raj Bala from Govt. College Sangrur was resource person.
- UGC sponsored National Conference on the topic “Social and Cultural Changes: Prospects and Challenges for Youth” was organized on 21 and 22 February 2012 in which Dr. Bhuvan Chandel was the Keynote speaker and around 80 delegates from different institutes presented their papers.
- Teacher's day was celebrated on 05/09/2013 with Dr. K. Singh Sidhu as the resource person.
- On 21-11-2013 World Philosophy Day was celebrated with Dr. Paramvir Singh as resource person.
- On 20-11-2014 ICPR sponsored World Philosophy Day was celebrated with Dr. Kumar Neeraj as resource person.

21. Teaching method adopted to improve students' learning:- Interactive learning, Power Point Presentation, Group Discussion

22. Participation in Institutional social Responsibility (ISR) and Extension activities:- Debates are organized on Current Focal Problems

23. SWOC analysis of the department and future plans:-

STRENGTHS:

- Well qualified staff.
- Regular lecture.
- Personal attention to students.

WEAKNESSES:

- Lack of upgraded infrastructure.

OPPORTUNITIES:

- Spreading awareness of subject among students.

CHALLENGES:

- Preparing the students to face the challenge of job market.

Evaluated Report of the Departments

- Name of the Department:-** Department of Physical Education, Govt. Rajindra College, Bathinda
- Year of establishment:-** 1950
- Name of Programmes/courses offered (UG,PG,M.Phil,Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG
- Annual/Semester /choice based credit system (Programmes wise):-** Annual B.A.-II &III , B.A.-I Semester
- Participation of the department in the courses offered by other departments:-** NCC, NSS
- No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | | | |
| Associate Professors | 02 | 02 | | |
| Asst. Professors | | | | |

- Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/ D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|---------------|--------------------|-----------------------------|----------------------|----------------------------|---|
| Surjit Singh | M.A., M.Phil, Ph.D | Associate Professor (H.O.D) | Volleyball & Kabaddi | 27 Years | M.Phil one Student |
| Jagjiwan Kaur | M.A., M.Phil | Associate Professor (H.O.D) | Hockey | | — |

- List of Senior visiting Faculty:-**

- (2012-13) S. Hargobind Singh, Dronacharia Awardee
- (2013-14) Dr. Agyajit Singh
- 2014-15 Dr. Satish Kumar Suri, Physiotherapy in Sports

- Student-teacher ratio (programme wise):-** 300:01

- Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil / PG:-**

| | |
|--------|----|
| Ph.D | 01 |
| M.Phil | 01 |

- No. of faculty with ongoing projects from (a) National (b) International funding agencies and grants receive:-** Grant of Rs. 64000/- received from Punjabi University, Patiala for Archery in the session 2014-15

12. Publications:

- **Publication per faculty:-** Two Publications
- **No. of papers published in peer reviewed journals (National/ International) by faculty and students:-** 02

13. Faculty as members in:-

(a) **Editorial boards:** - Member of Editorial Board from 2008 till today

14. Students projects

(a) **Percentage of students who have done in house projects including interdepartmental/ programmes:** - 70% NCC, NSS, Blood donation Youth Welfare, Common Youth Festivals

15. Awards/ Recognitions received by faculty and students:- Awarded at International Level, National Level, State Level, Inter University, and University & District Level.

16. List of eminent academicians and scientist/visitors to the department:-

1. Dr. Agyajit singh
2. Dr. Satish Kumar Suri
3. Sh. Hargobind Singh, Dronacharia Awardee

17. Seminars/Conferences /Workshops organized and source of funding

a. **National:-** North Zone Inter University in Cricket (M) was organized in the college

18. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|---------|
| | | | *M | *F | |
| B.A.-I | | 209 | 155 | 54 | 98.60% |
| B.A.-II | | 214 | 176 | 38 | 98.90% |
| B.A.-III | | 236 | 186 | 50 | 100.00% |

*M=Male *F= Female

19. Student progression

| Student progression | Against % enrolled |
|---|--------------------|
| UG to PG | 50% |
| Employed -campus selection -other than campus recruitment | 50% |

20. Details of Infrastructural facilities

- a) **Library:-** Books, Journals, Magazines, Encyclopedias
- b) **Internet facilities for staff & students:-** Yes
- c) Multi-Gym, International Hockey Ground, Shooting Range, Archery Shed, 200 Mts. Track, Kabaddi, Kho-Kho, Basketball, volleyball, handball, Netball, Tennis court

21. Number of students receiving financial assistance from college, Universities, Government and other agencies:- Near about 100 Students

22. Details on students enrichment programmes (Special Lecture/ workshops/ seminar) with external experts:-

1. Lectures on Psychology & Sports
2. Role of daily exercise in daily life
3. Physiotherapy in sports
4. First aid in sports injuries
5. Kinesiology & sports

23. Participation in Institutional social Responsibility (ISR) and Extension activities:-

Maximum Participation in various games on University, Inter-University, State and National Level

24. SWOC analysis of the department and future plans:-

Strengths:

- Well qualified faculty, worked with Indian teams during World Cup Kabaddi and All India Inter- University Teams, Punjabi University

Weaknesses:

- Lack of assisting faculty i.e. Game boys, Store keeper and clerical staff.

Opportunities:

- Great chances of expansion if infrastructure is improved

Evaluated Report of the Departments

- Name of the Department:-** Department of Physics, Govt. Rajindra College, Bathinda
- Year of establishment:-** 1955
- Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG –B.Sc (NM), PG-M.Sc. Physics
- Annual/Semester /choice based credit system (Programmes wise):-** Semester
- No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | | | | |
| Associate Professors | 02 | 02 | | |
| Asst. Professors | 05 | | 01 | 06 |

- Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/ D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|------------------|-------------------------|---------------------|-----------------|----------------------------|---|
| Makhan Singh | M.Sc., Ph.D | Associate Professor | Nuclear Physics | 21 Years | — |
| Harjinder Singh | M.Sc., M.Phil | Associate Professor | Nuclear Physics | 20 Years | |
| Gurpreet Sidhu | M.Sc NET | Assistant Professor | — | 15 Years | |
| Anita bansal | M.Sc GATE | Assistant Professor | — | 6 Years | |
| Kulwinder Kaur | M.Sc, M.Phil | Assistant Professor | Nuclear Physics | 5 Years | |
| Lakhvinder Singh | M.Sc B.Ed NET | Assistant Professor | — | 1 Years | |
| Daljot Singh | M.Sc B.Ed Gold Medalist | Assistant Professor | — | 1 Years | |
| Gurpreet Singh | M.Sc, NET | Assistant Professor | — | 1 Year | |

- Student-teacher ratio (programme wise):-** UG 70:01 & PG 35:01

8. No. of academic support staff (technical) and administrative staff; sanctioned and filled:-

| Academic Staff | Sanctiond | filled |
|---------------------------|-----------|--------|
| Senior Lecturer Assistant | 01 | 00 |
| Junior Lecturer Assistant | 01 | 00 |
| Senior Lab Attedant | 01 | 00 |
| Lab Attendant | 02 | 02 |

9. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil / PG:-

| | |
|--------|----|
| Ph.D. | 01 |
| M.Phil | 02 |
| PG | 06 |

10. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|---------|
| | | | | | |
| B.Sc.-I | | 133 | 62 | 71 | 98.60% |
| B.Sc.-II | | 140 | 47 | 93 | 97.50% |
| B.Sc.-III | | 141 | 56 | 85 | 100.00% |
| M.Sc.-I | | 34 | 04 | 30 | |

M=Male *F= Female

11. Student progression

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | 15% |

12. Details of Infrastructural facilities

a. **Internet facilities for staff & students:-** Yes

13. Teaching method adopted to improve students' learning:- PPT's, Group Discussion, Lecture Method, Class Test

14. SWOC analysis of the department and future plans:-

STRENGTHS:

- Starting of PG classes w.e.f 2014-15

WEAKNESSES:

- Unavailability of computer faculty in the Physics Department.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Psychology, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1980
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG
4. **Names of interdisciplinary courses and the departments/units involved:-** Add on Yoga & Mental Health Certificate course Psychology & Philosophy
5. **Annual/Semester /choice based credit system (Programmes wise):-** Add on B.A.-I Semester, B.A.-II & III Annual
6. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | | | | |
| Associate Professors | | | | |
| Asst. Professors | 02 | | 01 | 01 |

7. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|----------------|----------------------------|---------------------|--------------------------|----------------------------|---|
| Seema Gupta | M.A. Psychology NET UGC | Assistant Professor | Developmental Psychology | 13 Years | — |
| Harinder Kumar | M.A. Psychology | Assistant Professor | | 1 year | — |

8. **List of Senior visiting Faculty:-** Dr. Harish Sharma
9. **Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:-** 28%
10. **Student-teacher ratio (programme wise):-** B.A.I 100:1
B.A.II 62:1
B.A.III 64:1
11. **Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-**PG = 02
12. **Publications:**
 - Publication per faculty:- One Publication

- No. of papers published in peer reviewed journals (National/International) by faculty and students:- One

13. List of eminent academicians and scientist/visitors to the department:- Dr. Harish Sharma, Ms. Arzoo Gupta, Dr. Rakesh K. Behmani, Dr. Roshan Lal.

14. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | *M | *F | |
| B.A.-I | | 100 | 74 | 26 | 92% |
| B.A.-II | | 62 | 34 | 28 | 100% |
| B.A.-III | | 64 | 36 | 28 | 98% |

*M=Male *F= Female

15. Student progression

| Student progression | Against % enrolled |
|--------------------------------|--------------------|
| UG to PG | 8% |
| PG to M.Phil. | 1% |
| PG to PhD | 2% |
| Employed -campus selection | 1% |
| -other than campus recruitment | 2% |
| Entrepreneurship/self-employed | 30% |

16. Details of Infrastructural facilities

a. Internet facilities for staff & students:- Available

b. Laboratories:- 01

17. Number of students receiving financial assistance from college, Universities, Government and other agencies:- Approx 25%

18. Details on students enrichment programmes (Special Lecture/ workshops/seminar) with external experts:-

- Special lecture was organized on Hypnotherapy in which Ms. Arzoo Gupta from PGI, Chandigarh was the resource Person.
- Workshop on Personality measurement was conducted by the psychology department on 6th March 2013.

- Extension Lecture on Stress Management by Dr. Harish Sharma was organized.

19. Teaching method adopted to improve students' learning:- Providing written material through projector, Group discussion, etc.

20. SWOC analysis of the department and future plans:-

STRENGTHS:

- Well qualified staff
- Regular lecture are conducted
- Students are given personal attention
- Latest teaching aids are used for teaching
- Interactive skills among students are developed
- Students are encouraged to do field studies

WEAKNESSES:

- Lack of latest equipment
- Lack of well furnished laboratory

OPPORTUNITY:

- Spreading subject related awareness

CHALLENGES:

- Equip the students about latest subject matter and application techniques.
- Preparing the students for the challenges of job market.
- Developing the skills of self employment in the field of counseling and guidance.

Evaluated Report of the Departments

- Name of the Department:-** Department of Punjabi, Govt. Rajindra College, Bathinda
- Year of establishment:-** 1940
- Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG- General & Elective Punjabi
- Annual/Semester /choice based credit system (Programmes wise):-** B.Com, B.Sc(Eco.), B.A.-I, B.A.-II & III, Pbi Lit., B.Com-I, II & III, B.Sc.-I, II & III (Med. & NM)
- Participation of the department in the courses offered by other departments: -** B.Com, B.Sc, B.Sc.(Eco).
- No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | — | — | — |
| Associate Professors | — | — | — | — |
| Asst. Professors | 09 | — | 03 | 06 |

- Faculty profile with Name, Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|----------------|---------------|---------------------|----------------|----------------------------|---|
| Sukhdeep Singh | M.A. NET | Assistant Professor | Poetry | 18 Years | — |
| Harjit Kaur | M.Phil | Assistant Professor | Fiction | 14 Years | — |
| Gurjit Singh | M.Phil NET | Assistant Professor | Fiction | 17 Years | — |
| Mandeep Kaur | M.A.,NET | Assistant Professor | Fiction | 8 Years | — |
| Sarjiwan Rani | M.A., NET | Assistant Professor | Fiction | 7 Years | |
| Rajpal Kaur | M.A., NET | Assistant Professor | Fiction | 5 Years | |
| Hardeep Kaur | M.Phil, NET | Assistant Professor | Fiction | 5 Years | |
| Nirlep Kaur | M.Phil, NET | Assistant Professor | Folk Lore | 5 Years | |
| Kirandeep Kaur | M.A.,NET | Assistant Professor | Fiction | 2 Years | |

8. List of Senior visiting Faculty:- Nil
9. Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:- 66%
10. Student-teacher ratio (programme wise):- B.A.-I,II,III 150:1
B.Com-I, II, III 132:1
B.Sc.-I, II, III 200:1

11. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil / PG:-

| | |
|--------|----|
| M.Phil | 03 |
| PG | 06 |

12. Publications:

- Publication per faculty:- Three Publication

13. Student profile programmes/course wise:

| Name of the course/programme (refer ques. No. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|-----|---------|
| | | | *M | *F | |
| B.A.-I | | 800 | 512 | 288 | 92.00% |
| B.A.-II | | 798 | 515 | 283 | 95.50% |
| B.A.-III | | 804 | 464 | 340 | 96.80% |
| B.A.-I (Lit.) | | 468 | 315 | 153 | 93.70% |
| B.A.-II (Lit.) | | 490 | 337 | 153 | 95.60% |
| B.A.-III (Lit.) | | 471 | 295 | 176 | 98.50% |
| B.A.-I (Mudla Gyan) | | 07 | 05 | 02 | 100.00% |
| B.A.-II (Mudla Gyan) | | 01 | 01 | 00 | 100.00% |
| B.A.-III (Mudla Gyan) | | 04 | 02 | 02 | 100.00% |

M=Male *F= Female

14. Student Progression

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | 60% |

15. Teaching method adopted to improve students' learning: - Classroom Debates, Group Discussions etc.

16. Participation in Institutional social Responsibility (ISR) and Extension activities: - Arrange Seminars and Discussions etc.

17. SWOC analysis of the department and future plans:-

STRENGTHS:

- Well qualified faculty 8 out Of 9 members are NET qualified

- Two members of faculty are pursuing Ph.D.

WEAKNESSES:

- Lack of infrastructural facilities like internet and library.

OPPORTUNITIES:

- Being a state language, there are many opportunities for students in the field of translation and interpretation.

CHALLENGES:

- Lack of number of faculty makes the section very huge which affects the output of the teachers.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Political Science, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1950
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG and PG
4. **Annual/Semester /choice based credit system (Programmes wise):-** Annual B.A.-III and Semester PG, B.A.-I,II
5. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | — | — | — |
| Associate Professors | 03 | 03 | — | — |
| Asst. Professors | 03 | | 01 | 02 |

6. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|---------------|---------------|-------------------------------------|---|----------------------------|---|
| Jyoti Parkash | M.Phil | Associate Professor | Indian Pol. System | 28 Years | — |
| Kamlesh Rani | M.Phil | Associate Professor | Int. politics | 28 Years | — |
| Keshwa Nand | M.Phil | Associate Professor | Indian Pol. System | 34 Years | — |
| Sukhpal Kaur | M.Phil | Associate Professor | Human Rights: A Third World Perspective | 20 Years | |
| Balvir Kaur | M.Phil | Assistant Professor (Part-Time) | State Politics | 16 Years | — |
| Parkash Singh | M.A. | Assistant Professor (Guest Faculty) | — | 5 Years | |

7. **Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:-** 16%

8. Student-teacher ratio (programme wise):-

| | | | |
|----------|-------|---------|------|
| B.A.-I | 125:1 | M.A.-I | 48:1 |
| B.A.-II | 170:1 | M.A.-II | 47:1 |
| B.A.-III | 170:1 | | |

9. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-M.Phil = 05

10. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|-----|--------|
| | | | *M | *F | |
| B.A.-I | | 510 | 340 | 170 | 92% |
| B.A.-II | | 496 | 333 | 163 | 94% |
| B.A.-III | | 485 | 287 | 198 | 96% |
| M.A.-I | | 44 | 19 | 25 | 100% |
| M.A.-II | | 47 | 20 | 27 | 100% |

*M=Male *F= Female

11. Student Progression

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | More than 50% |

12. Details of Infrastructural facilities

- a. Library:- Yes
- b. Internet facilities for staff & students:- Yes

13. Details on students enrichment programmes (Special Lecture/ workshops / seminar) with external experts:- Celebrated UN day on Oct.24,2013 by conducting paper reading contest among the students and special lectures delivered by the departmental faculty.

14. Teaching method adopted to improve students' learning:- Classroom Teaching, Quiz, Debate, Panel Discussion, Discussion of current news

15. SWOC analysis of the department and future plans:-

STRENGTHS:

- Highly qualified faculty- 3 members are regular appointees selected by PPSC.
- Two members of the dept. Jyoti Parkash and Kamlesh Rani are members of the college council, who play an important role in the admin and decision making of the institution.
- The result of PG classes has been cent percent for the last five years.
- All students of M.A-II got first divisions during the session 2008-09.

- PG students guide their juniors in their studies under the supervision of departmental faculty.
- Professor Jyoti Parkash got first position in B.A. Hons. In 1982 and second position in M.A. Pol Sci in 1984 in Punjabi University, Patiala.
- Professor Keshwa Nand got Gold Medal in B.A. Hons. In Pol.Sci. in 1976.
- The departmental has formed Political Science Association which is engaged in conducting seminars, extension lectures etc.

WEAKNESSES:

- Shortage of permanent staff.
- Student teacher ratio is on the higher side. e.g.165:01 in B.A. classes which is against the prescribed norms of University.

OPPORTUNITIES:

- About 1600 students have opted Pol. Sci. as their Elective subject in B.A. classes which is highest in any particular subject in the college.
- Students opt Pol. Sci. because it is very helpful and demanding in competitive examinations, Judicial Services, Politics etc.

CHALLENGES:

- The faculty and students need to be encouraged to take up research projects and facilities for the same may be created.
- The faculty should be motivated to use latest technology and methodology in teaching.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Sanskrit, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1955
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG Elective Sanskrit in B.A.
4. **Annual/Semester /choice based credit system (Programmes wise):-** Annual B.A.-III, B.A.-I,II Semester
5. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | — | — | — |
| Associate Professors | 01 | 01 | — | — |

6. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|------------------------|--------------------------------|---------------------|---------------------------|----------------------------|---|
| Ramesh Chander Pasrija | M.A. Skt & Hindi, M.Phil, Ph.D | Associate Professor | Sahity and Sahity Shastra | 32 Years | |

7. **Student-Teacher Ratio (programme wise):-** 29:01
8. **Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-**Ph.D = 01
9. **Publications:** One Publication
10. **Awards/ Recognitions received by faculty and students:-** Honoured by Vice Chancellor as faculty member, accompanied the Punjabi university Cricket(Men) team as manager to participate in all India University Cricket Tournament held at Mumbai.

11. **Student profile programmes/course wise:**

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|---------|
| | | | *M | *F | |
| B.A.-I | | 32 | 25 | 07 | 100.00% |
| B.A.-II | | 12 | 00 | 12 | 92.30% |
| B.A.-III | | 09 | 02 | 07 | 100.00% |

12. **Student progression**

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | 10% |

13. Details of Infrastructural facilities

- a. **Library:-** Yes
b. **Internet facilities for staff & students:-** Yes

14. Number of students receiving financial assistance from college, Universities, Government and other agencies:- 4 To 6 Rs.4000/- per annum scholarship by Rashtriya Sanskrit Sansthan, New Delhi.

15. Details on students enrichment programmes (Special Lecture /workshops /seminar) with external experts:- Nil

16. Teaching method adopted to improve students' learning:- Class Test, Quiz, Assignment, Paper reading, Debate, Group Discussion etc.

17. Participation in Institutional Social Responsibility (ISR) and Extension activities: -
Primarily the students are from rural background so all the extension activities are focused on improving their written and spoken Hindi Sanskrit Quizzes, Debates, Classroom Discussions continuously aim at improving their command over Hindi Sanskrit language.

18. SWOC analysis of the department and future plans:-

STRENGTHS:

- Brilliant results in the subject as the students achieve maximum marks in university exams

WEAKNESSES:

- Less number of students due to policy of University/Govt..
- Students do not have any option to study the Subject at school level.

Evaluated Report of the Departments

1. **Name of the Department:-** Department of Zoology, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 1955
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG
4. **Names of interdisciplinary courses and the departments/units involved:-** EVS (B.A.), B.Sc, Bio-Tech.
5. **Annual/Semester /choice based credit system (Programmes wise):-** Semester
6. **Participation of the department in the courses offered by other departments:-** EVS
7. **No. of teaching post.**

| | Sanctioned | Filled | | |
|----------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | | | |
| Associate Professors | 03 | 01 | — | 02 |
| Asst. Professors | | | | |

8. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|-----------------|----------------------|---------------------|----------------|----------------------------|---|
| Paramdeep Kaur | M.Phil | Associate Professor | Entomology | 30 Years | |
| Kamaljeet Singh | M.Sc.(H.S.), Zoology | Assistant Professor | Entomology | 3 Years | |
| Ramandeep Kaur | M.Sc. Zoology | Assistant Professor | Entomology | 2 Years | |

9. **Percentage of Lectures delivered and practical classes handle(Programme wise) by temporary faculty:-** 66%
10. **Student-Teacher Ratio (programme wise):-** 65:01
11. **No. of academic support staff (technical) and administrative staff; sanctioned and filled:-**

| Technical | Sanctioned | Filled |
|----------------------------|------------|----------------|
| Senior Lecturer Assistant | 01 | 00 |
| Junior Lecturer Assistant | 01 | 00 |
| Senior Alb Attendant | 01 | 00 |
| Lab Attendant | 01 | 01 (Temporary) |
| Animal cum plant collector | 01 | 01 (Temporary) |

12. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil / PG:-

| | |
|--------|----|
| M.Phil | 01 |
| PG | 02 |

13. Publications:

- **Publication per faculty:** - One Publication.
- **No. of papers published in peer reviewed journals (National/ International) by faculty and students:-** One

14. Faculty as members in:-

(a) Editorial boards :-

- Member of faculty of life sciences, Punjabi University, Patiala.
- Member of National Science Congress.
- Programme officer, NSS
- Nodal officer Red Ribbon Club.
- Incharge Legal Literacy Club.

15. List of eminent academicians and scientist/visitors to the department:-

1. Prof. Amarjit Singh (Ex-Principal, GRCB)
2. Mr. Narinder Bassi (AIDS Educator, UN Award winner)
3. Dr. Paramjit Singh Romana (Head of Regional Center, Punjabi University, Patiala)

16. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|---------|
| | | | *M | *F | |
| B.Sc.-I M | 225 | 96 | 26 | 70 | 96.70% |
| B.Sc.-II M | 76 | 59 | 11 | 48 | 98.30% |
| B.Sc.-III M | 42 | 39 | 11 | 28 | 100.00% |

17. Student progression

| Student progression | Against % enrolled |
|---------------------|--------------------|
| UG to PG | 30% |

18. Details of Infrastructural facilities

- a. **Internet facilities for staff & students:-** Yes
- b. **Laboratories:-** Yes

19. Number of students receiving financial assistance from college, Universities, Government and other agencies:- Approx. 30%

20. Details on students enrichment programmes (Special Lecture/ workshops / seminar) with external experts:- lectures by eminent resource person were held for students by

- Prof. Amarjit singh,
- Mr. Nariender Bassi,
- Dr. Paramjit singh

21. Teaching method adopted to improve students' learning:- Latest Teaching Techniques are used (Specify), Overhead Project PPT, Audio Visual Aids, Poster Making, Excursion Tours, Quiz

22. Participation in Institutional social Responsibility (ISR) and Extension activities:- Flora & Fauna study Excursion Tours to Zoo, National Park

23. SWOC analysis of the department and future plans:-

STRENGTHS:

- Well qualified staffs, regular lectures are conducted, students are given proper attention.
- Conceptual clarity, completing syllabus in time, regular evaluation of students

WEAKNESSES:

- Lack of regular faculty, lack of ICT rooms.
- Non-availability o animals for dissection and specimens.

Evaluated Report of the Departments

- Name of the Department:-** Department of BBA, Govt. Rajindra College, Bathinda (Higher Education Institution Society)
- Year of establishment:-** 2007
- Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-**

| Sr. No. | UG |
|---------|---|
| 1 | Bachelor of Business Administration (BBA) |

- Annual/Semester /choice based credit system (Programmes wise):-** Semester System
- No. of teaching post.**

| | Sanctioned | Filled | | |
|--|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Asst. Professors (Contract (HEIS) Basic) | — | — | — | 05 |

- Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/ D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|---------------|----------------------------|---------------------|-------------------------------------|--|---|
| Kawaljot Kaur | MBA/ UGC-NET | Assistant Professor | Major : Finance Minor: Marketing | 1 Year, 10 Months | |
| Amit Monga | M.Sc. Mathematics/ UGC-NET | Assistant Professor | Pure Mathematics | 2 Years, 6 Months | |
| Bindia Gupta | MBA/ UGC-NET | Assistant Professor | Major : Finance Minor: Marketing | 5 Years, 3 Months | |
| Maninder Kaur | MBA/ UGC-NET | Assistant Professor | Super Specialization: Finance | Industry : 3 Years, 6 Months Teaching : 4 Years, 7 Months | |
| Surinder Kaur | M.A. Punjabi/ UGC-NET | Assistant Professor | Punjabi | 5 Years, 1 Month | |

- Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:-** 100%
- Student-Teacher Ratio (programme wise):-** 27:01

9. No. of academic support staff (technical) and administrative staff; sanctioned and filled:-

| | |
|----------------|----|
| Technical | 05 |
| Administrative | 02 |

10. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/ PG:-

| | |
|----|----|
| PG | 05 |
|----|----|

11. Publications:

- **Publication per faculty:-** Three Publication
- **No. of papers published in peer reviewed journals (National/ International) by faculty and students:-**

| | |
|------------------------|----------------------------|
| Name of Faculty | No. of Publications |
| Maninder Kaur | 03 (Paper Published) |

12. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | *M | *F | |
| BBA-I | 260 | 44 | 36 | 8 | 100% |
| BBA-II | | 45 | 23 | 22 | |
| BBA-III | | 46 | 28 | 18 | |

*M=Male *F= Female

13. Student Progression

| | |
|----------------------------|---|
| Student progression | Against % enrolled |
| UG to PG | Not applicable as the master degree in Management is not offered in the college |

14. Details of Infrastructural facilities:- Infrastructural facilities provided by HEIS

(Refer to Evaluation Report of BCA Department)

a. Library:-

| | |
|----------------------------------|---------------------|
| Name of the Course | No. of Books |
| Bachelor of Computer Application | 141 |

b. Internet facilities for staff & students: -

| | |
|---------------------------|---|
| Plan | BBG Combo ULD 1425 |
| Bandwidth(Download Speed) | Upto 4 Mbps till 20 GB, 512 Kbps beyond 20 GB |

c. **Class rooms with ICT facility:- 01**

d. **Laboratories: -** No. of Laboratories =03

| | |
|---------------------------|-------------------------|
| Laboratory-I | |
| Name of Personal Computer | 20 |
| Processor | Intel ® Core™ 2 Duo |
| RAM | 2 GB |
| System Type | 32 Bit Operating System |

| | |
|---------------------------|---|
| Laboratory-II | |
| Name of Personal Computer | 36 |
| Processor | Intel ® Core™ 2 Duo (19) Intel ® Core™ 2 Quad (17) |
| RAM | 2 GB |
| System Type | 32 Bit Operating System |

| | |
|---------------------------|-------------------------|
| Laboratory-III | |
| Name of Personal Computer | 20 |
| Processor | Intel ® Core™ 2 Duo |
| RAM | 4 GB |
| System Type | 32 Bit Operating System |

15. Number of students receiving financial assistance from college, Universities, Government and other agencies:- 58

16. Teaching method adopted to improve students' learning:- PPTs and Case Study Method

17. Participation in Institutional social Responsibility (ISR) and Extension activities: - NCC Activities.

- Drill competition
- Guard of Honour
- Cultural Activity
- Shooting Competition
- Blood donation
- Participation in Parade held during Republic and Independence day

Other Activities

- Lectures delivered on social issues such as Human Rights, Voter Awareness, Environment Protection, RTI

18. SWOC analysis of the department and future plans:-

| Strengths | Weakness |
|---|--|
| <ul style="list-style-type: none"> • Well Educated and experienced faculty • Hi- tech computer laboratories • Internet facilities for staff and students • Industrial Visits • Students Placement in MNCs • Speedy Online Admission system • Classroom with ICT facility | <ul style="list-style-type: none"> • Lack of Doctorate faculty in the department • It is self finance course run by HEIS, higher fee structure as compared to B.Com, B.Sc, B.A. of Govt. college |
| Opportunities | Challenges |
| <ul style="list-style-type: none"> • New professional courses can be introduced • Students can be sent to the companies for live projects • More companies can be invited for campus placements | <ul style="list-style-type: none"> • Increased competition from private colleges offering better infrastructural and transportation facilities |

Evaluated Report of the Departments

1. **Name of the Department:-** Department of BCA, Govt. Rajindra College, Bathinda
2. **Year of establishment:-** 2007
3. **Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG (BCA)
4. **Names of interdisciplinary courses and the departments/units involved:-** M.Sc. Maths, B.Sc.(NM), BBA, B.Sc.(Eco), B.Com
5. **Annual/Semester /choice based credit system (Programmes wise):-** Semester
6. **Participation of the department in the courses offered by other departments:-** M.Sc. Maths, M.Sc. Physics, B.Sc.(NM), BBA, B.Sc.(Eco), B.Com
7. **Details of courses/programmes discontinued (If any) with reasons:-** PGDCA (Insufficient Admissions)
8. **No. of teaching post.**

| | Sanctioned | Filled | | |
|---|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | — | — | — |
| Associate Professors | — | — | — | — |
| Asst. Professors Contract (HEIS) Basic | 08 | — | — | 08 |

9. **Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|---------------|---------------|---------------------|-----------------------|----------------------------|---|
| Manpeet Singh | MCA | Assistant Professor | Computers | 9 Year, 5 Months | — |
| Mamta Rani | MCA | Assistant Professor | Computers | 3 Years, 7 Months | — |
| Sumit dhir | M.Tech | Assistant Professor | Hardware & Networking | 4 Years, 2 Months | — |
| Shamina Jaura | M.A. English | Assistant Professor | English | 4 Years, 2 Months | — |
| Archi Kataria | M.Tech | Assistant Professor | Computer Engineering | 1 Years, 1 Month | — |
| Gurpreet Kaur | MCA | Assistant Professor | Computers | 1 Years, 1 Month | — |

| | | | | | |
|---------------|---------------------------|---------------------|------------------|------------------|---|
| Ritu Aggarwal | M.Sc. Mathematics, M.Phil | Assistant Professor | Pure Mathematics | 4 Years, 2 Month | — |
| Amit Monga | M.Sc. Maths, UGC-NET | Assistant Professor | Pure Mathematics | 1 Year, 1 Month | — |

10. Percentage of Lectures delivered and practical classes handle (Programme wise)

by temporary faculty:- 100%

11. Student-Teacher Ratio (programme wise):- 31:01

12. No. of academic support staff (technical) and administrative staff; sanctioned and filled:-

| | |
|----------------|----|
| Technical | 05 |
| Administrative | 02 |

13. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil / PG:-

| | |
|--------|----|
| M.Phil | 01 |
| PG | 06 |

14. Publications:

- No. of papers published in peer reviewed journals (National/ International) by faculty and students:-

| Faculty Name | No. of Publications |
|---------------|---------------------|
| Archi Kataria | 02 |
| Sumit Dhir | 01 |

15. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | | | |
| BCA-I | 441 | 70 | 27 | 43 | 100% |
| BCA-II | | 70 | 28 | 42 | |
| BCA-III | | 73 | 33 | 40 | |

*M=Male *F= Female

16. Student Progression

| Student progression | Against % enrolled |
|---------------------|---|
| UG to PG | Not applicable as the master degree in Computer is not offered in the college |

17. Details of Infrastructural facilities: Infrastructural facilities from HEIS

a. Library:-

| Name of the Course | No. of Books |
|----------------------------------|--------------|
| Bachelor of Computer Application | 141 |

b. Internet facilities for staff & students: -

| | |
|---------------------------|---|
| Plan | BBG Combo ULD 1425 |
| Bandwidth(Download Speed) | Upto 4 Mbps till 20 GB, 512 Kbps beyond 20 GB |

c. **Class rooms with ICT facility:- 01**

d. **Laboratories: - No. of Laboratories =03**

| | |
|---------------------------|-------------------------|
| Laboratory-I | |
| Name of Personal Computer | 20 |
| Processor | Intel ® Core™ 2 Duo |
| RAM | 2 GB |
| System Type | 32 Bit Operating System |

| | |
|---------------------------|---|
| Laboratory-II | |
| Name of Personal Computer | 36 |
| Processor | Intel ® Core™ 2 Duo (19) Intel ® Core™ 2 Quad (17) |
| RAM | 2 GB |
| System Type | 32 Bit Operating System |

| | |
|---------------------------|-------------------------|
| Laboratory-III | |
| Name of Personal Computer | 20 |
| Processor | Intel ® Core™ 2 Duo |
| RAM | 4 GB |
| System Type | 32 Bit Operating System |

18. Teaching method adopted to improve students' learning:- Students are given Practical Assignments & PPT's on given topics

19. Participation in Institutional social Responsibility (ISR) and Extension activities: -
NCC Activities.

- Drill competition
- Guard of Honour
- Cultural Activities
- Shooting Competition
- Blood donation
- Participation in Parade held during Republic and Independence day

Other Activities

- Lectures delivered on social issues such as Human Rights, Voter Awareness, Environment Protection, RTI

20. SWOC analysis of the department and future plans:-

| Strengths | Weakness |
|--|--|
| <ul style="list-style-type: none"> • Well Educated and experienced faculty • Hi- tech computer laboratories • Internet facilities for staff and students • Industrial Visits • Students Placement in MNCs • Speedy Online Admission system • Classroom with ICT facility | <ul style="list-style-type: none"> • Lack of Doctorate faculty in the department |
| Opportunities | Challenges |
| <ul style="list-style-type: none"> • New professional courses can be introduced • Students can be sent to the companies for live projects • More companies can be invited for campus placements • Since students of department have plenty of self employment avenues the department can train them in Corel draw, JAVA and application development. | <ul style="list-style-type: none"> • Increased competition from private colleges offering better infrastructural and transportation facilities • Offering short term courses |

Evaluated Report of the Departments

- Name of the Department:-** Department of Bio-Tech, Govt. Rajindra College, Bathinda
- Year of establishment:-** 2007
- Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc.):-** UG (B.Sc. Bio-Technology)
- Annual/Semester /choice based credit system (Programmes wise):-** Semester
- No. of teaching post.**

| | Sanctioned | Filled | | |
|-------------------------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Professors | — | | | |
| Asst. Professors Contract (HEIS) | 3 | | | 3 |

- Faculty profile with Name. Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|----------------------|-----------------------------|---------------------|----------------|----------------------------|---|
| Gurpreet Kaur Dherdi | M.Sc. Chemistry/ UGC-NET | Assistant Professor | Chemistry | 2 Years, 3 Months | — |
| Amandeep Kaur | M.Sc. Bio-Tech/ UGC-NET | Assistant Professor | Bio-Technology | 2 Months | — |
| Anchal Chopra | M.Tech | Assistant Professor | Bio-Technology | 1 Month | — |

- Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:-** 100%
- Student-Teacher Ratio (programme wise):-** 18:01
- No. of academic support staff (technical) and administrative staff; sanctioned and filled:-** Administrative staff=2
- Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:-**PG=03
- Student profile programmes/course wise:**

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | | | |
| B.Sc. Bio-Tech. | 95 | 201 | 6 | 15 | 100% |

*M=Male *F= Female

12. Student Progression

| Student progression | Against % enrolled |
|---|---|
| UG to PG | Not applicable as the master degree in bio-Tech is not offered in the college |
| Employed -campus selection -other than campus recruitment | 1% |

13. Details of Infrastructural facilities

- a. Library:- No. of Books=18
- b. Class rooms with ICT facility:- 01
- c. Laboratories:- 01

14. Number of students receiving financial assistance from college, Universities, Government and other agencies:- 23

15. Details on students' enrichment programmes (Special Lecture/ workshops/ seminar) with external experts: - Central University of Punjab conducted a seminar on further studies and genetically modified organism.

16. Teaching method adopted to improve students' learning:- Students are given topic in advance to give presentation along with Power Point

17. Participation in Institutional social Responsibility (ISR) and Extension activities: -
NCC Activities.

- Drill competition
- Guard of Honour
- Cultural Activity
- Shooting Competition
- Blood donation
- Participation in Parade held during Republic and Independence day

Other Activities

- Lectures are delivered on social issues such as Human Rights, Voter Awareness, Environment Protection, RTI

18. SWOC analysis of the department and future plans:-

| Strengths | Weakness |
|---|---|
| <ul style="list-style-type: none"> • Well Qualified faculty • Hi- tech computer laboratories • Internet facilities for staff and students • Industrial Visits • Students Placement in MNCs • Speedy Online Admission system | <ul style="list-style-type: none"> • Lack of Doctorate faculty in the department • No classroom with ICT facility |
| Opportunities | Challenges |
| <ul style="list-style-type: none"> • New professional courses can be introduced • Students can be sent to the companies for live projects • More companies can be invited for campus placements | <ul style="list-style-type: none"> • Increased competition from private colleges offering better infrastructural and transportation facilities |

Evaluated Report of the Departments

- Name of the Department:-** Department of Hotel Management , Govt. Rajindra College, Bathinda
- Year of establishment:-** 2014
- Name of Programmes/courses offered (UG, PG, M.Phil, Ph.D and Integrated Masters, Integrated Ph.D etc):-**

| Sr.No. | UG |
|--------|---------------------------------------|
| 1. | Diploma in Food Production |
| 2. | Diploma in Food and Beverage Services |

- Annual/Semester/choice based credit system (Programmes wise):-** Semester System
- No. of teaching posts.**

| | Sanctioned | Filled | | |
|------------------------------------|------------|---------|-----------|---------------|
| | | Regular | Part-Time | Guest Faculty |
| Asst. Professors (Contract (HEIS)) | 2 | | | 2 |

- Faculty profile with Name, Qualification, Designation, Specialization (D.Sc/D.Litt./PhD/M.Phil etc)**

| Name | Qualification | Designation | Specialization | No. of years of experience | No. of PhD students guided for the last 4 years |
|----------------|-------------------------------|--------------|------------------|----------------------------|---|
| Rajesh Verma | Bachelors in Hotel Management | Lecturer | Hotel Management | 04 Years | — |
| Ravinder Singh | Bachelors in Hotel Management | Demonstrator | Hotel Management | | — |

- Percentage of Lectures delivered and practical classes handle (Programme wise) by temporary faculty:-**

| | |
|---------------------------------------|------|
| Diploma in food Production | 100% |
| Diploma in Food and Beverage Services | 100% |

- Student-Teacher Ratio (programme wise):-**

| | |
|---------------------------------------|-------|
| Diploma in food Production | 27:01 |
| Diploma in Food and Beverage Services | 24:01 |

- No. of academic support staff (technical) and administrative staff; sanctioned and filled:-**

| | |
|----------------|----|
| Technical | 05 |
| Administrative | 02 |

10. Qualification of teaching faculty with D.Sc/D.Litt./Ph.D/M.Phil/PG:- Bachelor in Hotel Management - 02

11. Student profile programmes/course wise:

| Name of the course/programme (refer ques. no. 4) | Applications received | Selected | Enrolled | | Pass % |
|--|-----------------------|----------|----------|----|--------|
| | | | *M | *F | |
| Diploma in Food Production | 117 | 27 | 19 | 08 | 100% |
| Diploma in Food and Beverage Services | 84 | 24 | 23 | 01 | 100% |

*M=Male *F= Female

12. Details of Infrastructural facilities

a. Library:-

| Name of the course | No. of books |
|---------------------------------------|--------------|
| Diploma in food Production | 59 |
| Diploma in Food and Beverage Services | 45 |

b. Internet facilities for staff & students:- Provided by HEIS

c. Laboratories:- Refer to evaluation report of BCA Report

13. Number of students receiving financial assistance from college, Universities, Government and other agencies:-

| Name of the course | No. of Students |
|---------------------------------------|-----------------|
| Diploma in food Production | 19 |
| Diploma in Food and Beverage Services | 18 |

14. Teaching method adopted to improve students' learning:- Students are given topics in advance to present PPT's

15. Participation in Institutional social Responsibility (ISR) and Extension activities: -
NCC Activities.

- Drill competition
- Guard of Honour
- Cultural Activity
- Shooting Competition
- Blood donation
- Participation in Parade held during Republic and Independence day

Other Activities

- Lectures delivered on social issues such as Human Rights, Voter Awareness, Environment Protection, RTI
-

16. SWOC analysis of the department and future plans:-

| Strengths | Weakness |
|---|--|
| <ul style="list-style-type: none"> • Well Educated and experienced faculty • Hi- tech computer laboratories • Internet facilities for staff and students • Industrial Visits • Students Placement in MNCs • Speedy Online Admission system • Classroom with ICT facility | <ul style="list-style-type: none"> • Lack of Doctorate faculty in the department • It is self finance course run by HEIS, higher fee structure as compared to B.Com, B.Sc, B.A. of Govt. college |
| Opportunities | Challenges |
| <ul style="list-style-type: none"> • New professional courses can be introduced • Students can be sent to the companies for live projects • More companies can be invited for campus placements | <ul style="list-style-type: none"> • Increased competition from private colleges offering better infrastructural and transportation facilities |

POST ACCREDITATION INITIATIVES

The college was accredited with B++ grade in 2004. Immediately after the accreditation, the college took measures and chalked out a concrete action plan to bring overall improvement in the institution. Some of the steps taken have helped the college in surging forth with renewed energy and yielded excellent results.

1. The college set up a strong IQAC committee in June 14, 2004.
2. The college started new courses like BBA, BCA, B.Sc. (Bio-Tech), Diploma in Hotel Management & M.A. (History, Philosophy), M.Sc.(Physics, Mathematics).
3. The college has developed its own website in www.grcb.ac.in
4. The Seminar Hall is constructed and furnished for conferences, extension lectures and other activities in the college.
5. A new building for Library is constructed. Many new titles are added. The students and faculty are provided an access to INFLIBNET and internet connectivity and a new HEIS block has been constructed.
6. An Astroturf Hockey Stadium has been built in the college to meet the international standard and to produce players of international level.
7. To preserve cultural heritage and old artifacts a modern museum has been added to the department of History.
8. EDUSAT is set up for on-line learning.
9. Office Staff is trained for computer learning and office automation.
10. Salary Bills, students' records have been computerized.
11. Three generators with the capacity of 32 KV, 8KV and 5KV for the regular supply of electricity in the college have been purchased.
12. Legal Literacy Club has been formed to organize various lectures to make the students aware of their legal rights and duties.
13. Anti-Ragging club and Women's safety Cell have been constituted to safeguard new students and sensitize the youth towards Gender issue.
14. Three computer labs have been setup under HEIS.
15. RO System has been installed in the college to provide safe drinking water to the students.

Master Plan

