



Yearly Status Report - 2018-2019

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 own campus		Yes
Phone no/Alternate Phone no.		01722603497
Mobile no.		9814867164
Registered Email		info@dscw45.com
Alternate Email		dscwshiva@gmail.com
Address		Dev Samaj college for Women sec-45/B Chandigarh
City/Town		Chandigarh
State/UT		Chandigarh
Pincode		160046

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Women			
Location		Urban			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Dr (Ms) . Shiva			
Phone no/Alternate Phone no.		01722602502			
Mobile no.		9855709238			
Registered Email		shivadscw_45@yahoo.com			
Alternate Email		dscwshiva@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://www.dscw45.ac.in/naac-igac/			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		https://www.dscw45.ac.in/college-prospectus/			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.06	2015	01-May-2015	30-Apr-2020
6. Date of Establishment of IQAC			10-May-2005		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
UGC Coaching		20-Mar-2019 10		40	

Remedial Classes	16-Apr-2019 15	635
Preparatory Grant	16-Jul-2018 365	1000
Youth Festival	03-Oct-2018 4	1200
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dev Samaj College for Women	Preparatory Grant	MHRD	2018 365	150000
Department of Science	Popularization of Science	DST	2018 365	22500
Department of Science	Akshya Urja Divas	CREST	2018 365	6000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Youth Festival

Preparatory Grant

Installation of RFID in the Library

Up-gradation in Sports Facilities

Construction of 3rd floor of College Hostel

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

Plan of Action	Achivements/Outcomes
To increase hostel capacity	Construction of ten rooms on third floor
UGC-NET Coaching to PG students	Two Students from commerce stream clear UGC exam
Utilization of Preparatory Grant of RUSA, MHRD	Capacity Building workshops were organised
Campus Development	Benches, Umbrellas and Chairs were purchased
Organizing Youth Festival	Successfully Organised
Upliftment in Sports Facilities	Multipurpose mats were purchased by the sports department

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Dev Samaj Managing Committee	13-May-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

06-Dec-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The College has a well established Management Information System which uses latest equipments, Software and

trained human resources to run its operations so that relevant information is available to all stockholders i.e. management, faculty, students, parents and general public. The student data base is created at the time of admissions in the software 'campus Whizz 'which has all the relevant information like address, contactno,Aadhar no. etc. The daily attendance of students is regularly updated, which is sent to parents through SMS gateway. The performance of students in mid semester test is also uploaded, so that all decisions regarding remedial measures needed to be taken is available to the college authorities. All college dues are deposited online. The details of Fee dues and deposited by students is available in the student data base, in case a student wants to give fee in installment, the facility can be availed. All teaching and non teaching members are marking biometric attendance currently. The details of faculty, non teaching and custodian staff are uploaded on campus whizz. Payrolls are prepared using Campus Whizz.All tax relating transactions are done by using COMPUTAX software which is outsourced by the college. Employees' Provident Fund data is uploaded on epfindia.com. For accounting purpose, tally 7.2 software is used in the college. The records of all the payments/transactions are digitized. The utilization of all grants can be obtained at any given time. The procurement under government grants is done through GeM (Government electronic Marketing Portal). All payments are done through net banking or PFMS. All the administration work is done using Microsoft windows. The College library is fully automated and RFID system is installed for better management. The RFID tag is programmed with identification and security information and then affixed to books and library materials.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500

The college is affiliated to Panjab University, Chandigarh and follows the curriculum prescribed by the university. However, our college has undertaken its own effective system for curriculum delivery. Following are the different steps undertaken: 1. The Annual Academic Calendar is prepared according to the University Calendar before the commencement of a session, specifying available dates for significant activities and it is displayed on the students' notice board, prospectus, on the website and in the staff room. 2. A meeting is held in each department to discuss the course distribution and time-table for the academic session. 3. Syllabus and time-table is provided to the students. It is mandatory for faculty to maintain a diary for effective academic planning, implementation and review of the curriculum. 4. Conventional classroom teaching is blended with use of ICT to make the teaching-learning process more learner-centric. 5. Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions and tutorials by faculty as well as invited professionals for effective delivery of curriculum. Presentations and projects are integrated parts of the teaching-learning process. Educational tours, field trips and industrial visits have been a regular feature incorporated in the curriculum and is scheduled in a planned and phased manner. Records pertaining to these activities are maintained by each department. 6. The college library provides teachers and students with necessary learning resources to enhance the teaching-learning process and supplement the curriculum for students as well as faculty. College library has procured subscription to renowned research journals to cater to the needs of advanced learners. E-books are also available in the library and usernames and passwords are provided to teachers and students to access e-books. 7. All internal examinations like class tests and mid-semester tests are conducted as per the schedule planned in the very beginning of a semester. This is also in line with the academic calendar of the college. Tutorials are held regularly to monitor the progress of the students. Remedial/special classes are conducted for the weak students. Teachers make a lot of effort to dynamically provide reference material to students keeping their level in mind. This practice helps students to have a better understanding of examination pattern and score better in the semester examinations. Much emphasis is put on regularity check of the students and ways have been devised to ensure presence of maximum students on maximum number of days. Records of the mark lists and progress of the students are maintained and preserved by the respective teachers in their diaries. 8. The college encourages faculty members to attend Faculty Development Programmes, Orientation and Refresher courses, workshops and present papers in seminars conducted by the affiliating and other universities for acquiring necessary skills for their holistic growth which eventually helps in more effective delivery of the curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	BSC.II (NM)	08/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
English and Business Communication	20/07/2018	145
Human Resource Management	15/01/2019	145
Entrepreneurship and small Business	20/07/2018	148
Managerial and Soft Skills Management	15/01/2019	40
English and Business Communication	20/07/2018	33
Human Resource Management	15/01/2019	33
IT	20/07/2018	32
Fashion Designing	20/07/2018	43
PGDCA	20/07/2018	8
BCA	20/07/2018	45
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCom	Commerce	22
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Taking feedback about the teachers, college infrastructure and courses from students, parents and alumni has been a routine practice of the college. Feedback is collected annually from all the stakeholders and analysed as per the protocol explained below: Feedback about the Teachers' Performance: The feedback about the teachers' performance is taken for all the undergraduate and postgraduate programmes conducted in the college. Various parameters on which the performance is assessed are: time-sense, command over subject, use of teaching methods/aids, and general attitude towards students. The feedback received by the IQAC is then assessed and analysed. The results are discussed with the Principal. An interaction meeting is organized along with the teachers and heads of the departments to discuss the feedback and seek improvement in teaching-learning processes. Efforts taken by teachers to enhance the quality and methodology of their teaching are also appreciated. The feedback of the respective faculty member is discussed with him/her by the vice principal/H.O.D. on one-to-one basis. Feedback from Alumni: The feedback relating to the attainment of programme objectives, college infrastructure and courses is taken from the alumni during the annual alumni meet and also through online feedback form system. The feedback is analysed and attainment of programme objectives is computed. Suggestions for improvement in college infrastructure and courses are discussed with the Principal and the college managing committee. Depending upon the relevance and feasibility, the suggestions are implemented. Feedback from Parents: Feedback is collected from the parents of the graduating students through a well-defined questionnaire comprising library, lab facilities in the college and ethical improvements in their wards attitude and behavior during the entirety of the course. Feedback is generally collected during parents-teachers meeting, Mat-Pita-Santan Divas which is an annual feature in the college calendar. The feedback is analysed and viable suggestions are implemented. Feedback about the College: Feedback is collected from the students about the college on yearly basis. The parameters for assessing the college infrastructure are: lab facilities, library facility, internet facility etc. The feedback is collected, analysed and discussed with the Principal and the managing committee of the college. Continued efforts are made to improve the college infrastructure and implemented on priority basis.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA-I	400	228	228
BA	BA-II	400	128	128
BA	BA-III	400	124	124
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1179	103	37	0	18

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
55	55	10	31	4	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentorship in college has the power to impact the course of student's academic and personal life trajectories. Human connection built on trust is the glue that binds student's academic and personal lives and helps them make sense of their futures. With this view our college is running a mentoring System-Mentoring meet-SAMADHAAN", that aims to provide solution to all kinds of personal, emotional, academic and other related issues of the students. Every year two mentoring meets are conducted in the college premises by "Samadhaan Team". A period of 45 minutes is specially allotted for conducting the meet. It is made compulsory for all the students to attend the meet. One mentor is allocated for a maximum of 30 students, who is a permanent mentor for the whole academic session so that they can approach their mentor throughout the session as and when required. One to one counselling is done by the mentors to solve special problems of students. Every mentor during the meet immensely talks about the importance of values and relationships in life and motivate them to perform their duties towards the society and their family. They help the students by tackling the issues like communication gap with their parents peer pressure, financial problems, and lack of self-confidence etc. They are also sensitized about raising a voice against sexual harassment at any level be it at workplace educational institution or even at home. In their role as mentors teachers provide guidance, encouragement and support to students. This forum provides an open, direct and honest perspective from all sides. Positive and sincere feedback from students keeps the discussion moving. As a mentor, teachers allow a non-judgmental and unbiased platform where the mentee feels comfortable discussing their problems without fear. On entering the portals of the college, the students are generally clueless about the choice of their career. As a mentor teachers apprise them of their inner strength and their areas of interest. Students are also entrusted to the career and placement cell for giving a direction to their life. College also runs courses like Fashion Designing, Fine Arts and cosmetology which are helpful in enhancing the entrepreneurial skills in them. Sometimes the students feel that the parents are being too dominating and are interfering a lot in their lives. In such sensitive cases, our teachers take a step ahead by meeting their parents for the complete solution of the problem. Sometimes parents also approach our teachers with complaints of their kids that they are going on a wrong track and misbehave with them. Teachers take the responsibility and regularly counsel the students to take their personal and academic life seriously. Professional counselling by the name of Samvedna (Helpline) is also operational in our college. Beside this, the mentors also take a note of the problems that the students face in the college so that all the problem can be rectified timely to improve the working of the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1282	55	1 : 23

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	33	5	0	24

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from	Designation	Name of the award, fellowship, received from
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	state level, national level, international level		Government or recognized bodies
2018	Dr(MS). Shiva	Associate Professor	Contribution in 34th North Zone Inter University Youth Festival
2018	Dr. Ritu Bhanot	Assistant Professor	Divitiya Hindustani Bhasha Sahitya Sameeksha Samman
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	1	26/12/2018	29/03/2019
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• The university follows semester system for the evaluation of the under graduate and post graduate degree students in all the streams. The college, by virtue of its affiliation to the Panjab University, has also implemented the same. • Departments plan their respective curriculum in such a way that there is continuous evaluation of students in form of class tests, presentations, mid semester test and projects. • Internal assessment prepared by the college (as per the university guidelines) is based on the marks obtained in the house examination, class attendance and class participation and is also displayed for the benefit of students before being submitted to the university. • Students are also evaluated on the basis of project work assigned by the respective teachers of each subject. • To make the functioning smoother and swifter, the college has computerized the examination system where marks and internal assessment of students is compiled in a comprehensive manner, for easy access in a database.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college follows the curriculum designed by Panjab University, Chandigarh. Faculty is encouraged to go beyond the syllabus and integrate interdisciplinary approach in their teaching for comprehensive learning. Action plans for effective implementation of the curriculum, to achieve its vision, mission and objectives, are developed and adopted in the following ways:- • The Academic Calendar of the Panjab University, Chandigarh is made available to the stakeholders in the college prospectus. • At the beginning of every session, all the departments chalk out an academic calendar/term-wise syllabus which includes lecturer hours, topics to be taught and co-curricular activities to be conducted during the year. • The heads of the departments allocate classes, papers and syllabi among the faculty members of their respective departments. • Relevant books, additional reading books, materials, e-resources etc. are recommended by the teachers to the students along with the prescribed syllabus. • Eclectic teaching methodologies are followed to make learning interesting and enriching through classroom presentations, class discussion, class demonstrations, brain-storming sessions, interactive methods, role-playing,

audio-visual aids, projects, seminars etc. • Field trips and industrial visits are arranged for the students, to enhance their capacity and praxis on field.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.dscw45.ac.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA (SEM-I)	BA	Arts	213	213	100

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.dscw45.ac.in/naac-igac/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Employability Enhancement Skills	The Career and placement Cell in association with ICFAI business school	12/08/2018
Preparation for Bank PO	The Career and placement Cell in association with career Launcher Chandigarh	01/09/2018
Mock Test for Preparation of Civil Services	The Career and placement Cell in association with IAS Chanakya Academy	23/08/2018
Workshop on Folk Art	Design Aura Club under the aegis of RUSA in association with Pidlite company Chd	03/11/2018
Workshop on Employability Enhancement	The Career and placement Cell under the aegis of RUSA	30/11/2018

Session on Soft Skills	NSS unit of DSCW 45/B Chandigarh	31/12/2018
Lecture on Yoga Prana Vidya	NSS Unit of the college in collaboration with Chandigarh administration and YPC Pranic Healer and trainer	31/12/2018
Workshop on Research Methodology	Department of Commerce and Economics of DSCW under the aegis of RUSA in association with UBS Panjab University Chandigarh	12/02/2019
Lecture on Music and its Techniques	Department of Music under the aegis of RUSA in association with Panjab University Chandigarh	16/02/2019
Workshop on Application Basic Science	Epsilon Club of the college under the aegis of RUSA in collaboration with indian association of physics teachers-(IAPT)	27/02/2019
Trends and Challenges to Public Administration	Department of Public Administration under the aegis of RUSA	28/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Hindi	2	0

[View File](#)

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Library Science	2
Hindi	1
Commerce	1
Economics	1
Chemistry	1
Music	1
Management	3

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	2	0
Presented papers	2	2	0	0
Resource persons	0	2	0	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Workshop on Self Awareness and Mind-	HOPE dept of Psychology in	1	65

fullness	collaboration with Psychologist Dr Nayanika under the aegis of RUSA	
View File		

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Volunteering for Dental Check-up Camp	Appreciation Letter	Indian Dental Association Chandigarh	50
AIDS Awareness	Appreciation Letter	State AIDS Control Society Chandigarh	50
Blood Donation Camp	Appreciation Letter	Department of transfusion Medicine GMCH Sec-32 Chandigarh	100
Traffic Awareness	Appreciation Letter	Chandigarh Traffic Police	100
Interaction with Specially abled Children	Appreciation Letter	Sadhana Society for Mentally Handicapped, Chandigarh	50
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Tree Plantation	NSS unit of the college in collaboration with State NSS unit	Talk of moral values and tree plantation drive	3	200
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant

		details			
Training	A study of Cash Management of Apple company	Industry	05/06/2019	17/07/2019	9
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Institute for banking education services (IBS) Pvt Ltd	02/02/2019	To guide the students for competitive exams, conduct sessions on basic Aptitude , Make student aware for future opportunities , Getting placed in Govt sector as well as private sector	100
Nimbus Academy for IAS	07/02/2019	To guide the students for competitive exams, conduct sessions on basic Aptitude , Make student aware for future opportunities , Getting placed in Govt sector as well as private sector	100
Techno Campus	26/02/2019	To share knowledge and experience by taking sessions to provide periodic field visits , participation in campus placements	50
Dharam Hospital	10/06/2019	To Offer summer internship	50
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
25975000	11252669

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	16.11.14.000	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	21532	779637	707	420911	22239	1200548
Reference Books	299	310770	126	99652	425	410422
e-Books	45	300000	0	0	45	300000
Journals	100	314822	3	9980	103	324802
e-Journals	1	5900	0	0	1	5900
CD & Video	1120	0	12	0	1132	0
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	173	127	173	9	0	15	12	14	10

Added	0	0	0	0	0	0	0	0	0
Total	173	127	173	9	0	15	12	14	10

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

14 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
900000	909673	1500000	1549955

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Maintenance Policy College has established a system for maintenance and utilizing physical facilities like laboratories, library, sports equipment, classrooms, electronics and electrical equipment etc. HODs of different departments prepare their annual budget and get them approved from the principal and the managing committee of the College. Budgets are also prepared for organizing various academic and non-academic activities. This document provides a framework of the allocation of responsibilities for maintenance and utilization of infrastructure in the best possible way. 1. General cleanliness of the college campus, classroom, labs, library, toilets etc. is undertaken regularly and supervised by the coordinator, College Affairs. Classrooms along with fixture are maintained by the D-class employees and supervised by the teaching staff from time to time. Students are also mentored to make conscious effort in upkeep of the classroom furniture and facilities. 2. A caretaker has been appointed by the college to ensure the maintenance of general physical facilities. The services of plumber, electrician, carpenter, and computer analyst are available round the clock in the college premises. Maintenance of water plumbing, plants, sewage and drainage is undertaken by dedicated supporting staff. 3. A Complaint log-book is kept in the college office to record routine problems of electricity, water and general infrastructure. All the complaints entered in this register are attended by the caretaker and the coordinator on a very regular basis. 4. ICT facilities of the college are maintained by the teaching, technical and supporting staff of the computer labs. College has an arrangement with all service providers to call them whenever required and AMCs are done for all expensive equipment. There is a 'Digital Cell' in the college that takes care of all ICT-related issues and policies in a proactive way. 5. Stock register, log books are maintained by the respective laboratories to report entries and defects arising for rectification and repair. All major repairs are identified and outside expertise is sought for the repair with prior permission of the principal. 6. Annual stock taking for college furniture, hostel furniture, lab equipment, stationary, sports equipment NSS, NCC, and other assets is done by the designated faculty at the end of the session and a consolidated report is submitted in the office for necessary action. 7. For writing-off of obsolete/damaged equipment, a dedicated

'Write-Off Committee' is in place. Obsolete item and written off by following a planned procedure after getting a report from stock taking committee and the same is entered in the stock register. 8. The sports equipment, playgrounds and various courts are supervised and maintained by the 'College Sports Committee'. Physical Education department and supporting staff. 9. Library committee is in place for smooth functioning of the library. 10. Proper cleaning, fumigation and exposure to sunlight are regularly taken up to reduce the risk of insects on document in the library and college administration office. Repellents are used to save the precious document from rats.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!		
View File		

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
6	6	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students Council (2018-19) Sr.No. Post Name Class 1 President NishatParveen BA III 2 Vice President DivyaRana BA II 3 Secretary MuskaanJassal BA II 4 Joint Secretary Rishika Rajput BA II Contribution of Students Council in Organising Youth Festival In the year 2018-19 the students' council actively participated in organizing Zonal Youth Festival which was hosted by our college from 3rd October to 6th October, 2018. The Student Council performed various duties like: pandal decoration, refreshment, parking, maintaining discipline during the event, arranging sponsors for the event. Other Contributions • Coordinate in organizing academic activities like workshops, seminars, competitions etc. They help in inviting guests and speakers/experts. • Organization of various festivals like Basant, Teej and Holi. • Help in conducting different events of the college like Freshers Party, Farewell Party, Prize distribution, Annual Convocation and Alumni Association Function. • Coordination in organizing sports and games like Annual Athletic Meet of the college and other sports events/competitions organized by the college. • Coordination in arranging industrial visits, trips and tours of the college. • Help raise funds for various activities including fests and social events. Representation of students on academic and administrative bodies/committees • President-Nishat Praveen and Vice President- DivyaRana of Student Council are members of the college Amalgamated Fund Committee. • There are student editors for college magazine. • IQAC- There are two student representatives in IQAC, President Nishat Praveen SecretaryMuskaanJassal. • Students act as observers during college students' council elections. • Students act as office bearers for

various clubs/societies of the college. They manage the administrative and financial aspects of different activities of the clubs.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

98

5.4.3 – Alumni contribution during the year (in Rupees) :

26400

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings of alumni association were held on 5th September, 2018 and 27th April, 2019. An annual function of alumni association, Virasat was also held on 27th April, 2019. About 150 old students participated in the meet.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college has a highly decentralized structure to facilitate ease of working and to encourage participation. This is inherent in day-to-day functioning of the college and its decision-making processes. In 2018 the college hosted the much coveted Panjab University Zonal Youth and Heritage Festival, Zone B. The Youth Fest witnessed a sprawling display of the artistic talent of the participants of nine colleges of the zone. The event as such involved extensive planning and logistics - from liaisoning with the Department of Youth Welfare, Panjab University and with the other participating colleges, to organising the event, soliciting sponsorships and seeking the support of various experts and district bodies. Planning and execution of the event involved :

- Meeting of the Director, Youth Welfare, Panjab University with the Principals and Contingent Incharges of the participating colleges, and the organising committee to decide the venue, date and the changes in rules and regulations for the Festival was held.
- Principal, the convener of the festival arranged a meeting with the organising secretaries, and the in-charges of the various committees to take decisions regarding budget, release of Souvenir for funds and allocation of duties.
- The convener, organising secretaries and the concerned committee held a meeting to decide the number of individual and team trophies to be given to the winners and the budget was finalized for this purpose. A decision was taken to introduce badges to be worn by faculty on the occasion of the Youth Fest.
- The convener and the organising secretaries held a meeting with the incharges of the certificate committee to decide about the certificates to be given to the winners, participants and student accompanists.

2nd Practice Our institute follows a standardised procedure in conducting its operations through decentralisation and participative management. One such explicit example was the organization of the 36th Annual Athletic Meet organized on 19-20 March 2019. The sports department sought involvement of all other departments to organise and execute the meet. The head of the physical education department, also the sports convener of the college in consultation with the principal charted out the list of events to be held on the day of the meet and constituted the core committee for the purpose of the event. Further the plan for the pre- and post-meet activities was chalked out and teams were

formed. It was followed by a meeting held to distribute duties to the respective teams. Also, the rules regarding different events were conveyed to them. The core committee collaborated with all the team incharges to conduct the event. A special focus was laid on record-keeping as the meet included an important element of deciding the best athlete which was to be decided on the basis of participants' overall performance encompassing all the athletic events. After all the events were conducted, the winners were awarded with medals and certificates. The best athlete and the best March Past contingent was declared at the end of the Meet and awarded with trophies.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	? Our institution follows the curriculum prescribed by Panjab University, Chandigarh. The college faculty has contributed in designing the curriculum as the members of Board of Studies, Panjab University. The Annual Academic Calendar is prepared according to the University Calendar. Faculty maintains a personal diary for effective academic planning and implementation of the curriculum. The college encourages new faculty to attend orientation courses to help them acquire and enhance their skills. Senior faculty members are given full support to attend refresher courses for necessary skills to effectively deliver the curriculum.
Teaching and Learning	? The college makes use of ICT that encompasses electronic devices and associated interactive material, thus enabling users to employ them for a wide range of teaching learning process. The College has 31 ICT-enabled classrooms and 4 smart classrooms. E-resources and techniques used by the college are:- Projector, Richpeice garment technology, software for the designing work, online subscription of journals and e-books through INFLIBNET, KOHA software for digital records of books, staff and students in library. For enhancing the teaching and learning, every year two mentoring meets are conducted in the college that aims to guide the students regarding personal, emotional, academic, other issues.
Examination and Evaluation	? The University follows Semester System for the evaluation of the

undergraduate and postgraduate degree students in all streams. Internal assessment prepared by the College (as per the University guidelines) is based on the marks obtained in the house examination, class attendance and student's participation in the classroom activities. Students are also evaluated on the basis of the project work assigned by their teachers in their respective subjects. To make the functioning smoother, the College has computerized the marks and internal assessment of the students in a comprehensive manner, for easy access in the database.

Research and Development

? The college has created an environment conducive for research and development. A Digital Cell has been especially created to remain abreast with technological innovation and to improve day-to-day activities of the college. Treating the development of students as an inherent feature of the college curriculum, various workshops are held. A lot of emphasis is given to the importance of entrepreneurship. The students are encouraged to become self-sufficient as they complete their degree at college. Teachers are encouraged to undertake research projects. The college applied for two ICSSR projects this year. Teachers attended conferences, seminars and workshops for their academic and professional growth. They also presented papers at national and international seminars. The college has also initiated the process of publishing a journal.

Library, ICT and Physical Infrastructure / Instrumentation

? Library, ICT and Physical Infrastructure / Instrumentation:- RIFD System has been established in the library to ensure that all the material in the library is managed by a safety protocol that is seamlessly followed by students and teachers alike. ILMS system is annually maintained to help retain the functionality of library consisting of a highly valued stock of books, journals and magazines.

Human Resource Management

Our institution strictly adheres to the rules and regulations listed by Panjab University, UGC and DHE regarding the selection and recruitment of its personnel. The enrichment and development of the faculty is a

	constant endeavour and aims at updating them with the latest practices. Various development workshops and sessions are organized for the faculty to be well-equipped with the latest in their respective fields. The college encourages job enrichment by giving responsibility of varied duties to each member during all the functions in the college.
Industry Interaction / Collaboration	The college looks up to the industrial collaborations for enriching the experience of students as well as that of the faculty. The Annual Job Fest took place in February 2019, which witnessed participation of 21 companies and 400 students. The college invited students from all the colleges in the tricity and the periphery to make it an inclusive affair. The companies like Amazon, Amartex, Tata Strive, ICICI Bank visited the campus to offer employment to the selected students. The purpose was to engage companies from different industrial spheres so that each student is exposed to multiple aspects of industry.
Admission of Students	The admission of students for various courses is done through central counselling and campus counselling. The eligibility conditions defined by Panjab University are strictly followed. Special care is taken to provide counselling to students regarding the subject options so that the students make a well-informed decision. Admission committees and Counselling committees are formed to facilitate the process.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The college has two software, Tally and Campus Management Software Solution (CampusWhizz), governing the areas of administration, finance accounts, students' admissions, support and examinations. The latter has been developed and customised as per the needs of the institute. The administrative staff has been trained to use these software effectively. Need-based up gradation is done in Campus Whizz from time to time.
Administration	? College Website

Finance and Accounts	? Staff Salary management ? College fee management
Student Admission and Support	? Admission management ? Attendance management ? Hostel management
Examination	? House exam record ? Internal assessment record ? End Semester exam record

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
33	22	10	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, maternity leave, flexible hours for the needy, casual leaves, gratuity, provident fund	Casual leaves, loan facility, free uniforms and blankets, in-college accommodation, flexible hours, fee concession for wards	Scholarships, Students Grievance Cell, well-equipped canteen and juice bar, Students' Welfare Cell, fully-functional societies and

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Regular internal and external audits are an intrinsic feature of the college roster. Each and every financial transaction goes through the lense of the college bursar. Annual audit is conducted by certified chartered accountants. External audits are conducted by government auditors appointed by the UT government. The most recent one was conducted in May 2018. The audit objections, if any, were duly answered and dealt with by the college.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

17285424

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Panjab University	Yes	College itself
Administrative	Yes	Panjab University and Accounts General	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Regular Parent Teacher Meetings are held during each semester. 2.The parents are informed about attendance of their wards on a regular basis. 3.Detailed marks of mid-semester tests of their wards are shared with parents.

6.5.3 – Development programmes for support staff (at least three)

1.Sanitation Awareness Workshop 2. Free dental check-up campaign 3.Fitness workshop

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Faculty Members were motivated to register for PhD degree. 2. Senior faculty members were advised to apply for major research projects. 3. Up gradation in ICT facilities

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women in national movement	06/03/2019	06/03/2019	100	0
Holistic Health	08/03/2019	08/03/2019	200	0
Sabrimala Temple Issue	15/03/2019	15/03/2019	50	0
Self Defence Training	02/11/2018	02/11/2018	40	0
Female Foeticide	28/02/2019	28/02/2019	70	0
Gender Sensitization	06/03/2019	06/03/2019	100	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Annual requirement of power- 303000 units(approx.) Requirement met by Solar Power Plant- 62076 units (approx.)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	18/06/2018	'Respect for Human dignity' is at the core of personal and professional ethics at Dev Samaj College which is also reflected in its daily prayer "Bhala Chahana Manush Matar Ka E Insan Wazib Hai". The interpersonal relations in the college are very cordial. The staff adheres to the high academic standards in higher education and seldom a member Dev Samaj College is found deviating from the professional code of ethics.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Talk on Moral Values	01/08/2018	01/08/2018	200
Inaugural Session (To Instil moral Values)	08/08/2018	08/08/2018	500
Visit to Slum area and Mother Teresa Orphanage	01/11/2018	01/11/2018	10
Save Animals Save Humanity Campaign	12/11/2018	12/11/2018	200
Quami Ekta Week	19/11/2018	25/11/2018	200
A Lecture on Organ Donation	01/01/2019	01/01/2019	113
National Voters Day	25/01/2019	25/01/2019	68
Humanitarian Projects	25/03/2019	25/03/2019	16
Mat Pita Santan Diwas	06/04/2019	06/04/2019	200
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? Plastic-free campus The college educates students about the benefits of going plastic free. It encourages students and faculty to use reusable water bottles and tote bag. Banners and notices for going plastic free have been installed in the campus.
? The college has adopted the following measures to reduce use of paper: -

Introduction of mechanism for online admission and collection of fees. - Installation of campus Whizz software which manages student database and information of the students including their admission etc. are made available through it. - Information to parents, about their wards attendance, performance in MST and class tests is notified through bulk messages.

? Green landscaping with trees and plants The NSS unit/clubs regularly carry out tree plantation drive in the campus and surrounding areas. Tertiary water provided by administration is used for watering plants.

? Well ventilated classrooms with glass windows, which facilitate the maximal utilization of natural light.

? Installation of 40KWp roof-top mounted solar photovoltaic power plant which provides electricity to the classrooms, library, computer labs, administrative block and student centre.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the practice - Maat Pita SantanDiwas Objective of the practice - In Dev Samaj great significance is laid on inseparable, inescapable and inevitable relationship of a human with existence around him, be it human world, animal world vegetable world or the inanimate. With this objective in mind celebrating one of the most valued human relationship, that of parents and children is an annual feature of the college. The Context - In today's fast moving world where human relationships are taking a back seat, a platform is provided for the students to pay gratitude and reverence to their parents, who provide guidance, support and unconditional love to their children. Upholding the college motto "Acquire Knowledge Build Character" the college besides providing knowledge and skill for better future also imbibes ethical values among the students by observing Maat Pita SantanDiwas. The Practice - Maat Pita SantanDiwas is celebrated in a unique manner every year to make it memorable for everyone. Students attend this function along with their parents and express their feelings by sharing incidents and reciting self composed poems on the occasion. Skit is also presented by them to pay reverence to their parents. Evidence of Success - The success of any initiative depends on the positive response one gets. In regard to Maat Pita SantanDiwas parents have shared that they have observed positive change in their children and better understanding has developed between them. Following this transformation participation in this event has increased with each passing year. Problems Encountered - At times it is challenging to convince some students about the importance of this day as sometimes they hesitate to convey their feelings to their parents. Best Practice-2 Title of the Practice - Extension and Outreach Activities. Objective of the Practice - College plays an important role in promoting awareness about social issues as well as community service among the students, thus enhancing their problem solving skills and ability to work as a team. The Context - Educational institutions can inculcate human values and social responsibility among students. Various extension and outreach activities are undertaken by NSS, NCC, Clubs and Cells in the college. The Practice - Campaigns regarding "Dengue and Malaria awareness", "Pulse Polio" , "Rashtriya PoashanMaah", "Health and Hygiene", "Save Animals, Save Humanity", "Blood Donation", "Say no to Plastic", "Swachta Abhiyan", "Vigilance Awareness" and many more are undertaken on regular basis by the students. Community service activities such as teaching the slum children, distributing food items, creating awareness about personal hygiene, assisting doctors at the medical camp in Old Age Home, celebrating important days and festivals with slum children are carried out by the student. Evidence of Success - These activities are not just service, but learning process in which all around development of the students takes place. There is a visible change in overall personality of the students as these activities

foster sense of responsibility and accountability in them. Keenness to participate in these activities can be seen among the students. Problems Encountered - Greater participation of students and faculties is not possible due to tight academic schedule.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 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 38 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. Some of the students who have excelled in various fields are - Asha Kumari - Hailing from a humble background, Asha Kumari daughter of migrant labour of Bihar was admitted in the college with 52 marks in 12th class(CBSE) with Hindi medium. She was encouraged by her teachers to switch over to English medium. Her quest for learning along with guidance provided by teachers made her improve her score from 52 to 75 in B.Com. and 78 in M.Com. Sukhleen - According to Sukhleen she realized her passion for public speaking in 10th class, but lacked confidence to stand firm and speak. With the trust and never ending support from college teachers she became bold enough to participate in co-curricular activities. She stood first in Zonal and Inter-Zonal Youth Festival Debate Competition and also represented Panjab University at Inter-University Level Debate Competition. With proper guidance and motivation, she was able to expand her horizon in all fields, be it academics, leadership, cultural activities, social work or public speaking. She received "Girl Star Award" from State NSS Cell, Chandigarh. After pursuing Applied Economics from Christ University she is working with Deloitte at present. Explaining her success story, she says "I owe these accolades to the teachers who nurtured my skills and art with their teachings, dedication and trust, and the college which gave me atmosphere to bring the best out of me". Deepa - She is A Grade handball player of Chandigarh. In 2014 as a student of this college she participated in Handball in Asian Games at South Korea. Later on she participated in World University Championship in Spain and Asian Games 2018 in Indonesia. At present she is working in Indian Railways under Sports Talent Quota at Chandigarh. Mehakpreet Kaur - The motivation from the teachers encouraged her to participate in dramatics and organize functions in the college. This made her realize her hidden talent. Today she is Managing Director at Surkhwaab Creations and House of Dance, one of the best Event Management Company, which is brain child of Mehakpreet. YashikaGoyel - When Yashika joined college she was a modest student who lacked confidence. With continuous encouragement and guidance her journey from a timid person to

becoming President of Rotaract Club and later the College President, who was honoured with "Student of the Year Award" was possible. The college believes that education is the process of enlightening divinity which is within and every interaction between the student and teacher should transform students. The teachers recognize that they have to be self-aware and self-directed, then only they can create self-directed students. The institution works towards inspiring students to fulfil their potential and takes pride in it.

Provide the weblink of the institution

<https://www.dscw45.ac.in/naac-igac/>

8.Future Plans of Actions for Next Academic Year

Plan of Action for 2019-20 1. Internal Quality Assurance Cell unanimously decided to upload the Self Study for 3rd cycle in the month of January 2020, for that necessary preparation will be made from the beginning of 2019-2020. IQAC also proposed that Department of Sociology and English, will send proposal for National Seminar to Dean, College Development council and ICSSR in the next session. 2. It was planned to get ISO certification in the coming session. 3. IQAC Committee chalked out the action plan regarding utilisation of final instalment of RUSA grant amounting to Rs.50 lakh. Following Action Plan was prepared for timely utilisation of grant:- (a) Conversion of classrooms into digital smart class rooms. (b) Installation of elevator in the College academic building to make building accessible to Divangani Students. (c) Construction of path way to approach to canteen building using paver blocks. (d) Purchase of projects motorized Screens and Digital Podium to upgrade College hall. 4. Administrative block and Basement Hall will be completed in the session. 5. The faculty members will be provided requisite technical Training to operate new system in the smart class rooms. All faculty member will be encouraged to use ICT to enrich teaching learning experience. 6. The college will carry forward the legacy of college prayer in the session 2019-20 also. 7. Faculty member will be sensitizes to identified advance learners so that quality of result is improved. 8. It was planned to send more faculty members to attend faculty development programme short term course, workshop and seminar to horn their skill.