

Mehr Chand Mahajan
DAV College for Women
Sector 36-A, Chandigarh – 160036 (U.T.)

Annual Quality Assurance Report
2012-13

Submitted to
National Assessment and Accreditation Council
Bangalore

The Annual Quality Assurance Report (AQAR) of the IQAC

With a view to achieve the vision of MCM as a 'Total Quality Zone', the college has been following specific mechanisms for quality design and control:

- The IQAC has been constituted in the session 2015-17 (See Annexure I for constitution of IQAC).
- However, even before that, quality was being maintained through continuous assessment, monitoring and upgradation, in consultations with various academic and non-academic committees and Heads of Departments.
- The concerned faculty/Dean/ Head of the department is given an overall framework. Thereafter, the concerned faculty/committee works out the detailed quality parameters on its own.
- The college follows a set of innovative and healthy practices, which involve the faculty as well as the students.

AQAR for the year : 2012-13

1. Details of the Institution

1.1 Name of the Institution : MEHR CHAND MAHAJAN DAV
COLLEGE FOR WOMEN

1.2 Address Line 1 : Sector 36-A

Address Line 2

City/Town : Chandigarh

State : Chandigarh (U.T.)

Pin Code : 160036

Institution e-mail address : principal_mcmdavcollege@yahoo.com

Contact Nos. : 0172-2603355, 0172-2624921

Name of the Head of the Institution : Dr. (Mrs.) Puneet Bedi
Tel. No. with STD Code : 0172-2603355
Mobile No. : 9815758400
Name of the IQAC Co-ordinator: : Dr. Renu Bedi
Mobile No. : 9814007819
IQAC e-mail address : principal_mcmdavcollege@yahoo.com

1.3 NAAC Track ID : PBCOGN12690

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)*

1.5 Website address : www.mcmdavcw-chd.edu

Web-link of the AQAR: : www.mcmdavcw-chd.edu/iqac.htm

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	-	2006	5 years
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : 1st November, 2015

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR (i) – January, 2016
- ii. AQAR (ii) – January, 2016
- iii. AQAR(iii) – January, 2016
- iv. AQAR(iv) – January, 2016

1.9 Institutional Status

University	N/A	State	<input type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College		Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Autonomous college of UGC		Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)		Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Type of Institution :	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>			
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>			
	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>					
Financial Status	Grant-in-aid	<input type="checkbox"/>	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>					
	Totally Self-financing	<input type="checkbox"/>							

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Undergraduate:	BBA, BCA
Postgraduate:	MA (English, Economics, Psychology, Sociology), M.Com.
Diploma Courses:	PGDMC, PGDCA,

1.11 Name of the Affiliating University (*for the Colleges*) : Panjab University
Chandigarh (U.T.)

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

2. IQAC Composition and Activities : *Please refer ANNEXURE - I*

Since the IQAC had not been constituted, the AQAR had not been prepared in the stipulated format.

However, an Annual Report of the activities and achievements of the college in the session is furnished to the Managing Committee, New Delhi on an annual basis, for perusal.

Criterion – I Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes (Aided)	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	5	3	5	-
UG	4	1	4	-
PG Diploma	2	-	2	-
Add Ons	4	-		
• Advanced Diploma	3	-	3	3
• Diploma	3	-	3	3
• Certificate	4	-	4	4
Others	-	-	-	-
Total	21	4	21	10

Interdisciplinary	02	-	-	-
Innovative	1	-	1	-

1.2 (i) Flexibility of the Curriculum : Core & Elective options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	07 (MA English I, II, MA Sociology I, II, MA Economics I, MA Psychology I, M.COM I)
Annual	18 (BA I, II, III, B.SC I,II,III, B.SC MFT I,II, III, B.COM I,II,III, BCA I,II,III, BBA I, PGDCA, PGDMC)

1.3 Feedback from stakeholders*
(On all aspects)

Alumni

Parents

Employers

Students

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

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

Syllabus is revised periodically according to the guidelines of the Panjab University, with inputs on curriculum revision and suggestions which are directed through the representatives of Board of Studies from our college, to the university. Faculty members also participate in workshops regarding syllabi revisions and improvements.

1.5 Any new Department/Centre introduced during the year. If yes, give details.
No

Criterion – II Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
94	49	45	-	

2.2 No. of permanent faculty with Ph.D. : 41

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
3	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty : 48

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Total
Attended	15	45	-	60
Presented papers	14	49	02	65
Resource Persons	-	01	-	01

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

- To cater to the changing aspirations of students, new courses have been added.
- Students are exposed to and encouraged to use the new age tools like blogs, social media, TV and radio, movies, extensively to sharpen their creative and analytical skills.

- Students are motivated to step out from the safe confines of the College to the real world through field trips and industrial visits, to know how the knowledge is applied in reality.
- Street plays, performance, participation in socially relevant rallies or forming human chains or flash mobs, field visits to industry or other organizations—all bear a testimony to this.

2.7 Total No. of actual teaching days during this academic year : 182

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

- The college follows the examination norms as established by Panjab University.
- Students and parents are regularly informed about the performance of the students in the House examinations.
- As per the guidelines of Panjab University, the college has adopted a progressive change in the assessment procedure. Earlier it was solely on the basis of the marks secured in the house examination but now it is based on students' attendance, class participation, performance in House tests and research based assignments.

2.9 No. of faculty members involved in curriculum restructuring / revision / syllabus development as member of Board of Study/Faculty/Curriculum Development workshop : 10

2.10 Average percentage of attendance of students :
75 % approx (as per Panjab University rules)

2.11 Course/Programme wise distribution of pass percentage:
Refer ANNEXURE II

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

The Academic Council of the college systematically and regularly makes an assessment of the academic needs of the College and the students in terms of

- New courses / subjects to be introduced.
- New faculty to be recruited.
- Development of the existing faculty.
- Additions to the infrastructure, specially library.
- Student teacher ratio.
- Reforms in internal examinations.
- New norms and requirements of the bodies like Panjab University, DHE, UGC.

This **need analysis** is done through:

- Analysis of student's results.
- Reports of the departmental activities.
- Inputs given by various HODs/ Deans/ Convenors.
- Assessment of the societal changes.
- Directions given by the regulatory bodies.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefited</i>
Refresher courses	07
UGC – Faculty Improvement Programme	-
HRD Programmes	-
Orientation Programmes	08
Faculty exchange Programme	-
Staff training conducted by the university	03
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	02
<i>Others (Faculty Development Programmes within the college)</i>	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	50	02	04	27
Technical Staff	12	-	-	02

Criterion – III Research, Consultancy and Extension

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

- The research committee in consultation with the academic council of the college, promotes the teaching learning pedagogy where research based activities are knitted within the curriculum.
- The committee supports the publication of the annual journal – “New Horizons”, digitization of library, and wi-fi enabled campus to promote scientific temper in the college.
- The faculty members are encouraged to secure research grants and projects, recommend current themes and topics for lectures, seminars and workshops.

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	-	-	01	01 as Co-investigator
Outlay in Rs. Lakhs	-	-	-	2 Lakhs

3.4 Details on research publications

	International	National	Total
Peer Review Journals	16	19	35
Non-Peer Review Journals	-	06	06
e-Journals	11	01	12
Conference proceedings	01	04	05

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 (<i>other than compulsory by the University</i>)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published

i) **With ISBN No.:** 5
Chapters in Edited Books : 16

ii) **Without ISBN No. :** 00

3.8 No. of University Departments receiving funds from: Not Applicable

3.9 For colleges

Autonomy :
CPE :
Inspire :
CE :
DBT Star Scheme : 05 Departments*
Any other (Specify) :

**Star College Scheme : DBT Grant of 55 Lakhs from 2012-2015 to five departments (Physics, Chemistry, Botany, Zoology, Microbial and Food technology)*

3.10 Revenue generated through consultancy : None

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College	
Number	-	01	-	-	Panel Discussions	01
					Workshops	10
					Expert Lectures	13
					Seminars	-
					Total	24
Sponsoring agencies	-	ICSSR	-	-	-	

3.12 No. of faculty served as experts, chairpersons or resource persons : 01

3.13 No. of collaborations : None

3.14 No. of linkages created during this year : 06*

**Linkages with companies/institutes where student engage in summer/winter trainings and internships.*

3.15 Total budget for research for current year in lakhs :

From Funding Agency	From Management of University / College	Total
Govt of India		2,00,000/-*

*(*for the entire project / received in part as a Co-investigator)*

3.16 No. of patents received this year : None

3.17 No. of research awards/ recognitions received by faculty and research fellows

Total	International	National	State	University	Dist	College
03	01	01	01	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them : 1 Faculty and 5 Students

3.19 No. of Ph.D. awarded by faculty from the Institution : 1

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) : None

**3.21 No. of students Participated in NSS events:
University Level : 200 National Level : 2**

3.22 No. of students participated in NCC events: 6 at National Level and 110 at State Level

3.23 No. of Awards won in NSS: None

3.24 No. of Awards won in NCC: 1 at National Level and 24 at State Level

**3.25 No. of extension activities organized
College Forum : 31 NCC : 07 NSS: 09 Any Other : 15**

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

By MCM Rotaract Club (RID 3080)

- Donated Rs. 41,350/- to Jeevan Mukh Nishulk Vidhyalya including a Water Cooler worth Rs. 26,350/-
- Donated White boards and durries worth Rs. 5000/- to Kitabghar School in Bapudham Colony, Chandigarh.
- Donated Rs. 10,000/- to the PGI Poor Patients' Welfare Fund.
- Celebrated Independence Day at Mother Teresa Home for Orphan Children, Sector 15, Chandigarh.
- Sensitized youth on World Mental Health Day.
- Fund Raiser Dandiya Night celebrated.

MCM NSS Club

- Honoured by the Post Graduate Institute of Medical Education and Research, Chandigarh for organizing regular blood donation drives.

- 200 units of blood donated during the Annual Blood Donation Camp during this session.
- 200 herbal saplings planted during the Plantation Drive (Prakriti Utsav).
- Celebrated Sadbhawana Diwas.
- Donated woolens to senior citizens of Old Age Home, Sector 15, Chandigarh, on the occasion of Lohri Celebrations with them.

In collaboration with Chandigarh Police to counter Eve-Teasing

- Organized an interactive session on ‘Fighting the Menace of Eve Teasing’ with officers of Chandigarh Police to counter the social evil of Eve Teasing.

MCM Medical Committee

- Lecture on Breast Cancer Awareness.
- Free Health Check up camp in collaboration with Fortis Hospital, Mohali, for faculty, students and support staff .
- Lecture on ‘Benefits of Good Nutrition’.

Criterion – IV
Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly Created	Source of Fund	Total
Campus Area	16 acres	-	-	16 acres
Class Rooms	51	-	-	51
Laboratories	30	-	-	30
Seminar Halls	03	-	-	03
No. of important equipments purchased (\geq 1-0 lakh) during the current year	01	-	-	07
Value of the equipment purchased during the year (Rs. In lakh)	2.94638	9.63	-	12.58284

4.2 Computerization of Administration and Library

Panjab University internal assessment evaluation system implemented in Administrative Office and Examination Branch

4.3 Library Services:

	Existing		Newly Added		Total	
	No.	Value (in Rs.)	No.	Value (in Rs.)	No.	Value (in Rs.)
Text Books	33674	-	282	108918.68	33956	-
Reference Books	517	-	9	25762	526	-
e-Books	-	-	-	-	-	-
Journals	28	26,955	09	2115	19	24840
e-Journals	-	-			-	
Others	66	45424	12	3678	78	49102

4.4 Technology Up gradation (overall)

Allocation of Computers:

	Total	Computer Labs	Internet (connections)	Browsing centers	Office	Departments	Library +Others
Existing	145	114	2	1	19	4	8
New	13	-	-	-	-	13	-
Total	158	114	2	1	19	17	8

4.5 Computer, Internet access, Training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Computerized recording of marks obtained by students in the Terminal and Final examinations

4.6 Amount spent on maintenance in (in lakhs):

1. ICT	:	0.94
2. Campus Infrastructure and facilities	:	39.01
3. Equipment	:	
4. Others	:	
Total	:	39.95

Criterion – V

Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The Principal, Deans, Convenors of Committees and the Academic and Advisory Councils work throughout the year to enhance awareness about Student Support Services. Annual documents such as the College and Hostel Prospectus also become the medium for providing out information about the vision and mission of the institution, support services/facilities available along with the facilitators, Courses Offered, Subject Combinations available, Rules and Regulations, Fee Structure, Admission Procedure, Examination System, Academic Calendar, Extension Activities, Guidelines for Scholarships, Stipends, Fee Concessions, Prizes and Cash Incentives etc. to the students.

5.2 Efforts made by the institution for tracking the progression

The Alumni Association of the College-AMDA- maintains a record of the students who have passed out which is a graphic indication of their progression to further studies and employment.

Student Progression	2012-13
UG to PG	94.29%
PG to M.Phil.	Not available
PG to Ph.D.	3.6%
Employed- Other than Campus Recruitment	2.17%

**Data as per records available with Alumni association*

5.3 (a) Total Number of students* UG-2938 and PG -393

(b) No. of students outside the state 1000*

**The above mentioned number pertains to the approximate Hostellers who are definitely from outside the state. However, the college admits many students from neighbouring and distant states who stay with their relatives/ in Paying Guest and rented accommodation; the data for which is not available.*

(c) No. of international students : 8

Last Year (2011-12)						This Year (2012-13)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3119	51	17	31	Data not available	3218	3201	68	21	41	Data not available	3331

Dropout % : 2.08 % (approx)

Demand Ratio : Not Available

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

Subject Experts and eminent academicians are invited by the college regularly to equip students for competitive examinations through lectures, seminars, workshops and interactive sessions.

No. of students beneficiaries : Students of various concerned streams.

5.5 No. of students qualified in these examinations: Data Not Available

5.6 Details of student counselling and career guidance

The students are counselled on academic, career related and emotional issues both within the class and outside informally by the faculty. The Placement Cell of the college organizes lectures and workshops for Career Guidance, Personality Development and Stress Management.

No. of students benefited : 239*

* Number pertains to career guidance only

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
55	1200	487	-

5.8 Details of gender sensitization programmes

NSS in collaboration with the Chandigarh Police organized an interactive session on 'Fighting the Menace of Eve-teasing'

5.9 Students Activities

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

State/ University level : 8 National level : - International level : -

No. of students participated in cultural events

State/ University level : 107 National level : 1 International level :

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

Sports:

State/ University level : 6 National level: - International level-

Cultural:

State/ University level : 28 National level: 1 International level-

**Includes team and individual prizes*

5.10 Scholarships and Financial Support

	No of students	Amount
Financial support from institution	25	92,100
Financial support from government	27	47,350
Financial support from other sources	11	56,500
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives: : None

5.12 No. of social initiatives undertaken by the students : 10

5.13 Major grievances of students (if any) redressed:

The Grievance Redressal committee looked into the complaints of the students regarding subject change, tuition timings, some problems pertaining to the upkeep of basic amenities, and interpersonal problems.

Criterion – VI Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To make MCM DAV College a ‘**Total Quality Zone**’ by imparting quality education at all levels to produce ‘Women of Potential’ who can face the challenges of globalization in the 21st century.

Mission: To create young minds with a quest for excellence and a sense of self-evaluative accountability, and chisel them into socially responsible, morally upright, innovative women leaders, administrators and policy makers who can contribute constructively to the task of nation - building.

6.2 Does the Institution has a management Information System

There is no formal MIS system in the college but many the working of the administrative office has been synchronized through Local Area Networking.

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

6.3.1 Curriculum Development

- The college is affiliated with Panjab University, and hence it follows the curriculum and syllabi prescribed by the University.
- Ten faculty members of the college are part of the Undergraduate Board of Studies, Panjab University and bodies other than Panjab University, in their respective subjects They discuss the programme, conceptualize changes and convey relevant suggestions to the university.

6.3.2 Teaching and Learning

- Identification of subject/stream wise knowledge gap of the students.
- Identification of slow learners through house exams/ class test and enhancing/increasing their learning abilities by assisting them regularly in studies/project work/reading material.
- Provision of extra study material such as tutorial notes, assignments on current topics and review lectures especially to the weak students.
- Identify bright students in the beginning of session and keep a track of their progress.

- Identify good students through tests and exams and then encourage them to go for research projects and present research papers.
- They are encouraged and guided to appear in different competitive exams.

6.3.3 Examination and Evaluation

- The College keeps pace with the guidelines provided by the University regarding examination and evaluation system.
- Students and parents were regularly informed about the performance of the students in the House examinations which were conducted in October and December.
- House Exam/Final Exam/Snap tests/ surprise tests/ are regularly conducted to evaluate the performance of the students.
- Students are allotted topics for oral/written assignments and power point presentation which not only help in the Evaluation process but also improve the communication skill of the students.
- Practical work is assigned to the students to have clear concepts of the subject.

6.3.4 Research and Development

Research Committee plays a major role in promoting research culture; its role is enumerated as follows:

- Encourages the faculty members to publish quality research papers.
- Students are guided to initiate research related studies.
- Counsels the students on research ethics, such as curbing plagiarism and carrying out systematic research.
- Guides faculty members and the students on research methodology and new advances in the field of research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Necessary budget is allocated for construction, enhancement and up-gradation of infrastructure in keeping with the educational, social, environmental and extra-curricular requirements of the learners.
- Nearly 300 new books were added in the library.
- New state – of –the –art equipments were purchased by the Departments of Science from the grant received under the Star College Scheme.

6.3.6 Human Resource Management

Fully realizing the significance of human resource management, the College works towards attracting and maintaining a competent, committed and satisfied work force. It is ensured that -

- Duties/Responsibilities are assigned as per skills and aptitudes.
- Faculty development and faculty empowerment mechanisms are in place
- Achievements of the Faculty are recognized at important functions and recorded in College Magazine.
- Welfare schemes are in place.

6.3.7 Faculty and Staff recruitment

- The College takes decisions pertaining to recruitment of teaching and non- teaching staff within the parameters provided by :
 - UGC
 - The DAV College Managing Committee
 - Panjab University
 - UGC
- Three new regular recruitments in faculty, 4 permanent recruitments in the administrative staff were made.

6.3.8 Industry Interaction / Collaboration

A number of steps have been taken to ensure that in today's knowledge economy, MCM DAV produces graduates who have knowledge and training to meet the needs of the employer, or who can be entrepreneurs, and thus contribute to economic development of nation. In this direction –

- Company executives, Directors and Entrepreneurs are invited to the College to interact and share notes with students and Faculty.
- There is Career guidance and placement cell guides students in integrating their education, skills and possible careers. It also holds a Mega Job Fest every year wherein reputed companies hire students.
- Students are taken to Industry and institutes of repute for understanding and training.

- Students visited the manufacturing plant of MAHLE Filter System (MFSI, India) in Parwanoo, a joint venture of MAHLE Group of Germany and Anand Group India.
- Visit to Arya Neuro-Psychiatry Centre, Manimajra and Children's Hospital, Panchkula.

6.3.9 Admission of Students

- The college follows the guidelines prescribed by Panjab University for admissions to different courses.
- The guidelines specify the minimum eligibility criteria, norms regarding admission of compartment cases and reservations in different categories.
- The admission seekers are counselled by faculty members regarding courses and career avenues open to various streams.

6.4 Welfare schemes for:

Teaching	04
Non teaching	07
Students	04

6.5 Total corpus fund generated :

6.6 Whether annual financial audit has been done : Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	No	-	No	-

6.8 Does the University/ Autonomous College declares results within 30 days? For UG Programmes : No

For PG Programmes : No

**The annual examination, evaluations and the declaration of results falls within the purview of the Panjab University.*

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 :

- Alumni Association of the college organizes regular formal and informal interactions. The alumni Association AMDA serves as an ambassador of the college and hence plays a positive role in building the reputation of the college.
- The college invites the alumni as resource persons / speakers for various lectures and events to inspire the present students and share their valuable memories and experiences with them.
- The college honours and felicitates the alumni on the Induction Day, Prize Distribution Day, Annual Convocation Day and other important occasions to inspire the students.
- Alumni are invited as judges for various cultural and co-curricular events. The Alumni who have progressed to be entrepreneurs also put up stalls during various fests conducted in the college.
- Alumni members Ms Sharandeep Kaur Brar (IAS), Ms Pooja Syal (PCS), Ms. Anju Dhankar (HCS), Ms. Abha Beniwal (Rajashtan Administrative Services), Ms. Nalini Sibal (entrepreneur), Ms. Khushbeer (Air Pistol Shooter), Ms Ruchi Sharma (1st Indian Paratrooper in Indian Army) Ms. Suditi Jindal (Writer) were amongst the alumni honoured this year.

6.12 Activities and support from the Parent – Teacher Association

- There is no formal Parent–Teacher Association but informal meetings are held to discuss the result, conduct, attendance and behaviour of the students.

- In addition, the parents are invited to offer their suggestions for improvements in teaching – learning process, infrastructure, academic courses etc.
- The results were sent home through result card. Parents could discuss matters with the principal by taking a prior appointment.

6.13 Development programmes for support staff

- Training programmes are conducted for the support staff to create awareness about safety in the laboratory, and use of computers. They are also informally guided by their seniors to gain efficiency and competence in their respective fields.
- Administrative/ support staff is also invited to attend seminars on important social and technical issues.

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

- To educate students about the global ramifications of environmental problems and their relevant scientific solutions, interdisciplinary seminars are organized.
- The Environment Committee along with the NSS Unit celebrated MCM Prakriti Utsav – 2012 sponsored by Punjab State Council for Science and Technology during which the students planted 150 saplings of medicinal plants and herbs.
- In addition, the following measures are taken:
 - Strict instruction has been given to tuck shop, college canteen, Nescafe outlet and juice shop in the college campus against the use of polythene bags.
 - Herbal Holi and Crackers’-free Diwali celebrated on campus.
 - Seasonal festivals like Basant and Teej celebrated to establish a profound sense of belongingness and oneness with nature.
 - Use of herbal cosmetics is promoted.
 - Sensitization against hazards of animal testing.

Hawan and Yajnas organized to promote a spiritual connection with nature.

Criterion – VII 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.

- Economics department encouraged the students to maintain Data Diary
- Students were encouraged to pursue internship at reputed institutes.
- Students were provided List of websites for study material.
- Teaching with the aid of models.
- Project Aashirwad was started to bridge the gap between young and old generation and to enhance the spirituality quotient.

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

Action Taken Report

S.No	POA (Plan of Action)	Action Taken
1	To promote environment friendly behaviour	<ul style="list-style-type: none"> • Vermin composting unit was set up • Water conservation was promoted • E- waste bins were installed • Solar heating systems were installed • An aquatic ecosystem pond was set up
2	To enhance interface between industry and education.	<p>Students did internship and visited reputed Institutes like:</p> <ul style="list-style-type: none"> • Personality and Aptitude Testing (IPAT), Chandigarh • Arya Neuropsychiatry Centre, Manimajra. • Children’s Hospital, Panchkula. • Amritsar Mental Hospital • FM and Day and Night News Channel • Mahle filter systems, Parwanoo • Ambassador Sky Chef (Flight Catering Unit) Delhi

3	Innovative Cultural endeavours	Festivals were celebrated to promote innovative cultural practices like: <ul style="list-style-type: none"> • Holi was celebrated with herbal colours. • Diwali Mela on the theme of crackers-free celebration • Basant and Teej celebrated goodness of nature • Hawan and Yajnas were organized to promote spirituality
4	Student Participation in Management	Students actively participated in organising various events like: <ul style="list-style-type: none"> • Job Fest, Environment Fest, commerce Fest and IT Fest • Diwali, Basant and Teej Mela

7.3 Give two Best Practices of the institution

1. Project Ashirwaad

Objective of the practice

- Project Ashirwaad is designed to inculcate among students a sense of gratitude and reverence for the elderly and to develop social/ familial bonds.

Context

- Designed to approach the problem of nuclear families, broken homes and lack of moral and spiritual bonding available to children in the modern age.
- Parallel to this is the problem of abandoning parents and senior members of the family to old age homes.
- The self-centered culture of the modern world is causing a rift in the moral build-up of our children.
- This project is a multipronged means of alleviating these problems.
- Residents of MCM Hostel adopt grand-parents at the Hawan before exams and take their blessings.
- This not only inculcates among our students a sense of familial bonding and learning from experience, it also gives us a chance to

show our gratitude and love towards the senior members of the society.

The Practice

- Inviting senior citizens from old age homes to the hostel.
- Students welcome the visiting embodiments of wisdom into their lives
- Havan ceremony to mark the beginning of a divine relationship
- Interaction between students and their adopted grandparents to allow for an environment of spiritual and moral learning.

Evidence of success

- Students of MCM develop a more reverential attitude towards their seniors
- The high level of discipline, respectfulness and moral values among our students bear testimony to the success of such endeavours.

Problems Encountered

- To hold these events, classes have to be shortened and loss of classroom hours is incurred. However, considering the instructional and personality building facets of this activity, it seems like a reasonable cost to pay.

2. Title of the best Practice: Guru-dakshina

Objectives of the practice

- For complete education, a feeling of giving back to one's alma mater is inculcated in our students.
- To recognise the achievements of alumni and to present them as role models for current students.

Context

In the present world alumni relations are significant part of an institution's development:

- Alumni are great role models for current students and are often well placed to offer practical support to the institution and students.
- Alumni act as ambassadors. They take the knowledge of the institution to their hometowns, countries and into their professional and social networks.

The Practice

- Alumni are invited and honoured on momentous occasions like Annual Prize Distribution, Induction and Convocation.
- Visiting alumni share their experiences with the students and encourage them by offering self-example for emulation.
- Sometimes they also conduct workshops on various issues.

Evidence of success

- Association of MCM DAV Alumni (AMDA) honoured following illustrious alumni during this session;

Ms. Sharandeep Brar (IAS)

MS. Abha Beniwal (Rajasthan Administrative services.

Ms. Anju Dhankar(Haryana civil Services)

Ms. Meena Bishnoi(Member consumer forum)

Ms. Rinku Kalia(Music)

Dr.Renu Chakraborty(Gynaecologist)

Ms. Nalini Sibal(Entrepreneur)

Ms. Gayatri Surjewala

Capt. Ruchi Sharma Maini (First lady Paratrooper of the Indian Army)

- Ms Suditi Jindal an alumna dedicated her maiden novel ‘Grow up Moon’ to her alma mater and teachers. She also conducted a workshop on creative writing.

Problems Encountered

- Many of the alumni are placed in different parts of the country/ world so it becomes difficult to invite them.
- Due to the increased use of social networking sites alumni are generally connected with their ex batch mates and thus less interested in formal associations.

7.4 Contribution to environmental awareness / protection

- The Environment Committee along with the NSS Unit celebrated MCM Prakriti Utsav – 2012 sponsored by Punjab State Council for Science and Technology
 - The students planted 150 saplings of medicinal plants and herbs.
 - An aquatic ecosystem pond was set up
 - Expert lecture on ‘Solar Water Disinfection’
- The UN has declared 2013 as the International year of Water Conservation. Therefore, MCM DAV College instituted ‘Project Boond’ to propagate the significance of water conservation.
- Events were organised on how to reduce carbon footprint.
- E- waste bins have been installed in the college premises

7.5 Whether environmental audit was conducted? : No

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

Strengths:

- Safe and comfortable hostel facility – a home away from home – offering residential comfort, safe environment and modern facilities to nearly 1000 students.
- Awards/ Incentives/ Cash Prizes to university position holders in academics, sports and cultural activities.
- Ample opportunities for student participation in academic, cultural, sports and community out-reach programmes through numerous committees, clubs, NCC, NSS, Arya Samaj Rotaract etc.

Weakness :

- In-house potential and intellectual capital of faculty to be optimally utilized in offering counselling, designing curriculum and planning innovative courses.
- More infrastructural facilities are required. Limitation of covered land area as per the norms of Chandigarh Estate Office for further construction
- Lack of job oriented, vocational and skill based courses.

Opportunities :

- Development of inter-disciplinary courses.

- Alliances with International universities.
- Since Chandigarh has emerged as a major centre for medical care with multi-specialty hospitals such as PGIMER, Govt. Hospitals, Fortis, Mukut, Alchemist and many others, it has generated a huge opportunity of employment.

Threats:

- Lack of resources can diminish initiative and optimal use of resources.
- The fee structure is decided by PU where the rate of increase is too low to meet the growing expenditure owing to inflation.

8. Plans of institution for next year

- To develop a database of examination results and Internal assessments
- To develop entrepreneurial skills in students

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Name Dr. Renu Bedi

Signature of the Coordinator, IQAC

Name Dr. Nisha Bhargava

Signature of the Chairperson, IQAC

IQAC – 2015-2017

Member of Managing Committee	:	Sh. H.R Gandhar
Chairperson	:	Principal - Dr. Nisha Bhargava
Coordinator	:	Dr. Renu Bedi
Members of NAAC Core Committee:		Dr. Vibha Sharma Mrs. Bindu Sharma Mrs. Vandana Syal Mrs. Sukhpreet Bhatia Mrs. Raman Ghuman Mrs. Baljeet Kaur Tiwana Dr. Neha Pandeya Dr. Manjit Sidhu
Senior Administrative Officers	:	Registrar – Mrs. Rama Kashyap Bursar - Mrs. Madhvi Bajaj Dean (Exam) – Dr. Neela Pawar Dean(Cultural Affairs) – Mrs. Sukhpreet Bhatia
Staff Representative (Governing Body)	:	Dr. Simmi R Singh
Teaching Faculty	:	Mrs. Madhu Marwaha Dr. Savita Thapar Mrs. Suman Mahajan Dr. Gurvinder Kaur Dr. Geeta Mehra
Co-ordinator Hostel Committee	:	Mrs. Kamini Tayal
Librarian	:	Mrs. Shashi Prabha Bansal
Local Society (M.C Councillor)	:	Mrs. Asha Kumari Jaswal

- President (Students Union)** : Ms. Antpreet Kaur
- Alumni** : Ms. Anu Dhingra
Ms. Suditi Jindal
- Industrialists/Stakeholders** :
1. Mr. Sat Pal Gupta
(Swarna Industries Ltd., Ph-II, Ind. Area, Panchkula (Hry).)
 2. Mr. N.S. Brar
(PAGRO Frozen Foods Ltd., Sirhind (Punjab))
 3. Dr. Anil Angrish
(Director, Ludhiana Stock Exchange)
 4. Mr. Narender Verma
(Senior Executive, CII)

Annexure II

CLASS	No. of students appeared	Ist Div.	II Div.	III Div.	College %	PU %
BCA I	78	22	11		63.63%	21.83%
BCA II	63	44	7		98.41%	59.85%
BCA III	68	62	4		100.00%	89.27%
B.Com I	208	143	38	3	96.15%	61.75%
B.Com II	221	164	32	3	97.70%	75.93%
B.Com III	200	149	41	2	99.00%	91.31%
B.Com III (Hons.)	112	88	13		90.00%	89.08%
B.Sc I (V)	44	13	13	3	87%	62.24%
B.Sc II (V)	43	24	15	1	98%	85.35%
B.Sc III (V)	41	23	11	2	98%	84.15%
B.Sc I (M)	57	27	22	3	96%	62.24%
B.Sc II (M)	25	11	9	2	96%	85.35%
B.Sc III (M)	12	7	3	2	100%	84.15%
B.Sc I (NM)	115	62	23	16	96%	62.24%
B.Sc II (NM)	131	63	48	7	96.18%	85.35%
B.Sc III (NM)	99	50	30	11	98%	84.15%
B.Sc I MFT	31	17	8	3	100%	100%
B.Sc II MFT	31	23	7	1	100%	100%
B.Sc III MFT	29	15	13	1	100%	100%
BA I	603	334	167	34	96%	49.76%
BA II	522	312	134	30	96.93%	71.63%
BA III	500	294	144	24	98.20%	66.89%
BA III HNS	319	182	86	3	94.04%	75.22%
MA ENG SEM I	48	5	15	12	97.91%	40.47%
MA ENG SEM II	48	7	16	11	95.83%	58.26%
MA ENG SEM III	35	4	14	8	100.00%	55.61%
MA ENG SEM IV	35	4	14	9	100.00%	82.65%
MA SOC SEM I	51	22	15	5	96.08%	57.19%
MA SOC SEM II	48	15	13	8	93.75%	64.59%
MA SOC SEM III	46	12	21	6	100.00%	69.05%
MA SOC SEM IV	46	18	13	-	86.95%	81.12%

CLASS	No. of students appeared	Ist Div.	II Div.	III Div.	College %	PU %
PGDCA	19	9			52.63%	58.24%
BBA I	47	40	3		95.74%	54.89%
M.Com	45	30	13		100.00%	63.35%
MA I Eco	44	4	12	12	100.00%	34.14%
MA II Eco	39	11	20	1	100.00%	55.61%