



**SANMATI GOVT COLLEGE OF SCIENCE EDUCATION  
AND RESEARCH, JAGRON \_142026 (PUNJAB)**

**Annual Quality Assurance Report Academic  
Session: July 7th, 2017 - May 31st, 2018**

**Submitted to  
National Assessment and Accreditation Council,  
Bangalore**

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

### Part – A

**AQAR for the year**

2017-18

### I. Details of the Institution

1.1 Name of the Institution

Sanmati Government College of Science  
Education & Research, Jagraon Distt. Ludhiana

1.2 Address Line 1

Raikot Road

Address Line 2

Jagraon

City/Town

Jagraon

State

Punjab

Pin Code

142026

Institution e-mail address

[gcsciencejagraon@gmail.com](mailto:gcsciencejagraon@gmail.com)

Contact Nos.

01624-223242

Name of the Head of the Institution:

Sh. Gurcharan Singh

Tel. No. with STD Code:

01624-223242

Mobile:

9814870464

Name of the IQAC Co-ordinator:

Mrs. Sumedha Syal

Mobile:

9465313179

IQAC e-mail address:

[sciencecollegeiqac@gmail.com](mailto:sciencecollegeiqac@gmail.com)

1.3 NAAC Track ID(For ex. MHCOGN 18879)

PBCOGN10620

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

NAAC/WH/Cert-A&A/EC(18<sup>th</sup>SC)  
/55.2/2016 23<sup>rd</sup> December 2016

1.5 Website address:

[www.gscjgn.org](http://www.gscjgn.org)

Web-link of the AQAR:

[www.gscjgn.org/AQAR2016-17.doc](http://www.gscjgn.org/AQAR2016-17.doc)

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>++</sup>	80.75	2004	2004- 2009
2	2 <sup>nd</sup> Cycle	B <sup>++</sup>	2.8/4	2016	2016-2021
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

2004

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

I AQAR \_\_2016-17 Dated 29/12/2018 (DD/MM/YYYY)

Ii AQAR \_\_2017-18 Dated 29/12/2018 (DD/MM/YYYY)

1.9 Institutional Status

University

State

☐

Central

☐

Deemed

☐

Private

☐

Affiliated College

Yes

☒

No

☐

Constituent College

Yes

☐

No

☐

Autonomous college of UGC

Yes

☐

No

☐

Regulatory Agency approved Institution

Yes

☒

No

☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution

Co-education

☒

Men

☐

Women

☐

Semi-Urban

☒

Rural

☐

Tribal

☐

Financial Status

Grant-in-aid

☐

2(f)

☒

UGC 12B

☒

Grant-in-aid + Self Financing

Totally Self-financing

☐☐

1.10 Type of Faculty/Programme

Arts

☐

Science

☒

Commerce

☐

Law

☐

PEI (PhysEdu)

☐

TEI (Edu)

☐

Engineering

☐

Health Science

☐

Management

☐

Others (Specify)

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1.11 Name of the Affiliating University (*for the Colleges*)

Panjab University, Chandigarh

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University

-

University with Potential for Excellence

-

UGC-CPE

-

DBT Star Scheme

Selected under Star College Scheme in Life Sciences

-

UGC-Special Assistance Programme

-

-

UGC-Innovative PG programmes

-

(specify)

-

UGC-COP Programmes

-

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

04

2.4 No. of Management representatives

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and

Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

01

2.9 Total No. of members

2.10 No. of IQAC meetings held **03**

2.11 No. of meetings with various stakeholders:  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

- 1.A National conference on “Recent Trends in Plant Sciences”

2.A State level workshop was organised on “Plant Microbes Interaction”

3. Departmental Seminars by the students of M.Sc. Botany and Chemistry.

## 2.14 Significant Activities and contributions made by IQAC

- The report given by NAAC Peer Team was studied and discrepancies were analysed.
- Plan of action was circulated in the beginning of session and all efforts were made to implement the same effectively.
- Meetings were held to discuss various academics and co-academic plans.
- The teachers are encouraged to prepare a detailed schedule of the topics /lectures to be delivered in the class in advance so as to avoid any discrepancy at a later stage- unitization.
- Students were encouraged to participate in extra-curricular and co-curricular activities for their all- round development .Extension lectures, workshops, seminars industrial visits were organised in the college.
- Students were taken to different universities and research centres to orient their mind towards research culture.
- Involved the students in presentation of Seminars.
- Projects were also allocated to a good number of students at undergraduate as well as post graduate level.
- Teachers were encouraged to participate in conferences / workshops and use modern techniques for teaching.
- The IQAC of the college took feedback and suggestion from the students in the form of Performa prepared on the basis of guidelines of NAAC. The point of discussion and suggestion were taken from the members of the alumni and parents, orally during the meeting or on the phone and necessary action was taken for improvement.
- I.Q.A.C. through N.S.S. under took the task of social services.
- Planned to strengthen the ICT infrastructure in the college.
- Perspective plans of development for 2018-19 was prepared.

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

1. Every department to hold workshop/conference	1. a) A National conference on "Recent Trends in Plant Sciences" was organised by Postgraduate Dept. of Botany sponsored by DBT on April 19-20, 2018. 8 dignitaries delivered plenary lectures.
2. To encourage the faculty members publish research papers.	b) A State level workshop was organised on 20-03-2018 under the guidance of Dr. Neera Garg and her team, Department of Botany, from Panjab University, Chandigarh, on "Plant Microbes Interaction" in which 107 students and 8 teachers participated in this workshop. c) Dr. Neera Garg, Department of Botany, from Panjab University, Chandigarh also delivered a talk to students on March 20, 2018 on "Plant Microbes Interaction in the Rhizosphere: A New Dimension for Sustainable Agriculture and Industry." 2.a) Mrs. Nidhi, Dept. of English published a paper in International Peer reviewed journal, Research journal of English Linguistics and Literature. on the topic "Search for identity in Charlotte Bronte's Jane Eyre." in December 2017.  b) Mrs. Nidhi, Dept. of English published a paper in the national journal, Pragati on the topic "Protagonist in the novels of Charlotte Bronte" in December 2017.
3. To encourage the faculty members to participate in national, international conferences.	3.a) Dr. Surjit Singh and others presented a paper in a National Conference on "Production of Pediocin (natural preservative)-An antimicrobial compound from pediococcus acidilactici and testing its anti-microbial activity" on April 19, 2018.  b) Mrs. Sarabdeep Kaur presented a paper at National Seminar-cum-Workshop on "Recent trends in Physics" at Dev Samaj College For Women, Ferozepur on the topic "A study of relation between cosmic ray Intensity Variations and Solar Activity Parameters" on September 6, 2017  c) Dr. Surjit Singh and others presented a paper in a National Conference on "Prevalence of lectins in the genus Erythrina" on April 19, 2018.  d) Dr. Surjit Singh presented a paper in the National Seminar on "Biodiversity Conservation in a Megadiverse Country: Issues, Challenges & Solutions" held at Govt. College for Girls, Ludhiana on February 16, 2018.  e) Mr. Jatinder Singh, Department of Botany presented an oral paper at a National Conference on the topic "Report of Cytomixis in plants lead to Biodiversity Reduction" at D.A.V. College, Bathinda.  f) Mrs. Sumedha Syal, Ms. Monica Arora, Miss Sonia Sharma and Mrs.



	<p>Hardeep Kaur attended an international conference on "Science and Technology: Trends and challenges" on April 16-17,2018.</p> <p>g) Mrs.Savita Sharma and Dr. Monica Arora attended a National conference at Punjabi university, Patiala on "Chemical and Environmental sciences: Innovations and Advances-2018" on Feb.15-16,2018.</p> <p>e) Prof. Nirmal Singh and Dr. Monica Arora attended in National Symposium on "Advances in chemical sciences" on March 26-27,2018.</p> <p>f) Dr. Monica Arora acted as Resource person at Sant Baba Bhag Singh Memorial Girls College. Sukhanand on Spectroscopy. on Feb 28,2018</p>
4. To encourage the students to participate in national and international conference	<p>4.a) Mr. Vipour Singh,a student of M.Sc. Botany presented a paper in National Conference held at Shri Guru Granth Sahib University on "An Account of Vegetation growing in campus of Sanmati Govt .College of Science Education &amp; Research, Jagraon" with Dr. Surjit Singh, on March16-17,2018.</p> <p>b) Six students of M.Sc.Chemistry, attended a National conference at Punjabi university, Patiala on "Chemical and Environmental sciences: Innovations and Advances-2018" on Feb.15-16, 2018.</p>
5.To encourage the students to participate in Zonal Youth Festival and in community services like NSS and other non-academic activities.	<p>5a) Forty five students of our college participated in zonal youth festival held at Patto Hira singh and bagged eight prizes in various items.</p> <p>B)Students were enrolled in N.S.S.and three one day camps were organised on the theme, swachh bharat abhiyaan. Students were taken to Lepers' home, school for disabled and old age home to inculcate the feeling of social responsibility in them.</p> <p>c)The important days were celebrated in the college to create awareness among the students regarding their importance. The renowned personalities were invited during these activities to motivate the students in life.</p> <p>d) Abiding by the adage that healthy mind resides in the healthy body, students were encouraged to participate in the sports also. Annual athletic meet was organised in the college in which 200 students participatedand prizes and certificates were given to the winners.</p>
6.Visits to Universities/ research Labs.	<p>6. During the session, different departments organised six tours as follow:</p> <p>a)Sh. Jagdev Singh, Head, Department of Physics, organised a tour to Panjab University, Chandigarh on 25-09-2017 to provide anopportunity for interaction with various scientists so as to widen their horizon of knowledge. Total 120 students joined this tour.</p> <p>b) Dr. Surjit Singh, Department of Botany organized a trip to Dalhousie and adjoining areas from 14<sup>th</sup> October to 18<sup>th</sup> October, 2017 for plant identification and collection. The students were able to collect and identify plants. A Total of 32 Students participated in this tour.</p> <p>c) Dr. Surjit Singh Head, Dept. of Botany ,organised a tour to G.N.D .University, Amritsar for the students of M.Sc. Botany on August24,2018.</p>

	<p>d) Sh. Nirmal Singh, Department of Chemistry, organized one day tour to Naina Devi on February 12, 2018 for the students of M.Sc.I Chemistry.</p> <p>e) Sh. Nirmal Singh, Department of Chemistry organized a trip to Kullu Manali and adjoining areas from 21<sup>st</sup>-24<sup>th</sup> March, 2018 .</p> <p>f) Mrs. Maninder Kaur and Ms. Hardeep Kaur organized a one day trip to Deer park Patiala on March 21, 2018 for the students of dept. of zoology and Biochemistry.</p>
7. Allocation of Projects and assignments to students.	7. Minor research projects and assignments were given to students at undergraduate and post graduate level.
8. Purchase of laboratory material and books as per requirement.	8. Laboratory materials like chemicals, glassware, class work materials and permanent slides, books were purchased.
9. To impart education based on moral/ethical values. Tutorial to be used for this purpose.	9. All the college students were divided into tutorial/buddy groups to have close interaction with them. Tutorials were held in the college and respective tutors/senior buddies discussed the value of morals such as truthfulness, righteousness and kindness etc. and guided them to remain away from drugs.
10. Feedback from different stakeholders to be arranged.	10. Feedback was taken from students and parents about teaching and infrastructure of college. It was analyzed and acted upon.
11. Alumni record to be maintained.	11. The respective committee members maintained the record of the alumni.
12. Placement cell to be made active, advertisements/employment notices to be put on notice board.	<p>12.a) Verbac India limited visited college on 27-12-2018 for placement drive . 41 students appeared before them out of which 07 got selected.</p> <p>b) IOL Pharmaceutical and Chemical Limited visited college on 29-5-2018 for placement drive. 38 students appeared before them out of which 06 got selected.</p> <p>c) A few students of B.Sc. final were sent to Wipro, Pharmaceutical Industry for job interview and 01 got selected.</p>

\* Attach the Academic Calendar of the year as Annexure. I -attached with

2.15 Whether the AQAR was placed in statutory body      Yes ☒ No ☐

Management ☐ Syndicate ☐ any other body ☒

Provide the details of the action taken

AQAR is placed before college council under the chairmanship of the Director/Principal of the college and it is then forwarded .

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	2	-	-	-
UG	2	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	<b>4</b>	<b>-</b>	<b>-</b>	<b>-</b>
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1.M.Sc. Botany 2.M.Sc Chemistry 3.B.Sc. (Medical and Non-medical)
Trimester	--
Annual	---

1.3 Feedback from stakeholders\* Alumni ☒ Parents ☒ Employers ☐ Students ☒  
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

*\*Please provide an analysis of the feedback in the Annexure II*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Reshuffling of syllabus of M.Sc. Botany was done. Paper- Genetics and plant breeding was shifted from Semester III to semester IV and Paper-Cytogenetic was shifted from Semester IV to semester III

1.5 Any new Department/Centre introduced during the year. If yes, give details.

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Part-timers
11	1	7	-	03

2.2 No. of permanent faculty with Ph.D.

1

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	6							-	6

2.4 No. of Guest and Visiting faculty and Temporary faculty

21 Guest

-

## 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	4	14	8
Presented papers	-	6	-
Resource Persons	-	-	-

## 2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Emphasis was made to impart quality education to enable them to compete in the global world.
- Renowned Scientists were invited to campus to provide opportunity to the students to interact and motivate the students
- The college organized Seminars/ Conferences/ Symposia/ Workshops/Educational tours to increase the horizon of knowledge of the students.
- Power point presentations, OHP, Visual Charts, and Models are used in teaching in addition to black board teaching.
- Assignments are given to students to help them to gain in depth knowledge of the topic.
- Group discussions
- Quiz
- Teaching with audio-visual aids.
- Bright students adopt weak students and help them to improve.
- Motivational lectures.
- Senior students in the hostel help the junior students and act as mentors.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

We follow Panjab University, Chandigarh norms.

2.9 No. of faculty members involved in curriculum Restructuring / revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

1

2.10 Average percentage of attendance of students

79.82

## 2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared/ passed	Division				
		Distinction% above 80%	I %	II %	III %	Pass %
B Sc. Med Semester I	58/27	1.72	17.24	18.96	8.6	46.55
B Sc. Med Semester II	47/28	14.89	29.78	14.89	Nil	59.56
B Sc. Non Med Sem. I	124/60	2.42	16.13	19.35	10.48	48.39
B Sc. Non Med Sem. II	108/59	8.33	37.96	8.33	Nil	54.63
B Sc. Med Semester III	45/33	Nil	47.6	23.8	Nil	73.33
B Sc. Med Semester IV	43/35	13.95	67.44	Nil	Nil	81.39
B Sc. Non Med Sem. III	111/85	3.6	35.51	24.3	11.71	76.57
B Sc. Non Med Sem. IV	106/79	12.26	49.05	12.26	Nil	74.53
B Sc. Med Semester V	57/52	8.77	50.0	26.79	5.26	91.22
B Sc. Med Semester VI	57/55	6.38	85.10	4.25	Nil	95.73
B Sc. Non Med Sem. V	125/93	5.6	39.2	16.0	13.6	74.4
B Sc. Non Med Sem. VI	123/103	9.0	49.0	15.0	Nil	73.0
M Sc.BotanySemester I	41/36	19.51	53.65	14.63	Nil	87.8
M Sc.BotanySemesterII	40/32	10.0	62.5	7.5	Nil	80.0
M Sc.BotanySem. III	40/39	Nil	84.21	13.16	Nil	97.5
M Sc. Botany Sem. IV	40/33	4.8	75.6	4.8	Nil	82.5
M Sc.ChemistrySem. I	45/39	4.44	80.0	2.22	Nil	86.66
M Sc.ChemistrySem. II	45/43	2.94	91.18	Nil	Nil	94.12
M Sc.ChemistrySem. III	42/39	2.38	79.31	6.89	Nil	92.85
M Sc.ChemistrySem. IV	42/39	5.12	92.30	2.56	Nil	100

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Following activities were carried out regarding the teaching and learning process

- IQAC also encourages faculty members to organise/ attend programs like workshops ,Extension lectures ,seminars and conferences to provide a platform to the students to interact with the renowned personalities.
- The teachers are requested/ suggested to conduct the class tests on completion of particular unit. These tests become instrumental in monitoring the students in their respective course work.
- The teachers are requested to listen to the problems of the students humbly and provide necessary help and encouragement wherever possible.
- The teachers are asked to provide additional consultation and time to weak students to encourage them to overcome their drawbacks.
- The teachers are instructed to give extra time to the weak students to rouse their interest in the subject.
- Frequently visiting the classes to collect the suggestions of the students and overcome the difficulties being faced by them.
- IQAC also collects the needs of Lab equipments and other requirements and shared with head of institution.
- Projects are also allocated to a good number of students at UG and PG level to inculcate research aptitude .
- Seminars are given to the students of UG and PG for improvement of communication skill.
- The teachers are asked to use innovative teaching techniques like
  - i)MIPS ( for life sciences botany and zoology) ii) PPTs iii) OHP iv) MODELSThese techniques are used for better understanding of subject matter
- By conducting academic audit through interaction with all the faculty members and students.
- IQAC makes arrangement for feedback from students regarding the methodology of teaching and quality of teaching learning process. this feedback enhancing the effectiveness of teaching.
- IQAC also encourages faculty members to organise/ attend programs like workshops ,Extension lectures ,seminars and conferences to provide a platform to the students to interact with the renowned personalities.
- Feedback is taken from the Stakeholders, analysed and acted upon.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange Programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	1 National conference and 1 Workshop were organised and 9 Faculty members benefited.
Others (College Software Training)	31 Faculty and 3 office Staff members

### 2.14 Details of Administrative and Technical staff

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
Administrative Staff	2	3	-	-
Technical Staff	SLA=3 JLA=1	3 8	- -	- -



## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- The IQAC has motivated the teachers to formulate projects, attend conferences/workshops etc. and research papers for journals. To sensitize and encourage the faculty as well as students for research, interactions with eminent researchers are held
- TA/DA is given to teachers and students for attending seminars / conferences. These facilities are made obligatory for all those attending research related activities.
- Basic Lab facilities like chemicals, glassware and instruments are provided to the teachers out of STAR COLLEGE SCHEME grants to carry on research.
- Senior teachers guide the different faculty members to take up the small projects for the UG and PG Students to inculcate the research aptitude in them. The faculty members allot projects to the students and guide them in every possible way to make their mind research oriented.
- The students are also encouraged to attend national conferences and other research related activities.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on research publications:

	International	National	Others
Peer Review Journals	1	-	-
Non-Peer Review Journals	-	1	-
e-Journals	-	-	-
Conference proceedings	-	-	-
*			

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	53Lakhs received from DBT Under Star College Scheme			
Total	-	-	-	-

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

### 3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	-	-	-
Sponsoring agencies	-	DBT	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

1

3.13 No. of collaborations

International

-

National

-

Any other

-

3.14 No. of linkages created during this year

Nil

3.15 Total budget for research for current year in lakhs:

From funding agency

-

from Management of University/College

-

Total

-

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

-

-

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

	University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>		<input type="text" value="-"/>

3.22 No. of students participated in NCC events:

	University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>		<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

	University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>		<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

	University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>		<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum  College forum

Total activities=24

1 National conference, 1 Workshop, 6 tours and 16 non academic activities.

NCC  NSS  Any other

### 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility,

#### **Extension activities:**

1. International Yoga Day was celebrated in the college on 21-06-2017.
2. An assembly of new students was held in the college on 24-07-2017 to acquaint the students with the rules and regulations of the college.
3. Voter awareness camp was organised on 28-07-2017 to make them aware of the power of vote.
4. Van mahautsav was celebrated on 12-08-2017 to make them aware of importance of plants.
5. Independence day was celebrated in the college in which 200 students participated.
6. A program on Road Safety was organised in the college in association with the local traffic police to make students aware of the traffic rules on 1-9-2017.
7. Swachhta Panderwada was observed in the college from 1-9-2017 to 15-9-2017.
8. To create awareness regarding the Legal rights of women, three day program was organised in the college. On 4-1-2017, a multiple choice written test was conducted in which nearly fifty students appeared. At the next stage, speech competition was held on the given topic. A lecture was delivered by lecturer Mr. Shiv Kumar Dogra, P.U. Regional centre, Ludhiana on 13-11-2017 .
9. Unity Day was celebrated in the college on 13-11-2017. All the students and staff members took oath of unity.
10. Different programs on drug de addiction were organised in the college. The DAPO Program and Buddy Program as started by Govt. of Punjab were launched in the college on 16-1-2018. An Inter college speech competition was organised on 26-3-2018 in which eight teams of various colleges participated.
11. Republic day was celebrated in the college in which 200 students participated.
12. 4 Students participated in the Distt. level competitions on voter's day at Ludhiana and bagged two prizes and one consolation prize on 25 -1-2017.
13. Mother Tongue day was celebrated in the college on 26-02-2018 in which 7 students participated.
14. Sports meet was organised in the college on March 9-10,2018 in which 200 students participated.
15. The renowned painter, Dr. Sidharth addressed students on 21-03-2018 in the program, 'Art for Science students.'
16. Convocation was organised in the college on 07-05-2018 to award degrees to the eligible graduates.

#### **Following public awareness programmes were held by the institute**

1. N.S.S. volunteers of college created awareness among the masses regarding cashless payments and told them about the use of swipe machines.
2. Students went to school for disabled children to spend quality time with them.
3. The college students went to Leper's home and distributed necessary articles to them.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	42 acres	-	-	42 acres
Class rooms	10+2(under construction)	-	-	10+2(under construction)
Laboratories	12+2(under construction)	-	-	12+2(under construction)
Seminar Halls	1	-	-	1
No. of important equipment's purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others (Renovation of laboratories, Bathrooms and Toilets of Girls Hostel, etc.)	-	1,36,861Lakhs	PTA	-

#### 4.2 Computerization of administration and library

- Library of the college has been computerized. Library also provides access to e-books and e-journals through INFLIBNET.
- The college has fully computerized administrative block. Computerized records of registration and admissions of students are kept. The Process of student's fee collection, fee concession and scholarships is also computerized.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	16791	-	15	9382/-	16806	-
Reference Books	370	-	-	-	-	-
e-Books	-	-	-	-	-	-
Journals	22	-	3	nil		-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
INFLIBNET.	-	-	-	5900	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Class rooms	Office	Departments				Other House Exam
						Bot	Zoo	Chem	Phy	
Existing	44	1(Computer Lab)  20 computers	10bsnl dialup (7-512vpn  3-2048vpn )	8	4	3	2	4	2	1
Added	-	-	-	-	-	-	-	-	-	-
Total	44	1	-	8	3	3	2	4	2	1

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology

Up-gradation (Networking, e-Governance etc.)

All the departments, director office, administrative office, library computer laboratory and hostel are equipped with computers and internet facilities. The college has BSNL Wi-fi connection covering almost entire campus. The faculty members encourage and train students to make use of ICT facility for delivering seminars and presentations.

Computers are available for internet access to the students in the Computer lab. Computer knowledge is imparted to students of PG in regular classes. Faculty members were given training of college software in the beginning of session.

#### 4.6 Amount spent in Rupees:

i) ICT	5, 84,405/-
ii) Campus Infrastructure and facilities	2, 48,010/-
iii) Equipments	Nil
iv) Others	4, 17,297/-
<b>Total:</b>	<b>12, 49,712/-</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The Director/IQAC/Conveners of the committee have developed a mechanism to make students aware of the various services available for students support. College Prospectus also become the medium for providing information about detail of student support services. Following functional cells of the college provide proper guidance and support to the students. The detail of all the schemes is given in the prospectus to make them aware of them. In the beginning of the session, Assembly of students and parents is held to inform them of the various schemes available in the college for their welfare. In this assembly, the convenors of various committees tell them about the procedure to be adopted to take benefit of these welfare schemes. Notices are put up on the notice board from time to time for the information of students. The following committees work in the college to provide student support services.

- Anti-Ragging /Discipline committee.
- Red Cross and first aid cell.
- Career Guidance and placement cell
- Photostat facilities.
- Book bank for economically weak students.
- Grievance Redresses cell.
- Scholarships committee
- Remedial coaching committee
- Equal opportunity cell
- Fee concession committee.
- Students Aid fund and Teachers' fund to help the poor and meritorious students
- Sexual Harassment cell/ Women Forum.
- Functions are organized for the holistic growth of students.
- The college organizes talks with the experts to enrich the experience of students.
- Buddy system has been introduced and students were made aware about the menace of drug addiction and abstain from drugs.

#### 5.2 Efforts made by the institution for tracking the progression

Under the guidance of IQAC, a committee has been formed to track the progression of students. The Placement cell members collect the information of college students and alumni by phone call or other means and maintain a record of students who have passed out. The information of their progression to further studies and employment is collected.. Tracking of record has revealed that a great majority of under graduate students after completion of graduation prefer to join PG courses in different institutes. A large number of students have joined teaching as their profession. It has also been recorded that after completion of PG from this institute, most of the students wish to join jobs while a few join research after qualifying NET. Some of our students have also joined higher studies abroad. Alumni meet is also organized every session and thus the record is made available. Students also share their progression on social networking platforms of the institution



### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
573	168	--	--

(b) No. of students outside the state

21

No. of international students

NIL

Men	No	%
	168	22.67

Women

No	%
573	77.32

Last Year 2016-17						This Year 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
473	188	nil	158	nil	819	408	161	nil	172	Nil	741

### Demand ratio

Class	Seats Available	No. of applications	Demand Ratio
B.Sc. I Medical	80+5 additional	148	1::1.74
B.Sc. I Non-Medical	160+5 additional	265	1:1.6
M.Sc. I (chemistry)	40+5 additional	184	1:4.0
M.Sc. I (Botany)	40+5 additional	129	1:2.86

Dropout % =12.15

### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The students of U.G. appear in the tests for admission to P.G. courses at different universities whereas the students of P.G. has to appear in the NET examination. Teachers remain in contact with the students daily and keep them updating with different types of competitive examination such as state service commission, UPSC and national eligibility test for research and lectureship. They also guide them from time to time regarding vacancies in police departments, banks, schools and colleges of the state. Students are free to discuss any problem or doubt with the subject teacher.

No. of students beneficiaries

### 5.5 No. of students qualified in these examinations

NET	1	SET/SLET	-	GATE	1	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

### 5.6 Details of student counselling and career guidance

The career counselling and placement cell provides information to the students regarding various job opportunities available for them. Notices and important advertisements regarding the employment, higher education and competitive exams are displayed on the notice board of the college from time to time. Mr. Jatinder Singh, convener of career guidance cell, provided information to the students regarding the preparation of competitive exams.

No. of students benefitted

Seventy nine students participated in placement drive and fourteen got selected. Many students availed guidance

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	41+38	07+06	01

### 5.8 Details of gender sensitization programmes

Students in Girls' hostel are often addressed by the senior teachers of the college and need based lectures are also arranged for students on moral education and gender sensitization programs. Under the guidance of IQAC, Women Forum has been established in the college. All the female staff members and girl students are the members of women forum. The girl students are free to discuss their problems with the female teachers of the forum. This practice has shown an increase in the confidence level of the students. In Tutorial periods, the teachers provide guidance to the students about importance of morals in life. To create awareness regarding the Legal rights of women, three day program was organised in the college. On 4-1-2017, a multiple choice written test was conducted in which nearly fifty students appeared. At the next date, speech competition was held on the given topic. A lecture was delivered by lecturer Mr. Shiv Kumar Dogra, P.U. Regional centre, Ludhiana on 13-11-2017.

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	Nil	Nil
Financial support from government	<b>67</b>	8,16,999/-
SC	<b>16</b>	1,64,641/-
BC	<b>71</b>	Directly credited to their account by Govt.
Minority	<b>05</b>	Directly credited to their account by Govt. Nil
Inspire Scholarship	<b>Nil</b>	
State Merit		
Financial support from other sources (Teachers' Fund)	12	34,000/-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level   
Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_NIL\_\_

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**VISION**

- To impart high quality education in science to produce professionals of national and international repute, development of overall personality and inculcate the element of humanity so as to make them outstanding global citizens.
- Preservation of culture and heritage of India by organising cultural /extra-curricular activities.
- To ensure equity in higher education by providing adequate opportunities to under- privileged sections of society.

**MISSION**

The adage, ‘do not limit your goals up to your abilities rather raise your abilities up to your goals’ clearly illustrates our mission “**TRANSCEND**” as carved on the logo. We are fully committed to train our students to achieve their goals by

- Providing high quality education and to make them sincere, honest, responsible and progressive citizens.
- Developing a feeling of social responsibility among the students by conducting various awareness programmes.
- Serving society by producing talented teachers, research scholars and good human beings through development of mind and knowledge.

## 6.2 Does the Institution has a management Information System

The college has developed partial management system. In this era of globalization, it has become essential to upgrade so that information is provided to the majority of people. The college has started User management module, student admission module, student fees, student and parent login, result module,, Teacher insertion module,, Attendance student, Alumni, CMS, SMS/emails alert, Library, Hostel, Update log ,Reporting module for the effective management information.

## 6.3 Quality improvement strategies adopted by the institution for each of the following:

### 6.3.1 Curriculum Development

Dr. Surjit Singh, Head, Post Graduate Dept. of Botany is a member of Post Graduate Board of Studies of Botany .The process of Development and designing of curriculum is carried out by the university; however, views of the college teachers are put forward to the university through the members of Board of studies.

### 6.3.2 Teaching and Learning

- In addition to Chalk and Talk method of teaching, modern means of teaching have been introduced.
- Teaching through PPTs , MIPS
- Smart class rooms to make teaching still more interesting and effective.
- The internet facility is provided to all the departments.
- Facility of departmental libraries.
- Extensive use of internet downloading of study material by both teachers and students.
- Generation of SOPs and Lab manuals for the students
- Extension lectures by visiting faculty, seminars by students
- Participation of students in seminars/workshops/symposia and conferences.
- Participation of Students in group discussions in classes
- Assignments.
- Feedback from students is taken which helps to improve the class room teaching in future.
- Departmental level seminars for enhancing their analytical power and knowledge.

### 6.3.3 Examination and Evaluation

The knowledge of the students is evaluated by class tests, snap tests, class discussion, seminars and assignments. The teachers award the assessment to the students on the basis of class tests, assignment, projects and attendance. The semester end examinations are conducted by Punjab university, Chandigarh. Overall performance is judged from the performance in the semester examination by the university.

#### 6.3.4 Research and Development

In order to develop scientific temper and research culture and aptitude among students, institute organizes

- Workshops at college level where students get opportunities to interact with eminent research scholars of the subject.
- Students are taken to research Labs/Universities to interact with research scholars and to expose them to the nature of research being carried in these labs.
- Eminent scientists are invited to the institute to deliver lectures based upon their field of research in addition to advanced general topics.
- Research activities like survey of college campus for occurrence of different species of plants are undertaken by the Botany department.
- Laboratories are well equipped with sophisticated and latest instruments.
- Students at PG level are advised to qualify UGC-NET.
- Minor research projects are allotted to students by all the departments to inculcate research aptitude in them.
- Teachers take part in conferences and present their papers either in conference's proceedings or publish in journals. They also encourage their students to take up dissertations.
- Mr. Vipour Singh, a student of M. Sc. Botany presented a paper in National Conference held at Shri Guru Granth Sahib University on "An Account of Vegetation growing in campus of Sanmati Govt .College of Science Education & Research, Jagraon" with Dr. Surjit Singh, on March16-17,2018

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- i. Library: The College has a main library and 5 fully functional departmental libraries, having 167806 of books and 22 types of journals, 13 types of magazines, 13 news papers. There is also a facility of N- List programme under INFLIBNET, where the students can have an access to all kind of reference material online.
- ii. ICT/ Physical Infrastructure: The college has 10 class rooms (2 smart rooms, 1 virtual class room, 7 semi smart rooms), 12 laboratories (out of which 4 laboratories are provided with projectors), 1 seminar hall (well equipped with projector), 1 computer lab cum UGC network resource centre, 1 girls' hostel (with internet facility), 1 well maintained botanical garden hoisting more than 300 plant species belonging to different flora and grown in a systematic manner.
- iii. Instrumentation. The college library is partially computerized. All the teaching departments have internet access to augment the knowledge of students and teachers and also to help the students to fill scholarship forms, examination forms and help the staff in day to day work given by the university/ DPI. Administrative office and accounts office is also fully automated.

### 6.3.6 Human Resource Management

- The college administration has created various offices such as Registrar, College Bursar and various committees like Hostel committee, extracurricular committee, and Scholarships committee. Building and electrical works committee, Sexual harassment cell, Discipline committee, Equal opportunity cell etc. (Nearly 35 committees) for the smooth functioning of college. All the faculty members are part of these committees.
- The college director holds regular formal and informal staff meetings and motivates staff for sincerely performing their duties and responsibilities and doing justice to their jobs.

### 6.3.7 Faculty and Staff recruitment

- The permanent faculty is recruited by PPSC as per eligibility conditions laid down by UGC.
- Guest faculty is appointed in the beginning of the session as per the guidelines laid down by Government of Punjab/ DPI (Colleges), Punjab.
- Casual labour is managed for lab/ field work on DC rates as and when required

### 6.3.8 Industry Interaction / Collaboration

At present, our college has interaction with the VERBAC, Pharmaceutical Limited and I.O.L. Pharmaceutical and Chemical Limited. The VERBAC Company visited our college on 27-12-17 for on-campus placements. 41 Students of our college participated in the placement drive and seven students got selected after the final round. The IOL Company visited our college on 29-5-2018 and 38 students of our college participated and 6 students got selected.

We plan to interact with more companies for industry visit /field visit.

### 6.3.9 Admission of Students

Students are admitted to UG courses purely on the basis of merit and in PG on the basis of combination of entrance test conducted by Panjab University, Chandigarh and academic record. The college prospectus is uploaded on the website. The college has developed a registration module for admission. The students register themselves for admission to various courses at our college online. Tentative merit list is displayed on the website. Students deposit the fee online. Separate admission committees are constituted to make admission process smooth and transparent.

#### 6.4 Welfare schemes for

Teaching	House Building loans from nationalized banks Pension scheme
Non teaching	<ul style="list-style-type: none"> <li>• House Building loans from nationalized banks .</li> <li>• Loan out of PTA fund.</li> <li>• Wheat loan.</li> <li>• Festival loan.</li> </ul>
Students	<ul style="list-style-type: none"> <li>• Student aid fund.</li> <li>• Free books to meritorious but poor students.</li> <li>• Special coaching to weaker students.</li> <li>• Bus Pass Facility</li> <li>• Scholarships from Govt. and Non- Govt. sponsored.</li> </ul>

#### 6.5 Total corpus fund generated

Name of Fund	Balance as on 31-3-2017	Received Amount	Expenditure	Balance as on 31-3-2018
State Govt. Budget	NIL	<b>3,57,57,000/-</b>	<b>2,68,02,471/-</b>	<b>NIL</b>
Students Fund	29, 26,893/-	<b>8,78,507/-</b>	<b>2,71,040/-</b>	<b>35,34,360/-</b>
PTA	9,68,901/-	<b>9,19,0226/-</b>	<b>67,38,525/-</b>	<b>34,20,602/-</b>
RUSA	NIL	NIL	NIL	NIL
UGC	NIL	NIL	NIL	NIL

6.6 Whether annual financial audit has been done Yes

☒

No

☐

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Technical progress report analysed by DST , New Delhi	Yes	IQAC/ College council
Administrative	No	-	Yes	Director of the college



6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes      Yes      ☐      No      ☒

For PG Programmes      Yes      ☐      No      ☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

The meetings of alumni association are held from time to time .They are actively involved in the development of college. Many of them have genuinely contributed for the up-gradation of the college. The alumni working in higher institutes encourage the students to visit them to inculcate their mind towards research.

6.12 Activities and support from the Parent – Teacher Association

The Parent Teacher Association is formed in the beginning of session. The president, vice president and treasurer of the association are elected unanimously for the session. All kind of expenditure from PTA fund is done with the approval of association. The approval of expenditure of previous session is taken from the parent teacher association and the expected Budget of the new session is put forward for their approval. The association is a valuable asset. PTA has spent money in meeting up institutional requirements like salaries of teachers, class IV employees, repair of building etc. and organisation of college functions.

Support from the Parent – Teacher Association

Salary of Guest faculty teachers	Rs.28,70,784/-
Salary of Class IV Employees	Rs.780,865/-
Prize Distribution/Convocation/Sports Meet	Rs.85650/-
Repair of Building, water coolers, RO,	Rs.136,861/-
Maintenance of Computer, Photostat Machine	Rs.26,615/-
Generator-Repair and Diesel	Rs.84534/-
BSNL dial up Connection	Rs. 584405/-
Miscellaneous	Rs. 65352/-
Total	Rs.48,95,066/-

#### 6.13 Development programmes for support staff

- 1.To encourage and motivate support Staff , they were given the training of computer and how to handle the equipments, chemicals etc. They participate in many activities like Independence day celebration, Prize distribution, sports day etc.
2. Professional development is as per the rules and regulations of Govt. of Punjab.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

Initiatives taken by the college are as follows:

- Use of Renewable Energy: We have planned solar water heaters for the girls hostel to replace geysers.
- Plantation Drive: NSS and Dept. of Botany involve the staff and students to participate with full enthusiasm in plantation drives every year.
- Hazardous waste management: The students in the college wear lab coats while performing experiments in the Chemistry labs. Use of extremely hazardous chemicals is avoided.
- Cleanliness drive: was undertaken by the students along with the NSS volunteers under the Swacchh Bharat Abhiyaan,
- Zero Waste Campus: compost pits and vermin-compost pits have been constructed.
- The use of incinerators to help in maintaining hygiene.
- Botanical garden is maintained properly.

### Criterion – VII

#### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- A National Conference was organised in the college to provide opportunity to the students to interact with the renowned scientists and update their knowledge.
- A state level workshop was organized in the college in which renowned scientists in the field of Botany delivered lectures to the students. Students were highly influenced by Dr.Neera Garg and their team..
- Dr. Manjit Singh ,Director Terminal Ballistics Research laboratory,Chandigarh turned out to be one of the best Speakers to impress the students of the college through his talk .
- Dr.Sidharth, a renowned painter addressed the students on’’Art for Science Students.”
- Students were given information about the rights through a program , ‘Legal Rights of Women ‘.Prof. Shiv K.Dogra enlightened the students about legal rights.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

During the session, IQAC took all the necessary initiatives to provide quality science education to the students and emphasized on their holistic growth. To achieve this aim, all the departments worked according to the plan of action decided beforehand and ensured sincere adherence to it. Following initiatives were undertaken to maintain quality during this session.

- Equipments, Books, Chemicals and Glassware were purchased.
- 1 National conference and 1 Workshop were organised.
- Lectures by the scientists were arranged.
- Academic tours were undertaken.
- 1 research paper was published in a Journal of International repute
- 1 Book was published in this year.
- 6 papers were presented in National conferences.
- Minor repair and renovation of the building was done.
- Under Swachh Bharat Abhiyaan, NSS units undertook cleanliness drives in campus.
- For creating awareness about environment protection the college initiated movement for polythene free campus.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Institution has a number of healthy practices aimed at the holistic development of the students and to make teaching and learning process more student centric. The following practices help in the all round development of the students as well as provide them opportunities to excel in their endeavours.

- To develop scientific skills.
- Women Empowerment.

**1. To develop scientific skills.**

**Goal:** Sanmati Govt. College of Science Education and Research. Jagraon was established in 1968 with a mission to impart quality Science Education to the semi urban youth. To realize our mission, we have started this practice of inviting renowned personalities/scientists in the college to nurture scientific attitude in the students of the college and orienting them towards research.

**Context:** As our college caters to the needs of the semi –urban youth this practice was highly desired. The semi urban youth need exposure to the outer modern global world. Feeling the need to provide those opportunities where they can get a chance to upgrade their knowledge along with interacting with the renowned personalities from the prestigious institutions, this practice was initiated under the able guidance of director. This practice facilitates their academic growth and acquaints them with the latest concepts.

**Practice:** Scientists from different fields are invited in the college who enlighten the students with their knowledge and experience. This helps in enriching their knowledge and clearing their

misconceptions related to the subject. The scientists also help the students and faculty members to understand recent developments in the field of science. The students are also taken to research institutes for practical demonstrations and to expose them to the variety of techniques being used in these institutes. During this session, students got the opportunity to meet number of scientists, to name

Dr.Arneet Grewal  
Dr.P.K.Patti  
Dr.GeetikaSarhandi  
Dr.R.C.Gupta  
Dr.Avinash Nagpal  
Dr.J.I.S.Khattar  
Dr. Neera Garg  
Dr. M I S sago  
Dr. Devinderpal Singh  
Dr. Felix Bast  
Dr. U C Banerjee  
Dr. Parmjeet Kaur Cheema  
Dr. Manruchi Kaur

**Evidence of success:** The interest of the students in the subject increased after interaction with the visiting scientist and research institutes. As majority of our students belong to the rural areas, they have to face many problems like poverty and lack of transportation resources. But after such an interaction with the renowned personalities they were motivated and encouraged and number of them joined post graduate courses.

**Problem encountered and resourcesrequired:**Being a government institute, it is managed by grants from different funding agencies like DBT, UGC and state council for carrying out such activities in the college. PTA fund is also used in case of shortage of funds.

## **2. Women empowerment :**

Our college has always provided safe and congenial atmosphere to the girl students. We have more girl students than boys in the college. Every effort is made to encourage and empower them by the college staff.

### **Goals:**

- To make them aware of their rights and identity.
- To prepare them for facing the challenges of life.
- To eradicate the evils from the society like female foeticide, dowry system.
- To address their problems by providing counselling.

**Context:** The majority of the girls belong to semi urban middle class families who still believe in the submissiveness of women. It becomes our responsibility to develop confidence in them and to prepare them for changing this attitude in every day life.

### **Practice:**

**Women forum** has been established in the college with the aim of empowering students and teachers. Lectures by dignitaries and other competitions are organized to make them aware of issues related to them. To accomplish this purpose Poster making, Speech competition etc are organized to create awareness. Lectures by renowned personalities and director also encourage them to rise in life. The international women's day was celebrated in the college in which renowned female personalities were invited to motivate the students to rise in life. On this occasion, Mrs. Gurpreet Kaur, (Zoologist) , Mrs. Kanwaljit Kaur(motivational speaker) delivered a talk to the students.

**Sexual harassment prevention cell** :The college has also established Sexual harassment prevention cell to provide safe and healthy environment to the girls students and female teachers. Till date , no case has been reported to this cell.

**Evidence of success:**The girl students became aware of their legal rights and were motivated to achieve higher aims in life. The students who felt shy during interactions were encouraged to become bold and active after these such kind of programmes. They discussed their problems and issues with the female members of the women forum and were provided with all the necessary guidance.

**Problem encountered and resources required:** Funds are managed by making collection from the students of the forum the expenditure is borne by this fund raised from students. The PTA fund was used to organise such programmes for the upliftment of the girl students of the college.

#### 7.4 Contribution to environmental awareness / protection

- Being science students, our students are already aware of environmental protection. Panjab University, Chandigarh has introduced 'Environmental Education' as a compulsory subject at the undergraduate level. It is mandatory to clear this paper for getting the degree.
- Different topics related to the environment are given to the faculty members for discussion with the students.
- Celebrating Special Days: For sensitizing the students towards environment protection, we celebrate different days like Environment Day, Earth Day, Van Mahoutsav and Ozone day in the college. Competitions like declamation contest, Poster making, chart making and quiz competitions are hosted related to the importance of the day.
- NSS volunteers and Staff participate with full enthusiasm in plantation drives every year. 100 plants were planted during the session. Renowned personalities are requested to plant saplings in the botanical garden from time to time to create

7.5 Whether environmental audit was conducted?      Yes ☒ No ☐

Note. The college campus is spread over 42 acres and harbour thousands of plants and large lush green highly maintained lawns in addition to botanical Garden so formal audit is not felt.

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

**Strengths:**

- Our obedient, disciplined and diligent students are our strength who work sincerely to bring laurels to the institute by securing high percentage in UG and PG examinations which are always above the university results.
- It is the only Government college in Panjab having Star Status by the DBT, Govt. of India.
- Only Government Science College in Northern India devoted to impart education of high quality exclusively in science subjects to the students hailing mainly from rural background and economically weaker sections of the society and minorities.
- Eco- friendly, lush green sprawling campus spread over 42 acres in which thousands of plants are growing.
- Botanic Gardens having more than 200 species of plants spread over 5 acres.
- Highly dedicated and motivating staff.
- Cooperative technical staff.
- Safe environment for girl students.

**Weaknesses**

- Deficient in qualified regular teaching, non-teaching and ministerial staff
- Lack of research oriented infrastructure
- A few collaborations with industrial units.
- A few research projects undertaken by the faculty.
- No new degree enrichment programme was started.

**Opportunities**

- After completion of UG degree most of the students prefer to join PG courses in Universities and leading colleges including their alma mater.
- A good number of them also join professional degrees like B.Ed. for early settlement in life.
- Interaction with the industry of Punjab to create job opportunities for students.
- After completion of UG and PG courses from the college, a good number of students pursue research in universities/ leading institutes of India and abroad.

**Threats:**

- Shortage of funds.
- Vacant posts at teaching, administrative, non-teaching, and class IV level.
- To link existing curriculum to the changing needs of the society.
- To prepare students for self-employment and skill development.
- To impart value added education to the students

8. Plans of institution for next year

To apply for infra structural grants to Government of Punjab.

To apply for developmental grants under UGC.

To undertake educational tours and invite eminent scientists for extension lectures.

To hold more social outreach programmes .

To start activities which are productive academically, culturally and socially.

To celebrate different days in campus.

To make campus green and highly eco-friendly.

To hold workshops / quiz / science fair for students.

Faculty will be encouraged to apply for financial assistance from the out sources for organizing Seminars/ Conferences/ Workshops and research projects.

Name: MRS. SUMEDHA SYAL

Sumedha Syal

Signature of the Coordinator, IQAC

Name: SH. GURCHARAN SINGH

Gurcharan Singh

Signature of the Chairperson, IQAC



### Annexure I

## **ACADEMIC CALENDAR 2017 -2018**

### **(SEMESTER SYSTEM)**

#### **1<sup>ST</sup>, 3<sup>rd</sup> & 5<sup>th</sup> Semester**

Academic Term-I	22-07-2017 (Saturday) to	29-09-2017(Friday)	57 Days
Autumn Break	30-09-2017 (Saturday) to	09-10-2017 (Monday)	10 Days
Academic Term –I (b)	10-10-2017 (Tuesday ) to	01-12-2017 (Friday)	42 Days

**Total Teaching Days of Academic Term –I = 57+42= 99 Days**

End semester examinations	02-12-17 (Saturday) to	21-12-2017 (Thursday)	17 Days
Winter Break	22-12-2017 (Friday) to	07-01-2018 (Sunday)	17 Days

#### **2<sup>nd</sup>, 4<sup>th</sup> & 5<sup>th</sup> Semester**

Academic Term-II	08-01-2018 (Monday) to	10-05-2018 (Thursday)	96 Days
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**Total Teaching Days of Academic Term –II = 96 Days**

End semester examinations	11-05-18 (Friday) to	01-06-2018 (Friday)	19 Days
Summer Vacation	02-06-2018 (Saturday) to	08-07-2018 (Sunday)	37 Days

**Total Teaching Days of Academic Term I & II = 99+94= 195 Days**

### Annexure II

## **Report On Student and Parents Feedback**

The feedback questions covering all aspects of the college like the faculty, curriculum, extracurricular activities, infrastructure and NSS etc. were included in the form.. The students were asked to indicate the degree of agreement on the scale of ranging one to five. Higher score indicating strong agreements. A brief summary of feedback received is recorded below:

- **Curriculum, Teaching, Learning and Evaluation:**

Students showed their satisfaction with the teaching and learning process. They affirmed that they cover the syllabus well on time. Most of the students registered a score of four and five range.

They expressed their satisfaction about the condition of lab apparatus and chemicals etc. Students



showed their satisfaction over the transparency in internal assessment. They demanded more innovative teaching methodologies.

- **Infrastructure:**
- **Library:**  
Departmental libraries are equipped with large number of books and students are also contented with the Xerox facility.
  - **Playgrounds:**  
Students demanded maintenance of playground.
- **Canteen:**  
Students wanted improvement in the canteen facilities.
- **Toilets and Water Facility**  
Majority of students were satisfied with the water and toilet facility in the campus.
- **Medical Facility**  
Students are happy with medical facilities being provided to them.
- **Computer and Internet Facility:**  
Students demanded better computer and internet services in the campus and hostel.

### **Parents Feedback**

- Parents expressed their complete satisfaction over the academic environment being provided to their wards in the college.
- They affirmed that the college emphasizes upon the holistic development of students.
- Parents demanded better mess facility in the hostel.
- **ALUMNI FEEDBACK**
- They feel strongly attached to their alma mater and expressed their desire to coordinate for its growth and development. Their suggestions and other inputs are taken on phone.
- **ALUMNI FEEDBACK**
- They feel strongly attached to their alma mater and expressed their desire to coordinate for its growth and development. Their suggestions and other inputs are taken on phone. They expressed their complete satisfaction with the teaching and other basic facilities provided in the college.

In conclusion, the satisfaction level can be graded as high in terms of infrastructure and academics. The feedback exercise has provided valuable inputs and threw spot light on areas where improvements are needed. To establish and maintain higher level of satisfaction within the students and parents, staff is making all efforts to provide better facilities needed for their welfare..

### **Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System

CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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