



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		Dev Samaj College for Women
• Name of the Head of the institution	Dr. MEENA CHOPRA	
• Designation	PRINCIPAL	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	0172 - 2603497	
• Mobile no	9814867164	
• Registered e-mail	info@dscw45.com	
• Alternate e-mail	meena21ahuja@gmail.com	
• Address	Sector 45/B Chandigarh	
• City/Town	Chandigarh	
• State/UT	Chandigarh (NORTH Region)	
• Pin Code	160047	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Women	
• Location	Urban	
• Financial Status	Grants-in aid	

• Name of the Affiliating University	Panjab University, Chandigarh				
• Name of the IQAC Coordinator	Mrs. Rakhi.J.Singh				
• Phone No.	0172-2602502				
• Alternate phone No.	0172- 2603497				
• Mobile	8146992966				
• IQAC e-mail address	info@dscw45.com				
• Alternate Email address	rakhij Singh42@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.dscw45.ac.in/assets/uploads/aqar/AQAR-2020-21-1.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://dscw45.ac.in/uploads/2022/acadcalendar.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.06	2015	01/05/2015	30/04/2020
Cycle 3	A	3.06	2022	15/02/2022	15/02/2027
6.Date of Establishment of IQAC	10/05/2005				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dev Samaj College for Women 45	AICTE, Training and Learning Programme	MHRD AICTE	2022 One Year	93000
Department of Science	Akshay Urja Diwas	CREST, Chandigarh	2021 One Year	9000
Department of Science	National Science Day	Department of Science and Technology and Renewable Energy, Chandigarh	2021 One Year	20000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
1. Organised 5 day online elementary FDP under AICTE ATAL Academy on	

the topic "Art and Science of Effective Teaching: Strategies and methods" for which grant of Rs 93000 was received.

2. College got A Grade in NAAC Re-accreditation cycle 3

3. Promoted community based extension activities through various Committee and cell.

4. Two grant in aid posts were filled in the Department of Hindi and Punjabi.

5. Mrs. Kesu Singh successfully completed her PRCN course at OTA Gwalior and was declared the best ANO of the Course.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To conduct 5 day FDP	Online FDP on Art and Science of effective teaching strategies and methods was conducted from 21st Feb 2022 to 25th Feb 2022.
To Conduct NAAC Peer Team visit	NAAC visit was successfully conducted on 10th and 11th February 2022. College was accredited with A grade.
To send Mrs. Kesu Singh (NCC caretaking officer) to attend PRCN course at OTA Gwalior.	She successfully completed the course with alpha grading. She got the DGNCC, plaque of honour commandant's gold medal first in the order of merit and best ANO of the course.
To encourage faculty for participation in FDP's, Seminars and Conferences.	Orientation programme-1, FDPs-22, workshop -3 and mooc- 9. The College also organised couple of training workshops.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Dev Samaj Managing Committee	27/04/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	22/12/2022

15. Multidisciplinary / interdisciplinary

- Dev Samaj College for women is affiliated to Panjab University, and it strictly adheres to the prescribed syllabus by the University. The institution provides multi disciplinary and holistic education to students through programmes including Add-on-courses, skill developments programmes , club and societies, Mou's , the extension activities like NSS and NCC and value added courses.
 - Add-on-Courses in Cosmetology, Event management, Entrepreneurship. Communicative English, Advertising and Sales Management, Insurance and Business, Web Designing and Multimedia, Computer Based Accounting and Animation and Graphics which provides a number of options to students to get hands on training in these different areas along with earning their degree.
 - Skill Development Programmes : A lot of emphasis is laid upon skill development of students by organizing seminars/webinars where experts from all walks of life are invited to share their expertise and enhance skills and personality development of students for their holistic growth.
 - Clubs and Societies: There are a score of clubs and societies to facilitate an allround development of students.
 - Mou's: Many Mou's have been signed with industry leaders that gives an opportunity to students to gain an insight of how industry works in alliance with academia.
 - Extension Activities: The college runs two units of NSS and a unit of NCC. Students are motivated to join these and give back to society. The NSS units consist of 200 volunteers and NCC unit have 94 cadets.
 - Value added courses: These are conducting during the semester breaks, which helps students gain additional knowledge to what they learn through curriculum.

16. Academic bank of credits (ABC):

The Institution's preparedness for implementing the Academic Bank of Credits depends upon the guidelines of the affiliated university and the Higher Education Department of the Union Territory of Chandigarh. The University is in the process of developing ABC for all the affiliated college as they have demanded academic records of the students from all the affiliated colleges.

17.Skill development:

To strengthen the skill development capacity of students the institution has undergone a number of Memorandum of Understanding. MoUs have been signed for holistic development and to enhance the employability skills of students. A number of value added course have been initiated by the institution on various topics that include Personality Development, Fashion Designing, Fine Arts and Communicative English. The institution organizes seminars, webinars, interactive talks of experts and other training sessions and workshops to develop the required skills among the students

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

The aim of the college is to empower and emancipate women. We strive to sensitize and inculcate in the young women a desire for excellence combined with right attitudes, values and ideologies. Dev Samaj College believes that high ethical standards and transformation of society can be achieved by developing scientific temperament and imparting appropriate skills for livelihood through a value-based education system.

The college ensures appropriate integration of the Indian knowledge system by adopting multilingualism in the classrooms. Students can also attempt papers in English, Hindi, and Punjabi. Opportunities are provided to the students to participate in Youth and Heritage Festival to inculcate a sense of national integration, love for art ,culture and a civic sense among the student community.

A Club "TRIVENI" was formed under the departments of languages- English, Hindi, and Punjabi. Under the banner of the club various events were organized including the series 'Meet the Author' in which eminent authors from these languages were invited to share their experiences with the staff and students. The staff undertakes the translation work from English to Indian languages.

Dev Samaj aims at social, moral and spiritual upliftment of humanity which is at the core of Indian knowledge system. Special attention is therefore paid in the institution to inculcate among students

altruistic feelings namely reverence, gratitude sprit of sympathy, Charity, sense of duty sense of discipline etc. in order to make them responsible citizens. Today with a renewed focus, the college dreams of holding itself high in incorporating moral and ethical values amongst the students, which equips them with the ability to sail smoothly and victoriously even amidst adversity.

The Philosophy of Dev Samaj is ingrained in Indian value system. A number of days are celebrated to instill moral and ethical values among students including "Mat-Pita Santan Diwas"(dedicated to the relationship of parents with children), Employer -Employee Day, Bhai- Behan Diwas, Pati- Patni Diwas and Vanshiya Jano ke Sambandh me(to creat awareness among students about their ancestral lineage and cherish values and culture which they acquired through them.A daily prayer dedicated to the betterment of humanity is played on campus.The multiethnic facet of Indian culture is visible in the events organized by the college to commemorate days of significance.

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

All the course, subjects, and Value- added courses have CLOs and PLOs and all efforts are being made to achieve these objectives by the end of the course. In Faculty orientation and student induction programmes, the introduction, importance, and tasks to achieve these CLOs and PLOs are informed to the teachers and students.

Course outcomes for the students:

- Students after graduation in different disciplines will understand the world, their country, their society as well as themselves in a better manner.
- They become socially more responsible towards ethical problems and social issues.
- They develop inter-disciplinary approaches in thinking and practice.
- Students learn to think critically and create innovations.
- Communication skills of students also get enhanced.
- They become more responsible as team members while working in groups on multi-disciplinary teams.
- Programs offered to students ensure professional development growth through contextual, reflective and lifelong learning.
- The curriculum of various programmes aims to instil respect for democratic values and principles of human rights.

The college offers Undergraduate courses in Commerce, Management, Sciences, Computer Applications and Arts streams and Postgraduate courses in Commerce, Economics.

The College has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students

- Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are also uploaded to the Institution website for reference.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and College Committee Meeting.
- The students are also made aware of the same through Mentoring groups.

20.Distance education/online education:

College had inaugurated a digital cell in 2018 to cater to the futuristic IT needs of the institution. The digital cell handles the college website, its day to day updates with its social media channels. The cell also looks in to the requirements of internet related services on campus and paraphernalia related to it.

The college has purchased the premium Zoom account to facilitate organization of webinars and online classes in view of Covid-19 pandemic. College has procured NLIST account under Infflibnet for access to world class journals and articles for staff as well as students. The college every year procures a number of E-Books and other E-resources for wider reach to significant resources to students as well as staff.

A Video Center of college was introduced to include live session of teachers on important topics from the curriculum which were added to the You-tube channel. Apart from this, individual faculty members have their own You-tube/ Face book channels and twitter handles to disseminate lectures and information to students of the college and general public. College introduced smart class rooms equipped with large LED screens. The college has 4 state of the Art computers labs that accommodates 127 computers for students connected through LAN. There is a network resource centre equipped with internet enabled computers, printer, scanners and photocopier. The library has 7 computers with printers and scanners and RFID system with KOHA. The college also has a digitalized collection of archived books and magazines of Dev Samaj. Foreign students were admitted in different

courses but due to the prevalent circumstances of Covid 19, they had flown back to their respective countries and they were provided with distant learning through online classes and provision of Video and other resources.

Need based up-gradation of the existing ICT setup will be taken up from time to time to ensure smooth conduct of classes and on-campus activities.

Extended Profile

1. Programme

1.1	381
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1418
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	280
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	485
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1	59
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	59
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	42
Total number of Classrooms and Seminar halls	
4.2	78.99
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	156
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Our College is affiliated to Panjab University, Chandigarh and ensures effective adherence to its prescribed curriculum. Various departments of the college conduct meetings at the beginning of the session. A tentative plan is chalked out to discuss the future course of action regarding time-table, course distribution, teaching plans, workshops etc. The time-table committee designs and displays the time table before the commencement of the session on the notice boards. For record, every teacher maintains a record diary and an attendance register where in a systematic record of students

attendance, assignment submissions, marks list and progression is maintained. This aids the faculty in effective implementation and record of academic plan. The students meet their respective teachers after the teaching hours to clear doubts .Remedial classes and extra hours are devoted to weak students. Classroom teaching is a blend of conventional and ICT to ensure student centric learning. Seminars, workshops, expert lectures, group discussions, educational tours and industrial visits are organised for the students.

The College library is regularly updated with the latest research journals, books, e-books, e-resources and other learning aids for faculty and students. Faculty members attend orientation/refresher courses, workshops and present research papers in seminars to enrich their subject knowledge.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The college strictly adheres to the University Calendar and accordingly the Annual Academic Calendar is prepared and the same is displayed on the notice boards. The admission process in all subjects except Arts, wherein admissions are granted by the college itself, is also followed according to the University schedule. Post Admissions, an inauguration function, an orientation program is organized to inform students of the college rules and events. The Conveners inform the students about various clubs and an inaugural event of the clubs is organised to mark its essence and spirit. Thereafter, Panjab University announces dates for student council and class representatives' elections, and they are conducted on the announced date. A sense of belonging and respect for our traditions and culture is inculcated through celebration of various festivals like Lohri, Teej etc with full fervor and enthusiasm throughout the session.

Mid Semester tests are conducted in accordance with the academic calendar followed by a parent-teacher meeting to discuss the progress of the students. The University examinations are also conducted in accordance with the Panjab University Academic Calendar. Sports meet and annual prize distribution is organized to

honour outstanding and meritorious students. Convocation is organised to give degrees to students who complete undergraduate and post-graduate courses. The college also strengthens its ties with the alumni by organising an Alumni Meet.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in C. Any 2 of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

91

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

1.3 - Curriculum Enrichment

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

The college is affiliated to Panjab University, Chandigarh and follows it holistically designed syllabi for various courses at undergraduate and postgraduate level. To spread awareness among students regarding cross cutting issues relevant to gender, environment, sustainability, human values, professional ethics are included in the curriculum. "Environment, Road Safety Education,

Violence against Women/Children and Drug Abuse" is a compulsory paper for all undergraduate courses that establishes sensitization pertaining to environment issues, conservation of natural resources, Environment (Protection) Act. The paper comprises of issues related to gender like gender inequalities,, domestic violence etc. The students learn about provisions provided to women like Indian Penal Code, Domestic Violence Act and Sexual Harassment (Prevention, Prohibition and Redressal) of women at workplace Act. Students of "History and Culture of Punjab" understand gender related issues by reading about position of women in different periods of society. Sociology provides insight into marginalised and underprivileged sections of our society with special focus on women, matriarchal homes and working women.

Commerce students study Entrepreneurship and Small Business that creates awareness regarding reasons of slow growth of women entrepreneurs and various organisations promoting women entrepreneurship. Economics students cover topics like agricultural policies, sustainable agricultural methods, etc. Postgraduate students study about population growth and its adverse effects on environment. In B.com BBA and Public Administration the focus is on social professional and business ethics.

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

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

166

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

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

119

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://dscw45.ac.in/uploads/2022/feedbackFinal2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://dscw45.ac.in/uploads/2022/feedbackFinal2021-22.docx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1418

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

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

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

106

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Advanced learners are keen to learn and have intellectual interests. They are identified by teachers through their past academics,

personal interaction and observation.

Special Programs for Advanced Learners

- Encouraged to participate in group discussion for deeper understanding and increasing long term retention
- Beneficiaries are given creative projects/assignments.
- They are encouraged to refer to advanced resources.
- They are guided to improve their communication/time management skills.
- Expert lectures are arranged to introduce them to the latest developments in the field.
- Skill-based workshops are organised to impart vocational knowledge.
- They are encouraged to participate in inter/intra-college contests.
- Scholarships and cash prizes are generously awarded.
- They are encouraged to opt for Honours and Add-on courses.

Slow learners face challenges in learning new concepts as their basics are not strong and perform below average.

Special Programs for Slow Learners

- They are devoted extra time and personal attention by teachers.
- Extra classes are arranged to bridge knowledge gap and simple customized notes are provided to them.
- Remedial classes are arranged for them and are encouraged to appear for chapter-wise tests and assignments on fundamental topics.
- Their personal and emotional issues are addressed patiently by their mentors.
- Regular PTMs are conducted to provide feedback to their parents to improve their academic performance.

File Description	Documents
Paste link for additional information	https://dscw45.ac.in/uploads/2022/2.2.1-202122.pdf
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1418	59

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Student-centered learning follows teaching methods based primarily on the more participatory engagement of the student with the teacher. At our institution, the Department of Basic Sciences helps foster hands-on experiences related to learning through hands-on engagement with the subject matter either illustrated using a working model or a poster presentation. The Humanities Department hosts a number of workshops conducted by experienced academicians to provide a holistic understanding of the concepts. Workshops show and train students how to improve focus, increase creativity, and improve future visualization to improve performance. Students are encouraged to participate in field visits and then prepare questionnaires to collect data, conduct research, and sometimes even conduct case studies that are socio- economically important for our society. Research in various fields like market research, industrial research etc is conducted by students and gives them exposure to the real world of business. College Magazine is a College periodical that raises student awareness on a variety of issues. The institution has made a conscious attempt to move from a traditional teacher-centered approach to a student-centered approach.

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

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

Present day classroom teaching with use of ICT has moved from teacher-centred model of education to student-centred learning. ICT approach has replaced chalkboards with interactive digital whiteboards and the model where students watch lectures at home on

the computer and use classroom time for more interactive exercises

College staff frequently uses the ICT technologies as these methods help in effective class room teaching which creates a long lasting impact on the student's development. The college provides 31 ICT enabled classrooms and 10 Smart Classrooms.

Other ICT tools and resources available in the college are LCD in focusProjector (2400 Luminus), LCD Projector BENQ (wireless) (3100 Luminus), WIFI, LAN.

Invited talks and webinars are conducted with the help of ICT facilities. e- journals and e-books are also available in the college library. The library upgraded to LIBSYS Software in 2009 which was produced by INFLIBNET Centre, Ahmadabad. The database of library can be accessed by user through Online Public Access Catalogue (OPAC) using the software. Presently, Library is using KOHA (16.11.14.000) software which is one of latest web centric library management software. It also uses Radio Frequency Identification (RFID) technology for efficient management of library services.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

59

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

2.4 - Teacher Profile and Quality

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

59

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

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

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

31

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

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

2.4.3.1 - Total experience of full-time teachers

59

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

2.5 - Evaluation Process and Reforms

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

The regulatory to examine the students is done through House Exam /surprise tests which are regularly conducted to evaluate the performance of the students. In Department of Commerce the total assessment is given out of 20 marks per subject whereas the Departments under Humanities and Sciences give the assessment out of 10 marks per subject. In languages like English, Hindi and Punjabi the assessment is given out of 5 marks.

Further the division of internal assessment is based on various parameters like ----

- 1) 20% assessment is done on the basis of the performance of the students in the two class teststaken during the semester.
- 2) 30%assessment is done on the basis of their performance in Mid-Semester Exams and remedialclasses.
- 3) The rest 50% of the assessment is based on the academic activities of the students involved with such students so that they can cover up for their missed syllabus.Ten years papers are discussed with the students of all the degree level.The faculty members tabulate the result of their classes thereby helping the students to understand their mistakes and also ensure that their doubts are cleared.Special tests are also conducted for the students who cannot appear in the scheduled mid semester exams due to some unavoidable reasons.Remedial classes are also held.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Internal examination grievance address mechanism

1. Date sheet shall be displayed one week prior to the exams.
2. If a student is not satisfied with the evaluation then she should ask for the re-evaluation of the answer sheet.
3. In case the student is not able to appear in the internal examinations due to some medical emergency, special tests shall be conducted.

External grievance redressal mechanisms

1. A candidate who wishes to seek re-evaluation of her Answer book may apply to Registrar Panjab University accompanied with a fee of Rs.250/-per answer book for Bachelor Degree level courses and Rs.290/-for Postgraduate courses. Fee shall reach university office within 21 days from the date of result.
2. In the case of foreign students who leave for their countries before the declaration of their results, and the candidates of Correspondence is 30days from the date of despatch of the result.
3. A candidate will be permitted to see her Answer books for identification only on payment of an additional fee of Rs.240/-per answer-book

COMPLAINT AGAINST QUESTION PAPERS

1. Complaints against question-paper shall be entertained only if they are made by or through the Heads of affiliated colleges or University Departments.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Course outcomes for the students:

- Students after graduation in different disciplines will understand the world, their country, their society as well as themselves in a better manner.
- They become socially more responsible towards ethical problems and social issues.
- They develop interdisciplinary approaches in thinking and practice.
- Students learn to think critically and create innovations.
- They become more responsible as team members while working in groups on multi-disciplinary teams.
- Graduate students will have the positive perspectives and skills that create productive managerial leaders.
- Programs offered to students ensure professional development growth through contextual, reflective and lifelong learning.

The college offers Undergraduate courses in Commerce, Management, Sciences, Computer Applications and Arts streams and Postgraduate courses in Commerce, Economics and Computer Application.

The College has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students

- Soft Copy of Curriculum and Learning Outcomes of Programs and Courses are also uploaded to the Institution website for reference.

The importance of the learning outcomes has been communicated to the teachers in every

- IQAC Meeting and College Committee Meeting.
- The students are also made aware of the same through Mentoring groups.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Evaluation of attainment by Institution is measures through:

- The IQAC members who are from various sectors such as Administration, faculty, management, alumni, stakeholders and students give their feedback on various activities of the college to ensure improvement and development in the existing system.
- Placement records of passing out class and success rate in various competitive exams such as GATE, NET etc. and students joining higher education programs.

The Assessment methods used by the institution are Direct Assessment which includes assignments, Internal Examination and Semester End Examination. Indirect Assessment every academic year annual report is developed where the statistics of students who have participated in seminars, workshops, sports tournaments, inter college competitions is prepared.

We take student progression in terms of attainment of marks as criteria and following table exhibits the result of B. Com in 3 sessions.

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

2.6.3 - Pass percentage of Students during the year

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

485

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://dscw45.ac.in/uploads/2022/annualreport202122.pdf

2.7 - Student Satisfaction Survey

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

<https://dscw45.ac.in/uploads/2022/2.7.1.xlsx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

122000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

01

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

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

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

0

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

3.2 - Innovation Ecosystem

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

1. Research & Innovation Cell:

Institute is having separate research and innovation cell. Such a committee plan strategies for upgrading, creating and facilitating infrastructural facilities to meet the needs of the researchers.

1. **Entrepreneurship Development Cell:** Our innovation ecosystem promotes internship and localized training in industries and financial organizations for students. Besides that, it identifies the challenge being faced by them and promotes and facilitates entrepreneurship activities.
2. **Incubation Centre:**

A 'video cell' has been formulated to make available video lectures of the faculty. The cell manages the uploading of videos on You Tube and has also linked it with the college website. A national webinar was organized live on college You Tube channel.

1. Start-Ups:

Our college has started a new course offering B.Voc in Retail Management and diploma in Beauty and Wellness. The curriculum has been designed in close consultation with retailers association skill council of India (RASCI).

Beauty and Wellness, a bachelor level course, provide ample self-employment opportunities to the students. The college has also started free of cost Value added certificate courses in Essentials of English language, Pichwai Painting and Textile Painting. All these hands-on skill-based training courses strive to make our youth self-reliant.

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

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

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

05

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

3.3 - Research Publications and Awards

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

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

01

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

8

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

01

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

3.4 - Extension Activities

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

After a hiatus of 2years under the pandemic, NSS, NCC, Rotaract and other clubs conducted their regular activities in sensitising students to social issues and holistic development. Pledge was administered, rallies were flagged off and door to door campaigns under various activities were held in and around Burail. NSS volunteers were into constant touch with the community during 7days Special Camping Programme disseminating information about the latest developments in sanitation, nutrition and personal hygiene, govt.schemes such as Swacch Bharat, Digital India, Jal Shakti Survey, Swastha Balika Initiative etc. Sweets and gifts were distributed to less privileged children under NSS, and Rotaract Club of the college. Rotaractors made and distributed newspaper, also participated in the event 'Mulakat' by visiting Old Age Home to spend quality time with elderly people sensitizing students regarding social responsibilities towards senior citizens.

Electoral Awareness Week was planned and executed to create awareness about their Right to vote under NSS and NCC.

Fit India Run, Nasha Mukti Rally, Cyclothon at Sukhna lake, Vigilance Awareness Week, Vaccination drives etc. were the regular activities under NCC during this session.

Such extension activities conducted by various clubs has indeed been a Right Step in the Right Direction.

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

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

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

06

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

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

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

63

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

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

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

1418

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

3.5 - Collaboration

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

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

02

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

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

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

18

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College is spread over 8.058 acres having lush green eco-friendly campus. The college have well equipped laboratories, facilitated classrooms and automated library. The entire college campus is Wi-Fi enabled and under CCTV surveillance. There are primarily 41 classrooms to meet the requirements of students of undergraduate and postgraduate level. The dimensions of the rooms are 30*30 sq. ft. & 15*30 sq. ft. and can comfortably accommodate 70 & 30 students, respectively. Some of the rooms are equipped with projectors and smart boards also.

The college has 16 high-tech labs including Computer labs, language lab, Chemistry lab, Physics labs, Psychology lab, music instrumentalvocal rooms, Fine arts studio, Fashion designing and Cosmetology labs etc.The AC library of college is housed in hall measuring 6100 sq. ft. on the second floor of college building with latest ICT facilities. The air-conditioned seminar room is equipped with all latest ICT facilities. The college has 3 more Air-conditioned basement halls for hosting functions of the college. A Network Resource Centre acts as a nodal centre to support all digital needs of the college.

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

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

The college has adequate infrastructure for sports and extracurricular activities. The college has full-fledged department of Physical Education that imparts vigorous training to the students for participation in a variety of sports such as Kho-kho, Cricket, Net ball, Ball Badminton, Sepak-Takrow, Drop-ball, Marshal Arts, Kabaddi etc. The sports infrastructure comprises a gymnasium, sports field and multipurpose halls. Gymnasium is well-resourced with all kind of fitness equipments such as twister, front pulley, abdominal

board and bench press etc. for all kind of fitness activities of sport persons and students. All kind of field events like Javelin-throw, Shot-put, Hammer-throw, Discuss-throw, training, annual sports meet etc. held in the well-maintained sports field. Multipurpose halls which can accommodate more than 200 students, is used for all indoor sports (e.g. Kick Boxing, Wushu, Taekowondo, Wrestling etc.). The Multipurpose halls also provide ample space for various yoga activities (learning and practising) in the college premises. There is a sports room for storing all kind of sports equipments. The lawns in the college are used for holding events such as youth festivals, students' festivals (freshers, farewell), college events (like Teej, Basant) etc. The College has seminar and multipurpose halls for accomplishing all kind of indoor cultural events.

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

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

19

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://dscw45.ac.in/uploads/2022/4.1.3%20No ofClassroomsandSeminarHalls.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

33.16

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is spacious, student friendly and situated on the second floor of college building. The library was automated in October 2003 with the purchase of desktop server and SOUL software. The library upgraded to LIBSYS software in 2010. The circulation functions membership, issue and return and the entire operations of the library were further upgraded with the installation of RFID through Software KOHA in 2018.

This technology has ensured fool proof security and simplified the circulation process (rapid Check in/ checkout facility). Library has three workstations to access e-resources and e-database through OPAC

Name of ILMS Software

Nature of automation (fully or partially)

Version

Year of Automation

KOHA

Fully

19.05.06.000

May, 2018

Library has 23,399 text books, 968 reference books, 93 Journals, 45 e-books, 1132 CDs and Videos. Library also has a separate section for book bank, study material for competitive exams, maps, project

reports, and Ph.D. thesis. Library is well equipped with 7 computers, 3 printers, 2 scanners, air conditioners and 1 Xerox machine.

All major decisions are taken by the Library Committee consisting of Librarian and other senior faculty members under the guidance of Principal.

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

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

2.11

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

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

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

86

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

4.3 - IT Infrastructure

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

The institute has five state-of-art Computer Labs which accommodates a total of 127 computers for students. Each computer in the labs is connected through LAN. There is 'Network Resource Centre' having 09 computers with internet, 2 printers, 1 scanner, and 1 photocopier for teachers and students. The computer facility with internet and printer is also made available in the respective departmental labs to facilitate effective teaching, learning and research

The college has 02 Internet Connections of 50 and 24 MBPS. The college has 10 smart classrooms equipped with multimedia facility and screen that enhances the learning experience. The college library has also been equipped with ICT facility for students and staff. For raising the academic standards, and improving day-to-day activities, the college updates its website www.dscw.ac.in regularly. Understanding the importance of the secure connection online, the college has acquired and got implemented the SSL certificate for the college website. A Staff Career Management Tool has been added to the website.

The college also has

Facebook account: <https://www.facebook.com/devsamajcollege45/>

Instagram account:

<https://instagram.com/devsamajcollegeforwomen?igshid=nd5jxqsl7lfo>

Youtube Channel: Dev Samaj College for Women Chandigarh Official - YouTube

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

4.3.2 - Number of Computers

156

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

33.16

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

College has established a system for maintenance and utilizing physical facilities. Budgets are prepared for organizing various academic and non-academic activities. General cleanliness of the college campus is undertaken regularly. A Complaint log-book is kept in the college office to record routine problems of electricity, water and general infrastructure. ICT facilities of the college are maintained by the teaching, technical and supporting staff. Stock registers are maintained by the respective laboratories to report entries and defects arising for rectification and repair. For writing-off the obsolete/damaged equipment, a dedicated 'Write-Off Committee' is in place. The sports equipment, playgrounds and various courts are supervised and maintained by the 'College Sports Committee'. 'Library committee' is in place for smooth functioning of the library. Proper cleaning, fumigation and exposure to sunlight are regularly taken up to reduce the risk of insects on documents in the library and administration office. Our college is one of the first few institutions to shift to solar energy for power consumption. Fire extinguisher are in place at all prominent sites in the college. To ensure safety of the students, CCTV cameras have been installed and monitoring is done from the office of the coordinator.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.dscw45.ac.in/assets/uploads/maintenance-policy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

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

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

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

142

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

942

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

942

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

44

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

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

5.2.2.1 - Number of outgoing student progression to higher education

49

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

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

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

02

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

5.3 - Student Participation and Activities

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

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

35

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

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

Student council actively participates in different activities like college functions and festivals as well as inter/intra college competitions. They do their work under the guidance and supervision of teaching faculty. They are a medium between faculty and students.

Special Contributions of Students' Council

Year 2021 end and beginning of the year 2022 our city Chandigarh witnessed third wave of corona pandemic. The council members and representatives extended a great helping hand in following covid appropriate behavior in the college. They also guided them in attending online classes, participating in webinars and online competitions.

Members of the student council and other representatives played an active role during NAAC peer team visit to the college in February 2022. They helped the teachers in making different arrangements and performed different duties like interaction with peers, old students and preparation of cultural program.

Contribution of Students Council

- Coordinate in organising academic activities like workshops, seminars, competitions etc.
- Organisation of various regional festivals.
- Help in conducting different events of the college like Freshers Party, Farewell Party, Prize distribution, Annual Convocation and Alumni Association Function.
- Coordination in organising sports events/competitions in the college.
- Coordination in arranging industrial visits, trips and tours of the college.
- Help raise funds for various activities including fests and social events.
- They are representatives in various academic and administrative committees.

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

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

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

56

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

5.4 - Alumni Engagement

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

The college has an alumni association by the name VIRASAT. Its purpose is to foster a spirit of belongingness to the college and to help continue having cordial relationship with the alma mater. Our alumni are our most loyal supporters and are an important part of our institution's advancement.

A student can become a life member of alumni association in the final year of study in the college. Alumni meet is organized every year in the college with active support and efforts put by alumni members, members of student council and faculty members of the college. The highlight of the day is usually the experiences shared by the alumni regarding their stay in the college. Virasat also conducts regular meetings twice a year with its members.

Our alumni are a great role model for our current students and provide support to them in all possible ways. Many of our alumni are employed in various academic and non-academic fields in both public and private sectors. The college utilizes their intellectual inputs to enrich the curriculum implementation by inviting them as resource persons and as mentors for current students of different departments. Alumni feedbacks are collected regularly and every effort is made to incorporate the suggestions given by old students for the welfare of students and growth of the college.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision of the college is to empower and emancipate women by shaping, sensitizing and inculcating a desire for excellence combined with right attitudes, values, and ideologies.

Mission of the college is "Let scientific temper live through you". The motive is to strive

and maintain high ideals of regeneration of mankind and transform the society by imparting appropriate skills for livelihood by instilling a scientific temperament amongst students, teachers and all stakeholders.

Governance: For fulfillment of the same, the management strives to maintain an open and interactive environment with the teachers. Formal as well as informal meetings between the faculty and the head of the managing committee are a continuous phenomenon. Perspective Plans: Developing appropriate skills of livelihood and instilling scientific temper in the students is a perennial pursuit at Dev Samaj College for Women. The students are introduced to new different skill development.

Participation of teachers in decision making bodies: The College has a very simple system in place to ascertain the participation of teachers in decision making bodies. The managing committee of the college has two representatives from the faculty and the college IQAC has representatives from the management in it.

File Description	Documents
Paste link for additional information	https://www.dscw45.ac.in/vision-mission.php
Upload any additional information	View File

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

CASE STUDY:

The college has a highly decentralized structure to facilitate an ease of working and to encourage participation. In February 2022 the college had a two day visit of the NAAC PeerTeam, February 10-11,

2022, to assess the college for NAAC reaccreditation. The college management and the entire staff geared up for the upcoming visit.

1. A NAAC Core team comprising of Dr Shiva Malik, Dr RenuKalra, Dr Sunita Gupta and Mr Parminder Singh was constituted by the Principal, Dr Meena Chopra.
2. The Core team constituted 7 teams headed by Criterion Incharges for the 7 different criteria.
3. All heads of the departments and coordinators of various committees and clubs, Incharges of NCC and NSS prepared presentations for the visit.
4. Throughout this preparation the Management provided the much needed support and guidance.
5. Students and their parents joined hands and contributed their best to the process. Ex-students and their parents came for the Alumni Meet and interacted with the Peer Team.
6. Duties were assigned to the teaching, non-teaching and the support staff particularly for the visit.

With the significant contribution of the teaching, non-teaching and support staff and students, the college was re-accredited NAAC Grade 'A'.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At the end of the session 2020-21, the Department of English organized a value-added course on 'Essentials of English Language' from 09th to 21st August 2021 for the students taking admission in BA-III. The mode of the 30-hour course was online because of the prevalent COVID-19 situation. The Inaugural-cum-Induction session was held on 09th. The students were apprised of the importance of establishing good communication skills during their college life, and thereafter, when they pursue a career. Students were also made aware of the fact that supportive teacher-student relationships have a positive impact on their class participation, engagement and academic as well as co-curricular achievements.

Sessions of the course were evenly divided between all the

coordinators each of whom acted as the resource person in four sessions of 90 minutes each. Different modules taken up by the resource persons included Fundamentals of English Grammar, Vocabulary, and Written and Spoken Communication Skills. 35 students attended the course who were given certificates at successful completion of the course. The feedback of the students was very positive and they showed keen interest in attending similar courses if they are given an opportunity to do so in future.

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

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

The managing body consists of the Dev Samaj Managing Committee guided by the Dev Samaj Managing Council. The college functions under the supervision of an established regulatory framework consisting of the Panjab University, Directorate of Higher Education and University Grants Commission. Each of these bodies has a representative in the college. Principal is the chief executive and administrator of the college who coordinates all the activities of the college. Principal is also the ex-officio chairperson of the Staff Council which functions through various committees to carry out various functions of the college. The decisions related to academics like workload calculation, library purchases, time tables, maintenance of infrastructure, admission etc. are taken by the Staff Council through its committees, subject to provisions and ordinances of the Panjab University. IQAC plays a key role in initiating activities that focus on the maintenance of quality and sustainability. The teachers-in charges of various cells and departments, Bursar, Warden, Librarian, and Administration Officer carry out all the functions of the college. Hierarchy of the staff, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism is defined as per the rules of the Panjab University and approved staffing pattern of the UGC.

File Description	Documents
Paste link for additional information	https://www.dscw45.ac.in/important-documents.php
Link to Organogram of the institution webpage	https://www.dscw45.ac.in/assets/uploads/structure.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Group Insurance: The permanent Employees of the college are covered under the personal and accidental Insurance by HDFC Ergo.

Contribution towards EPF and facility of Loan against PF

Payment of Gratuity: Employees are covered to be paid Gratuity as per the Payment of Gratuity Act 1972.

Payment of Earned leave: Leave Encashment rules are followed for the covered retiring personnel.

Flexible work Timings: The Employees are given flexibility to adjust timings in case of any personal need.

Leave, Maternity Leave and Extra-ordinary Leave: Leaves as per PU guidelines, 6-month Maternity Leave and leaves under extra-ordinary cases are granted.

In-house Salon: An all-day salon service is available inside the college campus at subsidized rates.

Loans to Employees: The Multi-tasking staff can avail a loan against their Salary when in need.

Fee concessions for employees' wards.

Canteen, Mess and other eateries: The College has a canteen, a mess, a juice corner and a street food stall.

Staff Welfare Committee

Medical Reimbursement: Medical expenditure covered under insurance is reimbursed.

Stationery and Tuck-Shop.

Computer accessibility and Wi-Fi facility: The College has in place computer laboratories and Wi-Fi system

Free Residence: Free in-college residences for their families of multi-tasking staff

Free Uniforms: Free uniforms are provided to the Multi-Tasking staff

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

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

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

04

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

03

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

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

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

35

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

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

The college has a Performance Appraisal System as per the UGC regulations 2010 (and 2 amendments thereafter). The teaching staff does a self-appraisal in the ACR, Annual Confidential Report, on the basis of:

1. Teaching, Learning, Evaluation and Academic Competency
2. Adoption of Innovative teaching methods.
3. Academic and Professional Progress - Research Degree, Orientation Course, Refresher Course, Publications, Research Paper, Training, Faculty Development Programme, Conference, Workshop, Certification Course et al.
4. Contribution towards Extension Activities
5. Governance and Leadership.
6. Teaching Methodology.
7. Best practices initiated

On the basis of this self-appraisal, the Principal assesses the individual on various parameters of proven diligence, administrative abilities, innovative teaching methodology and best practices, academic as well as professional growth and research work, and leadership skills.

The non-teaching-staff provides the details of ACR which is assessed by the Office Superintendent and the Principal. The library-staff is assessed by the College Librarian.

The performance of the teaching staff is also monitored by the Principal on the basis of the teacher's diary.

On the basis of these performance indicators the teachers apply for

CAS based promotions. For the Non-Teaching Staff CAS is not applicable. They may apply for promotion to a senior vacant position.

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

6.4 - Financial Management and Resource Mobilization

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

The college is extremely particular in maintaining transparency in its financial management through a regularly audited account of its income and expenditure. Regular internal and external audits are conducted. Every financial transaction goes through the lens of the college bursar.

All the expenses made by the college were audited by three different wings of the audit system viz. INTERNAL AUDIT, FINANCIAL AUDIT and GOVERNMENT AUDIT by the audit team deputed by the Accountant General (AG), UT Government.

Annual audit is conducted by certified chartered accountants appointed by the Dev Samaj Management Council. All the income and expenditure accounts including the Amalgamated Fund, General Fund, Establishment, the government grants (RUSA, UGC & NSS) and hostel funds are checked and verified by the chartered accountant. The audit report and the balance sheet are sent to the Dev Samaj Head office. Internal audit was done in 2021-22.

External audits are conducted by government auditors appointed by the Indian Audits and Accounts Department, Office of The Principal Director of Audit (Central), UT Chandigarh. The external audit is done once in five years. The most recent one was conducted for the financial years 2013-14 to 2017-18 in May 2018.

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

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

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

1.41

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

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

The accounts division of the college office, headed by the Office superintendent looks after the finances of the college under the supervision of the principal and the management. Separate teams of personnel are established for the purpose of recording all the financial transactions, maintaining the records and developing financial statements to promote and enable internal check. Each teaching department is considered as a separate cost centre and prepares a separate budget. The actual is then compared with the budgeted as reference for the preparation of a Zero-Based Budget for each annual year. Major sources of income for the college and their utilization:

- 95% Grants received from Chandigarh Administration: The funds so procured are utilized in paying salaries to the covered posts.
- Grants from University Grants Commission: The grants so received are deployed towards add-on courses and developmental projects
- Funds received from RUSA- under MHRD: Grants received from

RUSA are utilized towards the infrastructural needs identified by the college from time to time.

- Fees collected from self-financing courses
- Hostel fees
- Financial support from Management
- Miscellaneous sources of funds like sponsorships, Rent the ground or college premises etc.

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

6.5 - Internal Quality Assurance System

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

- The college organized five day online elementary Faculty Development Program under AICTE, ATAL Academy on the topic "Art and Science of Effective Teaching: Strategies and Methods" from 21st February to 25th February 2022 for which grant of Rs. 93,000 was received. First session started with lecture by Dr. Kuldip Puri, Professor of Education, Panjab University, Chandigarh.

The whole FDP was very well appreciated by the participants and they were satisfied by the choice of topics and the organizer committee received overwhelming response from the participants.

- The college got 'A' grade in NAAC re-accreditation cycle 3.
- The college promoted community based extension lectures and activities through various committees and cells present in college and collaboration with outer bodies.
- Two Grant-In-Aid teaching posts were filled one in Department of Punjabi and one in Department of Hindi

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations

and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

- **Mentoring meet:** two mentoring meets were organised session 2021-22 one for odd semester it was held on 14th and 15th January 2022 and two for even semester 10th to 13th June 2022 via 22 mentor groups to encourage mentees to come up with challenges faced by them and also to motivate them for exams.

In January mentoring meet's focus was on new students who were facing the university exam first time as online mode of examination. So they were instructed and guided how to submit their exam on time and what precaution they need to take, to cultivate with covid-19 situation and submitting their exam in online mode through email or google forms. In second mentoring meet students were guided to cope with offline mode of examination as they were happening after 2 and half year. Students were told to take precaution for covid-19 and mentor answered various questions asked by mentees.

- **Mrs. Kesu Singh** Successfully completed her PRCNSW- 109 course at Officer's Training Academy, Gwalior from 11 April to 14 June 2022 and was declared the best ANO of the Course.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://dscw45.ac.in/uploads/2022/annualreport202122.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institute regularly takes initiative for the promotion of gender equity through curricular and co-curricular activities.

The Women cell organized an Essay writing and Poster making competition on the topic "Society of My Dreams". 'SABLA' Wall Magazine of the women cell is an initiative to enable the students to express their aspiration of an ideal society which is just and fair for women. On International Women's Day a rally was organized in collaboration with Cyber Crime Investigation Cell, Chandigarh Police on the theme "Cyber Security for Women". Another major objective of the rally was to apprise the public about raising of marriageable age of girls by Union of India and creating awareness regarding ill effects of early marriage.

A Self Defence Awareness Session was conducted by NSS in which the students were apprised about various crucial facts about self-defence, cyber-security and safety measures for women. Interactive workshop on "Health and Fitness --Challenges faced by Women" was conducted by NSS. On National Girl Child Day, pledge was administered to bridge the gender divide to build an inclusive and equal society.

File Description	Documents
Annual gender sensitization action plan	https://www.dscw45.ac.in/assets/uploads/web1ink7.1.1(2).pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.dscw45.ac.in/assets/uploads/web1ink7.1.1(1).pdf

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

C. Any 2 of the above

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

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

Solid Waste Management:

Bins are placed on the campus, which are later disposed off at proper collection points provided by Municipal Corporation. Garden waste which cannot be recycled is collected and sent to disposal sites. The Scrap Disposal Committee oversees the disposal of raw paper (Raddi) and other material.

Liquid Waste Management:

All waste water lines from washrooms and kitchens are connected to the Municipal sewer system.

Biomedical waste management

Biomedical waste management is not required in our institution.

E-Waste Management:

E-waste is managed in the college as per safety norms, by government approved vendor. An e-waste corner has been made where students and staff members are encouraged to put their e-waste, which is later collected by the vendor.

Waste Recycling System

Raw food and peels from canteen is gathered along with layers of dry leaves in a pit for composting. This fertilizer is used in herbal garden.

Hazardous chemicals and radioactive waste management

- Department of Chemistry segregates waste material in different categories because different chemical wastes have different disposal methods.
- Liquid chemical waste is collected in empty chemical reagent bottles which are chemically compatible with the waste to be collected.
- Bottles/ containers with chemicals for disposal are properly labeled with details of the content. Date of packaging is also mentioned
- Chemical bottles are packed in cartons. Flammable chemicals are packed separately.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

A. Any 4 or all of the above

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

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

A. Any 4 or all of the above

5.

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

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

The institution lays great emphasis on providing inclusive environment by undertaking a number of initiatives on regular basis. The on campus clubs undertakes various activities in this direction.

Rotaract Club undertakes "Cloth Donation Drive" and distribution of

sweets and gifts for underprivileged people under "MUSKURAHAT" and visited old age home as a part of their responsibilities towards society. The event LOVE and CARE was organized where they feed stray animals and pledged to place water bowls outside their homes for birds during summer. To express solidarity with transgender community, Rotaractors along with RAC Shivalik Chandigarh, participated in the event "We stand together". Online quiz competition was organized to create awareness about our heritage and culture. NSS unit of the college undertakes number of activities throughout the year such as Eye Donation Camps, Dengue Awareness campaign, fitness and yoga sessions and virtual talk on nutrition and weight management.

The NCC unit took different initiatives to celebrate the 75 years of Indian Independence, by organizing Quit India Movement March and Poster making competition. Cadets also participated in Fit India Freedom Campaign, Anti-drug pledging, Cyclothon at Sukhna Lake, Swachhta Rally, NashaMukti Rally, Vigilance Awareness Week, Quiz Competition on International Yoga Day.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Along with academics, our Institution takes keen interest in imbining altruistic feelings among students and employees. At the starting of the new session the students are acquainted about the importance of these values. Days such as National Voter's Day, National Youth Day, Independence Day, Republic Day, PrakramaDiwas, Kargil Vijay Diwas have been celebrated to promote the sense of nationalism. Webinars, lectures and Poster Making Competition on various themes were arranged by the on campus clubs of the college. A talk and Declamation contest were organized to celebrate Electoral Awareness week. Talks on Cyber Security, Health and Hygiene, Poster making on Menstrual Hygiene, Life skill Management and other social issues are held regularly. On the auspicious day of MakarSankranti a session on "Surya Namaskar for Vitality" was held. To imbibe sense of gratitude and love, college prayer is recited every day. Students participate in Youth and Heritage Festival every year to celebrate

glorious art, literature, culture and heritage of our country.

Regular Mentoring group meets are held in the college to inculcate sense of discipline and scientific temperament among the students. The on campus clubs foster practical skills like time management, leadership and sense of responsibility among students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://dscw45.ac.in/uploads/2022/annualreport202122.pdf
Any other relevant information	https://www.dscw45.ac.in/assets/uploads/weblink7.1.9(2).pdf

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

4. Annual awareness programmes on Code of Conduct are organized

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

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

Yes, the institution celebrates the National and International days, events and festivals. Celebrating events and festivals is an integral part of learning and helps to build strong cultural belief,

by cherishing the thoughts and ideologies of great personalities. Important days like Independence Day, Republic day, Gandhi Jayanti, National Youth Day, National Sports Day, National Voter's day, Kargil Vijay Diwas, ParakramaDiwas Yoga day are celebrated with great enthusiasm.

As a part of Gandhi Jayanti celebration, NSS unit along with other clubs undertake cleanliness pledge in the college and brought out an awareness rally in village Burial. Teacher's day is celebrated by the students to mark the birth anniversary of Dr.Radha Krishnan. Functions are held on International Women's Day, International Girl Child Day, International Literacy Day, AIDS Day, National Science Day and National Sports Day and International Yoga Day.

NCC cadets celebrated Republic Day by participating in parade and hosting National Flag. On the National Voter's Day various competitions are held. Essay competition and a webinar was organized on "contribution of Swami Vivekananda" to celebrate the National Youth Day in college. Other than observing these days various festivals such as Teej, Lohri, Basant and Holi are also celebrated in the college.

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

7.2 - Best Practices

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

Best Practice-1

Title of the practice - Celebrating Maat Pita SantanDiwas and Pashu Jagat Diwas

Best Practice-2

Title of the Practice: Extension activities and Value Added Courses focusing on Women Empowerment

URL for Best

Practices:<https://www.dscw45.ac.in/assets/uploads/weblink7.2.1.pdf>

File Description	Documents
Best practices in the Institutional website	https://www.dscw45.ac.in/assets/uploads/weblink7.2.1.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The Dev Samaj(a unique religious moment) was founded in 1887 by the most Worshipful Bhagwan Dev Atma. The Dev Samaj considers women education essential for their social, moral and spiritual upliftment. DevSamaj College for Women, Chandigarh started with a humble beginning in 1981 to blossom to its present position. Located in Burail village, Sector-45, the college has carved a distinctive place for itself even after majority of the students come from low income families with minimal exposure in the cultural and sports arena and lowest rung academically. Nurturing these students to excel in various fields is the priority for the institution. The college focuses on catering to the social, emotional and educational needs of the students to make them realize their full potential.

Over the past 41 years the Institution has functioned with the sole aim of ensuring access to quality education, particularly to those who struggle to access mainstream learning. The students with mediocre profile are selected in various co-curricular activities and sports, and then given the right exposure and guidance so that they can create a mark for themselves.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Our College is affiliated to Panjab University, Chandigarh and ensures effective adherence to its prescribed curriculum. Various departments of the college conduct meetings at the beginning of the session. A tentative plan is chalked out to discuss the future course of action regarding time-table, course distribution, teaching plans, workshops etc. The time-table committee designs and displays the time table before the commencement of the session on the notice boards. For record, every teacher maintains a record diary and an attendance register where in a systematic record of students attendance, assignment submissions, marks list and progression is maintained. This aids the faculty in effective implementation and record of academic plan. The students meet their respective teachers after the teaching hours to clear doubts .Remedial classes and extra hours are devoted to weak students. Classroom teaching is a blend of conventional and ICT to ensure student centric learning. Seminars, workshops, expert lectures, group discussions, educational tours and industrial visits are organised for the students.

The College library is regularly updated with the latest research journals, books, e-books, e-resources and other learning aids for faculty and students. Faculty members attend orientation/refresher courses, workshops and present research papers in seminars to enrich their subject knowledge.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The college strictly adheres to the University Calendar and accordingly the Annual Academic Calendar is prepared and the same

is displayed on the notice boards. The admission process in all subjects except Arts, wherein admissions are granted by the college itself, is also followed according to the University schedule. Post Admissions, an inauguration function, an orientation program is organized to inform students of the college rules and events. The Conveners inform the students about various clubs and an inaugural event of the clubs is organised to mark its essence and spirit. Thereafter, Panjab University announces dates for student council and class representatives' elections, and they are conducted on the announced date. A sense of belonging and respect for our traditions and culture is inculcated through celebration of various festivals like Lohri, Teej etc with full fervor and enthusiasm throughout the session.

Mid Semester tests are conducted in accordance with the academic calendar followed by a parent-teacher meeting to discuss the progress of the students. The University examinations are also conducted in accordance with the Panjab University Academic Calendar. Sports meet and annual prize distribution is organized to honour outstanding and meritorious students. Convocation is organised to give degrees to students who complete undergraduate and post-graduate courses. The college also strengthens its ties with the alumni by organising an Alumni Meet.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

14

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

91

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

1.3 - Curriculum Enrichment

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

The college is affiliated to Panjab University, Chandigarh and follows it holistically designed syllabi for various courses at undergraduate and postgraduate level. To spread awareness among students regarding cross cutting issues relevant to gender, environment, sustainability, human values, professional ethics are included in the curriculum. "Environment, Road Safety Education, Violence against Women/Children and Drug Abuse" is a compulsory paper for all undergraduate courses that establishes sensitization pertaining to environment issues, conservation of natural resources, Environment (Protection) Act. The paper comprises of issues related to gender like gender inequalities,, domestic violence etc. The students learn about provisions provided to women like Indian Penal Code, Domestic Violence Act and Sexual Harassment (Prevention, Prohibition and Redressal) of women at workplace Act. Students of "History and Culture of Punjab" understand gender related issues by reading about position of women in different periods of society. Sociology provides insight into marginalised and underprivileged sections of our society with special focus on women, matriarchal homes and working women.

Commerce students study Entrepreneurship and Small Business that creates awareness regarding reasons of slow growth of women entrepreneurs and various organisations promoting women entrepreneurship. Economics students cover topics like agricultural policies, sustainable agricultural methods, etc. Postgraduate students study about population growth and its adverse effects on environment. In B.com BBA and Public Administration the focus is on social professional and business ethics.

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

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

166

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

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

119

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

1.4 - Feedback System

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

B. Any 3 of the above

from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://dscw45.ac.in/uploads/2022/feedback_Final2021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://dscw45.ac.in/uploads/2022/feedback_Final2021-22.docx
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
1418	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

106

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Advanced learners are keen to learn and have intellectual interests. They are identified by teachers through their past academics, personal interaction and observation.

Special Programs for Advanced Learners

- Encouraged to participate in group discussion for deeper understanding and increasing long term retention
- Beneficiaries are given creative projects/assignments.
- They are encouraged to refer to advanced resources.
- They are guided to improve their communication/time management skills.
- Expert lectures are arranged to introduce them to the latest developments in the field.
- Skill-based workshops are organised to impart vocational knowledge.
- They are encouraged to participate in inter/intra-college contests.
- Scholarships and cash prizes are generously awarded.
- They are encouraged to opt for Honours and Add-on courses.

Slow learners face challenges in learning new concepts as their basics are not strong and perform below average.

Special Programs for Slow Learners

- They are devoted extra time and personal attention by teachers.
- Extra classes are arranged to bridge knowledge gap and simple customized notes are provided to them.
- Remedial classes are arranged for them and are encouraged to appear for chapter-wise tests and assignments on

fundamental topics.

- Their personal and emotional issues are addressed patiently by their mentors.
- Regular PTMs are conducted to provide feedback to their parents to improve their academic performance.

File Description	Documents
Paste link for additional information	https://dscw45.ac.in/uploads/2022/2.2.1-202122.pdf
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1418	59

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Student-centered learning follows teaching methods based primarily on the more participatory engagement of the student with the teacher. At our institution, the Department of Basic Sciences helps foster hands-on experiences related to learning through hands-on engagement with the subject matter either illustrated using a working model or a poster presentation. The Humanities Department hosts a number of workshops conducted by experienced academicians to provide a holistic understanding of the concepts. Workshops show and train students how to improve focus, increase creativity, and improve future visualization to improve performance. Students are encouraged to participate in field visits and then prepare questionnaires to collect data, conduct research, and sometimes even conduct case studies that are socio- economically important for our society. Research in various fields like market research, industrial research etc is conducted by students and gives them exposure to the real world of business. College Magazine is a College periodical that raises student awareness on a variety of issues. The institution has

made a conscious attempt to move from a traditional teacher-centered approach to a student-centered approach.

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

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

Present day classroom teaching with use of ICT has moved from teacher-centred model of education to student-centred learning. ICT approach has replaced chalkboards with interactive digital whiteboards and the model where students watch lectures at home on the computer and use classroom time for more interactive exercises

College staff frequently uses the ICT technologies as these methods help in effective class room teaching which creates a long lasting impact on the student's development. The college provides 31 ICT enabled classrooms and 10 Smart Classrooms.

Other ICT tools and resources available in the college are LCD in focusProjector (2400 Luminus), LCD Projector BENQ (wireless) (3100 Luminus), WIFI, LAN.

Invited talks and webinars are conducted with the help of ICT facilities. e- journals and e-books are also available in the college library. The library upgraded to LIBSYS Software in 2009 which was produced by INFLIBNET Centre, Ahmadabad. The database of library can be accessed by user through Online Public Access Catalogue (OPAC) using the software. Presently, Library is using KOHA (16.11.14.000) software which is one of latest web centric library management software. It also uses Radio Frequency Identification (RFID) technology for efficient management of library services.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

59

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

2.4 - Teacher Profile and Quality

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

59

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

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

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

31	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

59	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The regulatory to examine the students is done through House Exam /surprise tests which are regularly conducted to evaluate the

performance of the students. In Department of Commerce the total assessment is given out of 20 marks per subject whereas the Departments under Humanities and Sciences give the assessment out of 10 marks per subject. In languages like English, Hindi and Punjabi the assessment is given out of 5 marks.

Further the division of internal assessment is based on various parameters like ----

1) 20% assessment is done on the basis of the performance of the students in the two class teststaken during the semester.

2) 30%assessment is done on the basis of their performance in Mid-

Semester Exams and remedial classes.

3) The rest 50% of the assessment is based on the academic activities of the students involved with such students so that they can cover up for their missed syllabus. Ten years papers are discussed with the students of all the degree level. The faculty members tabulate the result of their classes thereby helping the students to understand their mistakes and also ensure that their doubts are cleared. Special tests are also conducted for

the students who cannot appear in the scheduled mid semester exams due to some unavoidable reasons. Remedial classes are also held.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Internal examination grievance address mechanism

1. Date sheet shall be displayed one week prior to the exams.
2. If a student is not satisfied with the evaluation then she should ask for the re-evaluation of the answer sheet.
3. In case the student is not able to appear in the internal examinations due to some medical emergency, special tests shall be conducted.

External grievance redressal mechanisms

1. A candidate who wishes to seek re-evaluation of her Answer book may apply to Registrar Panjab University accompanied with a fee of Rs.250/-per answer book for Bachelor Degree level courses and Rs.290/-for Postgraduate courses. Fee shall reach university office within 21 days from the date of result.
2. In the case of foreign students who leave for their countries before the declaration of their results, and the candidates of Correspondence is 30days from the date of despatch of the result.

3. A candidate will be permitted to see her Answer books for identification only on payment of an additional fee of Rs.240/-per answer-book

COMPLAINT AGAINST QUESTION PAPERS

1. Complaints against question-paper shall be entertained only if they are made by or through the Heads of affiliated colleges or University Departments.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Course outcomes for the students:

- Students after graduation in different disciplines will understand the world, their country, their society as well as themselves in a better manner.
- They become socially more responsible towards ethical problems and social issues.
- They develop interdisciplinary approaches in thinking and practice.
- Students learn to think critically and create innovations.
- They become more responsible as team members while working in groups on multi-disciplinary teams.
- Graduate students will have the positive perspectives and skills that create productive managerial leaders.
- Programs offered to students ensure professional development growth through contextual, reflective and lifelong learning.

The college offers Undergraduate courses in Commerce, Management, Sciences, Computer Applications and Arts streams and Postgraduate courses in Commerce, Economics and Computer Application.

The College has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students

- Soft Copy of Curriculum and Learning Outcomes of Programs and Courses are also uploaded to the Institution website for reference.

The importance of the learning outcomes has been communicated to the teachers in every

- IQAC Meeting and College Committee Meeting.
- The students are also made aware of the same through Mentoring groups.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Evaluation of attainment by Institution is measures through:

- The IQAC members who are from various sectors such as Administration, faculty, management, alumni, stakeholders and students give their feedback on various activities of the college to ensure improvement and development in the existing system.
- Placement records of passing out class and success rate in various competitive exams such as GATE, NET etc. and students joining higher education programs.

The Assessment methods used by the institution are Direct Assessment which includes assignments, Internal Examination and Semester End Examination. Indirect Assessment every academic year annual report is developed where the statistics of students who

have participated in seminars, workshops, sports tournaments, inter college competitions is prepared.

We take student progression in terms of attainment of marks as criteria and following table exhibits the result of B. Com in 3 sessions.

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

2.6.3 - Pass percentage of Students during the year

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

485

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://dscw45.ac.in/uploads/2022/annualreport202122.pdf

2.7 - Student Satisfaction Survey

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

<https://dscw45.ac.in/uploads/2022/2.7.1.xlsx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research

projects / endowments in the institution during the year (INR in Lakhs)**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****122000**

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****01**

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****0**

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

3.2 - Innovation Ecosystem

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

1. Research & Innovation Cell:

Institute is having separate research and innovation cell. Such a committee plan strategies for upgrading, creating and facilitating infrastructural facilities to meet the needs of the researchers.

1. Entrepreneurship Development Cell: Our innovation ecosystem promotes internship and localized training in industries and financial organizations for students. Besides that, it identifies the challenge being faced by them and promotes and facilitates entrepreneurship activities.

2. Incubation Centre:

A 'video cell' has been formulated to make available video lectures of the faculty. The cell manages the uploading of videos on You Tube and has also linked it with the college website. A national webinar was organized live on college You Tube channel.

1. Start-Ups:

Our college has started a new course offering B.Voc in Retail Management and diploma in Beauty and Wellness. The curriculum has been designed in close consultation with retailers association skill council of India (RASCI).

Beauty and Wellness, a bachelor level course, provide ample self-employment opportunities to the students. The college has also started free of cost Value added certificate courses in Essentials of English language, Pichwai Painting and Textile Painting. All these hands-on skill-based training courses strive to make our youth self-reliant.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

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

05

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

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

01

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

8

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

01

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

3.4 - Extension Activities

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

After a hiatus of 2years under the pandemic, NSS, NCC, Rotaract and other clubs conducted their regular activities in sensitising students to social issues and holistic development. Pledge was administered, rallies were flagged off and door to door campaigns under various activities were held in and around Buraill. NSS volunteers were into constant touch with the community during 7days Special Camping Programme disseminating information about the latest developments in sanitation, nutrition and personal hygiene, govt.schemes such as Swacch Bharat, Digital India, Jal Shakti Survey, Swastha Balika Initiative etc. Sweets and gifts were distributed to less privileged children under NSS, and Rotaract Club of the college. Rotaractors made and distributed newspaper, also participated in the event 'Mulakat' by visiting Old Age Home to spend quality time with elderly people sensitizing students regarding social responsibilities towards senior citizens.

Electoral Awareness Week was planned and executed to create awareness about their Right to vote under NSS and NCC.

Fit India Run, Nasha Mukti Rally, Cyclothon at Sukhna lake, Vigilance Awareness Week, Vaccination drives etc. were the regular activities under NCC during this session.

Such extension activities conducted by various clubs has indeed been a Right Step in the Right Direction.

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

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

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

06

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

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

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

63

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

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

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

1418

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

3.5 - Collaboration

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

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

02

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

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

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

18

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College is spread over 8.058 acres having lush green eco-friendly campus. The college have well equipped laboratories, facilitated classrooms and automated library. The entire college campus is Wi-Fi enabled and under CCTV surveillance. There are primarily 41 classrooms to meet the requirements of students of undergraduate and postgraduate level. The dimensions of the rooms are 30*30 sq. ft. & 15*30 sq. ft. and can comfortably accommodate 70 & 30 students, respectively. Some of the rooms are equipped with projectors and smart boards also.

The college has 16 high-tech labs including Computer labs, language lab, Chemistry lab, Physics labs, Psychology lab, music instrumentalvocal rooms, Fine arts studio, Fashion designing and Cosmetology labs etc.The AC library of college is housed in hall measuring 6100 sq. ft. on the second floor of college building with latest ICT facilities. The air-conditioned seminar room is equipped with all latest ICT facilities. The college has 3 more Air-conditioned basement halls for hosting functions of the college. A Network Resource Centre acts as a nodal centre to support all digital needs of the college.

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

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

The college has adequate infrastructure for sports and extracurricular activities. The college has full-fledged department of Physical Education that imparts vigorous training to the students for participation in a variety of sports such as Kho-kho, Cricket, Net ball, Ball Badminton, Sepak-Takrow, Drop-ball, Marshal Arts, Kabaddi etc. The sports infrastructure comprises a gymnasium, sports field and multipurpose halls. Gymnasium is well-resourced with all kind of fitness equipments such as twister, front pulley, abdominal board and bench press etc. for all kind of fitness activities of sport persons and students. All kind of field events like Javelin-throw, Shot-put, Hammer-throw, Discuss-throw, training, annual sports meet etc. held in the well-maintained sports field. Multipurpose halls which can accommodate more than 200 students, is used for all indoor sports (e.g. Kick Boxing, Wushu, Taekowondo, Wrestling etc.). The Multipurpose halls also provide ample space for various yoga activities (learning and practising) in the college premises. There is a sports room for storing all kind of sports equipments. The lawns in the college are used for holding events such as youth festivals, students' festivals (freshers, farewell), college events (like Teej, Basant) etc. The College has seminar and multipurpose halls for accomplishing all kind of indoor cultural events.

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

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

19

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://dscw45.ac.in/uploads/2022/4.1.3%20NoofClassroomsandSeminarHalls.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

33.16

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is spacious, student friendly and situated on the second floor of college building. The library was automated in October 2003 with the purchase of desktop server and SOUL software. The library upgraded to LIBSYS software in 2010. The circulation functions membership, issue and return and the entire operations of the library were further upgraded with the installation of RFID through Software KOHA in 2018.

This technology has ensured fool proof security and simplified the circulation process (rapid Check in/ checkout facility). Library has three workstations to access e-resources and e-database through OPAC

Name of ILMS Software

Nature of automation (fully or partially)

Version

Year of Automation

KOHA

Fully

19.05.06.000

May, 2018

Library has 23,399 text books, 968 reference books, 93 Journals, 45 e-books, 1132 CDs and Videos. Library also has a separate section for book bank, study material for competitive exams, maps, project reports, and Ph.D. thesis. Library is well equipped with 7 computers, 3 printers, 2 scanners, air conditioners and 1 Xerox machine.

All major decisions are taken by the Library Committee consisting of Librarian and other senior faculty members under the guidance of Principal.

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

2.11

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

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

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

86

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

4.3 - IT Infrastructure

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

The institute has five state-of-art Computer Labs which accommodates a total of 127 computers for students. Each computer in the labs is connected through LAN. There is 'Network Resource Centre' having 09 computers with internet, 2 printers, 1 scanner, and 1 photocopier for teachers and students. The computer

facility with internet and printer is also made available in the respective departmental labs to facilitate effective teaching, learning and research

The college has 02 Internet Connections of 50 and 24 MBPS. The college has 10 smart classrooms equipped with multimedia facility and screen that enhances the learning experience. The college library has also been equipped with ICT facility for students and staff. For raising the academic standards, and improving day-to-day activities, the college updates its website www.dscw.ac.in regularly. Understanding the importance of the secure connection online, the college has acquired and got implemented the SSL certificate for the college website. A Staff Career Management Tool has been added to the website.

The college also has

Facebook account: <https://www.facebook.com/devsamajcollege45/>

Instagram account:

<https://instagram.com/devsamajcollegeforwomen?igshid=nd5jxqsl7lfo>

Youtube Channel: Dev Samaj College for Women Chandigarh Official - YouTube

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

4.3.2 - Number of Computers

156

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

33.16

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

College has established a system for maintenance and utilizing physical facilities. Budgets are prepared for organizing various academic and non-academic activities. General cleanliness of the college campus is undertaken regularly. A Complaint log-book is kept in the college office to record routine problems of electricity, water and general infrastructure. ICT facilities of the college are maintained by the teaching, technical and supporting staff. Stock registers are maintained by the respective laboratories to report entries and defects arising for rectification and repair. For writing-off the obsolete/damaged equipment, a dedicated 'Write-Off Committee' is in place. The sports equipment, playgrounds and various courts are supervised and maintained by the 'College Sports Committee'. 'Library committee' is in place for smooth functioning of the library. Proper cleaning, fumigation and exposure to sunlight are regularly taken up to reduce the risk of insects on documents in

the library and administration office. Our college is one of the first few institutions to shift to solar energy for power consumption. Fire extinguisher are in place at all prominent sites in the college. To ensure safety of the students, CCTV cameras have been installed and monitoring is done from the office of the coordinator.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.dscw45.ac.in/assets/uploads/maintenance-policy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

22

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

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

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

142

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
942	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
942	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

44

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

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

5.2.2.1 - Number of outgoing student progression to higher education

49

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

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

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

02

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

5.3 - Student Participation and Activities

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

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

35

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

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

Student council actively participates in different activities like college functions and festivals as well as inter/intra college competitions. They do their work under the guidance and supervision of teaching faculty. They are a medium between faculty and students.

Special Contributions of Students' Council

Year 2021 end and beginning of the year 2022 our city Chandigarh witnessed third wave of corona pandemic. The council members and representatives extended a great helping hand in following covid appropriate behavior in the college. They also guided them in attending online classes, participating in webinars and online competitions.

Members of the student council and other representatives played an active role during NAAC peer team visit to the college in February 2022. They helped the teachers in making different arrangements and performed different duties like interaction with peers, old students and preparation of cultural program.

Contribution of Students Council

- Coordinate in organising academic activities like workshops, seminars, competitions etc.
- Organisation of various regional festivals.
- Help in conducting different events of the college like Freshers Party, Farewell Party, Prize distribution, Annual Convocation and Alumni Association Function.
- Coordination in organising sports events/competitions in the

college.

- Coordination in arranging industrial visits, trips and tours of the college.
- Help raise funds for various activities including fests and social events.
- They are representatives in various academic and administrative committees.

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

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

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

56

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

5.4 - Alumni Engagement

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

The college has an alumni association by the name VIRASAT. Its purpose is to foster a spirit of belongingness to the college and to help continue having cordial relationship with the alma mater. Our alumni are our most loyal supporters and are an important part of our institution's advancement.

A student can become a life member of alumni association in the final year of study in the college. Alumni meet is organized every year in the college with active support and efforts put by alumni members, members of student council and faculty members of the college. The highlight of the day is usually the experiences shared by the alumni regarding their stay in the college. Virasat also conducts regular meetings twice a year with its members.

Our alumni are a great role model for our current students and provide support to them in all possible ways. Many of our alumni are employed in various academic and non-academic fields in both public and private sectors. The college utilizes their intellectual inputs to enrich the curriculum implementation by inviting them as resource persons and as mentors for current students of different departments. Alumni feedbacks are collected regularly and every effort is made to incorporate the suggestions given by old students for the welfare of students and growth of the college.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision of the college is to empower and emancipate women by shaping, sensitizing and inculcating a desire for excellence combined with right attitudes, values, and ideologies.

Mission of the college is "Let scientific temper live through you". The motive is to strive

and maintain high ideals of regeneration of mankind and transform the society by imparting appropriate skills for livelihood by instilling a scientific temperament amongst students, teachers and all stakeholders.

Governance: For fulfillment of the same, the management strives to maintain an open and interactive environment with the teachers. Formal as well as informal meetings between the faculty and the head of the managing committee are a continuous phenomenon. **Perspective Plans:** Developing appropriate skills of livelihood and instilling scientific temper in the students is a perennial pursuit at Dev Samaj College for Women. The students are introduced to new different skill development.

Participation of teachers in decision making bodies: The College has a very simple system in place to ascertain the participation of teachers in decision making bodies. The managing committee of the college has two representatives from the faculty and the college IQAC has representatives from the management in it.

File Description	Documents
Paste link for additional information	https://www.dscw45.ac.in/vision-mission.php
Upload any additional information	View File

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

CASE STUDY:

The college has a highly decentralized structure to facilitate an ease of working and to encourage participation. In February 2022 the college had a two day visit of the NAAC PeerTeam, February 10-11, 2022, to assess the college for NAAC reaccreditation. The college management and the entire staff geared up for the upcoming visit.

1. A NAAC Core team comprising of Dr Shiva Malik, Dr RenuKalra, Dr Sunita Gupta and Mr Parminder Singh was constituted by the Principal, Dr Meena Chopra.

2. The Core team constituted 7 teams headed by Criterion Incharges for the 7 different criteria.
3. All heads of the departments and coordinators of various committees and clubs, Incharges of NCC and NSS prepared presentations for the visit.
4. Throughout this preparation the Management provided the much needed support and guidance.
5. Students and their parents joined hands and contributed their best to the process. Ex-students and their parents came for the Alumni Meet and interacted with the Peer Team.
6. Duties were assigned to the teaching, non-teaching and the support staff particularly for the visit.

With the significant contribution of the teaching, non-teaching and support staff and students, the college was re-accredited NAAC Grade 'A'.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

At the end of the session 2020-21, the Department of English organized a value-added course on 'Essentials of English Language' from 09th to 21st August 2021 for the students taking admission in BA-III. The mode of the 30-hour course was online because of the prevalent COVID-19 situation. The Inaugural-cum-Induction session was held on 09th. The students were apprised of the importance of establishing good communication skills during their college life, and thereafter, when they pursue a career. Students were also made aware of the fact that supportive teacher-student relationships have a positive impact on their class participation, engagement and academic as well as co-curricular achievements.

Sessions of the course were evenly divided between all the coordinators each of whom acted as the resource person in four sessions of 90 minutes each. Different modules taken up by the resource persons included Fundamentals of English Grammar, Vocabulary, and Written and Spoken Communication Skills. 35 students attended the course who were given certificates at

successful completion of the course. The feedback of the students was very positive and they showed keen interest in attending similar courses if they are given an opportunity to do so in future.

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

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

The managing body consists of the Dev Samaj Managing Committee guided by the Dev Samaj Managing Council. The college functions under the supervision of an established regulatory framework consisting of the Panjab University, Directorate of Higher Education and University Grants Commission. Each of these bodies has a representative in the college. Principal is the chief executive and administrator of the college who coordinates all the activities of the college. Principal is also the ex-officio chairperson of the Staff Council which functions through various committees to carry out various functions of the college. The decisions related to academics like workload calculation, library purchases, time tables, maintenance of infrastructure, admission etc. are taken by the Staff Council through its committees, subject to provisions and ordinances of the Panjab University. IQAC plays a key role in initiating activities that focus on the maintenance of quality and sustainability. The teachers-in-charges of various cells and departments, Bursar, Warden, Librarian, and Administration Officer carry out all the functions of the college. Hierarchy of the staff, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism is defined as per the rules of the Panjab University and approved staffing pattern of the UGC.

File Description	Documents
Paste link for additional information	https://www.dscw45.ac.in/important-documents.php
Link to Organogram of the institution webpage	https://www.dscw45.ac.in/assets/uploads/structure.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Group Insurance: The permanent Employees of the college are covered under the personal and accidental Insurance by HDFC Ergo.

Contribution towards EPF and facility of Loan against PF

Payment of Gratuity: Employees are covered to be paid Gratuity as per the Payment of Gratuity Act 1972.

Payment of Earned leave: Leave Encashment rules are followed for the covered retiring personnel.

Flexible work Timings: The Employees are given flexibility to adjust timings in case of any personal need.

Leave, Maternity Leave and Extra-ordinary Leave: Leaves as per PU guidelines, 6-month Maternity Leave and leaves under extra-ordinary cases are granted.

In-house Salon: An all-day salon service is available inside the college campus at subsidized rates.

Loans to Employees: The Multi-tasking staff can avail a loan against their Salary when in need.

Fee concessionsfor employees' wards.

Canteen, Mess and other eateries: The College has a canteen, a mess, a juice corner and a street food stall.

Staff Welfare Committee

Medical Reimbursement: Medical expenditure covered under insurance is reimbursed.

Stationery and Tuck-Shop.

Computer accessibility and Wi-Fi facility: The College has in place computer laboratories and Wi-Fi system

Free Residence: Free in-college residences for their families of multi-tasking staff

Free Uniforms: Free uniforms are provided to the Multi-Tasking staff

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

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

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

04

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

03

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

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

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

35

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

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

The college has a Performance Appraisal System as per the UGC regulations 2010 (and 2 amendments thereafter). The teaching staff does a self-appraisal in the ACR, Annual Confidential Report, on the basis of:

1. Teaching, Learning, Evaluation and Academic Competency
2. Adoption of Innovative teaching methods.
3. Academic and Professional Progress - Research Degree, Orientation Course, Refresher Course, Publications, Research Paper, Training, Faculty Development Programme, Conference, Workshop, Certification Course et al.
4. Contribution towards Extension Activities
5. Governance and Leadership.
6. Teaching Methodology.
7. Best practices initiated

On the basis of this self-appraisal, the Principal assesses the individual on various parameters of proven diligence, administrative abilities, innovative teaching methodology and best practices, academic as well as professional growth and research work, and leadership skills.

The non-teaching-staff provides the details of ACR which is assessed by the Office Superintendent and the Principal. The library-staff is assessed by the College Librarian.

The performance of the teaching staff is also monitored by the Principal on the basis of the teacher's diary.

On the basis of these performance indicators the teachers apply for CAS based promotions. For the Non-Teaching Staff CAS is not applicable. They may apply for promotion to a senior vacant position.

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

6.4 - Financial Management and Resource Mobilization

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

The college is extremely particular in maintaining transparency in its financial management through a regularly audited account of its income and expenditure. Regular internal and external audits are conducted. Every financial transaction goes through the lens of the college bursar.

All the expenses made by the college were audited by three different wings of the auditsystem viz. INTERNAL AUDIT, FINANCIAL AUDIT and GOVERNMENT AUDIT by theaudit team deputed by the Accountant General (AG), UT Government.

Annual audit is conducted by certified chartered accountants appointed by the Dev Samaj Management Council. All the income and expenditure accounts including the Amalgamated Fund, General Fund, Establishment, the government grants (RUSA, UGC & NSS) and hostel funds are checked and verified by the chartered accountant. The audit report and the balance sheet are sent to the Dev Samaj Head office. Internal audit was done in 2021-22.

External audits are conducted by government auditors appointed by the Indian Audits and Accounts Department, Office of The Principal Director of Audit (Central), UT Chandigarh. The external audit is done once in five years. The most recent one was conducted for the financial years 2013-14 to 2017-18 in May 2018.

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

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

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

1.41

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

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

The accounts division of the college office, headed by the Office superintendent looks after the finances of the college under the supervision of the principal and the management. Separate teams of personnel are established for the purpose of recording all the financial transactions, maintaining the records and developing financial statements to promote and enable internal check. Each teaching department is considered as a separate cost centre and prepares a separate budget. The actual is then compared with the budgeted as reference for the preparation of a Zero-Based Budget for each annual year. Major sources of income for the college and their utilization:

- 95% Grants received from Chandigarh Administration: The funds so procured are utilized in paying salaries to the covered posts.
- Grants from University Grants Commission: The grants so received are deployed towards add-on courses and developmental projects
- Funds received from RUSA- under MHRD: Grants received from

RUSA are utilized towards the infrastructural needs identified by the college from time to time.

- Fees collected from self-financing courses
- Hostel fees
- Financial support from Management
- Miscellaneous sources of funds like sponsorships, Rent the ground or college premises etc.

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

6.5 - Internal Quality Assurance System

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

- The college organized five day online elementary Faculty Development Program under AICTE, ATAL Academy on the topic "Art and Science of Effective Teaching: Strategies and Methods" from 21st February to 25th February 2022 for which grant of Rs. 93,000 was received. First session started with lecture by Dr. Kuldip Puri, Professor of Education, Panjab University, Chandigarh.

The whole FDP was very well appreciated by the participants and they were satisfied by the choice of topics and the organizer committee received overwhelming response from the participants.

- The college got 'A' grade in NAAC re-accreditation cycle 3.
- The college promoted community based extension lectures and activities through various committees and cells present in college and collaboration with outer bodies.
- Two Grant-In-Aid teaching posts were filled one in Department of Punjabi and one in Department of Hindi

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

- **Mentoring meet:** two mentoring meets were organised session 2021-22 one for odd semester it was held on 14th and 15th January 2022 and two for even semester 10th to 13th June 2022 via 22 mentor groups to encourage mentees to come up with challenges faced by them and also to motivate them for exams.

In January mentoring meet's focus was on new students who were facing the university exam first time as online mode of examination. So they were instructed and guided how to submit their exam on time and what precaution they need to take, to cultivate with covid-19 situation and submitting their exam in online mode through email or google forms. In second mentoring meet students were guided to cope with offline mode of examination as they were happening after 2 and half year. Students were told to take precaution for covid-19 and mentor answered various questions asked by mentees.

- Mrs. Kesu Singh Successfully completed her PRCNSW- 109 course at Officer's Training Academy, Gwalior from 11 April to 14 June 2022 and was declared the best ANO of the Course.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://dscw45.ac.in/uploads/2022/annualreport202122.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institute regularly takes initiative for the promotion of gender equity through curricular and co-curricular activities.

The Women cell organized an Essay writing and Poster making competition on the topic "Society of My Dreams". 'SABLA' Wall Magazine of the women cell is an initiative to enable the students to express their aspiration of an ideal society which is just and fair for women. On International Women's Day a rally was organized in collaboration with Cyber Crime Investigation Cell, Chandigarh Police on the theme "Cyber Security for Women". Another major objective of the rally was to apprise the public about raising of marriageable age of girls by Union of India and creating awareness regarding ill effects of early marriage.

A Self Defence Awareness Session was conducted by NSS in which the students were apprised about various crucial facts about self-defence, cyber-security and safety measures for women. Interactive workshop on "Health and Fitness --Challenges faced by Women" was conducted by NSS. On National Girl Child Day, pledge was administered to bridge the gender divide to build an inclusive and equal society.

File Description	Documents
Annual gender sensitization action plan	https://www.dscw45.ac.in/assets/uploads/weblink7.1.1(2).pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.dscw45.ac.in/assets/uploads/weblink7.1.1(1).pdf

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

C. Any 2 of the above

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

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

Solid Waste Management:

Bins are placed on the campus, which are later disposed off at proper collection points provided by Municipal Corporation. Garden waste which cannot be recycled is collected and sent to disposal sites. The Scrap Disposal Committee oversees the disposal of raw paper (Radii) and other material.

Liquid Waste Management:

All waste water lines from washrooms and kitchens are connected to the Municipal sewer system.

Biomedical waste management

Biomedical waste management is not required in our institution.

E-Waste Management:

E-waste is managed in the college as per safety norms, by government approved vendor. An e-waste corner has been made where students and staff members are encouraged to put their e-waste, which is later collected by the vendor.

Waste Recycling System

Raw food and peels from canteen is gathered along with layers of dry leaves in a pit for composting. This fertilizer is used in herbal garden.

Hazardous chemicals and radioactive waste management

- Department of Chemistry segregates waste material in different categories because different chemical wastes have different disposal methods.
- Liquid chemical waste is collected in empty chemical reagent bottles which are chemically compatible with the waste to be collected.
- Bottles/ containers with chemicals for disposal are properly labeled with details of the content. Date of packaging is also mentioned
- Chemical bottles are packed in cartons. Flammable chemicals are packed separately.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

A. Any 4 or all of the above

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

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

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

A. Any 4 or all of the above

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

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

The institution lays great emphasis on providing inclusive environment by undertaking a number of initiatives on regular basis. The on campus clubs undertakes various activities in this direction.

Rotaract Club undertakes "Cloth Donation Drive" and distribution of sweets and gifts for underprivileged people under "MUSKURAHAT" and visited old age home as a part of their responsibilities towards society. The event LOVE and CARE was organized where they feed stray animals and pledged to place water bowls outside their homes for birds during summer. To express solidarity with transgender community, Rotaractors along with RAC Shivalik Chandigarh, participated in the event "We stand together". Online quiz competition was organized to create awareness about our heritage and culture. NSS unit of the college undertakes number of activities throughout the year such as Eye Donation Camps, Dengue Awareness campaign, fitness and yoga sessions and virtual talk on nutrition and weight management.

The NCC unit took different initiatives to celebrate the 75 years of Indian Independence, by organizing Quit India Movement March and Poster making competition. Cadets also participated in Fit India Freedom Campaign, Anti-drug pledging, Cyclothon at Sukhna Lake, Swachhta Rally, NashaMukti Rally, Vigilance Awareness Week, Quiz Competition on International Yoga Day.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Along with academics, our Institution takes keen interest in imbining altruistic feelings among students and employees. At the starting of the new session the students are acquainted about the importance of these values. Days such as National Voter's Day, National Youth Day, Independence Day, Republic Day, PrakramaDiwas, Kargil Vijay Diwas have been celebrated to promote the sense of nationalism. Webinars, lectures and Poster Making Competition on various themes were arranged by the on campus clubs of the college. A talk and Declamation contest were organized to celebrate Electoral Awareness week. Talks on Cyber Security, Health and Hygiene, Poster making on Menstrual Hygiene, Life skill Management and other social issues are held regularly. On the auspicious day of MakarSankranti a session on "Surya Namaskar for Vitality" was held. To imbibe sense of gratitude and

love, college prayer is recited every day. Students participate in Youth and Heritage Festival every year to celebrate glorious art, literature, culture and heritage of our country.

Regular Mentoring group meets are held in the college to inculcate sense of discipline and scientific temperament among the students. The on campus clubs foster practical skills like time management, leadership and sense of responsibility among students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://dscw45.ac.in/uploads/2022/annualreport202122.pdf
Any other relevant information	https://www.dscw45.ac.in/assets/uploads/webblink7.1.9(2).pdf

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

A. All of the above

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

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

and festivals

Yes, the institution celebrates the National and International days, events and festivals. Celebrating events and festivals is an integral part of learning and helps to build strong cultural belief, by cherishing the thoughts and ideologies of great personalities. Important days like Independence Day, Republic day, Gandhi Jayanti, National Youth Day, National Sports Day, National Voter's day, Kargil Vijay Diwas, ParakramaDiwas Yoga day are celebrated with great enthusiasm.

As a part of Gandhi Jayanti celebration, NSS unit along with other clubs undertake cleanliness pledge in the college and brought out an awareness rally in village Burial. Teacher's day is celebrated by the students to mark the birth anniversary of Dr.Radha Krishnan. Functions are held on International Women's Day, International Girl Child Day, International Literacy Day, AIDS Day, National Science Day and National Sports Day and International Yoga Day.

NCC cadets celebrated Republic Day by participating in parade and hosting National Flag. On the National Voter's Day various competitions are held. Essay competition and a webinar was organized on "contribution of Swami Vivekananda" to celebrate the National Youth Day in college. Other than observing these days various festivals such as Teej, Lohri, Basant and Holi are also celebrated in the college.

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

7.2 - Best Practices

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

Best Practice-1

Title of the practice - Celebrating Maat Pita SantanDiwas and Pashu Jagat Diwas

Best Practice-2

Title of the Practice: Extension activities and Value Added Courses focusing on Women Empowerment

URL for Best

Practices:<https://www.dscw45.ac.in/assets/uploads/weblink7.2.1.pdf>

File Description	Documents
Best practices in the Institutional website	https://www.dscw45.ac.in/assets/uploads/weblink7.2.1.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The Dev Samaj(a unique religious moment) was founded in 1887 by the most Worshipful Bhagwan Dev Atma. The Dev Samaj considers women education essential for their social, moral and spiritual upliftment. DevSamaj College for Women, Chandigarh started with a humble beginning in 1981 to blossom to its present position. Located in Burail village, Sector-45, the college has carved a distinctive place for itself even after majority of the students come from low income families with minimal exposure in the cultural and sports arena and lowest rung academically. Nurturing these students to excel in various fields is the priority for the institution. The college focuses on catering to the social, emotional and educational needs of the students to make them realize their full potential.

Over the past 41 years the Institution has functioned with the sole aim of ensuring access to quality education, particularly to those who struggle to access mainstream learning. The students with mediocre profile are selected in various co-curricular activities and sports, and then given the right exposure and guidance so that they can create a mark for themselves.

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

7.3.2 - Plan of action for the next academic year

- To act upon the recommendations given by the NAAC Peer Team during their visit in February 2022.
- Maximum participation in all items in youth fest as youth festival will be conducted offline from this year
- To update the website from Wordpress to PHP.
- To participate in Swach Bharat Abhiyan to get Swachta ranking under college category.
- To encourage faculty to carry on research projects and publication work to participate in refresher /orientation/FDPs.
- Session on communication skills for non-teaching staff.
- To upgrade infrastructure of BCA Dept. to meet the changing needs of the students.