Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**S. D. P. COLLEGE FOR WOMEN**
Name of the head of the Institution	**Manju Bhashinee**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01612743992**
Mobile no.	**9417048556**
Registered Email	**sdpcollegeldh@yahoo.co.in**
Alternate Email	**sdpcollegeldh@gmail.com**
Address	**Daresi Road , Behind Chand Cinema , Ludhiana**
City/Town	**LUDHIANA**
State/UT	**Punjab**
Pincode	**141008**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Geeta Bhandari**
Phone no/Alternate Phone no.	**01612741830**
Mobile no.	**7009557997**
Registered Email	**geetabhandari@hotmail.co.uk**
Alternate Email	**sdpcollegeldh@yahoo.co.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sdpcollege.com/xelcms/uploads/aqar/992420195_AQAR%2031-7-18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sdpcollege.com/uploads/calendar/1877210042_New%20Doc%202019-09-03%2009.12.43.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**A**	**3.04**	**2016**	**16-Dec-2016**	**15-Dec-2021**
1	**B+**	**77.50**	**2005**	**26-Feb-2005**	**25-Feb-2010**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**09-Apr-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
No Data Entered/Not Applicable!!!		
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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
UGC	0000	NIL	2019 365	0
Punjab State Govt.	Deficit Grant in Aid	Punjab State Govt.	2019 365	195053225
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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 :	3
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)

Significant contributions made by IQAC during the current year (maximum five bullets) • To work towards the holistic development of the learners taking into account all physical, mental, and social conditions affecting the learners. • To extend the horizons of academic programs of study. • To assist value addition to existing core curriculum • To facilitate greater information propagation and pragmatism during admission process • To promote competence edifice and general human reserve. Other contributions made by the IQAC include: • Contribution towards maintaining Academic and Assessment Record. • Faculty was trained in ERP System. Enterprise Resource Planning by JSR Solutions Pvt Ltd. • IQAC had been collecting and collating data from various departments of the institution from qualitative and quantitative point of view. • Efforts were made to check Absenteeism and work on the improvement of University Results. • Guided the students in fulfilling Social Responsibilities. • Made the students aware of the Environmental Degradation and work towards it. • Endless effort was made to

improve and Monitor Quality Improvement in all aspects of institutional working.
• Annual Plan for the Institutional Development was made and implemented. •
Collected feedback from different stake holders, analysed and took remedial
measures. • Arranged ICT Training for Faculty. • Drafted and implemented Academic
and CoAcademic Calendars. • Continuous efforts were made to empower women by
offering skill based programmes so that they assume leadership and provide a
context of learning that enhances professionalism, humanism, humility and
responsibility. • Emphasis was made on the aim to provide Quality in Education so
as to produce responsible citizens with a critical bent of mind towards issues of
public concern. • Issues concerning Academics, CoAcademics and infrastructural
development were taken up by the IQAC. Suggestions were taken into consideration
by the Management. • Sent Annual Reports regularly.

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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 START FREE HOBBY CLASSES FOR STUDENTS	Free Hobby Classes were started in the V Period
TO PROMOTE RESEARCH	Teachers Motivated to apply for Projects and do Research
TO CHECK ABSENTEEISM IN CLASSES	Stringent measures were made to check Absenteeism and the parents of irregular students were informed . Regular announcements were made in the classes to make the students regular.
TO START WATER HARVESTING	Started
TO ADOPT AT LEAST ONE VILLAGE FOR COMMUNITY DEVELOPMENT PROJECTS (AS PER LATEST UGC GUIDELINES)	Village Noorwala was adopted by the NSS volunteers and various activities were arranged by the NSS volunteers for the benefits of the villages.
TO START ROTARACT CLUB IN THE COLLEGE	Started
TO WORK TOWARDS GOLDEN JUBILEE CELEBRATION	Activities Arranged to commemorate
TO WORK FOR ADMISSION PROMOTION	Efforts were made by the teachers to promote admissions. They visited different schools and gave presentation to the students and worked towards Admission Promotion,
TO START NEW COURSES	Plan for starting Bvoc was given a shape and the Admissions to the course will be started next year,
TO STRIVE FOR ENERGY CONSERVATION	Students deputed to check wastage of Electricity. CFL
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
SDP College Management	07-Oct-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	29-Mar-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Students' Admission Data. All student data is maintained through JSR. The nominal roll of all the classes is computerized. Students' Attendance Data All record of the students attendance is kept in the Attendance Registers and monthly attendance and absentee data is collected by the teachers and the Controller of E. Controller of Exam assimilates and collates all data. Students' Internal Assessment Students are given monthly tests, assignments and project works. On the basis of the data collected and regular attendance of the students, internal assessment is assessed and put on the Notice board for the students to see and later assessment is sent to the University. TimeTable Management Time Table is prepared well in advance before the session commences and later on dictated to the students and then it is displayed on the Notice Board, Library Information and Management Database Library is totally computerized. The students are issued ID cards and they can get their books issued from the Library. PG students can access the Journals through Inflibinet. Accounting Management Data All accounts are maintained and operated through JSR Salary and Payroll Database All data is compatible with JSR

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 words

The college is affiliated to Panjab University, Chandigarh, the curriculum is designed and developed by the affiliating university. In the beginning of the new academic session, the college plans its college level Academic Calendar which is synchronous with University Academic Calendar. In charge Academics is appointed by the Principal. Teaching programme is channelled through proper planning of academic activity well in advance. Through the submission of term-wise syllabus schedules, syllabus completion proformas, monthly tests, house exams, distribution of report cards and parent teacher meetings, efforts are made to sustain the quality of education. After result analysis, remedial classes are arranged. Principal of the college with In-charge Academic supervises the implementation of curriculum holding periodical meetings. Sometimes staff members send written representations to the Board regarding certain changes in curriculum. The teachers are encouraged to participate, present papers in seminars and attend workshops and conferences for quality improvement. To fulfil our goals of providing Quality Education, the college imparts curriculum through innovative teaching-learning methods such as assignments, presentations, workshops, discussions, seminars, visits, tours, projects and practical apart from regular lecture method. We have been providing academic flexibility and variety to students introducing different courses from time to time as per needs of students and society. The college provides physical facilities (building, class-rooms, labs. library, playgrounds, seminar hall and required infrastructure etc.) along with books, newspapers, magazines, journals and software to enable teachers to ensure effective delivery of curriculum. Smart class rooms and inter-active boards further support effective teaching learning process. To effectively deliver the curriculum and improve teaching learning practices, the college receives support from University. As a constituent college of Panjab University, the Institution implements quality strategies to ensure timely and well-planned implementation of the curriculum as well as to enhance its utility and value. The quality improvement strategies further focus on making the curriculum more applied, innovative oriented and synchronous to the developments in field of Commerce and Economics. With this view, academic departments offer those Standard Electives, Ability Skill Enhancement Courses that are suited towards enhancing the knowledge of the students while simultaneously increasing their employability. Due thought is accorded to provide contemporary and multidisciplinary subjects to students who are given freedom to choose from the list of subjects offered.The college is affiliated to Panjab University, Chandigarh, the curriculum is designed and developed by the affiliating university. In the beginning of the new academic session, the college plans its college level Academic Calendar which is synchronous with University Academic Calendar. In charge Academics is appointed by the Principal. Teaching programme is channeled through proper planning of academic activity well in advance. Through the submission of term-wise syllabus schedules, syllabus completion proformas, monthly tests, house exams, distribution of report cards and parent teacher meetings, efforts are made to sustain the quality of education. After result analysis, remedial classes are arranged. Principal of the college with In-charge Academic supervises the implementation of curriculum holding periodical meetings. Sometimes staff members send written representations to the Board regarding certain changes in curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill

	Introduction		ability/entreprene urship	Development

<div align="center">No Data Entered/Not Applicable !!!</div>

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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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
Number of Students	**30**	2

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
No Data Entered/Not Applicable !!!		
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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
No Data Entered/Not Applicable !!!		
<u>View File</u>		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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
The IQAC solicits quality based feedback and suggestions from faculty, non-teaching(in meetings) staff, students, parents of the students, alumni through feedback forms. The management also coveys its feedback in Weekly/Monthly meetings. This feedback is analysed to chalk out the quality measures for the academic year ahead and align the interests of various stakeholders with the institutional interests. Further, departmental level feedback is taken from

faculty and students to enhance the teaching learning process. The College employs a systematic feedback mechanism to yoke its efficacy. Various departments of the college have collected feedback from the graduating students of the session 201819. The feedback was taken in the months of April/May2018. Some aspects of the Survey are department or discipline specific, whereas some aspects like Infrastructure, Library facilities, Teaching Learning, Feedback on Examination and Assessment etc were common. Each department has used its own methodology in terms of rating scale, qualitative feedback and checklist. Open Darbar is held almost every month wherein the grievances of the students are catered to, Feedback taken and issues are resolved Various feedback boxes have been kept at strategic places such as IQAC office, Administrative office. These feedback boxes are opened periodically and the feedback so received is duly recorded. The analysis of such feedback is done on an institutional level and in case of any grievance, the Principal tries to redress the grievances and recommends the required action to be taken. The students contact the senior students and register their grievances with them

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	500	59	59
B.A.BEd	B.A.BEd	50	47	47
BCom	BCom	210	92	92
MCom	MCom	80	40	40
MSc	MSc	60	14	14
MA	MA	60	6	6
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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	599	113	30	18	8

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	Numberof smart classrooms	E-resources and techniques used
51	51	4	7	4	4
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution has distinct students mentoring system for undergraduate and postgraduate level wherein individual attention is being provided to each and every student. Faculty Members are nominated by the College to be tutorialwise mentors. Students are divided into groups and each group is allocated a tutor to look into the students grievances. Students can seek advice of their allocated faculty not only in the field of education but also towards their career progression and future endeavors. Orientation programmes and regular workshops are also conducted in order to sensitize the students about the various aspects of the College. In addition, the tutorial system the tutors discuss various topics and interact with a small group of students (normally 2025 students per group) ensuing onetoone scholastic interface and unceremonious mentoring for the well being of the learners. Personal advice is also given to the students by the teacher and the information is kept discreet and confidentiality maintained.The institution has well-defined students mentoring system at all levels i.e. undergraduate and postgraduate level wherein individual attention is being provided to each and every student. Faculty Members are nominated by the College to be section-wise mentors. Students are divided into groups and each group is allocated a separate faculty member to look into the students grievances. Students can seek advice of their allocated faculty not only in the field of education but also towards their career progression and future endeavors. Orientation programmes and regular workshops are also conducted in order to sensitize the students about the various aspects of the College. In addition, the tutorial system where faculty members interact with a small group of students (normally 10-12 students per group) ensures one-to-one academic interaction and informal mentoring as well Format of Mentoring ProformasAttached S.D.P College for Women, Ludhiana Student Mentoring Performa Session – 2018-19 Teacher_____ Faculty_____Class_____Term for which result discussed__ S.N Name of Student Roll No Problem areas discussed Suggestions Given Signature of the Student S.N Name of Student Roll No Problem areas discussed Suggestions Given Signature of the Student Analysis of data collected Signature of teacher with date

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
712	51	13

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
21	51	10	4	6

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 state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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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	B.A	I	26/12/2018	29/03/2019
BA	B.A	II	01/06/2019	30/07/2019
BA	B.A	III	26/12/2018	01/03/2019

BA	B.A	IV	29/05/2019	20/07/2019
BA	B.A	V	26/12/2018	20/02/2019
BA	B.A	VI	01/06/2019	30/06/2019
BCom	B.Com	I	26/12/2018	05/02/2019
BCom	B.Com	II	30/05/2019	12/07/2019
BCom	B.Com	III	26/12/2018	01/02/2019
BCom	B.Com	IV	29/05/2019	17/07/2019
BCom	B.Com	V	26/12/2018	04/02/2019
BCom	B.Com	VI	25/05/2019	17/06/2019
BBA	B.B.A	I	26/12/2018	31/01/2019
BBA	B.B.A	II	29/05/2019	12/07/2019
BBA	B.B.A	III	24/12/2018	30/01/2019
BBA	B.B.A	IV	25/05/2019	13/07/2019
BBA	B.B.A	V	22/12/2018	28/01/2019
BBA	B.B.A	VI	22/05/2019	10/06/2019
BCA	B.C.A	I	19/12/2018	22/01/2019
BCA	B.C.A	II	16/05/2019	10/07/2019
BCA	B.C.A	III	18/12/2018	23/01/2019
BCA	B.C.A	IV	17/05/2019	06/07/2019
BCA	B.C.A	V	15/12/2018	18/01/2019
BCA	B.C.A	VI	11/05/2019	03/06/2019
MA	M.A	I	24/12/2018	07/03/2019
MA	M.A	II	27/05/2019	01/08/2019
MA	M.A	III	22/12/2018	01/03/2019
MA	M.A	IV	29/05/2019	02/08/2019
MCom	M.Com	I	20/12/2018	12/03/2019
MCom	M.Com	II	29/05/2019	06/09/2019
MCom	M.Com	III	24/12/2018	04/04/2019
MCom	M.Com	IV	30/05/2019	01/09/2019
MSc	M.Sc	I	24/12/2018	28/03/2019
MSc	M.Sc	II	31/05/2019	05/09/2019
MSc	M.Sc	III	22/12/2018	20/03/2019
MSc	M.Sc	IV	30/05/2019	06/09/2019
B.A.BEd	B.A.BEd	III	04/01/2019	13/07/2019
No file uploaded.				

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

Reforms Initiated on Continuous Internal Evaluation at the Institutional level
• Evaluation is an integral part of teaching and learning process. As a part of sound educational strategy, the institution adopted Centralized Continuous Internal Evaluation (CCIE) System to assess all aspects of a student's development on a continuous basis throughout the year. • Students are made

aware of the evaluation process at the beginning of the session through the brief orientation process. • The performance of the students are measured through the regular monthly tests, open book tests, mid semester tests, assignments, presentations and projects. • The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty members. The Principal conducts Review Meetings, department wise, to give necessary feedback for the improvement of students' performance. • Progress report of the students was also discussed with their parents/guardian during parents teachers meeting. • Remedial Classes are also conducted for the slow learners, absentees and the students who participate in Sports, NSS activities and youth festival. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers.

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

http://www.sdpcollege.com/academic Recognising the need for constant development and stimulation in academic areas, the IQAC , through the Academic In charge, drafted Academic Calendar of the college and the academic delivery involves careful introspection and sustained implementation of the planning and implementation process is spread over the period of the academic year. Assiduous planning by the College precedes punctilious delivery by faculty members. The College meticulously develops action plans taking into account the objectives of the curriculum, the number of teachers and students and infrastructure available. Before the commencement of the academic year, the Department Level Time Table Committees of the College headed by the department Teachers-In-Charge, plan and ensure effective and timely implementation of the curriculum through infrastructural planning in terms of aspects such as number of classrooms, tutorial blocks, availability of books and academic resources. In the next phase, Internal Subject Meetings for each subject offered by the College are held to ensure that the subject specific objectives are imbibed within the broad academic framework. Broad guidelines of delivery, pace and assessment are decided in the internal subject meetings which are then documented in the form of minutes. Faculty has the freedom to decide the pace and transmission of the curriculum within the time frame and requirements of the University. The academic plan is transitioned into effective action through lectures, presentations, assignments, seminars, workshops and discussions. Documentation is maintained in the form of attendance records and analysis. Further, as a review mechanism, departmental meetings, Staff Council and informal feedback mechanism ensures changes in the strategy and action plan, if any, are incorporated on a timely and need-oriented basis. The perspicacious implementation of the curriculum engages beyond the classroom to innovative teaching practices employing a wide range of instructive methods and edifications to endear to a culturally diverse and intellectually heterogeneous student base. A liberal two-way feedback system ensures vibrancy in the pedagogy harmonized to be student and learning concentric. The curriculum is suitably enriched to be representative of stakeholders' expectations in catering to needs of the society, economy and the environment. Lectures, speaker sessions and workshops by eminent personalities from academics, corporate sector, are held regularly to enhance the curriculum to a more application-oriented framework.

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.sdpcollege.com/link.php?th=14

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 I Sem	BA	BA I Sem	58	58	100
BA II Sem	BA	BA II Sem	57	57	100
BA III Sem	BA	BA III Sem	37	37	100
BA IVSem	BA	BA IV Sem	36	36	100
BA V Sem	BA	BA V Sem	70	70	100
BA VI Sem	BA	BA VI Sem	69	69	100
BCom I Sem	BCom	BCom I Sem	87	87	100
BCom II Sem	BCom	BCom II Sem	84	84	100
BCom III Sem	BCom	BCom III Sem	109	109	100
BCom IV Sem	BCom	BCom IV Sem	110	110	100
BCom V Sem	BCom	BCom V Sem	116	116	100
BCom VI Sem	BCom	BCom VI Sem	116	116	100
BCA I Sem	BCA	BCA I Sem	11	11	100
BCA II Sem	BCA	BCA II Sem	11	11	100
BCA III Sem	BCA	BCA III Sem	6	6	100
BCA IV Sem	BCA	BCA IV Sem	6	6	100
BCA V Sem	BCA	BCA V Sem	5	5	100
BCA VI Sem	BCA	BCA VI Sem	5	5	100
BBA I Sem	BBA	BBA I Sem	4	4	100
BBA II Sem	BBA	BBA II Sem	3	3	100
BBA III Sem	BBA	BBA III Sem	9	9	100
BBA IV Sem	BBA	BBA IV Sem	9	9	100
BBA V Sem	BBA	BBA V Sem	10	10	100
BBA VI Sem	BBA	BBA VI Sem	10	10	100
MA I Sem	MA	MA I Sem	6	6	100
MA II Sem	MA	MA II Sem	6	6	100
MA III Sem	MA	MA III Sem	6	6	100
MA IV Sem	MA	MA IV Sem	5	5	100
MSc I Sem	MSc	MSc I Sem	14	14	100
MSc II Sem	MSc	MSc II Sem	13	13	100
MSc III Sem	MSc	MSc III Sem	19	19	100
MSc IV Sem	MSc	MSc IV Sem	19	19	100
MCom I Sem	MCom	MCom I Sem	38	38	100
MCom II Sem	MCom	MCom II Sem	36	36	100
MCom III Sem	MCom	MCom III Sem	28	28	100
MCom IV Sem	MCom	MCom IV Sem	28	28	100

B.A.BEd I Sem	B.A.BEd	B.A.BEd I Sem	44	44	100
B.A.BEd II Sem	B.A.BEd	B.A.BEd II Sem	43	43	100
B.A.BEd III Sem	B.A.BEd	B.A.BEd III Sem	20	20	100
B.A.BEd IV Sem	B.A.BEd	B.A.BEd IV Sem	20	20	100
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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)

Student satisfaction survey collects in depth data of a students' satisfaction with an educational institution. This survey consists of multiple choice questions that collect feedback about various aspects of the institution. The main aim of the survey is to upgrade and maintain the quality of Higher Education and make teaching learning effective. http://www.sdpcollege.com/link.php?th=13

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 !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!		

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 !!!				
No file uploaded.				

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
Music(I)	1

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	Economics	1	00
International	Commerce	3	00
International	Computer Sci	1	00
International	BA Bed	1	00

No file uploaded.

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
Hindi Chapters in Edited Books	3

No file uploaded.

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 !!!						

No file uploaded.

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	4	4	0
Presented papers	0	5	4	0
Resource persons	0	0	0	1

No file uploaded.

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
No Data Entered/Not Applicable !!!			
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
Youth Festival	12	Panjab University Chandigarh	81
View File			

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 activites	Number of students participated in such activites
Swachh Bharat	Govt.	Waste Management	15	600
HRSS	NGO	Tree Plantation /World	3	600
Rotaract Club	NGO	Water Day	2	600
View File				

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 !!!			
No file uploaded.			

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 details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
No Data Entered/Not Applicable !!!			

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
9782659	8893325

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Existing
Others	Newly Added

No file uploaded.

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
Cloud LHS (ERP)	Fully	Upgraded	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8848	4735252324	41	17052	8889	4735269376
Reference Books	21259	284861436	36	17209	21295	284878645
e-Books	0	16800	0	5900	0	22700
Journals	60	61783	0	0	60	61783

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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 Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others

	mputers	Lab		centers	Centers		nts	Bandwidth (MBPS/GBPS)	
Existing	62	4	3	4	1	3	19	6	0
Added	0	0	0	0	0	0	0	0	0
Total	62	4	3	4	1	3	19	6	0

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

6 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 incurredon maintenance of physical facilites
2440000	2218224	3665000	3332403

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)

Procedures and policies for maintaining and utilizing Physical, Academic and support facilities. 1. Physical 1. Labs • The college has the facility of computer Labs with internet and projectors which help the students to learn the things better • Licenced software is also used for uploading students related information like results of Mid Semester test as well as monthly tests, attendance records and assignments also. • Smart classrooms have been added to the infrastructure to make teaching learning more interesting and effective. Our college provides latest technology to the students and thus benefiting them in keeping up with the pace of modernizing ITworld. • Faculty make use of PowerPoint and multimedia presentations for better understanding and greater attention of the subject. • Multimedia shows are also used as a mode of interactive teaching by some departments. • Our college has English language lab which is very useful for assessing students speech. It provides students with the technical tools to the learn the language easily. • Home science labs is the medium for the practical exposure for the students. This is to ensure that each student get to use the equipments individually. The students are imparted necessary skills which improve the employability of the students. 2. Library • The aim of the library is that no Bonafide reader is allowed to be deprived of its rich resources. • All books have been automated with barcode labels. • The library is also having the facility of INFLIBNET through which students can access e-books and e-journals. • For meritorious and economically backward students book bank facility is also available. The library also provides books to the needy students during the examination time. • Library and reading room are kept open to all the student from 9:00 a.m. to 5:00 p.m. on all working days. • There is a provision of Research Centre for faculties and students of PG classes. Various reputed journals are also available for the guidance. 3. Sports • The college provides counselling and guidance to the students regarding importance of physical activity for the better mental

health. • Students attend sports lecture in the zero period that is early morning which act as a catalyst and energy booster for whole of the day. • Gym facility is also available for security and students as well. • Any student of any discipline can use the sports equipment free of cost. 2. Academic • Remedial classes are held for students who are weak in certain subjects. • Counselling is given to all the students on one to one basis regarding their choice of subjects at the time of admission keeping their interest in mind. Psychological problems are also resolved through counselling. • The college organized various extension lectures on career counselling with the objective to aware the students for various competitive exams like civil services, bank etc. 3. Support facilities • The college has established grievance redressal cell with the objectives to solve the problems of the students. • The placement cell

http://sdpcollege.com/link.php?th=3

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 implemetation	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 passedin the comp. exam	Number of studentsp 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
11	11	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

No Data Entered/Not Applicable !!!
No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment 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
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
CROSS COUNTRY	local	7
CROSS COUNTRY	local	5
MARATHON	local	1
BADMINTON	local	4
HOCKEY	local	14
ATHLETIC	local	7
JUDO	local	7
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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Youth	National	0	20	00	81
View File						

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

Students Cell under the IQAC: In order to improve the quality framework of the college working students were also included in the IQAC so as to involve them in the Quality process. The cell was formed with an aim to facilitate greater access of quality initiatives amongst the students and promote a holistic ambience in the College. The role of cell was to help develop mindful and catalytic systems at the student level, in the College towards quality improvement and intensification. The cell has been elementary in organising various functions in the college and other workshops for the benefit of the students. It has also helped seep into the information pertaining to IQAC amongst students in the College. The Students' Council works under the patronage of Principal and staff members. Student members very smartly and

enthusiastically monitor and help in maintaining discipline during college functions. The Central Association of students was elected to coordinate between the college and its students. From acting as the students voice and ensuring that each student gets the best out of their college experience, the cell worked with the elected representatives of every class to make each event of SDP a grand success. Proper Elections are made to the Student body at the commencement of the new session. Students are part of various committees of the college including IQAC. They also help in organizing Open Durbar in the college and cater to the grievances of the students and bring to the knowledge of the Management.. All the members of the council try to bring awareness amongst the students on various social issues and arrange Nukad Nataks too. Student Council is very active throughout the year and they are responsible for Discipline during all the functions in the college The CA members are also working towards global Sustainability,

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

About Registered Alumni Yes, the Institution has a registered Alumni Association which is registered with Assistant Registrar of Societies Cum District, General Manager District Industries Centre, Ludhiana. Elected members of registered Alumni association are: 1. Usha Jain (President) 2 . Poonam (Vice president) 3. Bharti Saggar(Gen. secretary) 4. Suman Baweja (Joint secretary) 5. Pooja Sondhi (Sports secretary) 6. Preeti Narula (Auditor) 7. Richa Nagpal (Executive member) 8. Rupali(Executive Member) 9. Ankita Sharma(Executive Member) 10. Mala(Executive Member) 11. Balwinder Kaur(Executive Member) Alumni network has a real life benefit for current students. Alumni also donate their valuable time to offer career support to current students. This enhances the students experience and give them that competitive egde in today's tough job market. The purpose of this association is to foster a spirit of loyality and to promote the general welfare of institution. Alumni association exist to support the parent institutional goals and to strengthen the ties between alumni, the community and the parent institution. The collaborative efforts of alumni include programmes designed to improve the overall quality of student life, strategies designed to orient and welcome new students to the campus and retain them within the institution. Alumni meet is an event for old relationships to be celebrated and refreshed, the new ones to be formed. Alumni are merely students who have graduated or post graduated. They are often older, more robust, grayer and some time blade, but they are also generally wiser and financially better than they were. It is a time of reflecting, remembering the good old times and memories of the alumni and looking forward with a sense of purpose and anticipation. Keeping in view this thing, various meetings of the association are conducted every year. Discussions on various concerns are held. The alumni have been working in their capacity in the interest of the college. Alumni help for Admission promotion to raise the strength of the college. Many Alumni are employed as faculty in the college. They play an important role in the academic and institutional development. The institution arranges various cultural functions for the alumni. In the meet, various issues related to academic, cultural and social issues of the day are also discussed. Our institution has its reputation established on the achievements of its alumni, faculty and students. Alumni association is creating a powerful positive impact in the institution through its support, expertise, employability and scholarships. They still have an integral and inseperable connection to the institution from where they received a degree.

5.4.2 – No. of enrolled Alumni:

5.4.3 – Alumni contribution during the year (in Rupees) :
No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meet is an event for old relationships to be celebrated and refreshed ,the new ones to be formed. It is a time of reflecting ,remembering the good old times and memories of the alumni's and looking forward with a sense of purpose and anticipation. Keeping in view this thing, various meetings of the association are conducted every year. Discussions on various concerns are held. The alumni's have been working in their capacity in the interest of the college. Alumni's help for Admission promotion to raise the strength of the college. Many Alumni's are employed as faculty in the college. They play an important role in the academic and institutional development . The institution arranges various cultural functions for the alumni's. In the meet, various issues related to academic, cultural and social issues of the day are also discussed.

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)

Involvement of the students in IQAC and other committees of the College There is a culture of participative Management when it comes to the Faculty/Students relationship. They plan activities together and implement them with the active participation/involvement of the Management. Teaching, non- teaching members and Management representatives make Action Plans for the ensuing session and make best efforts to implement them. Participating Management involves students too. There is a Student Council. There are class representatives from PG and UG classes. They act as a link between Principal, Faculty and Students. They help in communicating orders/decisions taken by the Principal. Sometimes they offer solutions to various problems. They help in maintaining discipline/decorum in the college campus. They work together to make the campus clean, green and eco -friendly. They give their active cooperation during functions too. Various functions like Diwali Mela, Republic Day and Independence Day are jointly celebrated by all institutions of the Sabha. In order to improve the quality framework of the college working students were also included in the IQAC so as to involve them in the Quality process. The cell was formed with an aim to facilitate greater access of quality initiatives amongst the students and promote a holistic ambience in the College. The role of cell was to help develop mindful and catalytic systems at the student level, in the College towards quality improvement and intensification. The cell has been elementary in organizing various functions in the college and other workshops for the benefit of the students. It has also helped seep into the information pertaining to IQAC amongst students in the College. The Students' Council works under the patronage of Principal and staff members. Student members very smartly and enthusiastically monitor and help in maintaining discipline during college functions. The Central Association of students was elected to coordinate between the college and its students. From acting as the students voice and ensuring that each student gets the best out of their college experience, the cell worked with the elected representatives of every class to make each event of SDP a grand success. Open Interactive sessions Open Interactive sessions are a regular feature of the college administration. The sessions are organized for the betterment of the college and students. In last week of every month, the members of the management are invited to preside over

the session. The session is held in two parts. In the first part of the session, the grievances and problems of the students are presented by the students and they are listened to by the representative of the Management and in the second part of the session suggestions for the betterment of the institution and improvements in the academic standards are invited.

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	As a constituent college of Panjab University, the Institution implements quality strategies to ensure timely and wellplanned implementation of the curriculum as well as to enhance its utility and value. The quality improvement strategies further focus on making the curriculum more applied, innovative oriented and synchronous to the developments in field of Commerce and Economics. With this view, academic departments offer those Standard Electives, Ability Skill Enhancement Courses that are suited towards enhancing the knowledge of the students while simultaneously increasing their employability. Due thought is accorded to provide contemporary and multidisciplinary subjects to students who are given freedom to choose from the list of subjects offered.. The college is affiliated to Panjab University, Chandigarh, the curriculum is designed and developed by the affiliating university. In the beginning of the new academic session, the college plans its college level Academic Calendar which is synchronous with University Academic Calendar. In charge Academics is appointed by the Principal. Teaching programme is channeled through proper planning of academic activity well in advance. Through the submission of termwise syllabus schedules, syllabus completion proformas, monthly tests, house exams, distribution of report cards and parent teacher meetings, efforts are made to sustain the quality of education. After result analysis, remedial classes are arranged. Principal of the college with Incharge Academic supervises the implementation of curriculum holding periodical meetings. Sometimes staff members send written representations to

	the Board regarding certain changes in curriculum. The teachers are encouraged to participate, present papers in seminars and attend workshops and conferences for quality improvement. To fulfill our goals of providing Quality Education, the college imparts curriculum through innovative teachinglearning methods such as assignments, presentations, workshops, discussions, seminars, visits, tours, projects and practical apart from regular lecture method. We have been providing academic flexibility and variety to students introducing different courses from time to time as per needs of students and society. The college provides physical facilities (building, classrooms, labs. library, playgrounds, seminar hall and required infrastructure etc.) along with books, newspapers, magazines, journals and software to enable teachers to ensure effective delivery of curriculum. Smart class rooms and interactive boards further support effective teaching learning process. To effectively deliver the curriculum and improve teaching learning practices, the college receives support from Univ. and Institution as well.
Teaching and Learning	At SDP the focus is on transforming and subliming the pedagogical process to be more engaging, goal oriented and keeping the faculty updated with the latest developments in pedagogy and teaching methodologies. Accordingly, as a part of the quality improvement strategy for the same, faculty members are given freedom to adopt and innovate teaching methodologies for their respective subjects. Faculty members further improve the quality of teaching by use of Information and Communication Technology, group discussions, industrial and institutional visits etc. To harness the synergy of subject knowledge and teaching knowhow amongst faculty members, internal subject meetings are held for each subject on a periodical basis every Semester where the pace, orientation, methodologies and assessments are mutually decided. To enhance the multidimensionality of the discipline, eminent personalities from academics, corporate sector and government are invited for guest lectures and speaker sessions. Also,

since training and development play a considerable role in improving the excellence of instruction and education, the IQAC conducts workshops on a regular basis. The College further encourages the faculty to attend refresher and orientation courses, faculty development programmes and workshops to enhance their knowledge and skill set. Believing that learning is a continuous process, the quality improvement strategies focus on making the learning process more nourishing and holistic to the progress of student

• Hobby classes were started in the college free of cost. The college organized talks with experts from various fields for the students to learn about their prospective careers. The students were made aware of the popular trends in education and were trained so that they can add new perspectives to world of knowledge. Their creative bent of mind was catered to and chiseled by the expert advice of the teachers. • Modern trends were adapted to in the teaching learning process apart from the traditional ones.. Role playing, Lectures, Seminars and various activities were done to make learning interesting. • Multimedia was used by all the departments at optimum level during the year. • Greater emphasis was made to impart quality education to the students so that they can compete with the global scenario. • All teaching was valuebased. Students were given topics in the Tutorials to discuss and ponder upon and also to adopt values in their lives. • Emphasis was made to make the students recognize their true potential and become selfdependent. • Reading and Listening skills of the students were improved. • Teaching is learner centric and dialogic method is used in teaching. Interactive sessions were held so that the students feel free to make queries and also add to the pool of knowledge. • Students were motivated to be confident in the classrooms and shun inhibitions and shyness. • Mentoring sessions were also held for the benefit. The students were encouraged to make use of latest equipment in the college and prepare projects. For confidence building the students were encouraged to participate

	in seminars and exhibit their skills through PPTs. Inter department activities were organized to make teaching and evaluation interdisciplinary. • Open book tests were given in the class rooms. • Assignments prepared by the students were assessed. • Students were encouraged to prepare and present PPTs on their own. • Online question banks in various departments were created. • Students were motivated to visit library daily, read newspapers, magazines and books of choice. They were encouraged to solve University papers. • They were helped to prepare notes with the help of reference books. • The students are given free books, fee concessions and awards by Management. • Arranged various seminars for the students from different institutes. • The students were given opportunity to participate in academic extracurricular activities. . • They were also provided need based extra guidance for slow learners.
Examination and Evaluation	• While the examination schedule is administered by Punjab University, the College takes upbeat measures to ensure relevant and timely information propagation amongst students. Notifications prior to Exams are displayed on College website and notice boards. Similarly, examination duties are circulated to faculty members. Further, internal assessment records viz. attendance records are also kept. The institution monitors and evaluates through Academic calendar for the conduct • which includes: • Term wise Division of Syllabus • Monthly tests • Syllabus completion Proformas • House exams. • Result analysis • The Following mechanism are used to communicate the program outcomes , program specific outcomes and course outcomes by the institution through: • Letters/Telephones to parents and Result Cards. • Parent Teacher meetings • The institution collects data from: • Result registers of both monthly and house exams. • Teachers regarding their participation in classroom and college activities. • The question papers for the Internal Examinations were prepared by the faculty so as to train them for Final Exams.

Research and Development	• The quality improvement strategies emphasize the role of research and faculty development in the Institution. These strategies focus on encouraging and promoting high quality research in the Institution. A separate Research Committee has been set up to explore the possibility of new journals and improving the accessibility and impact of research in the College. • Teachers were encouraged to apply for Projects and were directed to publish their work in quality journals • The teachers applied for National Seminars. • The college also applied to UGC for B Voc, a multidisciplinary programme, which was designed by the teachers • Regular notices were put for the staff and meetings were held to encourage the staff to promote research, teachers were given duty leave to attend seminars/workshops and present papers. • Various Extension lectures were organized by the departments.
Library, ICT and Physical Infrastructure / Instrumentation	The quality improvement strategies for Library aim at constant improvement and development of library services. The quality improvement strategies also focus on inclusion of differently abled students.Similarly, the quality improvement strategies for physical and ICT infrastructure focus on their regular maintenance and timely upgradation while ensuring its utility in the library process.
Human Resource Management	Human Resource Management in the College focuses on attracting, training, developing, motivating and retaining its human resources. The intention of the institution is to maximise the potential of each individual in their respective fields to the benefit of self and society.
Industry Interaction / Collaboration	At SDP the strategies focus on strengthening industry interaction and collaborations as well as building longterm mutually beneficial ties for the collaborating institutions. The strategies also focus on creation of value for the stakeholders involved in the collaboration process. As such, regular industryacademia interface programmes are organized to strengthen relations with industry.
Admission of Students	Through the website and College Prospectus and interaction with the

	students the students are made aware of the Admission Process in the College.The college Teachers visit many institutions and give presentations to attract the students for Admission.

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

E-governace area	Details
No Data Entered/Not Applicable !!!	

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 !!!						
No file uploaded.						

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 !!!				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
21	**51**	**12**	**12**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
--	**-**	**Free Books, Fee Concession and Scholarships and Cash Awards**

6.4 – Financial Management and Resource Mobilization

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

Internal Financial Audit is done through a registered CA. External authorities appointed by the Govt of India also are involved in the Auditing. Through ISO Academic and Non Academic audit is also done.

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 !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

30097850.50

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	ISO	Yes	Principal
Administrative	Yes	Audit Branch, Punjab	Yes	Principal

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

No Data Entered/Not Applicable !!!

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

Free Uniform Fee Concession to their children Advance Loans

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

1) Environmental Sustainability 2) Rural Development Initiative in village Noorwala 3)Water Harvesting

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Sensitisation	01/07/2018	31/05/2019	523	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
The students through the Student's Cell are motivated to save electricity and water. Lectures on Waste Management were organized. LED Bulbs were installed to save electricity. Enlightened on Water Harvesting

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	5
Scribes for examination	Yes	5

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
2018	2	2	25/12/2018	8	2	10	160

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)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

View File

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

Lectures on Clean and Green Environment(Swacch Bharat) Water Harvesting Save Water Drive Tree Plantation Reduction in the use of single use plastics The college campus is totally ecofriendly. The management, staff and students are fully committed for this. The college has gardening committee. Its members constantly work for its beautification. We have a spacious play ground, central lawn facing class rooms, a triangular shaped lawn in front of the porch/entrance and another lawn opposite cafeteria. The N.S.S and N.C.C Depts. of the college regularly launch schemes to make it clean and green. Even the management of the college takes personal interest and from time to time, sends directions regarding planting of saplings, floral plants, trimming of trees and weeding of flowers. Besides this the following initiatives are taken to make

the campus green, clean and ecofriendly • Burning of dried leaves/wooden twigs is not allowed with in the campus The college is planning to adopt vermin compost for its use • Any leakage from taps is properly checked and repair ensured • At present no hazardous material is used in the college. • Dustbins covered with lids are placed at different points in the college. • Weeds and stray plants are removed regularly. • Canteen contractor has been instructed to use less and less polythene covers/bags. • Students of Home Science department use waste material to make artistic things. Some students are using bicycles to reach the college campus. • Few students and staff members are also using public transport facility like E Rickshaw, bus facility as well. • Efforts are made to reduce plastic pollution on college campus with a special focus on the reduction and ultimately the elimination of plastic bottles, plastic straws and utensils and plastic food packaging. Rallies are also conducted to create the awareness among the students and public regarding plastic free environment. • In order to reduce paper work, documents and other papers are converted in digital form such process is known as digitization. • The campus is green ecofriendly. It is like an oasis in a desert. A good variety of vegetation -trees, plants, bushes etc. beautify the campus. Weeding of plants cleaning of lawns and flowers beds is a regular featureTransition from normal bulbs to power conserving LED lighting. ii. Use of solar panels to generate energy. iii. Use of energy efficient and rated electrical equipments to conserve energy. iv. Minimisation of energy consumption through systematic monitoring. v. Proactive monitoring of lights and fans left switched on. • Initiatives for Waste Management i. Installation of color-coded dustbins to facilitate segregation of waste. ii. Waste management through proper segregation and disposal of waste. iii. Recycling of paper waste in the College. iv. Promotion of public transport and carpooling. Promoting innovation in learning

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The college is actively engaged in Community Services. National Child Labour School is being run by the college to impart primary education to the children belonging to weaker sections of society 2. Open Interactive sessions (Open Darbar) are a regular feature of the college administration. The sessions are organized for the betterment of the college and students. In last week of every month, the members of the management are invited to preside over the session. 3. Various creative hobby classes involvement in different fields of student's part of interest which are free of cost, subjects like HomeScience , Cosmetology , Computer Science , Fine Arts , Music , Free Gym , Playing games etc. 4. The college is also providing fee concession facility to meritorious students, that will encourage them to excel in there field and get motivated to perform better ahead. 5. The positive approach of fee special concern for poor and needy students so that they may also get the equal right to flourish them and prove that they can perform as same as other ones.

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

http://sdpcollege.com/link.php?th=4

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 college is actively engaged in Community Services. National Child Labour School is being run by the college to impart primary education to the children belonging to weaker sections of society. N.S.S volunteers during one day or seven days camp hold rallies, visit villages and sensitize villagers on

different issues, arrange medical checkup camps for them and for the inhabitants of college surrounding vicinity, visit physically challenged schools, organize different activities for them and also share homemade eatables. The college management, staff students actively contribute to this noble cause extending personal services. These practices have contributed a lot to the achievement of the goals and objectives of the institution. • SDP College for Women has catered to economically backward classes of society wherein students are provided Quality Education, combined with moral ethical values, so as to produce skilled and better human beings so that they can further add to the education of progeny. • Free Books, Fee Concessions, Stipends and cash awards are given to the meritorious students. • They are also given training in Life skills, soft skills and co-academics so that they can become responsible citizens of tomorrow.

Provide the weblink of the institution
http://sdpcollege.com/link.php?th=16

8.Future Plans of Actions for Next Academic Year

ANNUAL PLAN 2019-20 • Research may be promoted in the PG Departments • Co-curricular Rural Learning in Village Noorwala • To arrange Lectures on Waste Management • Alumni Association may be Participatory • Introduction of Short-term Courses • Convocation and Annual Prize Distribution Function • Lectures on Intellectual Property Rights • Welfare Schemes for Staff