

Self Study Report



**Mehr Chand Mahajan DAV College for Women
Sector 36-A, Chandigarh (UT)**

(Re-Accreditation Cycle – II)

**Submitted to
National Assessment and Accreditation Council
Bangalore – 560 072**

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A. FOREWORD

With a deep sense of gratification and accomplishment, Mehr Chand Mahajan DAV College for Women, Chandigarh presents its SSR to NAAC, Bangalore for Reaccreditation (Cycle 2). I also take this opportune moment to express my sincerest thanks to all those people of light and learning who have been a part of this phenomenal journey, right from the founding fathers, to the faculty members and the stakeholders who have worked tirelessly to bring the institution to this splendid pedestal.

The current global educational scenario has seen tremendous technological advancements which have taken the world by storm and there is certainly no room for complacency. Today's students are well-informed, ambitious and highly competitive and expect nothing short of the superlative from education. At Mehr Chand Mahajan DAV College (hereafter referred to as MCM), this has resulted in our consistent endeavours to accord the best possible systems for growth to the faculty and students. Doors have been held wide open for ushering in the virtual world into classrooms and laboratories. The prime focus is on sharpening the edges of pedagogy through the increased use of ICT and turning it into a tool that would enable the learners to carve their names in the highest echelons of the society.

We have a sustained pursuit, ready adoption and continual adaptation of those academic programmes which ensure quality enrichment and maximum exposure, and result in honing the creative and expressive skills of the students as much as the assimilation of knowledge. Ours is an institution where the students are assured of the highest parameters of excellence to look up to. This makes our college the preferred destination of the toppers of the region. During the three or five years of the students' stay (as the case maybe for Graduation or Post graduation) we ceaselessly strive to execute our vision of chiseling out achievers and motivating them to broaden their intellectual spectrum. Thus, in our march from vision to action, excellence in academics remains our forte. Our outstanding results, year after year, speak volumes on the tireless and dedicated efforts put in by the faculty as well as the students.

To enhance quality-management in the complete work-culture, the institution has an ambience of constant self-evaluation and total accountability. We work towards meaningful and optimum utilization of our human, infrastructural and financial resources to provide ample opportunities to our students for learning governance, leadership, policy- making and team-ethics. This goes a long way in fostering social responsibility and nationalism among them. The suggestions given by the previous NAAC team worked as beacon lights for us on this path.

Accreditation by NAAC is an opportunity for an objective introspection which helps us take an account of our accomplishments along with expanding the horizons of our future goals. All the constituents of the institution have been zealously engaged in a dogged pursuit of its cherished ideals and the outcome is impressively extensive. The task of its compilation into the SSR was a mammoth one. A core-committee, comprising members of the faculty from various disciplines, was constituted for the

purpose, which deliberated upon and gleaned the relevant data from the copious information gathered by the sub-committees and the criterion-wise committees, from the Deans and Conveners of various clubs, Heads of different Departments and each member of the faculty for their appraisal. Two separate e-mail IDs mcm2015naac@gmail.com and mcmrenubedi@gmail.com were especially created for receiving the information.

STEERING COMMITTEE

Dr. Nisha Bhargava (Principal)
Dr. Renu Bedi (Chief Co-ordinator)

CORE COMMITTEE

Dr. Vibha Sharma	Co-ordinator
Mrs. Bindu Sharma	Member
Mrs. Vandana Syal	Member
Mrs. Sukhpreet Bhatia	Member
Mrs. Raman Ghuman	Member

AQAR COMMITTEE

Mrs. Baljeet Kaur Tiwana
Dr. Neha Pandeya
Dr. Manjit Sidhu

Thereafter, over a series of meetings, several discussions were held in the light of NAAC guidelines, to collate the collected material into the requisite format. The support and services of the Administrative staff were employed to get necessary information on documentation and official records.

The fruit of that invigorating exercise is the SSR prepared by the college which we now present for the kind perusal of the NAAC Peer Team and we eagerly look forward to their visit.

Principal
Mehr Chand Mahajan DAV College for Women
36-A, Chandigarh

B. COLLEGE AT A GLANCE

The eighth principle of the Arya Samaj reads “Ignorance should be dispelled and knowledge infused.” Stressing upon the importance of education, Swami Dayanand has written:

Blessed are those men and women whose mind is ever engaged in the pleasures of knowledge. It is the chief business of the parents, the preceptor and the relations that....they should decorate their children with the ornament of higher education.

Education for Swami Dayanand was not an isolated thing but part of an organic whole called social activity. To him, a system of education that did not take into account the real state of the society was not true education. It was to commemorate the demise of this great uplifter of the people that the first DAV school became a reality in 1886 and became a college in 1889. That one stream that emanated from the fountainhead of Arya Samaj has today grown into a vast ocean of 780 institutions.

At a time when not one girl in hundred received any education, Swami Dayanand, the visionary said, “It is a proof of your ignorance, selfishness and stupidity that you prohibit women from studying.” The Arya Samaj has been displaying commendable zeal in the direction of women-education and has been the avant-coureur in establishing educational institutions for women for about 127 years.

It was under the auspices of this mettlesome organization with a glorious history of crusade for women education that the Mehr Chand Mahajan Dayanand Anglo Vedic College for Women, Chandigarh was established by the DAV College Managing Committee, New Delhi. The inception of the institution was dedicated to the exemplary contribution of Justice Mehr Chand Mahajan, the former Chief Justice of India, and it was named after him. Born in 1968, fed on the illustrious principles of Arya Samaj, guided by the progressive vision of its dynamic administrators, nurtured by the incessant dedication of the members of its faculty and moving by leaps and bounds on the young and ebullient feet of its students, MCM has come a long way in its journey of 47 years and has become a force to reckon with in any and every field.

Today, MCM is recognized as a landmark institution for innovative and ground breaking advancements in the field of women’s education in the region. The college was awarded Grade ‘A’ by National Assessment and Accreditation Council (NAAC) in the year 2006. The academic brilliance of the college has brought to it a grant of Rupees 80 lakhs (55+25 lakhs) under STAR College Scheme of Ministry of Science and Technology, Department of Bio-Technology, Government of India. MCM DAV

has been ranked amongst the topmost Colleges of the country and shortlisted as a model College under this scheme. The college has been highly appreciated for its excellent progress and awarded Star Status under the scheme and has been sanctioned a further one-time grant of 10 lakhs and a recurring grant of 3 lakhs per year for a period of three years for all applicable science departments.

MCM is a multi-faculty Postgraduate institution which has been striding forward, aided by timely and need-based augmentation of its value-added facilities - be it academic, infrastructural or its intellectual capital. The singular focus of the college has been to contribute meaningfully to National development through providing a steady stream of globally competent women who are the future policy-makers and decision-takers, fully cognizant of their rightful place in the society. The values instilled in them constantly spur them, to care for and repay the society with maximum utilization of their skills, educational inputs and value-framework.

Since the millenium shift, the college has evolved exponentially and emerged as a trendsetter in the area of education. The number of students in the college has increased from 2,676 in the year 2002-03 to 4,900 in 2015-16. Similarly, the number of teaching and non-teaching staff has also risen in these years. The number of faculty members has gone up from 83 to 163 (regular and contractual), and the non-teaching staff has increased from 65 to 100.

The instruction strategy of the college blends academic know-how with research and employability factors. Research culture has been introduced at every level in the pedagogic methodology employed here. The College brings out a Multi-disciplinary refereed research journal *New Horizons* (ISSN 2277-5218) which promotes research among teachers and students from the country. Every year, the teaching faculty writes a substantial number of research papers which are published and presented at national and international forums. A large percentage of the teaching faculty also has doctorates to its credit. The college has also been holding national and international seminars, conferences and workshops on upcoming themes and topics of multi-disciplinary relevance in which academicians and industry experts of international repute are invited to enlighten students and faculty on contemporary research issues. Students of MCM are also actively involved in writing and publishing research papers.

The college has operationalized its curriculum and pedagogy to imbibe in students a moral character and enhance their employability in addition to imparting specified curriculum education. It also promotes entrepreneurial skills in its stakeholders. Vocational self-employment oriented courses are also offered in the college to prepare women students for a successful life ahead. PG Diploma courses, certificate courses

and advanced courses are offered in the streams of Interior Decoration and Design, Cosmetology and Beauty Care and Mass Communication to widen the choice of careers available to women. To add to their employability quotient, the college has a Placement Cell which holds Annual Placement Drives and Maha Job Fests that offer a platform to job seekers and job providers both.

By providing the students ceaseless opportunities at a plethora of fora we develop the students into well-balanced human beings with ignited souls. In the form of extra-curricular activities, the students are given ample chance to unearth their latent talents and allow those to blossom fully. An added dividend is a lifelong training of each one of them in organizational skills, team-spirit and expertise in the chosen field.

The college, which has never been content with being conversant with the latest, has rather always believed in being ahead of times by pioneering in innovative and challenging programmes and the requisite infrastructural enhancement, sedulously strives towards excellence in every sphere and keeps on creating and recreating its own benchmarks.

C. COMMITTEES FOR NAAC SELF-STUDY REPORT (SSR)

PROFILE OF THE COLLEGE

1. Mrs. Poonam Devasher
2. Dr. Praerna Sharma
3. Mrs. Ritika Bansal

CRITERIA-WISE INPUTS

I. Curricular Aspects

1. Dr. Neera Verma
2. Mrs. Poonam Jain
3. Dr. Prasoon Lata Prasad
4. Mrs. Madhvi Bajaj
5. Mrs. Nisha Devi
6. Mrs. Jyoti Soi
7. Dr. Gagandeep Kaur
8. Ms. Mandeep K. Chawla
9. Dr. Prakriti Renjen

II. Teaching- Learning & Evaluation

1. Mrs. Kamini Tayal
2. Mrs. Jyotsna
3. Dr. Neela Pawar
4. Mrs. Archana Bakshi
5. Dr. Sarabjeet Kaur
6. Dr. Pooja Sharma
7. Dr. Mamta Ratti
8. Ms. Sunaina Jain

III. Research, Consultancy & Extension

1. Mrs. Jatinder Gill
2. Dr. Sarita Chauhan
3. Mrs. Deepti Sharda
4. Dr. Vandana Sharma
5. Dr. Nitasha Khehra
6. Dr. Sagarika Dev
7. Mrs. Zeenat Khan
8. Mrs. Meenakshi Vashist

IV. Infrastructure and Learning Resources

1. Dr. Chander Mohini
2. Dr. Vini Arora
3. Mrs. Madhu Marwaha
4. Dr. Harpreet Gill
5. Mrs. Nidhi Sharma
6. Ms. Punam Dewgotra
7. Mrs. Deeksha Gupta

V. Student Support & Progression

1. Mrs. Vinod Batra
2. Mrs. Raman Chadha
3. Dr. Mridula Sharma
4. Mrs. Anuradha Sehgal
5. Dr. Komil Tyagi
6. Dr. Neetu
7. Mrs. Vandita Kapoor
8. Mrs. Chris Bindra

VI. Governance, Leadership & Management

1. Dr. Gurvinder Kaur
2. Ms. Shelly Nanda
3. Dr. Bhavna Sood
4. Dr. Shefali Dhiman
5. Mrs. Ritu Khosla
6. Ms. Sukriti

VII. Innovation & Best Practices

1. Mrs. Sita Verma
2. Dr. M. Priyamwada
3. Mrs. Indu Arora
4. Dr. Anju Lata
5. Dr. Neha Soi
6. Dr. Bindu Dogra
7. Dr. Arshdeep
8. Dr. Seema Kanwar

EVALUATIVE REPORT OF THE DEPARTMENTS

1. Dr. Renu Bedi
2. Dr. Geeta Mehra
3. Ms. Preeti Gambhir
4. Ms. Shaminder

LANGUAGE, EDITING AND PROOF READING

1. Mrs. Neena Sharma
2. Dr. Supriya Chowdhary
3. Ms. Jasmine Anand
4. Ms. Bhavneet Kang
5. Ms. Madhvi Sharma
6. Ms. Nitika Garg

ACADEMIC COUNCIL

1. Mrs. Neena Dhawan
2. Dr. Shashi A.K Sharda
3. Mrs. Ranjna Nath

4. Mrs. Vinod Batra
5. Dr. Simmi R. Singh
6. Mrs. Rama Kashyap
7. Mrs. Meera Madan
8. Mrs. Alka Kansra
9. Mrs. Neelam B. Dhand
10. Dr. Gurpreet Kaur
11. Dr. Renu Bedi
12. Dr. Savita Thapar
13. Mrs. Jyotsna
14. Mrs. Suman Mahajan
15. Dr. Vibha Sharma
16. Dr. Manisha Priyamwada
17. Mrs. Poonam Devasher
18. Mrs. Indu Arora
19. Dr. Minakshi Rathore
20. Dr. Geeta Mehra
21. Dr. Nitasha Khehra
22. Dr. Neetu
23. Dr. Pooja Sharma
24. Ms. Meenakshi Vashist
25. Dr. Seema Kanwar

OFFICE STAFF

Administrative Branch

Mr. Kuldeep Singh	:	Office Superintendent (Administration)
Mr. Vikas	:	Clerk
Mr. Apurav Kaushik	:	Clerk
Mr. Ravi Shanker Yadav	:	Clerk

Accounts Branch

Mr. Ludder Pal	:	Junior Assistant (Accounts)
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Technical Support

Mr. Ashish Mudgal	:	Computer Instructor
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Support Staff

Ms. Namita Sharma	:	Receptionist
Mr. Karnail Singh	:	Peon

D. EXECUTIVE SUMMARY

The institution makes incessant efforts to translate and convert the academic goals into reality through phased quality enhancement of all its facets over four stages, namely identification, sustainability, dissemination and adaptation of best practices in every field. The benchmarks are consistently raised to provide nothing short of the excellent to the stakeholders. The focus is to achieve maximum value addition, after evaluating the practices considering the factors of efficacy, financial implications and availability of requisite human resource.

While identifying these practices, preference is given to the ones that are dynamic, inclusive of diversity, open-ended and bring forth qualitative improvement. Once the compatibility of the specific practice to institutional context and value-system is established and communicated to the concerned quarters, it is deliberated upon and eventually institutionalized. Over a span of time it gets contextualized and internalized, making it sustainable. Feedback on the effectiveness and outcome of the adopted practice is disseminated to all stakeholders through frequent interactions, for achieving extensive benefits. The institution is ever receptive and willing to adopt innovative strategies and methodologies and endeavours to readily overcome any impeding interplay between individual or institutional factors in that direction.

(a) Criterion-wise Summary

Criterion I: Curricular Aspects

Curriculum is the pivot on which the educational activities conceptualized by the provider, be it academic, cultural or extra-curricular, revolve and its proper operationalization depends on the administrative bodies, teachers and students along with infrastructural support. MCM has clearly stated goals and objectives that are communicated systematically to all its constituencies. The programmes of the institution are consistent with these aims. A wide range of programmes are offered that provides adequate academic flexibility and feedback from various stakeholders is given due consideration in the introduction, review and redesigning of programmes.

This is actualized through quality teaching, community-oriented activities, design and incorporation of need-based courses in curriculum. Along with recommending relevant books, and prescribing additional reading material and audio/visual aids, various action plans are deployed to implement as well as strengthen the curriculum. To make teaching learning interesting and enriching, classroom presentations, Group discussions, class demonstrations, brain-storming sessions, other participative methods, interactive methods, role-playing, projects, seminars, internet browsing, OHP and other practical supplementary aids are regularly used. Moreover, Field trips and Industrial visits are arranged for the students, to enhance their knowledge capacity and praxis on field. Problem-solving exercises, Case-studies, Panel-discussions, surveys and excursions providing hands-on experience and live training, ensure skill development in relevant subject-areas of the study. The teaching departments of the college continually organize Seminars/ Conferences / Workshops

of regional, national and international levels to facilitate the diverse needs of the learners.

College Library offers a rich collection of books, journals and magazines as well as various e-resources such as INFLIBNET and DELNET for use of the faculty members. In order to inculcate a scientific and research temper among the students, reputed scholars from various fields are invited to motivate the students for research. The college Placement Cell has been making consistent efforts to bring the job-seekers and the job-providers on a common platform. To keep pace with the latest trends, faculty members also attend Orientation Courses, Refresher Courses and Faculty Development Programmes from time to time. Apart from teaching, the faculty is actively engaged in additional academic activities such as syllabi design, preparation of study material of different courses and designing of new courses etc.

During Alumni meets and on important occasions, the Alumni of the College give valuable suggestions regarding new courses and changes required to be incorporated in the existing courses to the Principal and the teachers. Several members of the teaching faculty give feedback on curriculum enrichment through the Board of Studies, Academic Council, and the meetings of College Development Council. Furthermore, the institution has an open-minded policy. It welcomes constructive criticism and feedback from its stakeholders so as to ensure the improvement in teaching-learning methods.

The college has created various Clubs, Societies and Cells involving faculty as its members to hone the communicative, professional and job skills of the students. From time to time, various events are organized to showcase their talents. To sensitize the students about various significant issues such as gender differences, climate change, environmental consciousness, ethical values and human rights, organization of events and activities supplement the curriculum.

MCM keeps its tradition of winning laurels and bags many top positions in the Punjab University Zonal Youth and Heritage Festivals. University results, percentage of students clearing competitive exams and enrollment in higher educational courses also ensure the achievement of the objectives envisioned. The ultimate aim of the college is to make woman an ideal amalgamation of tradition and technology and also to create equal opportunities for education, research and employment for all.

Criterion II: Teaching, Learning and Evaluation

The tripartite structuring of teaching, learning and evaluation consists of three variables namely teachers, learners and the learning conditions. The teacher is the independent variable who plans, conceptualizes, devises suitable methodology, procures the requisite teaching material and executes the plan. The students are a somewhat dependent variable as they follow the guidelines given by the prescribed syllabi and the teachers. The third interlinked variable is the course-content and presentation techniques which make the teacher-taught interaction meaningful and fruitful. Its outcome is then gauged through evaluation which is a process of determining the quality of the learning experience provided in the classroom and the extent to which the desired goals have been accomplished.

At MCM however, the use of ICT based techniques has catalysed the paradigmatic shift in both content and pedagogy. The role of teachers has been transformed into being facilitators as the students are encouraged towards active and collaborative learning by enhancing their access to ICT supported education. The policy of the college regarding these parameters is very transparent and student-centric. Those teaching methods are adopted that cater to the diverse needs of students so as to give them maximal benefit. The teachers usually go beyond the prescribed syllabi by employing an interdisciplinary approach and providing the students, a practical knowledge of the subject too instead of bookish knowledge which focuses only on clearing the examinations. The learners are encouraged to develop research-oriented thinking and given opportunities to share their views and experiences through exposure in the form of participation in competitions organized by various organizations. An innovative addition to the teaching-learning process adopted in the college is the formation of e-groups and phone groups of various classes and extensive use of e-mails for swift dissemination of information.

The evaluation process is very transparent, completely adhering to the guidelines stipulated by the affiliating University. House examinations are conducted and the question papers are set according to the specific pattern prescribed for those by the Panjab University. The results are informed to the parents too and the students are given an access to the answer scripts. The assessment is marked strictly according to the parameters laid down by the University and it is then displayed for the students. In case of any discrepancy, they can approach their teachers. At this institution, evaluation is done both quantitatively through oral, written and practical techniques as well as qualitatively through cumulative records and is treated diagnostically to bring about the best possible level of learning outcome.

Criterion III: Research, Consultancy and Extension

Research being an important facet of teaching- learning today, paramount importance is attached by the institution to promote research culture among its faculty and students and to link its teaching learning pedagogy with research. Information, out-of-the- box knowledge, innovative skills being the most powerful tools for development at all levels, personal as well as national, research-based activities are carried out regularly, throughout the year. When teachers and students innovate together, research gets multidimensional perspectives, which they then jointly publish. Interdisciplinary areas of research and the twilight zones between different subjects of study are usefully exploited. The institution lends complete infrastructural support for the best research output through periodical updation of resources. A well-stocked library, with an accelerated flow of latest information provides a strong foundation for initiating research culture. The publication of the annual research journal *New Horizons*, Wi-Fi enabled laboratories, digitalized library, fully equipped computer laboratories are the testimony to the commitment of the institution to promote scientific and research based studies. The establishment of a research committee, annual earmarking of budget for research, collaboration with industries and other institutes give impetus to the research-based activities in the college. Even when the

students take up projects and assignments, they are egged on to enrich their knowledge capital by going beyond the limits of their prescribed curricula. Extension activities are a hallmark of the institution and have led to an enhanced social acceptance, harmonious relations with different stakeholders, increased sensitization of staff and students on sensitive issues, and a more integrated development at different levels.

Criterion IV: Infrastructure and Learning Resources

Providing an inclusive and comprehensive educational experience which offers scope for advancement, to both its faculty and the students and allows horizontal and vertical mobility in the curriculum is rendered possible only through timely and need-based expansion and enhancement of academic programmes, knowledge capital and infrastructure. Our college has been innovatively undertaking such augmentation whenever required, with a special focus on the socio-economic demands of the learners. Having added 7 Postgraduate courses and 4 additions in undergraduate courses in the past decade, in keeping with the social, career-oriented and global needs and made suitable infrastructural changes, the growth of the institution is nothing short of remarkable.

The college building stands amidst well-manicured lush green lawns along with several state-of-the art facilities which contribute consequentially to improve the learning ambience. Being a nature-friendly and responsible institution located in the highly environment-conscious City Beautiful, our campus can easily be labeled the greenest campus in the city. Necessary budget is allocated for construction, enhancement and upgradation of infrastructure, in keeping with the educational, social, environmental and extracurricular requirements of the learners. The college has added immensely to its infrastructure in the last fifteen years. Two new hostel blocks have been added to make the MCM Hostel the largest for women students in the region with more than 1000 seats. The PG block has been added to increase the academic infrastructure of the college and gear it up for the new courses it has started over the years. The college has also added a ramp to make the academic block disabled-friendly and corridors to connect the Arts and Science blocks. A lift has also been installed to make the academic block teacher-friendly. The college is also equipped with CCTV cameras throughout the campus to ensure proper security and vigilance.

At MCM we have kept ourselves abreast with the latest developments in the technological field and constantly endeavour to make the best learning resources available to our stakeholders in the classes as well as in the library through e-learning resources like the INFLIBNET and facilities such as OPAC. The college also has Wi-Fi facility in most of the laboratories and in the Administrative block. On the whole, the college boasts of a very judiciously planned and updated infrastructure and access to the latest learning resources which are made extensive and optimum use of, in order to bring about qualitative changes in the field of education.

Criterion V: Student Support and Progression

The college is keenly aware of its responsibility towards ensuring the holistic development of its stakeholders. Care is taken to provide them assistance and facilities in every sphere – academic, infrastructural, economic and psychological. The institution provides clear information to the students about admission procedure and completion requirements for all programmes, the fee-structure, refund policy, necessary documentation and student-support services. Apart from extending financial aid to the needy and meritorious students in the form of scholarships, cash prizes and free ships, the college also provides amenities for the benefit of the physically challenged, academically weak, and foreign students both within the classrooms and outside. Student progression is monitored effectively. Moreover, students are constantly motivated to participate in extra-curricular, co-curricular and sports activities by providing optimum opportunities, guidance and training, a fact endorsed by a long list of accolades won by the students in numerous contests at inter-college, inter-zonal, intervarsity, and national levels. They are also encouraged to give expression to their creative ideas through various mediums, and play a useful role in the administrative functioning of the college to instill leadership qualities and team spirit among them.

Led by the aim to enhance the employability quotient of its pupils, the college offers several vocational and skill-based add-on courses, guidance in higher education, and frequent interface with industry, career counseling and job fests. Sensitive to the stresses and insecurities of young girls, the institution provides a safe and learner-friendly ambience to enable the blossoming of their all-round personalities. Also, a constructive involvement of our illustrious alumni in the college has ensured that the legacy of excellence is maintained in every field.

Criterion VI: Governance, Leadership and Management

The college strives to make itself a 'Total Quality Zone' in every aspect of its functioning. Right from the governance framework to the spectrum of academics and co-curricular activities, quality is the factor that binds the entire institution. It is ensured that the leadership is exercised in a manner that facilitates decentralized decision making, management by approval and inclusion of the faculty and the stakeholders at all levels. The offices and departments of the institution are governed on the principles of participation and transparency and the Heads/Deans/Conveners of various bodies are provided sufficient autonomy for purposeful involvement.

Academic and administrative planning is commensurate with each other in the institution and there is continual development and care of human resource, through relevant welfare schemes for its constituencies. The institution is effective in resource mobilization and planning development strategies, along with optimum generation and usage of finances. Regular and standardized budgeting and auditing procedures are undertaken as a practice. At all operational levels of the institution, grievance redressal mechanisms exist and efforts are directed towards making them as fair and

expeditious as possible. Quality is a habit at MCM and adequate steps are taken for organizational development in a way that results in producing empowered women.

Criterion VII: Innovations and Best Practices

Well-known for its rejuvenating environs and fully aware of its environmental responsibility, the college maintains beautiful lawns and flower beds with a devoted team of gardeners, guided by the Horticulture Committee of the college. This ensures an environment-friendly approach within the college by active engagement in sensitizing the students. Departments organize events, lectures, field trips, workshops, seminars and conferences to instill a feeling of environment-friendliness among the stakeholders. Jute, paper and cloth bags are promoted while restricting polythene bags. Vermin composting unit is set up in the botanical garden to produce organic manure out of solid waste from canteen and hostel mess using earthworms. Aquatic ecosystem pond has been set up in the botanical garden. Solar panels are installed in the hostel to provide heated water to residents. Pottery and earthen pot painting workshops are organized to sensitize students about the aesthetics of working in a pro-environment scenario. Holi is celebrated to promote use of herbal colours and Diwali Mela is organized on the theme of cracker-free celebration. Use of herbal cosmetics is promoted and stakeholders are sensitized against the hazards of animal testing. Vehicle pooling is encouraged among faculty members and students.

A hygienic and organized approach towards day-to-day activities is emphasised through Cleanliness Drives and brain-storming sessions on Swachata Abhiyan. Members of the teaching faculty have published and presented papers nationally and internationally as well as written books on relevant issues like Green Packaging, Green consumerism, Green marketing etc. The college conducts various tree plantation drives every year.

Students' participation in management is encouraged, to take up organizational responsibilities in various events. Alumni are invited and honoured on momentous occasions like Annual Prize Distribution, Induction and Convocation to share their experiences with the students and encourage them by offering self-example for emulation. College organizes Hawan at the beginning of every academic session or before exams. Citizens from old age homes are invited to the hostel to bless students who are away from their families. These students adopt grandparents and receive their blessings. College also promotes Ayurveda as a holistic system of maintaining good physical and mental health by organizing lectures.

Some of our noteworthy practices include 'Project Ashirwaad, Hawan Ceremony and a unique Induction Programme' and 'Social bonding through community service' to instill the nation-first sentiment have contributed to the achievement of the institutional objectives of Quality improvement in the core activities of the college.

This amply validates how the institution promotes value-based education that inculcates social responsibility and ensures good citizenry. With that in view, we are geared to promote an ambience of creativity and innovation.

(b) SWOC Analysis of the Institution

STRENGTHS

- The reputation of the college as one among the topmost women colleges in the region for nearly half a century. Rated among top 25 colleges for commerce by *The Week*; placed 15th in Arts and 8th in BCA by *India Today* at national level
- Advantageous location in the heart of the City Beautiful, surrounded by gardens on all sides. Its green ambience is an asset
- Caters to the best takers in the tri-city; no dearth of aspirants for admission
- Brilliant results in academics at Panjab University level. Top positions in many streams in PU testify level of quality teaching
- Imposing building and state-of-the-art infrastructural facilities including a well stocked digital library, cyber café and Wi-Fi enabled laboratories
- Value based quality education with an effective blend of tradition and modernity
- Safe and comfortable hostel facility – a home away from home – offering residential comfort, safe environment and modern facilities to nearly 1000 students.
- Caters to the academic ambitions of the stakeholders at the undergraduate level through a variety of streams (humanities, commerce and science) and Add-on Courses
- Post graduate courses in 7 subjects most popular with girl 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.
- Quality teaching, innovative pedagogical techniques and technologies. Highly qualified, dedicated and experienced faculty
- An impressive number of faculty members motivated to carry out research in changing dynamics of higher education – a fact validated by a copious number of publications in International and National research journals
- Excellent student-teacher rapport
- Key emphasis on teaching and learning beyond the class room through regular workshops, lectures by experts, field and industrial visits, educational tours.
- Opportunities for the development of vocational skills and soft skills apart from the academic learning
- Placement Cell
- Experienced and dedicated support staff.
- A long list of highly placed and widely recognized alumni

WEAKNESSES

- No International Linkages or MOUs
- More infrastructural facilities are required. Limitation of covered land area as per the norms of Chandigarh Estate Office for further construction
- More Add-on and Skill-based Courses needed to enhance employability and entrepreneurship
- Collaborations with other institutions of higher learning to facilitate student-exchange programmes
- Funds offered by Government and other research-promoting agencies not optimally harnessed.
- Non existence of Research Centre in the institution for guiding research scholars in spite of a highly qualified staff
- More Faculty Development Programmes, and technical training courses for the technical and support staff required
- In-house potential and intellectual capital of faculty to be optimally utilized in offering counselling, designing curriculum and planning innovative courses
- Need for a larger grant-in-aid faculty to cater to the ever-increasing numbers of stakeholders. Appointments have been restricted by the Government since 1986
- Equipment and instruments in laboratories need to be upgraded

OPPORTUNITIES

- Located in Chandigarh which is the educational hub for North India
- The presence of a huge number of model schools, play schools and coaching centres, Degree/Professional and Training colleges apart from Panjab University provides a steady stream of students from across the region
- 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
- As the capital of two neighbouring states which have their industrial centres in Mohali, Panchkula and Chandigarh along with the Rajiv Gandhi Technology Park, Chandigarh offer a plethora of opportunities to local students in industry
- The presence of Panjab University offers wide opportunities for research in almost every discipline- Humanities, Languages, Science, Medicine, Engineering and Commerce.
- Since the college is a post-graduate institution and has potential to become a research centre, it can offer research facilities to both- post-graduate students and its faculty
- Chandigarh is a young city where latest technology is easily available. It is easy to procure pedagogical aids, equipment and gadgets to facilitate effective teaching
- Tapping the availability of vast rooftop area of the campus for productive solar panelling

- Developing an efficient water conservation system through rainwater harvesting
- Being a college for women, it offers a wide range of resource personnel in domestic fields who can also contribute in GDP

CHALLENGES

- Inclination of students to opt for technical courses
- External pressure for seats in courses/hostels
- Limited funds and grants to further innovative and collaborative initiatives from outside agencies
- Large turnout of unskilled graduates with limited chances of employability.
- 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
- Teacher-student ratio demands a constant monitoring
- Gap between the demand of the industry and curriculum taught

E. PROFILE OF THE COLLEGE

1. Name and Address of the College:

Name :	MEHR CHAND MAHAJAN DAV COLLEGE FOR WOMEN	
Address : Chandigarh	Sector 36/A, Chandigarh	
City : Chandigarh	Pin : 160036	State : Union Territory
Website :	www.mcmdavcw-chd.edu	

2. For communication :

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Nisha Bhargava	O : 0172-2603355	981575 8400	0172-2613047	principal_mcmdavcollege@yahoo.com
Vice-Principal	-	-	-	-	-
Steering Committee Coordinator	Dr. Renu Bedi	O : 0172-2603355 R : 0172-2707028	981400 7819	0172-2613047	mcmrenubedi@gmail.com

3. Status of the Institution:

Affiliated College
Constituent College
Any other (specify)

✓

4. Type of Institution:

- a. By Gender
- For Men
 - For Women
 - Co-education

✓

b. By Shift

- i. Regular
ii. Day
iii. Evening

√

√

5. It is a recognized minority institution?

Yes / No: No

√

If yes specify the minority status (Religious/linguistic/any other) and provide documentary evidence.

Not Applicable

6. Sources of funding:

Government

--

Grant-in-aid

√

Self-financing

√

Any other

--

7. a. Date of establishment of the college: 29th June 1968

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

Panjab University, Chandigarh

c. Details of UGC recognition:

Under Section	Date, Month & Year	Remarks(If any)
i. 2 (f)	May 1969	-
ii. 12 (B)	May 1969	-

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act):
Refer to Annexure I (a)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) Not Applicable

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes

√

No

If yes, has the College applied for availing the autonomous status?

Yes

☐

No

☒

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes

☐

No

☒

If yes, date of recognition: Not Applicable

b. for its performance by any other governmental agency?

Yes

☒

No

☐

If yes, Name of the agency: Star College Scheme of Department of Biotechnology, Government of India. Date of recognition: 25/05/2012

Refer to Annexure I (b)

10. Location of the campus and area in sq.mts:

Location	Urban
Campus area in sq.mts.	15.83 Acres/64061.737 sq.mts.
Built up area in sq.mts.	280498.155 sq feet /26059.1313sq.mts.

(Layout enclosed. Refer to Annexure: I (c))

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11 Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

○ Auditorium/seminar complex with infrastructural facilities: Yes

○ Sports facilities:

- Playground : Yes
- Swimming pool : No
- Gymnasium : Yes

○ Hostel

● Boys' hostel : Not Applicable

i. Number of hostels

ii. Number of inmates

iii. Facilities (mention available facilities)

- **Girls' hostel**

- i. **Number of hostels** : 06
- ii. **Number of inmates** : 996
- iii. **Facilities (mention available facilities)** – Well furnished rooms, Medical room, Dental Clinic, Express Cyber Café, STD shop, Reading Lounge, Three Messes, Home Theatre Facility, Magazines and Newspaper, Evening Cafeteria, Juice Shop, Transportation facility

- **Working women's hostel**

- i. **Number of inmates:** Nil (There is a provision to give accommodation to faculty on demand)
- ii. **Facilities (mention available facilities):** Same as above

- **Residential facilities for teaching and non-teaching staff (give numbers available—cadre wise):**

8 quarters (class IV Employees – 7, Accountant - 1)

- **Cafeteria** : Yes

- **Health centre** : Yes
 - First Aid** : Yes
 - Inpatient** : No
 - Outpatient:** No

Emergency care facility: Yes, students are taken to MAX Super-specialty Hospital or INSCOL hospital in case of an emergency

Ambulance: No (College vehicle is used)

Health centre staff –

Qualified doctor	Full time	<input type="text" value="--"/>	Part-time	<input type="text" value="2"/>
Qualified Nurse	Full time	<input type="text" value="--"/>	Part-time	<input type="text" value="--"/>

- **Facilities like banking, post box, book shops** : Yes
- **Transport facilities to cater to the needs of students and staff** : Yes (two buses, an Innova, a Tempo Traveler and a Honda City)
- **Animal house** : No
- **Biological waste disposal** : Yes
- **Generator or other facility for management/regulation of electricity and voltage** : Yes.
- **Solid waste management facility** : Yes
- **Waste water management** : No
- **Water Harvesting** : No (process underway)

12. Details of programmes offered by the college (Give data for current academic year)

S.No.	Programme Level	Duration	Entry Qualification	Medium of instruction	Name of the Programme/ Course	Sanctioned/ approved Student strength	No. of students admitted
1	Under-graduate	3 yrs	10+2 & Merit	English	BA I	No Specified Limit	848
					BCOM I	299	298
					BSc I	No Specified Limit	311
					BBA I	40+5+4	49
					BCA I	80	64
					MFT I	60+10+2	72
			Undergraduate I Year	English	BA II	No Specified Limit	812
					BCOM II	295	276
					BSc II	No Specified Limit	168
					BBA II	40+5	44
					BCA II	80	68
					MFT II	30 + 30 + 3	63
			Undergraduate II Year	English	B.A III	No Specified Limit	712
					BCOM III	213	208
					BSc III	No Specified Limit	208
					BBA III	40+5	39
					BCA III	80	59
					MFT III	30+5	35
2	Post-Graduate	2 yrs	Graduation & Merit	English	MA English I	60	54
					MA Sociology I	60	52
					MA Economics I	60	48
					MA Psychology I	40	30
					MSc Maths I:	40+2+5	41
					MSc Chemistry	25+2+5	32

					I		
					M Com I	40+5	46
					MA English II	60	42
					MA Sociology II	60	51
					MA Economics II	60	47
					MA Psychology II	40	37
					M Com II	40+5	42
3	PG Diploma	1 Yr	Graduation & Merit	English	PGDCA	30	26
					PGDMC	30	18

13. Does the college offer self-financed Programmes?

Yes

☒

No

☐

If yes. How many?

27

B Com I, II, III; BCA I, II, III; BBA I, II, II ; B.Sc. MFT I, II, III; MA English I, II ; MA Sociology I,II; MA Psychology I, II; MA Economics I,II; M Com. I,II ; M.Sc. Maths I, MSc. Chemistry I; PGDCA, PGDMC and PGDCBC

14. New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	05
-----	-------------------------------------	----	--------------------------	--------	----

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com)

a. Annual system (2015-2016)

BA- III, B.Sc.- III, B.Com.- III, BBA- III, BCA- III, BSc. (MFT)- III, PGDMC, BA (Hons.) III, B.Com (Hons) III
--

b. Semester system (2015-2016)

BA- I, II; B.Sc.-I, II; B.Com. I, II; BBA – I, II; BCA-I, II; BSc.(MFT) and all Postgraduation classes, I & II Year , BA(Hons) II Year, PGDCA

c. Trimester system

--

17. Number of Programmes with

- a. Choice Based Credit System
- b. Inter / Multidisciplinary Approach
- d. Any other (specify and provide details)

2

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes	
-----	--

No	√
----	---

If yes,

- a. Year of Introduction of the programme(s): Not Applicable
and number of batches that completed the programme

--

- b. NCTE recognition details (if applicable)

Notification No: Not Applicable

Date:

Validity:

- c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes	
-----	--

No	√
----	---

19. Does the college offer UG or PG programme in Physical Education?

Yes

--

 No

√

 (But taught as elective subject in BA)

If yes,

a. **Year of Introduction of the programme(s):** Not Applicable
and number of batches that completed the programme

b. **NCTE recognition details (if applicable)**

Notification No. : Not Applicable

Date:

Validity:

c. **Is the institution opting for assessment and accreditation of Physical Education Programme separately?**

Yes ☐ **No** ☒

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	M	F	M	F	M	F	M	F	M	F
Sanctioned by the UGC / University / State Government <i>Recruited</i>	-	-	-	40 +1	-	39	23	3	-	-
<i>Yet to recruit</i>										
Sanctioned by the Management/ Society or other authorized bodies Recruited				Nil		23	23	10		
<i>Yet to recruit</i>										

21. Qualifications of the teaching staff: As per annual teacher return for academic session 2015-2016

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
Permanent teachers							
	Male	Female	Male	Female	Male	Female	
D.Sc./D.Litt.							
Ph.D.				16 + 1		35	52

M.Phil.				21		11	32
PG				3		16	19
Contractual teachers							
Ph.D.						13	13
M.Phil.						31	31
PG						13	13
Part-time teachers							
Ph.D.						3	3
M.Phil.						2	2
PG						-	-

22. Number of Visiting Faculty /Guest Faculty engaged with the College: 5

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	-	51	-	75	-	111	-	118
ST	-	18	-	21	-	26	-	30
OBC	-	38	-	49	-	67	-	137
General	-	3146	-	3456	-	3876	-	4182
Total	-	3253	-	3601	-	4080	-	4467

24. Details on students enrollment in the college during the current academic year: (2015-16)

Type of students	UG	PG	M.Phil	Ph.D	Total
Students from the same State where the college is located	1074	278			
Students from other States of India	3331	297			
NRI students	-	-			
Foreign students	32	1			
Total	4437	576			

25. Drop Out rate in UG and PG (average of the last two batches)

	2013 - 2014			2014-2015		
	UG	PG	Total	UG	PG	Total
Students Admitted	3675	482	4157	3964	503	4467
Appeared in University Exams	3557	474	4031	3890	488	4378
Drop Outs	118	8	126	74	15	89
Drop Out %	3.21%	1.65%	3.03%	1.86%	2.98%	1.99%

Average Drop Out Rate (Last Two Batches):	UG	2.07 %	PG	2.31 %
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26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component	Rs. 45115.15
(b) excluding the salary component	Rs. 2609.607

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes		No	√
-----	--	----	---

If yes,

1. is it a registered centre for offering distance education programmes of another University

Yes		No	√
-----	--	----	---

- b) Name of the University which has granted such registration: Not Applicable
- c) Number of programmes offered : Not Applicable
- d) Programmes carry the recognition of the Distance Education Council: Not Applicable

28. Provide Teacher-student ratio for each of the programme/course offered

B.Com:	38: 1
B.Sc and BMF:	24: 1
B.A:	34: 1
B.C.A:	10: 1

29. Is the college applying for

Accreditation	Cycle 1	<input type="checkbox"/>	Cycle 2	<input checked="" type="checkbox"/>	Cycle 3	<input type="checkbox"/>	Cycle 4	<input type="checkbox"/>
Re-Assessment	<input type="checkbox"/>							

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: **2/2/2006** Accreditation Outcome/Result: **Grade A**

Refer to Annexure No. I (d) & (e)

Cycle 2:Accreditation Outcome/Result.....

Cycle 3:Accreditation Outcome/Result.....

** Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.*

31. Number of working days during the last academic year.

216

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

181

33. Date of establishment of Internal Quality Assurance Cell

(IQAC) IQACNovember 2015

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) 2010-2011 - Along with the SSR

AQAR (ii) 2011-2012 - Along with the SSR

AQAR (iii) 2012-2013 - Along with the SSR

AQAR (iv) 2013-2014 - Along with the SSR

AQAR (v) 2014-2015 - Along with the SSR

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

The college upgraded to the status of a Postgraduate college from an Undergraduate level in August 2013. **Refer to Annexure I (f)**



Criterion - 1

Curricular Aspects

(a) Criterion I: Curricular Aspects

1.1.1. State the vision, mission and objectives of the Institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision

To make MCM DAV 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.

Objectives

- To provide quality education in quality ambience.
- To endow our students with moral and spiritual strength to face the challenges of the new millennium.
- To instil in our students an ideal blend of tradition and modernity.
- To create total quality culture with pro-active participation of the students to imbue them with a strong civic sense.
- To make curriculum more engaging by using innovative techniques, technology and ICT.
- To create equal opportunities for education, research and employment for all stakeholders.
- To enhance professional skills by encouraging student-industry interface.
- To instil in our students entrepreneurial skills for constructive contribution to national economic growth.
- To create young minds armed with knowledge to participate in nation building and create women leadership with a sound value-system.

The Mission, Vision and Objectives of the College are conveyed to the students, teachers, staff and other stakeholders by taking the following initiatives:

- These are stated clearly in the Prospectus, Magazine, Newsletter and the Website at www.mcmdavcw-chd.edu of the college.
- We highlight them in the College Anthem, at the College entrance and through numerous activities organized by the college, including the day-to-day lectures.
- The College endeavours to translate these goals into reality through quality teaching, community-oriented activities, design and implementation of need-based courses.
- The Principal meets all new students on the Induction Day to explain the vision, mission, aims and objectives of the Institution.
- The same are re-iterated on all important functions (Hawan, Induction Day, and Annual Prize Distribution) and celebration of festivals and commemorative days.

1.1.2 How does the Institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The college follows the curriculum designed by Panjab University, Chandigarh. Faculty is encouraged to go beyond the syllabus and integrate an interdisciplinary approach in their teaching for comprehensive learning. Action plans for effective implementation of the curriculum, to achieve its vision, mission and objectives, are developed and adopted in the following ways:

- The Academic Calendar of Panjab University, Chandigarh is made available to the stakeholders in the college prospectus.
- At the beginning of every session, all the departments chalk out an academic calendar\term-wise syllabus which includes lecture hours, topics to be taught and other co-curricular activities to be conducted during the year.
- The Heads of the departments allocate classes, papers and syllabi among the faculty members of their respective departments.
- Relevant books, additional reading material and e-resources are recommended by the teachers to the students along with the prescribed syllabus.
- Eclectic teaching methodologies are followed to make learning interesting and enriching through classroom presentations, group/class discussions, class demonstrations, brain-storming sessions, participative methodology/interactive methods, role-playing, audio visual aids, projects, seminars, internet browsing, OHP and other practical supplementary aids.
- Field trips and industrial visits are arranged for the students, to enhance their knowledge capacity and praxis on field.

1.1.3. What type of support (procedural and practical) do the teachers receive (from the University and/or Institution) for effectively translating the curriculum and improving teaching practices?

Procedural Support:

The University identifies and confines the working areas of college by specifying the following:

- The Panjab University, Chandigarh issues academic calendar in the beginning of each academic session which includes information regarding syllabus for each subject/course, teaching hours per week, number of teaching days in an academic session, weightage for evaluation of theory and practical subjects, provisions regarding subject combinations/specialization/options (Elective and Honours) etc.
- The faculty bridges the college-university gap and maintains healthy interaction with the university teachers in order to compare their own teaching practices with theirs, and be up to date with current research areas.
- The members of the faculty have a membership of and full access to the Library of Panjab University, Chandigarh.
- The Academic Staff College caters to the needs of teachers by organizing Orientation Programmes, Refresher Courses, Summer/Winter Schools, Short-term Courses, Workshops for Principals/Heads in various disciplines

- The existing courses are modified to meet the emerging national and global trends in consultation with the Chairpersons and Directors of various Departments of the Panjab University during the annual meetings of BOS (Boards of Studies) incorporating the feedback from all the stakeholders. Apart from the BOS, the University also conducts workshops and seminars on syllabus designing and curriculum in higher studies in which members of our faculty actively participate.

Practical Support:

The College Development Council (CDC) of Panjab University deals with matters related to affiliations and approvals for the introduction of new disciplines or courses in the affiliated colleges, and extends support in the following areas:

- Appointments of the faculty
- Providing scholarships to deserving students every year
- Providing financial support to the college to organize seminars / conferences / workshops / symposia etc.
- Providing travel grant to those teachers of the affiliated colleges who wish to participate in seminars / conferences / workshops / symposiums etc. in India or abroad
- Handling the cases of students who seek late admission in the affiliated colleges.
- Provide updated information through their website for the benefit of the stakeholders

Institutional Support:

The college provides a favourable environment to develop new and effective ways of transforming college objectives into actions. It also provides the faculty opportunities for research, growth and development which include the following:

- The college sets up its Academic Calendar as per the specifications of the Panjab University to stipulate the duration of the session, the date of commencement of internal/external/ practical examinations etc.
- Library and reading room are equipped with an impressive stock of books, journals and magazines; and e-resources for students and faculty members to support the learning process.
- The faculty members of the institution are allowed to place orders or purchase books, reference books, journals of their respective subject as per their requirement.
- The faculty members can also avail the resource room and multimedia facilities such as computer, internet, photo copying, printing, scanning etc. available in the college. INFLIBNET and DELNET research portal facility is also obtainable to the faculty members.
- The college motivates and grants duty leave to the members of faculty for attending Orientation courses, Refresher courses and Faculty Development Programmes held at the University from time to time to apprise them of the latest trends in pedagogy, use of ICT, effective communication, child psychology and the like which help in the updating and upgrading the knowledge in their subject and deal with the diverse needs of the learners.

- Many of the faculty members are pursuing PhDs at present.
- All the departments of the college organize Seminars/ Conferences / Workshops at the national and international level.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

For the effective curriculum delivery and transaction on the curriculum, the following initiatives are taken up:

- The Department-wise annual calendar is prepared. It has the detailed syllabus for every subject, including allocation of the syllabi, thus enabling the teachers to prepare for the lectures and set question papers for the internal examinations.
- The Panjab University, Chandigarh prescribes the syllabi (including theoretical and practical components) which are provided to the stakeholders through the College Prospectus. The Heads of Departments convey the same at the beginning of the session to the members of respective departments. The teachers then communicate it to the students as term-wise syllabus.
- The progress is regularly monitored by the Heads of the Departments through class tests, mid-term examination and annual/semester examination conducted by Panjab University, Chandigarh
- There is a provision of a fully computerized and well-equipped library for both the faculty and the students.
- ICT based pedagogical facilities are available for effective curriculum delivery.
- Courses in all the subjects offered by the college have been updated and made relevant in consonance with the University curriculum (both theoretical and practical components). The members of the college faculty make significant contribution as members of Academic Council, Board of Studies (for Undergraduate and Postgraduate classes) and as special invitees.
- The college organizes field visits, surveys and excursions/industrial visits, to provide hands-on experience, and ensures skill development in relevant subject areas of study.
- Effective learning is encouraged through classroom/group discussions, interactive sessions, class tests, role plays etc.
- Assignments and term papers are regularly allotted by the teachers to assess curriculum assimilation.

1.1.5 How does the Institution network and interact with beneficiaries such as industry, research bodies and the University in effective operationalization of the curriculum?

A. Industry

(i) Training and Updation of Knowledge

The institution maintains meaningful relations with the industry and commercial enterprises. This is mainly executed through industrial visits and interactions with leading businessmen or experts from varied fields. Field Visits and educational trips are organized regularly to various

institutions/industries, for example, to the organic farm at village Tira, Kharar; Department of Forestry and Entomology, Y.S. Parmar University, Nauni, Solan; Regional Institute of Mentally Handicapped, Sector-31, Chandigarh; MAHLE Filters Systems (MFSI), Parwanoo; Class India Pvt. Ltd., Morinda and Virast-E-Khalsa (Museum), Anandpur Sahib, Panjab.

(ii) Facilitating Placement

- The College Placement Cell has been making consistent efforts to bring the job-seekers and the job-providers on a common platform. The MCM-Mega Job fest is a successful venture that takes place every year. In 2013-14, 558 students, and in 2015, 416 students were shortlisted by various national and international companies, such as IBM Global Processes Ltd., Concentrix, Jonjua Overseas (Pvt.) Ltd, SBI Life etc.
- Regular workshops, panel discussions and interactive sessions with professionals from the industry are organized from time to time to hone the soft skills of the students and enhance their employability quotient, e.g. resume writing, how to face interviews, group discussions etc.

B. Research Bodies

- In order to instill a scientific and research temper among the students, eminent scholars from various fields are invited to motivate them for research.
- Members of the faculty are also encouraged to take up membership of professional research bodies and take up projects offered by the University or UGC, and to present and publish cutting-edge research at different avenues.
- The college boasts of a highly qualified and research oriented faculty that comprises 67 Ph Ds, 48 M. Phils, and 29 faculty members who are pursuing Ph D.
- Several members of the faculty are affiliated with various research institutions such as UGC, e-Pathshala, e-PG Pathshala, National Body of Scientists, Research Gate, and Vidwan.
 - Mrs. Ritu Khosla (Department of Political Science) worked as a research Investigator for Government of India sponsored project titled “Preparing the status of Panchayati Raj in Punjab and Chandigarh reports.” N. R. Management Consultants India Pvt Ltd, New Delhi co-ordinated the project at All India level and reports have been duly submitted to Minsitry of Panchayati Raj, GOI, 2012.
 - Dr. Neetu (Department of Zoology) has been working as co-investigator in a UGC sponsored major research project entitled “*Molecular Phylogenetics of True Weevils (Coleoptera: Curculionidae)*”.
 - Dr. Vibha Sharma (Department of Public Administration) is working as content reviewer and presenter for the e-pathshala of Panjab University, Chandigarh.
 - Dr. Vini Arora (Department of Botany) was elected member of Academic Council, Panjab University, Chandigarh and elected member of National Body of Scientists (KK Nanda) for 3 years.
 - Mrs. Sukhpreet Bhatia (Department of English) has been engaged as a

content writer for the e-PG Pathshala project of UGC, sponsored by the Human Resource Development Ministry, Government of India.

- Dr Kiran Sehgal (Department of Chemistry) is on the editorial board for the research journal published by Chitkara University.
- Dr. Neha Soi (Department of English) is on Editorial Board of *Dialog*, an International Journal, ISSN 0975-4881 since Aug. 2013.
- Dr. Vini Arora, Dr. Vibha Sharma and Ms. Bindu Sharma are registered as experts in their respective fields with Vidwan.

C. University

- The faculty members of the college keep in touch with the Departments in the Panjab University and keep visiting it from time to time to keep abreast with latest trends in their field.
- They also subscribe to the Journals (for instance, *Dialog*, Panjab University Research Journal) and Magazines/ Newsletters published by various teaching Departments of the University.
- Eminent and erudite Scholars/Professors from the University are invited to the College for talks, seminars, discussions and workshops to illuminate the students. A few examples of Guest Lectures conducted by College in collaboration with the University staff:
 - Dr. Suveera Gill, University Business School, Panjab University, Chandigarh.
 - Prof. D. K. Singla, Department of Computer and Applications, Panjab University, Chandigarh.
 - Prof. Akshaya Kumar, Department of English and Cultural Studies, Panjab University, Chandigarh.
 - Prof. I. S. Dua, Botany Department, Panjab University, Chandigarh and others delivered lectures on various topics in their respective fields of specialization.
- Members of college faculty are actively involved in curriculum formulation and revision as members of the Board of Studies. They are also involved in paper-setting, evaluation of answer-sheets and conduct of practical examinations both within Panjab University and in other Universities.
- Members of faculty are frequently invited as subject experts, resource persons and in panel discussions, seminars and workshops.
- Several members of the faculty are involved in the preparation of scripts of study material for various classes at University School of Open Learning (USOL), Panjab University, Chandigarh.

Name of Faculty	Class	Subject
Ms. Neena Sharma	BA I, II, III	Elective English
Ms. Bindu Sharma	BA II	Elective English
Dr. Harpreet Gill	B.Com I	English
Ms. Sukhpreet Bhatia	BA I	Elective English
Dr. Mridula Sharma	BA I, II, III	Elective English
Ms. Anuradha Sehgal	BA III	Elective English

Dr. Neha Soi	BA I, II	Elective English
Dr. Komil Tyagi	BA II	Elective English
Ms. Jasmine Anand	BA III	General English

1.1.6. What are the contributions of the institution and/ or its staff members to the development of the curriculum by the University? (Number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)

The contributions and initiatives of the institution and/or staff to development of the curriculum by the University are as follows:

A good number of faculty members of our college are part of the Undergraduate and Postgraduate Boards of Studies (Panjab University), and bodies other than the Panjab University, in their respective subjects. They discuss the programme, conceptualise changes and convey relevant suggestions to the University. Over the last few years, members of the staff have been representing the College at various Panjab University platforms.

Year	Number of members	Bodies
2010-11	11	Board of Studies
2011-12	10	Board of Studies
2012-13	10	Board of Studies
2013-14	16	Board of Studies
2014-15	15	Board of Studies
2014-15	2	Faculty of Design & Fine Arts
2014-16	1	Academic Council

- In 2015-16, ten of our faculty members are the elected members of the Undergraduate Board of Studies. These include Dr. Meera Madan (Music), Dr. Renu Bedi (Physics), Ms. Sushma Sethi (Economics), Mrs. Suman Mahajan (Philosophy), Dr. Parsoon Prasad (Hindi), Dr. Gurminder Kaur (Public Administration), Ms. Vandana Syal (Computer Science), Dr. Neela Pawar (Mathematics), Dr. Geeta Bhagat (Psychology), and Ms. Vandana Sharma (Microbial and Food Technology)
- Dr. Neela Pawar (Mathematics), Dr. Meera Madan (Music), and Dr. Deepa (Music) have been representing the College in the Panjab University Academic Council and the Faculty of Design and Fine Arts
- Members of the faculty such as Dr. Vibha Sharma and Dr. Minakshi Rathore have contributed significantly as an active member and Convener respectively of Curriculum Design Committees for different subjects
- Faculty members also attend meetings at the University during which they express their views on the prescribed syllabi and courses introduced by the University.
- In view of relevance of various courses, and enhancement of employability quotient of the students, feedback is taken, conveyed and discussed at the University level before conceptualising changes in the curricula.

- Members have also been involved in designing the syllabi/content of courses of other educational institutions apart from Panjab University:

Faculty	Description
Ms. Indu Arora	Designed syllabus for a new 6 months course in Web Technologies to be introduced by Punjab Info Tech, Chandigarh
Ms. Vandana Syal	Revised the course contents/syllabus of CAL-C courses run by Punjab Info Tech, Chandigarh.

Feedback is taken from different agencies to find out whether improvements are required in the academic programme. These agencies are:

1. Students

To obtain feedback and suggestions on different aspects of the curriculum, faculty holds discussion in the classrooms. At the end of the session also, students are asked for written feedback. On the basis of this feedback valuable changes are conveyed at the relevant platform.

2. Teachers

During departmental meetings, review and redesigning of the teaching programme is an important agenda and is taken up as a continuous exercise. Whenever a course is to be reviewed by the University, members who are in the Board of Studies take feedback from fellow faculty members and convey the same to the Panjab University.

3. Alumni

The former students of the college give valuable suggestions regarding the need of new courses and changes required to be incorporated in the existing curricula during their Alumni meet and visits to the college on various occasions.

4. Industry

During the industrial survey conducted by the institution in the year 2013-14, feedback was taken from employers to bridge the gap between industry and academics. The college also seeks recommendations from the employers during Job Fest held in the college every year. All these suggestions and recommendations are ultimately incorporated by the institution in its system, which helps the students to acquire relevant knowledge and skills for synchronisation between the acquired skills and demands of the industry.

5. Resource persons and guests

Valuable inputs are also received from eminent visitors to the college who comprise renowned academicians, administrators, industrialists, legal luminaries, celebrities and social workers. The view expressed about the institution in their respective addresses and the Visitors' Book, corroborate the high quality benchmarks of the college.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of affiliating university) by it? If 'yes'. Give

details on the process ('Needs Assessment', design, development and planning), and the courses for which the curriculum has been developed.

The college boasts of a highly qualified faculty that is actively involved in giving significant contribution to curriculum formulation, not only at the level of our affiliated University, but also for other organizations. Following staff members have contributed to the development of curriculum of different courses:

- 1) Ms. Indu Arora (Department of Computer Science) has designed syllabus for a new six months course in Web Technologies to be introduced by Punjab Info Tech, Chandigarh in session 2014-15.
- 2) Ms. Vandana Syal (Department of Computer Science) has revised the course contents/syllabus of CAL-C courses (Punjab Info Tech), 2014-2015.
- 3) Ms. Ritika Bansal along with Ms. Indu Arora and Ms. Vandana Syal have been engaged as committee members for DCSA, Panjab University, Chandigarh for Revision/ Up-gradation of syllabi for UG and PG courses of Computer Science Department for the session 2015-16.
- 4) Dr. Meenakshi Rathore (Department of Punjabi) has been appointed as Special Invitee for Board of Studies and Convenor of Syllabus Committee to design new syllabi for semester classes. 2015-2016.
 - To develop a sound curriculum, these members studied and evaluated the need for the course with a learner-centric approach. Relevant areas of study were identified and the courses were formulated as per the latest demands of specific fields and industry.

1.1.8 How does the institution analyse / ensure that the stated objectives of curriculum are achieved in the course of implementation?

The institution makes its sincere efforts to ensure that the contents of the curriculum are well understood by students and they also learn the practical use of it. The same is achieved through the following:

- Wide use of ICT based pedagogy in classroom
- Holding lectures by scholars from other institutions of higher learning
- Providing first hand/practical experience through workshops, practical demonstrations and interactions with experts from the industry
- Organising field trips and industrial visits for better exposure
- Assigning classroom projects/assignments/presentations to individuals as well as teams
- Encouraging an active and vibrant classroom interaction, group discussion and group activities to enhance better assimilation of concepts
- Motivating students to participate in co-curricular activities e.g. poem/essay writing/ debates/declamation contests etc.
- Regular monitoring/assessment of learning through class tests, mid- term exams and final exams

1.2 ACADEMIC FLEXIBILITY

1.2.1 Specifying goals and objectives, give details of the certificate / diploma / skill development courses etc. offered by the institution.

- The main goal of the college is to make women an ideal amalgamation of tradition and technology, and also to create equal opportunities for education, research and employment for all.
- The institution offers a variety of courses to the students which move vertically as well as horizontally. Various add-on/skill development courses offered by the college can be pursued vertically along with any year of graduation or post graduation to develop professional skills in the students.
- The students are allowed to change from one stream to another or change their subjects within a certain time period as permitted by the College/University rules, thereby allowing them horizontal mobility.
- The Add-on courses offered by the college are open to students from any stream. Their classes are held according to a time schedule which does not clash with their regular classes.

Various courses/options available to the students in terms of certificate/diploma/skill development courses etc. offered by the institution along with their objectives are as follows:

S.No	Course Name	Level	Objective
1	Communicative English (FEA)	Add-on C/D/AD	To write effectively and coherently and speak eloquently through public speaking and creative writing opportunities
2.	Cosmetology and Beauty Care (CMT)	Add-on C/D/AD	To impart professional skills and personality enhancement to ensure economic independence
3.	Video Reporting (VDO)	Add-on C/D/AD	To learn reporting and media coverage skills as photo/video journalists
4.	Interior Designing and Decoration (IDD)	Add-on C/D/AD	To instill special skills in art and craft and equip the students for aesthetic augmentation of indoor/outdoor environment
5.	Office Management & Secretarial Practice	B.A.(Elective vocational)	To classify and catalogue information and develop secretarial skills
6.	Functional English	B.A. (Elective Vocational)	To expose students to the field of Radio/TV and Print Journalism and improve their language proficiency

7.	Postgraduate Diploma in Mass communication (PGDMC)	PG Diploma	To augment interpersonal relations, self analysis, soft skills and personality development
8.	Postgraduate Diploma in Computer Application (PGDCA)	PG Diploma	To develop basic programming skills and application skills to meet the skill based manpower requirement of the private/government sector

* C: Certificate Course, D: Diploma, AD: Advance Diploma

1.2.2 Does the institution offer programmes that facilitate twinning/dual degrees? If 'Yes', give details.

The affiliating University does not have a provision of a dual degree programme at undergraduate level in its affiliated colleges. However, our institution offers four Add-on courses to supplement the graduation degree so that at the completion of the degree, the stakeholders can acquire an additional degree in the form of Certificate/Diploma/Advance Diploma subject to her having pursued one/two/three years of the Add-on courses.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employable issues.

A. Range of Core Elective options offered by the University and those opted for by the college.

The college offers 8 undergraduate courses, 7 postgraduate courses, 2 PG Diploma and 4 Add-on courses keeping in view the importance of academic flexibility in terms of skill development, academic mobility, and progression to higher studies and improved potential for employability. The college has made the following provisions of subjects and courses-

Undergraduate courses offered:

1. BA

- General
- (Elective /Vocational) Office Management & Secretarial Practice
- Functional English
- Honours in 8 subjects

2. B.Sc. (Medical)

3. B.Sc.(Non Medical)

4. B.Sc. (Computer Applications)

5. B.Sc. (Microbial & Food Technology)

6. B.Com
7. BBA
8. BCA

** Details of subject combinations are given in **Annexure II (a)***

Postgraduate Courses & PG Diploma

1. M.A. (English)
2. M.A. (Sociology)
3. M.A. (Psychology)
4. M.A. (Economics)
5. M.Com
6. M.Sc. (Mathematics)
7. M.Sc. (Chemistry)
8. Postgraduate Diploma in Mass Communication
9. Postgraduate Diploma in Computer Applications

Add-on Courses

1. Communicative English (FEA)
2. Cosmetology and Beauty Care (CMT)
3. Video Reporting (VDO)
4. Interior Designing and Decoration (IDD)

For details of Skill development activities carried out by various departments, refer to **Annexure II (b)*

B. Employability:

The desired goal of enhancing employability quotient of students in the job market is realized through the following:

- Establishment of Placement Cell
- Organization of Job Fest - an annual feature to bridge the gap between the students and the job market
- Holding of lectures, panel discussions, interactive sessions and workshops by experts on career guidance, job avenues in varied courses/streams, interview skills, resume writing etc.
- Offering skill based/job-oriented Add-on Courses to students of all streams

C. Choice based credit system and range of subject options:

Currently the affiliating University does not offer provision of choice based credit system.

D. Course offered in modules form:

College offers four Add-on courses at BA/B.Sc./B.Com/BBA levels as detailed in question 1.2.1.

E. Credit transfer and accumulation facility:

Credit transfer and accumulation facility is also as per University norms.

F. Lateral and Vertical mobility within and across programmes and courses:

Lateral mobility within and across programmes and courses is not allowed by the University. Once a student joins a stream, she has to complete it. She cannot switch over to any other stream. However, in Add-on courses, students are allowed lateral mobility.

Vertical mobility of courses is allowed in our college, only in the compulsory subject of Environment Science at the undergraduate level and in the four Add-on courses which can be opted for by a student of any stream at any level of three year degree course.

G. Enrichment Courses:

The college introduced Add-on courses as enrichment programmes for the graduation students to make value addition among them, as these are professional and career-oriented courses. These courses augment employment prospects of the students in the ways mentioned underneath.

- i) **Communicative English:** This course serves to improve the communication skills of students and enables them to tackle various professional and personal challenges. Under this course students develop command over the language and refresh their speech and writing skills to enhance their overall personality.
- ii) **Cosmetology and Beauty Care:** This course enables students to start their own independent skin and hair care clinics. After completion of the course, they can take up jobs like Clinic Managers; Skin & Hair care Technicians, Weight Management Experts etc. There is a great scope for these students in the Fashion and Film industry in India and abroad.
- iii) **Video Reporting:** This course has wide employment prospects in the field of print and electronic media such as in newspapers and magazines. News channels in television and documentary production also require the services of video reporters.
- iv) **Interior Decoration and Design:** This course equips the students in creating practical and beautiful indoor/outdoor environments. It makes them competent in taking independent assignments in designing home interiors, corporate offices, commercial establishments or landscaping.

1.2.4 Does the institution offer self financed programmes? If yes, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes, the college offers self financed programmes for the following courses:

S. No.	Subjects Offered	Curriculum Development	Fees Structure	Teacher Qualification
1	B.Sc. MFT	The curriculum is designed and approved by Panjab university.	31,875/- per annum	UGC-NET/PG in respective subject

S. No.	Subjects Offered	Curriculum Development	Fees Structure	Teacher Qualification
2	BCA	The curriculum is designed and approved by PU.	31,875/-per annum	UGC-NET/PG in respective subject
3	BBA	The curriculum is designed and approved by Panjab University.	26,875/-per annum	UGC-NET/PG in respective subject
4	B.Com (3 units)	The curriculum is designed and approved by Panjab University.	19,541/-per annum	UGC-NET/PG in respective subject
5	M.A. Sociology	The curriculum is designed and approved by Panjab University.	16,185/-per annum	UGC-NET/PG in respective subject
6	M.A. Economics	The curriculum is designed and approved by Panjab University.	16,185/-per annum	UGC-NET/PG in respective subject
7	M.A. Psychology	The curriculum is designed and approved by Panjab University.	17,445/-per annum	UGC-NET/PG in respective subject
8	M.A. English	The curriculum is designed and approved by Panjab University.	16,185/-per annum	UGC-NET/PG in respective subject
9	M.Com	The curriculum is designed and approved by Panjab University.	19,485/-per annum	UGC-NET/PG in respective subject
10	PGDCA	The curriculum is designed and approved by Panjab	19,875/-per annum	UGC-NET/PG in respective subject
11	PGDMC	The curriculum is designed and approved by Panjab University.	19,875/-per annum	UGC-NET/PG in respective subject
12.	M. Sc (Mathematics)	The curriculum is designed and approved by Panjab University.	17,730/- per annum	UGC-NET/PG in respective subject
13.	M. Sc (Chemistry)	The curriculum is designed and	17,730/- per annum	UGC-NET/PG in respective

S. No.	Subjects Offered	Curriculum Development	Fees Structure	Teacher Qualification
		approved by Panjab University.		subject

*Admission Process and Salary for the staff: As per University norms

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.

Yes, the College offers several skill development courses as mentioned in question 1.2.3 under the heading – Enrichment Courses. In addition to enrichment courses, the internships/on-job trainings at various industries and institutes, industrial/field trips, and academia-industry interface provide additional skills to the students relevant to regional and global employment markets.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combinations of their choices? If ‘Yes’ how does the institution take advantage of such provision for the benefit of students?

No, the affiliating University does not allow this type of facility.

1.3 CURRICULUM ENRICHMENT

1.3.1 Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and the Institutions’ goals and objectives are integrated?

To supplement the University’s curriculum, all departments of the institution regularly arrange and facilitate the participation of students and the faculty in Workshops, National Seminars, Panel Discussions, undertaking Live Projects, Industrial Visits, Field Trips, contests, visits to specialized Technical Hubs, Lectures/Live Demonstrations by prominent educationists, and achievers in relevant fields.

The aspect of social responsibility of the college comes to the fore with such events as Peace Rallies, Workshops on restricting Mobile phone Addiction, Stress Management, Best-out-of-Waste, Blood Donation, Tree Plantation and Sensitization Programmes.

In addition, various faculty members of the College are also members of Academic Council of P.U. and of Board of Studies which contribute to the curriculum revision of the University.

Students are asked to prepare assignments/projects/term-papers/PowerPoint presentations on topics beyond the prescribed syllabus especially at PG level.

Refer to Annexure II (b)

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

College has created various Clubs, Societies and Cells involving Faculty as its members to hone the communicative, professional and job skills of the students. Various events are organized from time to time by these bodies, such as

- The Placement Cell of the college organizes ‘MCM Mega Job Fest,’ an annual event, by inviting many reputed companies from various fields, and provides the students with a platform to opt for jobs in diverse fields. The Cell also organizes workshops and guest lectures in collaboration with entrepreneurs for channelizing and preparing the students for their interface with the industrial and commercial world.
- The Creative Writing Society and Debating Society encourage communicative and writing skills among students. Interactions with writers and journalists of repute in all languages of national and international level are also arranged for them.
- The Environment Committee of the College provides a platform for Industry-Academia interaction with an aim to train students in marketing organic food, reducing carbon footprints and adopting a natural approach to life.
- The Photography Club has been devised with a vision to recognize the talent of budding photographers. Field Trips are organized for the students to Photo Exhibition in Art Galleries to provide comprehensive industrial and field training and gain experience from eminent photographers.
- The Department of Microbial and Food Technology regularly organizes Workshops and Exhibitions on Multi-Cuisines for which experts from elite hotels and hospitality industry are invited.
- The Department of Office Management and Secretarial Practice organizes workshops on professional commitment, body language, presentation skills, personality development and other pre-requisites for an interview with an aim to enhance the overall traits of the students.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

Gender

- In an effort to instil confidence and a sense of security among college students, the College has joined hands with the Chandigarh Police in organizing various interactive sessions such as ‘Fighting the Menace of Eve Teasing’ and other such sensitive issues.
- Seminars on ‘Gender Sensitization’ are organized in collaboration with Department of Social Work and others such as with Mahatma Gandhi Institute of Public Administration.

- Lectures on Female Foeticide, Prevention of Anaemia and other women's health-related issues are held in collaboration with the Department of Health and Family Welfare, Chandigarh Administration

Climate Change and Environmental Education

- College organizes seminars to educate the students about the impact of Global Climatic Change on the environment by inviting eminent personalities to inform the students about the influence of climate change on soil, drinking water, agriculture and forest. Trips are organized to familiarize the students with the rich biodiversity of hilly regions.
- The NSS unit of the college participates in camps on the theme of environment and many volunteers from the College become part of a series of activities and contests even outside the campus.
- Annually, a Plantation Drive is organized on Van Mahotsav to sensitize students about the potential threat of Global Warming.
- The Environment Society organizes Community Participation Programmes to encourage greening of the environment through plantation drives. The Committee also celebrates-'Go Green Environment Fest'.
- The Science Association organized Prakriti Utsav on the theme-'Celebrating Moods of Nature' sponsored by PSCST and Punjab Biodiversity Board. Such festivals endorse the message of preservation of nature and also become a platform for educational institutions to share their initiatives to save nature.
- Rallies are organized to sensitize the students about conservation of nature. Innovative concepts such as Eco-Decoration, Vermi-Composting and Green House cultivation of medicinal plants and herbs are highlighted wherein colleges of the Tri-city participate in related competitions.
- Workshops on making diyas are held in college in collaboration with potters to motivate students to come back to their roots and replace use of Chinese lights or electric lamps with earthenware lamps to conserve electricity.

Human Rights

- The members of the Rotaract Club visit the Senior Citizen Home in Sector 15, Chandigarh to celebrate festivals with the residents
- The College Helpline, which was initiated with the mission of providing support to the students of the College, continues its endeavour of helping the distressed and emotionally disturbed students.
- To inculcate the ethics of social answerability among students, the college has volunteered to adopt and educate marginalized children of Jagatpura village; the college also organizes various activities such as showing educative films for the underprivileged children.
- Realizing the extent of the problem of child abuse, the MCM Rotaract Club undertook an initiative titled 'Muskurane Do Bachpan,' in which poster making and slogan writing competitions on the topic were organized at Sector-17, Chandigarh. More than 250 students participated in the rally which included creation of a human chain, raising slogans and presenting a street play. To further spread awareness about the menace of child abuse, flash mobs were organized at the Elante Mall and Panjab University, Chandigarh.

ICT

- A large number of classrooms have been equipped with Multimedia Projectors and screens
- A Multimedia Hall and Gymnasium Hall with ICT enabled facilities are also available for faculty and students to hold events/lectures for larger audiences.
- The IT Department has four laboratories which are fully equipped with computers of latest technology, networking, broadband facility and other related infrastructure
- A networked, internet enabled Resource Room equipped with 4 computers, 2 printers and a scanner cum photocopier is available to facilitate the faculty members in teaching-learning and research

Social outreach and extension activities

- Under the motto of ‘Heal the World,’ the Rotaract Club of the college celebrates Independence Day, Children’s Day, Diwali and Christmas with underprivileged children by distributing sweets and gifts, and spending quality time with them.
- The Medical Committee regularly organizes medical camps in collaboration with Hospitals, in which free skin, blood, dental and eye check-ups are offered to students and staff members.
- The NSS volunteers also participate in rallies organized by Traffic Police, Chandigarh and conduct traffic awareness programmes too.
- The college is regularly associated with SOREM, an institution for the education and development of autistic and special children and Sahayta Cancer Sahyog Society for financial help to the needy.
- A visit to Mother Teresa Home in Sector 23 to celebrate Children’s Day was also carried out. Around 25 club members distributed sweets and pastries among the children who enthusiastically took part in singing and dancing activities organized by the club.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- **Moral and ethical values**
- **Employable and life skills**
- **Better career options**
- **Community orientation**

College aims at holistic development of its stakeholders by providing them incessant opportunities to nurture their latent talent and bring them forth in multifaceted activities and avenues. Education at MCM is not only informative, but formative as well, for it instills the right values in budding aspirants along with their academic progression.

Moral and Ethical Values:

- The College celebrates National Higher Education Day to mark the birth anniversary of Maulana Abul Kalam Azad, India’s first Education Minister.
- The NSS unit of the college celebrates International Peace Day and Quami Ekta Week.

- Students from the hostel and members of the Arya Samaj committee attend Janmashtami celebrations held at the Arya Samaj premises and contribute to improve the working conditions at the Arya Mahila Sansthan by providing aids in the form of new sewing machines, fans and tables etc.
- To propagate the message of sadbhavna and national integration, the volunteers take pledge on the occasion of Sadbhavna Divas.
- To mark the beginning of the new academic session, the Arya Samaj Committee organizes a Hawan every year to seek divine blessings. The committee also organizes lectures by Acharya Dev Vrat on the significance of moral and cultural values.
- In the festive spirit of 'Saawan,' the College celebrates Teej Festival with gaiety and fervour. A variety of competitions in mehndi, cookery and traditional attires organized on the occasion draw an enthusiastic response from the students.
- The library of the college organizes Exhibition of Books on various topics related to the social and cultural history of Punjab from the religious perspectives.

Employability and Life Skills:

- Research oriented workshops are organized in collaboration with institutions of repute such as IISER Mohali, PAU, Ludhiana and others.
- Students are encouraged to pursue internship at reputed Institutes at Chandigarh and New Delhi to gain practical experience in relevant areas as Interface between Industry and Education including IPAT (Institute of Personality and Aptitude Testing), Chandigarh, ISHH Guidance Counselling Centre, Panchkula, VIMHANS, New Delhi and RIMH (Regional Institute for Mentally Handicapped), Sector 31, Chandigarh; and ODEPQ (Optimising Development in Emotional and Personality) Panchkula.
- Visits to the Arya Neuropsychiatry Centre, Mani Majra, Chandigarh and Children Hospital, Panchkula and Amritsar are planned to provide practical experience to the students in the area of Clinical Psychology and Counselling.
- To inculcate Employability and Life Skills, professional courses in Cosmetology and Beauty care, Video Reporting, Interior Decoration and Designing, Communicative English, and Mass Communication are offered.
- Inter-college Economics Business Quiz is conducted to apprise students of current trends in the field.
- Hobby Art Workshops are organized where students learn pot painting, stone painting, diya decoration, photo frame making, mirror designing and many other decorative items.

Better Career Options:

- Various career-related activities are undertaken by the Placement Cell of the college including Mega Job Fest in which many renowned companies in Hospitality, IT and Media sector come to recruit students from the tricity. The event is designed to bridge the gap between the education sector and industry.
- Seminars on topics such as 'Industry Expectations,' 'Entrepreneurship,' 'Scope of IT for a fresh Graduate', 'How to Crack Competitive Exams' and the like are a regular feature of the college.

Community Orientation:

- College students participate in annual event of the city, Chandigarh Carnival. They offer customized cards, bookmarks, beauty care products, nail art, food adulteration tests, psychological personality analysis and handwriting analysis to the visitors, which are much appreciated by all.
- The Arya Yuva Samaj of the college organizes a novel event under the motto, *Aao Sansar Sukhi Banayein* to sensitize youth about the problems faced by the elderly members of the society and to create a more inclusive environment for them. An open Forum is also organized where senior citizens voice their views and share their experiences with the students.
- Awareness programmes on Road Safety, Single Girl Child, Water Conservation, Adverse Effects of Drugs and Alcoholism are also organized.
- During the visits to the adopted village-Badheri, the volunteers spread awareness about HIV /AIDS, Leprosy, De-Addiction, Female Foeticide, Tree Plantation and Personal Hygiene.
- To mark the National Youth Day, the NSS unit organizes a Blood Donation Camp annually in collaboration with PGIMER, Chandigarh.
- Innovative Workshops for underprivileged students are organized where they are taught - pillow cover decoration, texture effects on the walls and 3-D paintings/artwork to decorate the designated area.

1.3.5 Citing a few examples, enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

- Faculty members of the college give feedback on curriculum enrichment through the Board of Studies, Academic Council, and the meetings of the College Development Council. For effective development of curricula, they also attend workshops meant for curricula advancement organized by the University and affiliated institutions.
- The college gets feedback forms filled from companies which take part in Annual Placement Drive in the campus. They give review on the participation of students and expectations from their prospective employees. In the subsequent sessions, the Placement Cell arranges seminars and workshops to fill this gap and to instil professional skills among students.
- Guest lectures and workshops on the recommendation of students are also organized to keep them well-versed with current affairs and technology.
- Suggestion Box has also been placed in the college for faculty, students and parents alike.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The quality of the programmes offered is regularly assessed and monitored through the following means:

- College tracks and maintains a record of the University positions captured by college students.
- Direct interaction of the guardians with the faculty members is also encouraged.

- The institution has open-minded policy; it welcomes constructive criticism and feedback from its stakeholders so as to ensure the improvement in teaching-learning methods.
- AMDA, the Alumni Association of the College organizes regular formal and informal interactions with the alumni to get their perspectives on innovative strategies adopted in all spheres of life.

1.4 FEEDBACK SYSTEM

1.4.1 What are the contributions of the institution in design and development of curriculum prepared by the university?

The contributions and initiatives of the institution and/ or staff to development of the curriculum by the university are as follows:

- Several members of our college are actively engaged in the Undergraduate and Postgraduate Boards of Studies in various disciplines. Suggestions regarding the appropriate changes required in the curriculum are sought in the classroom and outside through formal and informal interactions. The suggestions are then forwarded to the University in board meetings where the necessary changes are conceptualised.
- Faculty members are also specially invited to the University to participate in and deliberate on the prescribed syllabi and courses introduced by the University.
- Some members of the faculty are also invited to prepare study material of different courses for USOL, Panjab University, Chandigarh.
- For a detailed table of the faculty members of our institution who are the elected members of the Undergraduate Board of Studies/Academic Council and those who have prepared study materials for USOL, Panjab University, please refer to 1.1.6 above.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If ‘Yes’, how is it communicated to the University and made use internally for curriculum enrichment and introducing changes / new programmes?

Feedback is frequently taken from different agencies to find out whether improvements are required in the academic programme. These agencies are:

1. Students

There is a formal mechanism of taking feedback from the students in the form of questionnaires filled by the students at the end of the session. On the basis of this feedback, valuable changes are incorporated in the classroom teaching for making pedagogy more interactive, fruitful, and interesting thereby facilitating the learner's need according to the changing times. Due consideration is given to the feedback while framing the curriculum related or pedagogical changes to be made for the successive session.

2. Teachers

The members of the teaching faculty are fully cognizant of the significance of feedback in evolving the best teaching methodologies to make teaching effective. They carry out regular exercise of reviewing and redesigning of their teaching strategies in the departmental meetings as well as in the classrooms. Whenever a course is to be reviewed by the University, members of Board of Studies take feedback from college faculty members and convey to Panjab University.

3. Alumni

During Alumni meets and visits of alumni to the college on some other occasions, they give valuable suggestions regarding new courses and changes needed to be incorporated in the existing courses to the Principal and teachers.

4. Industry

Interface with industry which is essential to keep our stakeholders updated with its current demands is frequently provided through opportunities such as Job Fests, Industrial visits and interaction with renowned industrialists arranged for them. The feedback gathered thereof helps the students to acquire the relevant knowledge and skills which makes them capable according to the needs of the industry.

5. Resource persons and eminent guests

It is a regular feature to invite distinguished scholars and guests of eminence from various disciplines to interact with the students. Their perspective on the performance of the institution is sought during these visits and implemented to bring about improvement in the overall framework and functioning of the institution.

1.4.3. How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses / programmes?

New courses/programmes are introduced from time to time with focus on the following criteria and rationale:

- Popularity among/demand by the students
- Students' performance in the concerned subjects at Panjab University level
- Practical viability of a new course with regards to the student intake and financial implications
- To enhance the employability of the stakeholders.

The following courses have been introduced in the college:

1. M.A.(Economics)	:	2012-2013
2. M.A.(Psychology)	:	2012-2013
3. M.Com	:	2012-2013
4. BBA (Bachelor of Business Administration)	:	2012-2013
5. M.Sc.(Chemistry)	:	2015-2016
6. M.Sc.(Mathematics)	:	2015-2016



Criterion - 2

Teaching-Learning and Evaluation

(b) Criterion II: Teaching Learning and Evaluation

2.1 Student Enrolment And Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

PUBLICITY AND TRANSPARENCY OF ADMISSION PROCESS:

- The institution gives advertisements in leading newspapers of North India and some local newspapers which mention the list of courses offered by our college. Information regarding new courses also features in newspapers. College website displays, in detail, the admission process including the last date of submission of forms, courses offered, fee structure etc.
- Due to the established excellent reputation of the college in North India, information travels by word of mouth.
- Timely publishing and sale of college/hostel prospectus provides complete information regarding courses, rules and admission procedure.
- Publicity is also done through Radio and in local TV channels. Print media gives a wide coverage to the achievements of college throughout the year.
- The Alumni Association AMDA through its face book page keeps the alumni updated and also plays a positive role in building up the reputation of the college.

To ensure transparency in the admission process

- Admission committees for different classes are formed by the Dean Admissions for smooth conduct of admission
- List of university admission guidelines is given to convenors of committees who pass the information to the admission seekers
- The Admission Form is very meticulously designed
- Each admission form is scrutinized at several stages
- Fixed time schedule of admission process is strictly followed
- Merit lists of applicants in selected courses (with limited seats) i.e. FUNCTIONAL ENGLISH, MA ECO, MCOM, BBA, BCA and BSc courses are prepared and put up on the notice board
- Information of various courses/seats is available and achievements of students are displayed through PPT and public announcement system
- Counselling of wards and parents is done by the faculty and senior students

2.1.2 Explain in detail the criteria adopted and process of admission (Ex(i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit and entrance test and interview (iv) any other to various programmes of the institution.

ADMISSION CRITERIA AND PROCESS

Panjab University provides guidelines for admission to different courses relating to minimum eligibility criteria, compartment cases and reservations in different categories which are completely adhered to.

Different streams adopt different strategies to make the Admission process transparent.

Criterion for Admission to various classes

Class	Admission criterion
BA (First year)	Merit and academic record of students. On the day of admission, minimum cut off percentage is displayed at the venue. In case of Functional English, merit list displayed before the date of admission.
BCOM 1(First Year)	Centralized admission on the basis of merit.
B Sc./BBA/BCA/ /MA /MCOM (first year)	Merit list cum interview considered.
BA 2nd year Honours Courses	Cut-off percentage is considered Honours in Psychology – 70% Honours in Economics – 65% Honours in English – 65% Honours in Sociology – 60% For Economics Honours a written test is also conducted.

For Second and Third year, merit and interview depending on the number of vacancies in the respective course is considered.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city /district.

The percentage of various courses for 2014-15 is mentioned below

Programmes	Min % of marks	Max % of marks
B.A 1	as per PU	97%
B.Sc. 1 (Med)	82%	94%
B.Sc. 1 (Non-Med)	85%	94%
BMF 1	60%	90%
B.Com 1	74.80%	95.80%
BBA-1	70%	93.30%
BCA-1	60%	93%
MA-1 (Eng)	60%	78%

MA-1(Eco)	60%	72%
M.Com-1	67%	82%
MA-1(Psy)	68%	92%
MA-1(Socio)	55%	73%
PGDCA	50%	72%
PGDMC	40%	73%
PGDCBC	45%	65%

For Inter-college comparisons:

At the time of centralized admission for B.Com class, the cut-off percentages of different colleges are made public through print media. Our college is ranked among the top colleges in the region.

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes, our institution reviews the admission process annually.

- Prior to the initiation of admission process for the new session, a meeting is conducted by the Principal. In the meeting, admission process of the previous session is reviewed minutely. The members of the teaching faculty, administrative staff and the support staff strive to make it smoother, time saving and more convenient for students and their parents. Several issues like seating facilities for parents and wards, extended hours for fee payment, more helpline counters, and hostel admission criteria are discussed.
- To apprise the stakeholders about the admission guidelines, the college Prospectus is also made available on the college website.
- Time management strategies of fee payment have been evolved including more cash counters, payment through bank drafts and other SBI branches. Recently, online fee payment has also been introduced.
- During the admission days, meetings of faculty from various streams like BA, BCA, and BSc. are held and cut-off percentages are revised if required. Seats/additional units are also demanded from the university before the commencement of the session.
- Strategies with regard to the subsequent levels (2nd and 3rd year) in view of the results of students are evolved and discussed.
- Student profiles are maintained by the office in terms of their date of admissions, subjects opted for, addresses and phone numbers. Over the years, students not only from North-West India but from far-off states like Mizoram and Manipur have been seeking admission in the college. Foreign students also apply for different courses and their number is increasing over the years.

2.1.5 Reflecting on the strategies adopted to increase/ improve access for the following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/ reflect the National

commitment to diversity and inclusion.

Since the college is affiliated to P.U., the guidelines with regards to reservation in various categories are stipulated by P.U. and Chandigarh Administration. The same are adhered to by the college.

SC/ST

Reservations related to SC/ST are available in courses with limited seats. The college recommends applications for fee refund to SC/ST students through the Department of Higher Education, UT.

Women

As a well recognized women institution, our college has been imparting quality education to women for more than four decades. It provides ample opportunities for education, research and employment to them. Efforts are directed towards women empowerment and nurturing professionals in every field.

Differently-abled

The reservation policy is adopted for admission to courses with limited seats. To cater to the needs of differently-abled students, time-table is adjusted to allow them to attend classes on the ground floor.

Economically weaker sections

Scholarships are given to students of economically weaker sections by designing the scholarship criteria on the basis of merit cum means, and preference is given to economically weaker students. Donations are also arranged for them. Easy installments of fee are also allowed.

Minority community

The college adopts the principle of secularism as enshrined in the Constitution of India. So, admission is open to students of all communities. The students reflect a healthy blend of diversity of our country. Due consideration is given to students if they belong to this category.

Any other

- Foreign Students are given admission guidance and offered special seats if applied for, in different courses run by the college to enhance global linkages. Dean, Foreign Students of the college offers counselling and pays special attention to them during the admission process to make them comfortable in a foreign land. Such students are often encouraged to participate in extra-curricular events and competitions to showcase their talent. Recently 'Project Sakhi' has been launched under Rotaract for mentoring and guiding these students.
- DAV Managing Committee, Delhi adopts students from Manipur on a regular basis and the entire expenditure of their education and hostel is borne by it.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e. reasons for increase decrease and actions initiated for improvement.

Programmes	Number of students admitted				
	2010-11	2011-12	2012-13	2013-14	2014-15
B.A 1	632	584	641	806	908
BSc. 1	197	245	229	250	185
B.Com 1	226	226	209	227	297
BBA-1	Not Existing	Not existing	47	50	47
BCA-1	84	71	78	80	74
BMF-1	35	35	31	35	68
MA-1 (Eng)	39	43	50	50	48
MA-1(Eco)	Not Existing	Not Existing	46	53	51
M.Com-1	Not Existing	Not Existing	45	47	45
MA-1(Psy)	Not Existing	Not Existing	38	35	37
MA-1(Socio)	41	51	52	47	53
PGDCA	24	12	20	16	14
PGDMC	13	11	32	22	24
PGDCBC	Not Existing	Not Existing	Not Existing	10	24

Demand Ratio (2014-15)

Programmes	Number of applications	Number of students admitted	Demand Ratio
B.A 1	908	908	1:1
B.Sc. 1 (M)	453	67	6.7:1
B.Sc 1(NM)	665	70	9.5:1
B.Com 1	*Centralized Admission		
BBA-1	400	47	8.5:1
BCA-1	114	74	1.5:1
BMF-1	190	68	2.8:1
MA-1 (Eng)	134	48	2.8:1
MA-1(Eco)	138	51	2.7:1
M.Com-1	288	45	6.4:1
MA-1(psy)	91	37	2.45:1
MA-1(socio)	59	53	1.1:1
PGDCA	18	14	1.2:1
PGDMC	24	24	1:1
PGDCBC	24	24	1:1

To improve demand ratios in BA and diploma courses, the college publicizes new subjects and courses in newspapers. On the day of admission, announcements are made and PPTs are displayed on applicability and scope of respective subjects. In subjects with good demand ratio, new sections are also created to cater to the interested and meritorious students.

2.2 Catering to Student Diversity

2.2.1 How does the institute cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

- To cater to needs of differently-abled students, their time table is adjusted to allow them to attend classes on the ground floor. In examination days also they are seated in class rooms at ground floor. The campus has become different-abled friendly after the construction of ramp and installation of a lift
- Wheelchair facility is also extended to these special students
- Teachers also pay special attention by helping them in academics and giving extra time, notes and books etc.
- To make them join the mainstream such students are often encouraged to participate in extracurricular events and competitions

2.2.2. Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

- Student feedback is taken in classes regarding need of new courses in the next session. New courses are started keeping in mind their market value and demand and popularity among students.
- The merit of students is considered while granting admission in a particular course
- They are also interviewed by the subject teachers to assess their knowledge
- In the subject of Physical Education, Sports Trials are held before giving admission. In vocal music, a candidate's aptitude to pursue the subject is judged by the respective teacher

2.2.3.What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/ Remedial/ Add-on/Enrichment courses, etc) to enable them to cope with the programme of their choice?

Strategies adopted to bridge the knowledge gap:

- Identification of subject/stream wise knowledge gap of the students.
- Identification of slow learners through house exams/ class tests 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.
- Provision of Add-on courses for increasing their employability and enhancing their creative skills.

- Enrichment of students' practical knowledge by organizing demos, workshops, trainings, professional visits by professionals from the relevant industries, hands-on-practice, power point presentations and seminars.
- Identification of their taste and inclination and motivation to take up the relevant field.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

The college has various committees and societies, and also organizes many programmes which cater to the need and sensitize the students and staff. The list of these is:

Sr. No.	Name of Committee	Activities
1	NSS	<ul style="list-style-type: none"> • To sensitize the students about the importance of social work and their social responsibility • To propagate message of Sadbhavana and National integration • Cancer Awareness programme • Interaction with the inmates of old age home to sensitize them to respect and regard the senior citizens • Organisation of Blood Donation Camps to spread awareness about the importance of saving lives by their selfless act
2	Arya Samaj Committee	<ul style="list-style-type: none"> • Helps in connecting the students with spiritualism, Indian culture and heritage. • Inculcating in them the values of Arya Samaj • The college is funding the Arya Mahila Siksha Sansthan Centre located in Arya Samaj Mandir in Sector 16, Chandigarh where the girls are trained in cutting and tailoring. • Hawan ceremony is performed at the auspicious beginning of the new session (in the college) and before the commencement of the examination (in the hostel). • Lecture on building and increasing capacities of the target groups to enable them to deal with their problems in a holistic manner.
3	Character Building Committee	The Committee takes up ethical issues like one's duty to the institution, society, self, family and fellow beings, diligence, honesty and hard work towards national, professional, social or personal aspects of life

4	Creative Writing Society	<ul style="list-style-type: none"> • This Society helps in bringing out the intrinsic abilities of the stakeholders as budding writers, poets and creators. • It organises: Intra-college as well as Inter-college competitions on relevant, innovative, philosophical and significant themes
5	Debating Society	It helps students in developing their analytical and critical thinking abilities, communication skills, level of confidence by organising competitions on various social, economical topics
6	Drama Club	Enhances confidence and communication skills and make them aware of current social issues. It enlivens the stage with creativity and satire on contemporary problems through drama, skit, mime, mimicry, histrionics and bhaand.
7	Environment Committee	<ul style="list-style-type: none"> • To raise consciousness among the students about the environmental issues and generate a feeling of respect towards nature • To collaborate with the Chandigarh Administration for its environmental regeneration efforts • Cleanliness Drives are organized in the campus to generate awareness in students about clean environment • E-bins have been placed at appropriate places in the college for disposing off e-waste • Plantation of the medicinal plants in the herbal garden and imparting knowledge about their benefits to the staff and students • Manufacture, use and distribution of organic manure. The college makes use of organic manure in maintaining the green environment all around • Pond with fish to stop mosquito breeding in the botanical garden
8	MCM Rotaract Club	<ul style="list-style-type: none"> • To give a platform to the students to groom their personality and connect with the society • It organizes Street plays on social issues, visits to slum area, financial help for the treatment of the needy.
9	Sexual Harassment Committee	To sensitize students to lead a respectable life and to demand a respectful behaviour from the other section of society and not to be exploited socially, financially and emotionally

10	MCM Alumni Association (AMDA)	To connect the present students with the alumni by giving them a platform to associate with them. Alumni who are well placed in their fields are invited and students are given an opportunity to interact with them. The students get a feeling of motivation, inspiration when they meet their seniors who have carved a niche for themselves.
11	Science Association	It organizes seminars, important lectures, latest research, workshops to have better understanding of the basic concepts of science and their uses in day to day life
12	Quiz Committee	It organizes intra college competitions for students and then prepares them for competitions organized by other institutes. It prepares them for Zonal, Inter Zonal Youth festival and State level competitions. It helps them in making them aware about their surroundings, general knowledge and adding to their general awareness. Sometimes, it becomes a first step towards the Civil Services too.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learner?

- Bright students are identified in the beginning of session and a track of their progress is maintained. They are provided extra study material and extra time.
- Good students are also identified through tests and exams, and are then encouraged to go for research projects and present research papers.
- They are encouraged and guided to appear in different competitive exams.
- While making their assignments, they are motivated to go beyond the syllabus.
- On important events of college such as Prize Distribution, Induction Day, and Convocation Day, achievers are felicitated
 - Students who excel in academics and extracurricular activities are honoured during Prize Distribution Function
 - Cash prizes/awards are given to toppers (1st to 10th position) in university examinations
 - Special Prizes and Special Honours are also bestowed on the students who show promise in Music, Quiz, Debate, Drama, NCC, NSS etc.
 - College Colour is conferred on those who excel in sports and cultural activities
 - Roll of Honour and a Cash prize of Rs. 10,000 are given to students who top in PU exams.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of

society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

The disadvantaged and weak students are provided complete support through such efforts as:

- Identification through interactions, class participation and tests
- Encouragement by helping in their academics and giving extra study-material and time. Personal attention is given to them so that they can join the mainstream.
- Free books are given to the needy students and scholarships to economically weaker students
- Academic performance of physically challenged, slow learners, EWS etc. is gauged by the respective teachers in the classroom interaction and results of house exams
- They are advised and counselled by teachers to cope up with academics, and improve their performance. The morale of weak students is boosted through counselling sessions, interactive sessions, and remedial classes.

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules?

TEACHING

- Academic calendar prescribed by PU is followed and the number of teaching days is calculated according to it.
- Departmental meetings are held before the beginning of session to discuss the division of syllabus for three terms/semesters of a session
- The teachers present their vision and teaching strategy is worked out. The Heads of departments monitor the implementation of the pre-decided work schedule and work is completed term-wise
- General schedule/time table and calendar of departmental activities is also tabulated, and the same are displayed on the notice board
- Specialization of a teacher is taken into consideration while allotting papers and teachers are given full freedom to practice innovative methods according to the need of the student, market and competition
- The examination policy, setting up of question paper i.e. pattern, distribution of marks for the house exam are declared in the very beginning to keep the students fully prepared
- Assignments and projects are assigned in the beginning of the session so that sufficient time is available and quality work is collected in the end

LEARNING

- In order to generate inquisitiveness among students, practical exposure is given in the laboratories of the Departments of Science, Home Science, Music (Vocal and Instrumental), Fine Arts, Secretarial Practice, MFT, Computers

and Functional English and all Add On Courses on a daily basis.

- Workshops are conducted by experts in various fields and departments to improve the quality of knowledge imparted to the students.
- Educational and thought-provoking movies and documentaries are shown from time to time to inculcate creative and critical thinking among students.
- Students are taken for field trips to industries, farms, botanical gardens, university laboratories to give them firsthand experience and clarify their subject related concepts.
- Visits to forests and foothills are organised every year to sensitize them to the ecological needs.
- Intra-college and inter-departmental activities/contests are held regularly.

EVALUATION

- 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 presentations which not only help in the Evaluation process but also improve the Communication skill of the students and facilitate evaluation process.
- Practical work is assigned to students to have clear concepts of the subject.
Term papers are assigned in Postgraduation courses. The departments of MFT/ BBA/Functional English also allot projects which are evaluated during VIVA VOCE at the end of the session, and the selected ones are sent for publication.
- Mid-term exams are conducted in each semester and internal assessment is given to students based on their assignment, performance in exams, class interaction and attendance.
- The faculty members are required to assess and tabulate the result of their classes and compare it with university results.

2.3.2 How does IQAC contribute to improve the teaching learning process?

To make MCM a total quality-zone in all its aspects is one of the established goals of the institution. All efforts are concertedly directed towards realizing the objective of sustained quality enhancement through the development of a mechanism that ensures the adoption and dissemination of the best-known practices in every field.

Pedagogy is the most crucial factor in the teaching-learning process. It becomes imperative to maintain its quality in the light of the learners' competitive needs and advancements in technology. Quality is ensured with focus on the following:

- The institution provides infrastructural and financial support to the effective running of the teaching-learning programmes
- The institution has a well-designed plan for monitoring student progress continuously
- There are reliable and transparent systems for assessment of students
- An effective mechanism to recruit qualified and specialized faculty is in place
- The institution has a fair and participative mechanism for evaluation of teaching and research by the faculty

- Teachers have access to and integrate the latest ICT based methods of teaching
- The teachers have opportunities for continued academic progress and professional development

For the implementation of these, a PDRA (Plan, Do, Review, Act) approach is followed and the inputs for the same are received from all the stakeholders as well as the eminent visitors to the college who comprise renowned academicians, administrators, industrialists, legal luminaries, celebrities and social workers. The views expressed about the institution in their respective addresses and the Visitors' Book, corroborate the high quality benchmarks of the college.

2.3.3. How learning is made more students centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Learning is made more student-centric by the teachers who constantly endeavor to evolve new methods of teaching through various ways in different departments.

- Bright and weak students are given particular attention according to their requirement and teaching support is provided to them accordingly. To make learning student-centric, projects are assigned individually (independent learning) as well as in groups (collaborative learning)
- Students prepare charts and models from syllabi contents to ensure their increased involvement
- Fieldwork and surveys are conducted to keep the students involved, active and updated about the needs of market and industry, NGO's etc.
- ICT based pedagogy is encouraged and is a preferred mode of teaching. Frequent OHP presentations/PPT presentations facilitate the learning process and enhance an active usage of technology
- Debates, Panel Discussions and Open House discussions are held to freely elicit individual responses of the stakeholders to social & sensitive issues.
- Intra-college Essay writing competition & Creative writing workshops are conducted to improve the writing skills and analytical thinking of students.
- Inter/Intra college quiz competitions sharpen the minds and enhance their multi-disciplinary acumen.
- Project based learning is an important part of education. Students take up case-studies on the topics of practical value and contemporary interest and present their analysis.
- Students are given latest research topics which encourage them to visit the library and surf informative websites and make an extensive use of computers and then present their PPT in the classroom.
- The Add-On courses such as Video Reporting are involved in video coverage of important events of the college as well as the city.
- Lectures, demonstrations, seminars and workshops are frequently organized by departments to provide the students a chance to interact with eminent scholars of their fields.
- Classroom participation of students is ensured through regular discussions on topics from within the curriculum and beyond.

- Add-On course of Communicative English which caters to students of all streams enhances their communicative and soft-skills.
- To enhance their employability, workshops and lectures on resume-writing, personality development & organizational skills are conducted.

2.3.4 How does the institute nurture critical thinking, creativity and scientific temper among the students to transform them into lifelong learners and innovators?

In order to instil a habit of lifelong learning, an effort is made to generate a perpetual quest for knowledge amongst the students by providing them an array of opportunities so that they can practically implement the acquired knowledge for societal amelioration.

Critical thinking

- Critical thinking is developed by watching insightful documentaries and informative movies followed by discussions on various issues raised therein.
- Talks, discussions, interactive sessions organized on curriculum based topics and social issues, hone the mental skills of the students.
- Practical/Research based and innovative assignments on a variety of topics beyond their syllabus spur them to think out of box and add to their knowledge capital.
- Interdisciplinary seminars are conducted for interactive learning and bridging the gap between science and society.
- Open discussions on social, political, economic and current issues are frequently held in various departments

Creativity

- The creative talents of students are unearthed in Talent Hunt Contests held in the field of poetry, story, fine arts and essay writing competitions.
- Students are encouraged to conceptualize, plan and independently execute innovative activities/programs to showcase their competence. The organization of programmes such as Literazia-2015, Everlit, and Tech-Fiesta etc. vindicate the same.

Scientific temper

- Seminars and workshops discussing latest health issues, organ donations, responsibility towards having a balanced ecological system, environmental issues, organic farming etc inculcate scientific temper among the students.
- Hands-on training to students is given in science-based workshops and training programmes during vacation, through industrial visits to develop scientific equity.
- Paper presentations, quiz competitions, poster making contests, workshops and national seminars are organized to expose students to the latest trends.

2.3.5 What are the facilities and technologies available and used by the faculty for effective teaching?

Teaching learning process becomes more dynamic and innovative by the use of

technology and other audio visual aids along with the conventional methods of teaching.

- ICT based teaching is being followed in the college.
- Teachers have regular access to e-resources of knowledge such as INFLIBNET and DELNET.
- Relevant subject material is downloaded from internet and provided to the students by faculty-members. The laboratories are equipped with Wi-Fi Facility for their convenience.
- Overhead projector/ magic studio/ informative CDs and computers are easily accessible. Multimedia hall is a great place for viewing presentations and holding fruitful discussions
- A computer, TV and Satellite TV facility have been provided to the functional English students to prepare audio visual presentations. Teachers use their personal laptops too
- Xerox and Scanning facilities are extended to the faculty.
- Many departments have computers where faculty can use these in their free periods to have access to the latest research in their subject and then pass on this information to the students in their class.
- Formation of on-line class groups and mailing notes to them and communicating through WhatsApp groups makes learning swiftly accessible to them.
- Charts, transparencies, sketch pens, posters, paints, brushes are used in abundance by various departments

2.3.6 How are students and faculty exposed to advanced level of knowledge and skills?

Faculty

- The faculty is constantly involved in attending Refresher and Orientation courses, Faculty Development Programmes, Personality Development Programs, Lectures by Experts to remain updated.
- National / International Seminars/ Conferences/ Summer/Winter Schools and Workshops are attended by the faculty to keep themselves updated, learn latest technology and then communicate it to the students.
- The members of faculty are also actively engaged in meaningful and interdisciplinary research. The knowledge capital created thereof is passed on to the stakeholders.

Students

- National seminars and lectures by eminent scholars on general as well as subject related issues are organized where they get an opportunity to interact with eminent experts of their fields.
- The Computer Science department delivers practical lectures on LCD projector to make the students proficient in using typical concepts for developing graphs, tables and diagrams.
- The screening of movies based on literary works like plays/novels by famous writers is arranged to improve their critical acumen.

- Presentations by students and thought-provoking classroom discussions are a common practice in almost all the departments of the college.
- The skill based Add-on Courses are available for students to develop additional skill to make them better employable.
- To inculcate environmental consciousness in the stakeholders, teachers along with students in science stream are actively involved in compost and vermi-compost unit, Drosophila culture, tissue culture, green house and other such activities.
- The students of science stream are regularly attending Summer schools for training to carry out minor Research Projects in the college.
- Several members of teaching faculty of the college are members of the PU Library and procure books from there for advance learning of the students.
- The students are encouraged to use OHP and multimedia facilities for Power-point presentation to enhance interest in the subject and facilitate learning through audio visual technology.
- Vocabulary games are played to make language acquisition easier and interesting.
- The hands-on training in workshops gives students a practical exposure leading to the clarity of concepts.
- Quizzes and open house discussions hone the thinking skills of the students and widen the horizons of their knowledge.

2.3.7 Detail (process and the number of students/ benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling, mentoring, academic advice) provided to students?

- Academic advice is personally given by the teachers from time to time to improve their performance academically.
- The information about various career opportunities and entrance exams is placed on the notice boards.
- The college has a proactive Placement Cell to link the students with the jobs available. Career counselling is provided to the students and regular Industry interface appraises them of the demands of the employers.
- Anti-ragging committee is vigilant to check any harassment of newcomers in the college. All the students are informed about the serious repercussions of indulging in ragging on the Induction Day.
- Scholarships are given to meritorious and needy students to motivate them for better performance in future.
- The faculty is always ready and involved in sending references and recommendations for the suitable students to facilitate their admissions in foreign universities and for jobs in reputed institutes.
- Medical facilities are provided through medical camps organised by the Medical Committee where both the staff and students can get a free check-up done by eminent and specialist doctors.
- Alumni who have made a mark in their respective fields are invited to guide and inspire the youngsters to become entrepreneurs, bureaucrats, defence

- personnel and excel in their career.
- Efforts are made to create a congenial atmosphere where students feel free to discuss their problems with the teachers.
- Personal problems of students are discussed in confidence and appropriate solutions are suggested. Emotional support is provided to the students whenever it is required.

2.3.8 Provide details of innovative teaching approaches/ methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

- The latest and relevant journals in all subjects are subscribed in the library. Their ready accessibility to the faculty and students helps in making teaching and learning process updated and meaningful.
- Teaching through PPT/videos highlighting latest information and data is adopted by the faculty.
- Delivery of lectures by the experts in relevant fields ignites the minds of learners. Related hands-on training to students actualises the concepts studied in the books.
- INFLIBNET and DELNET facilities have added a new dimension to the e-learning process.
- Refresher and Orientation Courses are regularly attended by the faculty to keep themselves updated about the innovative teaching approaches, their implementation and their impact on the learning outcome
- Projects, assignments, training courses etc are regularly arranged for the students and latest teaching strategies are adopted
- Case-study method is followed in some departments in which they are supposed to go beyond the prescribed syllabus to widen their scope and follow inter disciplinary thrust.

2.3.9 How are the library resources used to augment the teaching learning process?

- Availability of different newspapers, magazines, relevant, latest and informative books, dictionaries, encyclopaedia for the students and faculty to augment teaching as well as learning process.
- Access to latest e-journals in different fields along with the prescribed journals has linked the students and faculty to the outer world.
- The facility of searching a book in the library using software has made the work of the faculty easier. INFLIBNET service has been provided to faculty.
- The members of faculty inform students about free online access to some reputed journals and books to facilitate learning.
- The department of English has its own collection of subject related CDs of movies and documentaries which are regularly screened and discussed with the students.

2.3.10. Does the institute face any challenges in completing the curriculum within the planned time frame and calendar? If “Yes”, elaborate on the challenges encountered and the institutional approaches to overcome these.

- The institution does face some challenges in completing the curricula within the planned time frame and calendar as all the syllabi are to be covered to the complete satisfaction of the stakeholders and is never rushed through
- With this as focus, term-wise syllabi for all subjects are prepared by members of the faculty
- The Heads of departments take regular feedback from the teachers and keep a track of the syllabus covered
- If the need arises the challenge is overcome by taking extra classes and providing notes of important topics to make the process time-saving. The teacher-student interaction is also maintained via mobiles, Whatsapp and e-mails.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- Adherence to timings, time-table and term-wise schedules are monitored
- It is ensured that the syllabi are finished well in time and the revision is also done in the classes.
- The Principal along with Academic Council evaluate and monitor teaching learning in the college by discussing academic issues, results, assignments, workload, term-wise syllabus etc.
- The Heads of various departments; Convenors of Clubs, Committees and Societies submit the reports of the activities carried out, and achievements during the session.
- Members of faculty furnish the details of the performance of their students, to be considered for their own ACRs.
- To prepare students for examination, they are given tests.
- In order to maintain regularity of classes, the classes are shortened by five minutes for meetings and assemblies.
- Specific deadlines are followed by the faculty members in evaluating and declaring the results of mid-term exams.
- The weak students and the advanced learners among the students are identified and mentored in different ways through providing special study material, extra time and individual attention.
- The performance of students is also monitored through assignments, mid-term exam, viva voce, presentations, demonstration of models and competitions to evaluate the quality of learning.
- Students and their parents are updated about their performance in the mid-term exam periodically.
- The Heads of departments informally take feedback on new teachers from students

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resources (qualified and competent teachers) to meet the changing requirements of the curriculum.

The process of recruitment of faculty is initiated through advertisements in major dailies of the region. Applications for the post are invited by the governing body of the college. The eligibility of the candidates is decided as per the UGC guidelines followed by the affiliating university.

The eligible candidates are invited to appear before a selection panel comprising PU nominee, DHE nominee, representatives of the Management, subject experts and the Principal.

Permanent Teachers 2015-16

Qualification	Associate Prof.	Assistant Prof.
Ph D	17	35
M. Phil	21	11
PG only	3	16
Ph D Thesis submitted	1	1
Pursuing Ph D	3	9
NET/ SLET/JPT	7	52

Contractual and Part – Time Teaching Faculty (2015-16)

Qualification	Contractual	Part-Time
Ph D	15	3
M. Phil	16	2
PG only	34	-
Pursuing	13	2
NET Qualified	45	3

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes, modern areas of study being introduced? Provide details on efforts made by the institution in this direction and outcome during the last three years.

- The institution copes up with growing demand/scarcity arising out of introduction of new courses by making new appointments in addition to the grant-in-aid positions. Currently, the college has 74 grant-in-aid and 24 management-funded posts.
- They are given parity in respect of salary and other facilities.
- The existing faculty is encouraged to attend Faculty Development Programmes, Refresher/Orientation courses, Workshops etc. to update themselves with the latest area of study in their subject.
- While making new appointments, their specialization in the relevant field is

considered.

- The general policy of the college is to create an atmosphere which is a blend of experienced senior faculty and hard working fresh young minds, working together hand-in-hand.

2.4.3 Providing details on the staff development program during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

- (a) Teachers are sent to take part in various programmes of teaching, learning from time to time to improve their quality.

Number of Faculty members who attended:

Academic Staff Development Programmes	2011-15
Refresher courses	27
HRD/ MDP Programmes	2
Orientation Programmes	40
Staff Training by University	13
Staff Training by other institution	3
Summer/Winter schools, Workshops etc.	8

- (b) **Faculty training program organized by the institution to empower and enable the use of various tools and technology for improved teaching learning.**

- An FDP was organized by the college on 20 October, 2014. Dr. Jayanti Dutta, Deputy Director, HRDC, PU, Chandigarh deliberated upon the issues pertaining to Consultancy, Teaching-Learning Material Development and Selection.
- In another FDP, Prof. S K Chadda, UBS, PU, Chandigarh on 20 October, 2014.
- Another FDP was organised on 11 December 2014 where the spokesperson Dr. Gulshan Kumar from UIIS, PU, Chandigarh held an interactive session on the issue of API score in Higher Education.
- An interaction by Mr. K. K Bajaj highlighted the Vision of Quality in Teaching and the Value of Management Information System in a programme conducted on 30 September, 2014.

- (c) **Percentage of faculty invited as resource persons in workshops/seminars/conferences organized by external professional agencies. Participated in external workshops/seminars/conferences organized by professional bodies. Presented papers in workshops/seminars/conferences organized by professional bodies.**

The provision of e-learning resources such as INFLIBNET and DELNET also helps the faculty in refurbishing their knowledge capital.

Year	Invited as resource person/ Seminars/ Conferences	Participated in external workshops/ Seminars/ Conferences	Paper presentation in external workshops/Seminars/ Conferences
2010-11	5.12%	11.5%	73.07%
2011-12	3.44%	2.04%	56.32%
2012-13	4.25%	1.06%	28.72%
2013-14	3.92%	0.98%	26.47%
2014-15	3.09%	4.12%	52.50%

2.4.4. What policies/systems are in place to recharge teachers?

- The members of faculty are actively engaged in a variety of academic and extra-curricular pursuits as Deans/Convener/ members of various committees to make an optimal use of their talent and expertise in diverse fields
- The faculty is encouraged and given duty leave to present papers in seminars, to attend Orientation/ Refresher /Short-term courses/Seminars/Conferences/Winter-Summer schools
- The college also publishes research journal *New Horizons* annually to enable the faculty members to enrich their academic publication

2.4.5 Give the number of faculty who received rewards/recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/ achievement of the faculty.

The academic ambience of the college provides ample opportunities to the teachers to excel in their respective fields and allows them a reasonable autonomy to take decisions regarding their pedagogy, research, and upgradation of their knowledge, thus instilling confidence and leadership qualities in them. They are encouraged to participate in seminars, workshops etc. Infrastructural and institutional support in the form of computers, internet enabled resource room, INFLIBNET, Wi-Fi, DELNET and other library resources is provided to them.

Number of Faculty Members receiving awards (from 2010-14): 14

List of faculty members receiving awards in various fields:

1. Dr. Puneet Bedi (Former Principal) MCM DAV College for Women
2. Department of Home Science-Ms. Kalyani and Dr. Harjot.

3. Department of Sociology-Ms. Neena Dhawan.
4. Department of Commerce-Dr. Gagandeep.
5. Department of Chemistry- Ms. Alka Kansra and Dr Shefali.
6. Department of Computer Science- Ms. Mandeep and Ms. Ritika Bansal.
7. Department of Punjabi- Dr. Jatinder.
8. Department of Sanskrit- Dr. Seema Kanwar.
9. Department of Fine Arts- Ms Jasmine.
10. Department of Political Science- Ms Ritu Khosla.
11. Department of History- Ms Poonam Devasher.

*For details, refer to self evaluation reports of the departments.

2.4.6 Has the institution introduced evaluation of teachers by students and external peers? If yes, how is the evaluation used for improving the quality of teaching learning process?

The institution fully understands the significance of seeking feedback from its stakeholders to make the teaching-learning process more efficacious and fruitful. The same is sought through questionnaires which are filled by the students.

- Heads of the Departments and members of the faculty seek feedback from students informally through interaction in the classroom.
- SWOC analysis is carried out by various departments of the college from time to time.
- The evaluation by the students is discussed in the departmental meetings and feasible improvements are planned to minimize complaints in the next session.

2.5 EVALUATION PROCESS AND REFORMS

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The college follows the Evaluation process framed by the Panjab University. The stakeholders are made aware about the exam guidelines of the Panjab University through its website. The college informs the students about the same in the following manner:

- The College Prospectus clearly specifies the details relating to the evaluation of the students on the basis of house examinations, attendance and class participation. For example, the credits assigned to the marks obtained in these tests for calculating the Assessment.
- The Examination Committee and Registrar inform the students about examination guidelines by displaying notices on the college notice-boards.
- Dean Examinations and the Examination Committee issue guidelines to the faculty members regarding setting of papers and evaluation procedures.
- On the Induction Day and in assemblies, the Principal informs the students about the rules and regulations pertaining to the in-house examinations.
- Date sheets with regard to theory and practical exams are displayed on the

notice boards.

- Question papers of the previous year are discussed in classrooms to familiarize the students with the pattern of the University Exam.
- Special tests are also conducted for the students who miss mid-term exams due to some genuine reason.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

- The University has recently introduced the Semester System for the evaluation of the first and second year Undergraduate and Postgraduate degree students in all the streams. The college, by virtue of its affiliation to the Panjab University, has also implemented the same.
- The University has given the provision of getting a photocopy of the answer sheet through RTI to the students.
- Internal Assessment prepared by the college (as per the University guidelines) is based on the marks obtained in the House Examinations, class attendance and class participation and is also displayed for the benefit of students before being submitted to the University.
- Along with the semester system, the University has also brought 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 the students' attendance, class participation as well as performance in House tests
- Students are also evaluated on the basis of project work assigned by the respective teachers of each subject.
- To make its functioning smoother and swifter, the college has computerized the examination system where marks and internal assessment of students is compiled in a comprehensive manner, for easy access, in a database.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The institution ensures effective implementation of the evaluation reforms of the University and self through the following measures:

- Institution strictly follows the Academic Calendar (Schedule) fixed by the University.
- Students and parents are regularly informed about the performance of the students in the House examinations. The students are informed about their attendance at regular intervals, generally, at the end of the month, to enable them to achieve the minimum required attendance (as stipulated by the university). In case they fall short they are advised and encouraged to be regular.
- Periodic Class Test, Snap Tests and Quiz competitions are held for enhancing their academic performance. The students are encouraged to review their performance periodically to improve their score.
- In case a student defaults on account of performance in house

examinations, the college declares her Not Qualified for the University examination.

- As and when the students are dissatisfied with the score obtained, they have the option to apply for revaluation of answer sheets of the University examination and even get a photocopy of their answer sheet through RTI.

2.5.4 Provide details on the Formative and Summative Assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

- Summative Assessment Schedule is fixed by the University itself. Panjab University conducts the Written Examinations once in a year for Annual courses and twice in the case of Semester System. There is only one mid-semester test in case of the semester classes, and two house examinations in case of Annual System on the pattern of University examination.
- The Formative Assessment includes the Class Tests, Snap Tests, PPT presentations, projects, assignments and the like.
- Presentations made by students in the class provide important inputs for their fair assessment. The faculty points out the shortcomings and guides them to improve their performance. These also help in improving the Communication Skills and confidence level of the students. Topics of research projects are assigned from beyond the syllabus. Project work invariably calls for extensive study of the topic and leads to a better and well-formed understanding of the subject. These also encourage individual and collaborative learning on the part of the students, which is reflected in their performance.
- Formative assessment encourages practical knowledge of market trends and practical utility of their subject.

2.5.5 Detail on the significant improvements made in ensuring rigour and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.)

Institution ensures complete transparency in the internal assessment through the following measures:

- The students are regularly informed about the various criteria to be taken into consideration for their internal assessment.
- Faculty informs the students about their performance in the class tests and snap tests in their respective classes. Students are shown their answer-books of Class-Tests and House Examinations. The results of the House Tests are conveyed to their parents through the report cards posted to their homes.
- The overall internal assessment is further divided into Class Attendance, Class participation, Students Presentations, Assignments and Practical examinations.
- The performance in each activity is informed to the students regularly in the classes. Assessment is given strictly in accordance with the criteria fixed by the University.

- Viva-Voce of the presentations given by the students is an important parameter of communication skill and independent learning.
- Before sending the internal assessment to the university, it is displayed on the notice board for the students.
- As per the reforms in internal assessment for Semester system, 50% weightage for house examinations, 30% for class projects and 20% for attendance is stipulated.

2.5.6 What are the graduate-attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

- The college aims at imparting moral, cultural, aesthetic and professional values along with academic excellence to the students.
- Considering that women are the back-bone of society, the college endeavours to produce women of potential who are aware of their rights and are fully geared to face global challenges in various arenas of life.
- They are groomed to join the mainstream of the society as individuals leading from behind as compassionate, considerate and sincere citizens of society and nation.
- The institution strives to make the stakeholders creative, strategic and able managers in all aspects of life.
- It instils leadership qualities and decision-making capabilities in them for an active and meaningful participation in the society.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

There are different mechanisms adopted by the University as well as the institution for the redressal of grievances in case of the Student Evaluation Process.

University Level:

- Students may apply for the revaluation of their answer-sheets.
- Students can also demand a photocopy of their answer sheet from the university by applying for it through RTI.

College Level:

- In the University examinations, if the question-paper is set out of the prescribed syllabus, the faculty sends the representation to the Examination Branch of Panjab University.
- At the House Examination level, the concerned teachers are contacted for redressal of grievances.
- A Special Test is conducted in the month of February for the Not Qualified students and those who could not appear in examination due to medical ground or representing the college in some event.
- The students are shown the answer-sheets of house examinations for maintaining complete transparency.
- Internal assessment is displayed for the students and if any discrepancy is found, it is corrected.

2.6 Student Performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

The college as primarily a women educational institution has clearly stated outcomes such as:

- To ensure holistic development of students as socially committed, morally upright, spiritually strong and responsible citizens of the nation.
- To inculcate research abilities along with a quest for higher education
- To guide and counsel the students for entrepreneurship through application of their acquired knowledge and organizational skills.
- To help students gain public recognition of their talents in their respective fields, be it as performing artists, as photographers, video reporters, cosmetologists etc.
- To ensure employability of the students by using innovative techniques like the Academia- Industry Interface, placement drives, job fests etc.

The students are made aware of these learning outcomes in the following manner:

- Clear objectives and vision of the institution and the guidelines therein have been clearly stated in the Prospectus and are available on the college website too.
- Induction Programme at the beginning of the session and Assemblies during the session are designed to generate awareness about the short-term and long-term goals of education in this premier institution.
- Notices regarding placement drives, inter-college events like workshops, seminars and competitions are put up on the Student notice boards.
- Events throughout the session are held with a view to make them aware and prepare them for competitive global challenges.
- Student interaction with the teaching faculty inside and outside the classroom plays a pivotal role in creating awareness about these objectives.

The faculty is made aware of these learning outcomes in the following manners:

- Regular departmental meetings of the staff held during the academic session are meant to update the faculty about the expected learning outcomes in the constantly changing global scenario.
- Faculty Development Programmes and guest lectures are organized to upgrade their professional expertise which invariably translates into making them role-models for students.
- Orientation Programmes and Refresher Courses along with Seminars and Workshops enhance teachers' competence to yield better learning outcomes.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme?

Provide an analysis of the student's result/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievements across the programs/courses offered.

There are many steps taken to monitor and communicate the performance and progress of the students.

(A) Lists of Toppers in Panjab University Examinations in the last four years:

- Each teacher keeps a record of marks of the lower class to keep a track of the students' performance.
- The performance is assessed through class performance, tests, participation in the class activities, discussions, project work, presentations etc.
- House Examination results and answer-sheets are shown to the students.
- Assessment is displayed on the notice board
- Parents are informed about their academic achievement in house examinations

Session	Name	Class	Position
2014-15	Yati Bedi	M.A. II English	I
	Shiney Vashisht	M.A. II Sociology	I
	Sanjam Davar	M.A. II Psychology	I
	Rabia Julka	PGDCBC	I
	Tvesha Sharma	B.Sc. III MFT	I
	Sakshi Dewan	B.A. III (ECO HONS)	I
	Lakhveer Kaur	B.A. III (POL SC. HONS)	I
	Anu Verma	B.A. III (PUB AD) HONS	I
	Sunakshi Dang	B.A.II (Socio) HONS	I
	Ina Kansal	M.Com I	I
	Shreya Vashisht	B.Sc. I MFT	I
	S.Ponni	B.Sc. II MFT	I
	Madhvi Sharma	M.A. II English	II
	Anumeet kaur	M.A. II Sociology	II

	Nitika Virley	B.A. III (PSY HONS)	II
	Aakriti Sharma	B.A. III (POL SC. HONS)	II
	Jasnoor Kaur	B.Sc. III MFT	II
	Anchal Narwani	B.A. III (ECO HONS)	II
	Guntas Kaur Brah	B.A.III (Socio) HONS	II
	Vibhu Gambhir	B.Com I	II
	Sudesh Rani	PGDCBC	II
	Surbhi Bhatia	B.Sc. I MFT	II
	Trilotma Sen	B.Sc. II MFT	II
	Divya Arora	M.A. II Psychology	III
	Nitika Virley	B.A. III	III
	Ajooni Singh	B.A. III (ECO HONS)	III
	Sujata Peshin	B.A.III (PSY HONS)	III
	Kavita Mangal	PGDCBC	III
	Shweta Sharma	M.A. II Sociology	IV
	Aishwarya Arora	B.A. I	IV
	Parul Aggarwal	B.Sc II	IV
	Jasleen Saini	BBA I	IV
	Ananta Garg	M.A. II Economics	V
	Harneet Kaur	B.A.III	V
	Surneet Kaur	B.Com I	V
	Rhythm S Randhawa	B.A. I	V
	Nitika Bansal	B.Com I	VI
	Bhavya	B.Com I	VI
	Shreya Gupta	BBA II	VI
	Aakriti Sharma	B.A. III	VII
	Teena Garg	BCA III	VII
	Dinkle	BBA I	VII
	Nishi Gupta	B.A.II	VII
	Ausdeep Gill	B.Com I	VIII
	Vaishali Kapoor	B.Com I	VIII
	Reetika	BBA I	VIII

	Pavleen Kaur	BBA I	VIII
	Kiran Sachdeva	BCA II	X

2013-14	Guneet Kaur Khanna	M.A.II Socio	I
	Neha Garg	M.A.II Socio	II
	Shivali	B.A.III	V
	Radhika Gupta	B.A.III	VI
	Aanchal Bhalaik	B.A.III	VII
	Simranjeet Kaur	B.Com III	X
	Guryog Kaur	B.A.III ADIDD	I
	Manika Ahuja	B.A.III English Hons	I
	Neha Mehta	B.A.III English Hons	III
	Aanchal Bhalaik	B.A.III Psycho Hons	I
	Pavit Brar	B.A.III Psycho Hons	III
	Surbhi Sarin	B.A.III Psycho Hons	III
	Swati Verma	B.A.III Eco Hons	I
	Nishtha Saraswat	B.A.III Eco Hons	II
	Khusneet Kaur	B.A.III Eco Hons	III
	Chinar Thakur	B.A.III Pol Sc. Hons	I
	Gurjeet Kaur Saini	B.A.III Pol Sc. Hons	III
	Pooja Bansal	B.A.III Pub Ad Hons	I
	Shagun Bharti	B.A.III Pub Ad Hons	II
	Ravina Nain	B.A.III Pub Ad Hons	III
	Anupama Mannon	B.A.III Socio Hons	I
	Divya Negi	B.A.III Socio Hons	III
	Jasnoor Kaur	B.Sc II MFT	I
	Aakriti Sharma	B.A.II	II
	Tvesha Sharma	B.Sc.II MFT	II

	Romila Bhatia	B.Sc.II MFT	III
	Sakshi Chauhan	B.Sc.II MFT	III
	Nishi Gupta	B.A.I	I
	S. Ponni	B.Sc.I MFT	I
	Sandeep Kaur	B.Sc.I MFT	II
	Ekta	B.Sc.I MFT	III

2012-13	Nitika Garg	M.A.II (Eng)	I
	Yati Bedi	B.A.III Eng Hons	I
	Supreet	B.A.III Psycho Hons	I
	Aastha Sharma	B.A.III Eco Hons	I
	Mishika Chaudhary	B.Com III Eco Hons	I
	Priyanka Gupta	B.Sc. III (MFT)	I
	Hargun Padda	B.Sc. II (MFT)	I
	Romila Bhatia	B.Sc. II (MFT)	I
	Akshi Chawla	B.A.III Psycho Hons	II
	Harmanpreet	B.A.III Pub Ad Hons	II
	Anuradhi Rani	B.A.III Pol Sc Hons	II
	Srishti Kapoor	B.A.III Eco Hons	II
	Kudrat Gill	B.Com III Eco Hons	II
	Shagun Shukla	B.Sc. III (MFT)	II
	Tvesha Sharma	B.Sc. I (MFT)	II
	Japneet Kaur Brar	B.Sc. II (MFT)	II
	Shobhna Sharma	M.A.II	III
	Tamanna Chawla	B.A.III Eng Hons	III
	Nisha Goyal	B.A.III Pub Ad Hons	III
	Sakshi Arora	B.A.III Eco Hons	III
	Priyanka Sharma	B.A.III Hindi Hons	III
	Amrita Dhaliwal	B.Com III Eco Hons	III
	Parul Sharma	B.Sc. III (MFT)	III

	Jasnoor Kaur	B.Sc. I (MFT)	III
	Tanvir Kaur	B.Sc. II (MFT)	III

2011-12	Aarohi Sharma	M.A.II Socio	I
	Khushboo Thakur	B.A III Eng Hons	I
	Divya Malhotra	B.A.III Eco Hons	I
	Tapinder Ghuman	B.A.III Socio Hons	I
	Princy Dhiman	B.Com III	I
	Naina Singh Rawat	B.Sc III MFT	I
	Priyanka Gupta	B.Sc II MFT	I
	Hargun Padda	B.Sc IMFT	I
	Monica Jasrotia	B.A.III Eco Hons	II
	Guneet Khanna	B.A.III Socio Hons	II
	Sarika Shekhawat	B.Sc III MFT	II
	Shagun Shukla	B.Sc II MFT	II
	Jagpreet Kaur	B.Sc I MFT	II
	Arpit Sharma	M.A. II Socio	III
	Ashima Gupta	B.A.III Pol Sc Hons	III
	Nishtha Saxsena	B.A.III Eng Hons	III
	Ruchi	B.Com III	III
	Rebika Anand	B.Sc III MFT	III
	Parul Sharma	B.Sc II MFT	III
	Agamjot Kaur	B.Sc I MFT	III

CLASS	2013-14				2012-13				2011-12				2010-11			
	College %	1st Div.	PU %		College %	1st Div.	PU %		College %	1st Div.	PU %		College %	1st Div.	PU %	
BA I	91.86%	425	45.62%		96.01%	334	49.76%		96.43%	333	55.59%		93.62%	285	48.24%	
BA II	96.17%	349	64.94%		96.93%	312	71.63%		96.72%	265	67.30%		99.30%	216	76.29%	
BA III	98.46%	333	69.20%		98.20%	249	66.89%		98.37%	242	58.82%		99.63%	253	68.83%	
BA III (Hons.)	93.82%	209	81.84%		94.04%	182	75.22%		Not avail.	144	Not avail.		Not avail.	144	Not avail.	
B.Com I	94.27%	141	55.56%		96.15%	143	61.75%		96.83%	160	63.63%		83.13%	157	73.10%	
B.Com II	97.59%	143	74.31%		97.70%	164	75.93%		95.65%	164	69.31%		97.21%	171	69.65%	
B.Com III	100.00%	191	96.66%		99.00%	149	91.31%		99.63%	187	91.71%		100.00%	205	93.74%	
B.Com III (Hons.)	95.07%	126	89.53%		90.00%	88	89.08%		93.17%	107	88.63%		100.00%	112	86.58%	
BBA - I	89.79%	33	NA													
BBA - II	100.00%	34	NA													
BCA I	78.75%	34	39.55%		63.63%	22	21.83%		86.86%	42	43.81%		84.29%	63	33.85%	
BCA II	88.68%	23	81.97%		98.41%	44	59.85%		88.40%	51	83.72%		97.11%	66	89.19%	
BCA III	100.00%	50	85.21%		100.00%	62	89.27%		100.00%	68	89.69%		100.00%	40	89.19%	
B.Sc I (V)	97.83%	NA	51.88%		86.67%	13	62.24%		88.16%	25	55.59%		88.16%	14	62.68%	
B.Sc II (V)	100.00%	24	83.87%		97.67%	24	85.35%		92.00%	25	82.37%		98.90%	17	84.42%	
B.Sc III (V)	97.62%	25	87.11%		97.56%	23	84.15%		100.00%	19	83.89%		100.00%	11	91.41%	
B.Sc I (M)	98.48%	NA	51.88%		96.49%	27	62.24%		83.33%	11	55.59%		88.00%	9	62.68%	
B.Sc II (M)	100.00%	34	83.87%		96.00%	11	85.35%		92.85%	02	82.37%		98.90%	13	84.42%	
B.Sc III (M)	95.83%	20	87.11%		100.00%	07	84.15%		100.00%	14	83.89%		100.00%	10	91.41%	
B.Sc I (NM)	89.52%	NA	51.88%		95.65%	62	62.24%		90%	55	55.59%		88.00%	23	62.68%	

B.Sc II (NM)	100.00%	NA	83.87%	96.18%	63	85.35%	96.11%	46	82.37%	98.90%	28	84.42%
B.Sc III (NM)	99.21%	87	87.11%	97.98%	50	84.15%	100.00%	32	83.89%	100.00%	10	91.41%
B.Sc I MFT	100.00%	30	100.00%	100.00%	17	100.00%	93.34%	23	87.88%	95.50%	10	95.50%
B.Sc II MFT	93.33%	17	89.29%	100.00%	23	100.00%	100.00%	14	100.00%	100.00%	18	100.00%
B.Sc III MFT	100.00%	28	100.00%	100.00%	15	100.00%	100.00%	08	89.47%	100.00%	19	100.00%
PGDMC	57.14%	04	66.32%	77.42%	16	68.42%	93.30%	07	79.65%	93.30%	8	79.65%
PGDCA	86.67%	11	64.57%	52.63%	09	58.24%	82.10%	20	61.38%	82.10%	5	61.38%
MA ENG I (Sem. II)	83.67%	03	46.72%	95.83%	07	58.26%	89.29%	01	44.23%	89.29%	3	44.23%
MA ENG II (Sem. IV)	97.82%	04	74.27%	100.00%	04	82.65%	100.00%	07	83.60%	100.00%	2	83.60%
MA SOC I (Sem. II)	93.48%	10	47.29%	93.75%	15	64.59%	85.50%	17	62.72%	85.50%	25	62.72%
MA SOC II (Sem. IV)	83.33%	22	79.52%	86.95%	18	81.12%	95.50%	23	88.73%	100.00%	24	83.60%
PGDCBC	100.00%	09	100.00%									
M.Com I	86.66%	37	87.02%									
M.Com II	88.10%	35	83.52%									
MA ECO I (Sem. II)	94.34%	18	NA									
MA ECO II (Sem. IV)	68.42%	07	76.50%									
MA PSY I (Sem. II)	100.00%	22	91.67%									
MA PSY II (Sem. IV)	100.00%	17	96.53%									

Programme wise completion rate for the last four years:

Programme	Session 2010-11		Session 2011-12		Session 2012-13		Session 2013-14	
	Pass%	Comp. Rate	Pass%	Comp. Rate	Pass%	Comp Rate	Pass%	Comp Rate
BA	99.63	99.1	98.37	98.6	98.2	100	98.46	98.4
B.A. Hons					94.04	94	93.82	93.8
B.Com	100	100	99.63	99.5	99	99	100	100
B.Com Hons.	100	99.2	93.17	96.9	90	90	95.07	95
B.Sc. Med	100	100	100	100	100	100	95.8	NA
B.Sc. Non-Med	100	92.8	100	100	98	97.9	99.2	NA
B.Sc. Voc	100	91.3	100	97.6	98	97.5	97.6	NA
B.Sc. MFT	100	100	100	90	100	100	100	96.8
BCA	100	100	100	100	100	100	100	100
BBA	--	--	--	--	95.7	95.7	100	100
M.Com	--	---	--	---	100	100	88.1	88.09
M. A. English	100	94.1	100	100	100	100	97.82	97.8
M.A. Economics	--	--	--	---	100	100	68.42	68.42
M.A. Sociology	100	97.8	95.5	97.5	86.95	86.9	83.3	83.3
M. A. Psychology	---	--	--	---	92.1	92.1	100	100
PGDCA	82.1	83.3	82.1	82.1	52.63	52.6	86.67	86.6
PGDMC	93.3	84.6	93.3	93.1	77.42	77.4	57.14	57.14
PGDCBC	---	--	---	---	---	---	100	100

*Comp. Rate: Completion Rate

2.6.3 How are the teaching-learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes??

The college aims to achieve desired outcome of teaching-learning and assessment processes through numerous strategically planned activities:

(i) The desired outcome of imparting quality academic knowledge (both curriculum based and beyond), and technical skill is achieved through the following:

- Wide use of ICT based pedagogy in classroom
- Holding lectures by scholars from other institutions of higher learning
- Providing first hand/practical experience through workshops, practical demonstrations and interactions with experts from the industry
- Organizing field and Industrial visits for better exposure

- Assigning classroom projects/assignments/presentations to individuals as well as teams
- Encouraging an active and vibrant classroom interaction, group discussions and group activities to enhance better assimilation of concepts
- Motivating students to participate in co-curricular activities e.g. poem/essay writing/ debates/declamation contests etc.
- Regular monitoring/assessment of learning through class tests, mid-term exams and final exams

(ii) The objective of instilling social responsibility, moral values and national consciousness is achieved through the following:

- Participation in NSS and NCC
- Ensuring maximum involvement of students in social outreach programmes through varied clubs and committees such as the Rotaract club, the Environment committee, the Arya Samaj committee etc.
- Organization of Awareness Campaigns/ Rallies/ Drives/ Street Plays / Sensitization programmes /lectures on issues of national and social significance such as health and hygiene, cleanliness, child abuse, blood donation etc.
- Celebration of National and Cultural festivals to promote national integration and preserve cultural traditions
- Holding programmes and Camps to collect donations in the form of money, clothes and blood for the poor and needy patients
- Establishing linkages with other bodies/organizations and NGOs such as the Chandigarh Police, Rotary Club, PGI etc. to work for the welfare and safety of the local residents

(iii) The desired goal of enhancing employability quotient of students in the job markets is realized through the following:

- Establishment of Placement Cell
- Organization of Job Fest- an annual feature to bridge the gap between the students and the market
- Holding of lectures, panel discussions, interactive sessions and workshops by experts on career guidance, job avenues in varied courses/streams, interview skills, resume-writing etc.
- Offering skill based/job-oriented Add-on Courses to students of all streams
- Industrial visits are also organized.

(iv) To develop a flair for research among its stake-holders:

- The college offers post graduation in 7 subjects
- The college offers publication of research journal *New Horizons*.
- Students are allotted topics from beyond the prescribed syllabus for assignments/term papers
- Recruitment of faculty with rich experience in research. The college boasts of a highly qualified staff with 67 Ph.Ds, 48 M. Phils while 22 are pursuing their Ph. Ds

- Provision of a well-equipped library with e-resources
- Proposal of establishing a research centre

2.6.4 What are the measures/initiatives taken by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

There are many steps being taken by the institution to enhance the social and economic relevance of the students through placements, entrepreneurship, innovations and research aptitude development.

- Industrial Visits and Talks by experts are arranged for the students to create awareness about the latest economic and social issues.
- Students are encouraged to refer to the concerned Magazines and Journals to develop the research aptitude. A few brilliant students are selected and trained to prepare research papers for the participation in national and international conferences. Faculty members support students to publish the research papers and articles in various journals and magazines.
- Students are motivated to develop required competence to be good entrepreneurs and they are motivated to be job providers instead of job seekers.
- Job fests are arranged for the students by the Placement Cell annually.
- Various Add-On courses have been started by the institute to increase self-sufficiency among the students.

2.6.5 How does the institution collect and analyse data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

- The institution collects and maintains a record of the performance data of the students on the basis of house tests/pre-semester exams
- Internal assessment is awarded to the students as per the university guidelines and is based on criteria such as attendance, projects, assignments, marks scored in mid-semester examinations and class participation.
- The record helps the members of the faculty to modify their teaching strategies and employ new methodology in the light of the students' performance.
- Faculty identifies poor or average students and provides special attention during regular classes as well as arranges special classes as per their needs.
- The faculty members provide the relevant material to the pupils for the preparation for the University Examinations.
- Faculty recommends books/ journals and other e-resources for the brighter students to ensure the best results in their subjects.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

- Ever increasing number of admission-seekers to the institution indicates the realization of the envisioned learning outcomes
- Excellent University results (Refer to the tables 2.6.2. A and B) that surpass the University pass percentage by a huge margin and consistent number of top positions of our students validate the stipulated learning outcomes.
- An impressive number of prize winners every year at Panjab University Zonal, Inter-Zonal, Inter-University Youth Festivals and other National and Inter-National events (Refer to the table 5.3.2)
- Selections in the Campus Recruitment drives and Mega Job Festival during every academic session are a pointer towards the employability of the students and therefore the success of learning outcomes.
- College Alumni Association (AMDA) tracks the success of learning outcomes in terms of an increased number of alumni who have achieved public recognition in Civil Services, Defence Services, Performing Arts, Writing and Entrepreneurship.

2.6.7 Does the institution and individual teacher use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

Yes, the faculty members do use the assessment /evaluation outcomes as an indicator of evaluating student performance and achievement of learning objectives and planning by:

- Modifying the teaching techniques and methodology to suit the varied abilities of the students.
- Motivation in terms of prizes in cash and kind is given to students who display better learning outcomes. They are honoured with Special Prizes, Special Honour, College Colour, All Round Best Student Award in Academics, Sports and Cultural activities, and Roll of Honour.

College-specific Teaching Learning and Evaluation:

- Teachers take classes across disciplines and streams for interdisciplinary and cross disciplinary perspectives.
- Case-study method is used to impart practical training of concepts.

(c) Criterion III: Research, Consultancy and Extension

3.1 Promotion of Research

3.1.1 Does the institution have recognized research centre/s of the affiliating University or any other agency/organization?

The institution does not have recognized research centre of the affiliating University or any other agency/organization at present, yet strong emphasis is laid on research based activities. College promotes the teaching-learning pedagogical practices where research based activities are incorporated in the curriculum. Various seminars, conferences, workshops and lectures are conducted and eminent scholars of national and international repute are invited round the year. Publication of Annual Research Journal *New Horizons*, Wi-Fi enabled laboratories, digitalized library and fully equipped computer laboratories are the initiatives that college has taken with the vision to ingrain and promote scientific and research based studies in the campus. Faculty members also supervise Ph. D students. 9 students have been awarded Ph. D degree under the supervision of Dr. Simmi and 8 students are enrolled for doctoral degree under the supervision of Dr. Simmi, Dr. Neela Pawar, Dr. Akanksha Tripathy, Dr. Geeta Bhagat and Dr. Amardeep Kaur.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, the institution has constituted a research committee, which is dedicated to monitoring and addressing the issues related to research. It has representatives from each department so as to ensure that the inputs from all the fields are taken together and correlated. Research Committee comprises of the following members:

1. Dr. Shashi A K Sharda (English)
2. Dr. Simmi R Singh (Music)
3. Dr. Kiran Sehgal (Chemistry)
4. Dr. Vibha Sharma (Public Administration)
5. Dr. Manisha Priyamvada (Hindi)
6. Dr. Harpreet Gill (English)
7. Dr. Meenakshi Rathore (Punjabi)
8. Dr. Mridula Sharma (English)
9. Dr. Neela Pawar (Mathematics)
10. Dr. Neetu (Zoology)
11. Dr. Sagarika Dev (Chemistry)
12. Dr. Akanksha Tripathi Dubey (Psychology)
13. Dr. Sarabjeet (Zoology)
14. Dr. Neha Pandeya (Psychology)
15. Dr. Manjit Sidhu (Psychology)

Research Committee plays a major role in promoting research culture. Its role is enumerated as follows:

- Encourages the faculty members to secure research grants and projects.
- Encourages the faculty members to publish quality research papers.
- Students are guided to initiate research related studies.
- Suggests and selects names of extraordinary researchers among faculty members and the students to be honoured in the Annual Day Function.
- 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.
- Recommends latest and current themes and topics for lectures, seminars, workshops and conferences.

BUDDING RESEARCHERS OF THE COLLEGE			
SESSION	NAME	TITLE OF THE PAPER	CONFERENCE/SEMINAR
2011-12	Preetinder Sandhu and Amanat Gill	Ethnic Differences in Suicidal Ideation and Attempts among Youth	National Conference on Health Psychology, Chandigarh.
	Nilakshi Vaidya and Amreet Bhinder	Rehabilitation of the Autistic Children	National Conference on Health Psychology, Chandigarh
	Sakshi Kaushik and Mannat Marwaha	Media Violence and Aggression	National Conference on Health Psychology, Chandigarh
	Prabhleen Kaur	Understanding Juvenile Pyscopathy and Aggression	National Conference on Health Psychology, Chandigarh
2012-13	Sanjam and Ibneet	Humor, Health and Well-being	2 nd Indian Psychological Science Congress, Chandigarh
	Ashita Mahendru and Radhika	Materialism and Happiness	2 nd Indian Psychological Science Congress, Chandigarh
	Kritika Garg and Kriti	Grateful Disposition: Links with Everyday Relationship Satisfaction & Social Support in Everyday Life	2 nd Indian Psychological Science Congress, Chandigarh
	Ayushi Sharma and Seerat	Orientations to Happiness & Life Satisfaction	2 nd Indian Psychological Science Congress, Chandigarh
	Garima Garg	Paternal Influence in Schizophrenia	2 nd Indian Psychological Science Congress, Chd

	Anchal and Sonali	Love Styles & Relationships among Married Couples	2nd Indian Psychological Science Congress, Chd
2013-14	Aditi Sharma	Financial Inclusions : A Road to Inclusive Growth	National Seminar on Challenges to Inclusive Growth, Chandigarh
	Aditi Sharma	Power Sector: A Comparative Study of Punjab and Haryana	National Seminar on Economic Development in North-West Region of India: Challenges and Possibilities, Hoshiarpur
	Harleen Kaur	Food Security in India	National Seminar on Food Security in India, Chandigarh
	Navneet Kaur Nagra	Impact of Economic Reforms on MSEs'	National Seminar on MSMEs' in Punjab: Opportunities and Challenges, Bhatinda
	Ananta Garg	Power Sector- Comparative Study Of Punjab and Haryana	National Seminar on Economic Development in North-West Region of India: Challenges and Possibilities, Hoshiarpur
		Financial Inclusions : A Road to Inclusive Growth	National Seminar on Challenges to Inclusive Growth, Chandigarh
	Taranjit Padda	Challenges and Prospects of Agricultural Developments in Punjab	National Seminar on Economic Development in North-West Region of India: Challenges and Possibilities, Hoshiarpur
	Kanika Jain, Taranjeet and Shivani Khatri	Techniques of Spiritual Healing: Mastering the Mind and Soul	National Conference of Hypnotherapy
2014-15	Srishti Jaju	Exploring Emotional Reactivity, Depression, Rumination, Self-Monitoring and Self-Injurious Behaviour in Borderline Personality Disorder	1st International and 3rd Indian Psychological Science Congress, Chandigarh

		Birth Order Effect On Borderline Personality Features, Deliberate Self Harm and Depression in Young Adulthood	CHASSCONG 2014, Chandigarh
	Ritika Dhaliwal	The Paradox of Connectivity: A Pilot Study On Adolescents	Adolescon 2014, Ludhiana
		Body Image Dissatisfaction among College going Female Youth	1st International and 3rd Indian Psychological Science Congress, Chandigarh
	Mallika Sharma	Comparison of Females on Anxiety, Depression and Self-Esteem	CHASSCONG 2014, Chandigarh
	Invka Sachdeva	Different Practices of Spiritual Healing	1st International and 3rd Indian Psychological Science Congress, Chandigarh
	Varenyam	Loneliness and Assertiveness in Alcohol Addicts	1st International and 3rd Indian Psychological Science Congress, Chandigarh
	Sahebjeeet Kaur	Relationship between Loneliness and Assertiveness among Alcohol Addicts	1st International and 3rd Indian Psychological Science Congress, Chandigarh

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

Following measures have been taken to facilitate research based activities:

- Complete autonomy is granted to the principal investigators to support their research endeavours.
- Duty leave is granted to faculty members who attend seminars, conferences and paper presentations.
- College has a state-of-the-art library where INFLIBNET and DELNET are installed to support the faculty in pursuing research.
- Equipment in laboratories is available to the faculty for carrying out experiments.
- Information of various research schemes/projects by UGC/DTC/ICSSR etc. is displayed on the staff notice board.

3.1.4. What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

Understanding the need of scientific acumen in the progress of the country and society, following efforts are made in this direction:

- All the departments of the college hold workshops and seminars of national and international level.
- Lectures are arranged where experts from different fields are invited.
- Students are regularly taken for industrial visits for giving them practical exposure. The areas of knowledge which are covered in the seminars and workshops are varied and wide which intersect with the curriculum as well broaden the horizons of students' interests.
- Specialized research topics are given to the students by the respective departments and the noteworthy ones are published in the journals.
- Research based projects are allocated to the graduate and post graduate students.

Details have been provided in **Annexure III (a) (i)**

- Students are encouraged to develop research competence and disseminate it through scholarly presentations at national and international seminars/conferences.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/ collaborative research activity, etc.

Guiding Student Research:

Faculty Member	Department	No. of Students (Ph. D ongoing)	No. of Students Awarded Degree
Dr. Simmi R. Singh	Music	8	9
Dr. Neela Pawar	Maths	1	-
Dr. Geeta Bhagat	Psychology	1 (as Co-guide)	-
Dr. A. Tripathi Dubey	Psychology	3 (1 as Co-guide)	-
Dr. Amardeep	Punjabi	1	-
Dr. Gunjan	Commerce	2	-

Research based Projects and Papers:

Faculty Members	Department	Project Topic
Dr. Geeta Bhagat, Dr. Nitasha Khera, Dr. Akanksha Tripathi	Psychology	Clinical psychology, Positive Psychology, Counseling, Health Psychology
Dr. Vinni Arora	Botany	Entrepreneur Skills
Dr. Neera Verma, Dr. Shefali	Chemistry	Useful Methods of Disposing Styrofoam
Dr. Geeta Mehra, Dr. Vandana Sharma	MFT	Probiotic Bacteria, Nutraceutical Food Products, Isolation and Characterization of Industrially Important Microbes.

Collaborative Research:

Faculty Member	Department	Project Topic
Dr. Neetu (in collaboration with Dr. Dalip Kumar and Mrs. Umesh Bharti of PGGCG-42 and PGGCG-11)	Zoology	Molecular Phylogenetics of True Weevils (Coleoptera: Curculionidae)
Dr. Sagarika Dev (collaboration with Dr. A. Roy Choudhury, IISER, Mohali)	Chemistry	Weak Hydrogen Bond

3.1.6 Give details of workshops/training programmes / sensitization programmes conducted / organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

All the departments conduct workshops, training and sensitization programmes to encourage research culture among the students. Details have been provided in **Annexure III (a) (ii)**.

Events/Sessions	2010-11	2011-12	2012-13	2013-14	2014-15
Workshops	05	03	08	08	13
Seminars/Conferences/ Lectures	13	08	13	29	29
Others (Educational Trips/ Sensitization and Training Programmes	15	11	12	14	06

3.1.7. Provide details of prioritized research areas and the expertise available with the institution.

The prioritized research areas and the expertise available with the institution are detailed in **Annexure III (a) iii**

3.1.8. Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The institution strives to link faculty members and students with the latest trends and progress in research. Every effort is made to keep the faculty members and budding researchers abreast with the latest knowledge; hence great emphasis is laid on conducting lectures and seminars where researchers of eminence are invited to interact with teachers and students throughout the year. They also hold hands-on workshops so that students are practically benefitted from them and thus research aptitude is developed among the students. The College has strong linkages with:

- IISER, Mohali.
- Panjab University, Chandigarh.

- Y S Parmar University, Nauni (Solan).
- Claas (India) Pvt. Ltd, Morinda
- P.A.U, Ludhiana
- Vikas Mushroom Cultivation Farm, Solan
- The Studios of 92.7 BIG FM, Manimajra
- Hindustan Times, Mohali
- CSIO, Chandigarh
- IMTECH, Chandigarh
- Central Forensic Science Laboratory (CFSL) Chandigarh
- Fish farm Vill. Phaganmajra, Fatehgarh Sahib
- Organic farm Vill. Tira, Kharar
- Arya Neuropsychiatry Centre, Manimajra
- Govt. Mental Hospital, Amritsar
- Chatha Food Pvt. Ltd, Lalru
- CITCO, Chandigarh

(The Scientists, Researchers, CEOs, Entrepreneurs from these and various other institutes and industries are invited to guide and enlighten the faculty members and students on the needs and demands of research in industry and academia) . For detail list refer to **Annexure III (a) (iv)**.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

For the actualization of the research goals of the individual faculty members, the college has significant support system to back them. Major provisions are as follows:

- Duty leave for research related activities such as attending seminars/conferences
- Faculty Development Programmes are organized from time to time
- Institute extends its library and laboratory facilities to the staff members
- Faculty members are encouraged to visit institutes and industries where they get chance to broaden their horizons of research
- There is no provision of Sabbatical leave for faculty members at present

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/ advocating/ transfer of relative findings of research of the institution and elsewhere to students and community.

The college believes in disseminating the endeavours of students and faculty members for the benefit of community.

Department	Activity	Topic
Botany	Plantation Drive	Mass Plantation of Jatropha-Biodiesel to check the flow of excessive rain water
	Rallies	Rallies and Eco-walks to sensitize public about the use of medicinal plant

	Soap making	Skin-friendly herbal soaps made by the students are sold to the public
Fine Arts	Teaching Technique	Students teach visitors to make personal cards and bookmarks with marbling technique
	Spreading Awareness	Awareness on issues like female foeticide, water wastage and pollution through posters and paintings
	Workshop	Re-use of eco-friendly waste material
Cosmetology & English	Workshop	“Littrazia-2015”, showcasing practical research in the field of fashion and literature from Biblical times to the Futuristic Era
Zoology	Vermi-compost units	Vermiculture and Vermi compost units have been set up to convert kitchen and garden waste into organic manure
	Lecture	Viral Hepatitis
Psychology	Counselling and guidance	Counselling and guidance through the College Helpline is given
	Workshop	Stress Management
	Chd. Carnival	Organized various activities including handwriting analysis, doodle decoding etc.
MFT	Summer Camp at Arya Samaj Mandir, Chd	Practical demonstration was given for processing and preserving different products like tomato ketchup, jam, pickle, pineapple drink, bel juice, chutney, etc
	Awareness Drive	Importance of Healthy Diet
	Cookery Competition by Nestle India	To add value to our convenience foods and gave a live demo to prepare health foods
	Competitions were held by EI Fresco	‘Body Mass Index Evaluation’ and transforming junk food to healthy diet
	Chandigarh Carnival	Food Adulteration and Water Testing, Body Mass Index Evaluation, Yummy Mummy Contest, Health tips and knowledge of food habits
	Participation in Awareness Drive by CITCO	Awareness about Food Adulteration
Sociology	Awareness Drive	HIV/AIDS Awareness Club ‘SAVDHAAN’ is actively involved in the service of the community
Computer Science &	Workshop	Workshop for housewives on the use computers and internet

Application		
	Awareness Drive	Cyber Crime
	Workshop	Menace of Hacking
Cosmetology	Workshop	Summer workshop for homemakers on organic facials, pedicure, manicure and new party hairstyles
Sanskrit	Discussion	Naturopathy

3.2. Resource Mobilization for Research

3.2.1. What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization?

S.No.	Heads	Estimated Amount (Rs.)	Remarks
1	Physics Lab	30000	Contingency, Chemicals
2	Chemistry Lab	130000	Contingency, Chemicals, Glasswares, Petrol
3	Botany Lab	25000	Contingency, Chemicals
4	Zoology Lab	25000	Contingency, Chemicals
5	Musical Instruments	40000	Purchase and repair
6	Furniture & other Equipments	100,000	Lab Renovation, White Board
7	Psychology Lab	40,000	Apparatus and Psychology Test
8	Home Science Lab	35,000	Grocery Items, LPG
9	Fine Art	20,000	Contingency
10	Annual Journal New Horizon	60,000	Publication of Journal
11	Library	4,70,000	Books, Journals and Magazines
12	DELNET	11,500	Installation

Outline of Research Mobilization: The major heads of expenditures which are utilized for the research based activities in the year 2014-15 are as above.

Lab attendants and Investigators: Human resource is provided in the form of Lab attendants, co-investigators and class IV employees as per the requirement and need of faculty members and the students involved in the research.

The institute ensures optimum utilization of the material and human resources cited above, where considerable amount of funds are spent according to the needs of the research.

3.2.2 Is there a provision in the institute to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years.

There is no provision in the institute to provide seed money to the faculty for research. However, faculty members have attracted budgets from the sources like UGC, Ministry of Science and Technology, Government of India. Every support is provided to the faculty members for securing the budgets from the beneficiary agencies. The institute provides the following financial assistance to the faculty members for research:

- **Reimbursement of the registration fees and participation fee** for the seminars, conferences and workshops which are attended by the faculty members and students in order to supplement their research.
- **Subscription of Journals and Purchase of Books:** The funds are released for the purchase of specific journals and books as required by the faculty members with respect to their research projects. (Refer to Table in question 3.2.1)
- **Eminent Resource Persons from the Universities/Colleges/Institutions are invited** in the College for conducting Workshops on different topics. The institute bears the expenditure of all the workshops, seminars and conferences thus organised.

3.2.3. What are the financial provisions made available to support student research projects by students?

- The basic infrastructural facilities like Wi-Fi, library resources, seminar halls and laboratories are available for the use of the students.
 - College provides transport services and arranges tours and visits for the students.
- However, there is no fixed financial provision for the student research.

3.2.4 How do the various departments/ units/staff of the institute interact in undertaking interdisciplinary research? Cite examples of successful endeavours and challenges faced in organising interdisciplinary research.

The college promotes interdisciplinary research through meaningful interaction among its various departments for carrying out research and research promoting activities. A few successful ventures in this direction are cited as follows:

I Research Projects: Various departments of the institute interact in updating and informing the students about the latest research trends. Following are some important examples of successful research endeavours:

- Department of Zoology, Botany and Food Science have jointly set up a Vermi-Culture unit in the college. The Vermi-composting of floral waste is carried out by the departments on it. The department of Food Science has performed bacterial analysis on it. The detailed mineral analysis is proposed to be conducted on the same.
- Department of Chemistry and Cosmetology collaborated to carry out an interdisciplinary research project on “Essential Oils and Aromatherapy”.
- The institution has received Rs. 55 lakhs from DBT for five departments (Physics, Chemistry, Zoology, Botany and MFT) for the promotion of biological sciences in undergraduate courses.

II Seminars and Workshops: The college organizes various seminars and workshops which are interdisciplinary in nature. The details are cited below:

- PG Department of Cosmetology and English jointly conducted a unique research based Workshop “Littrazia-2015”, showcasing practical research in the field of fashion and literature from Biblical times to the Futuristic era.
- Department of Mathematics and Sanskrit organised a workshop on “Vedic Mathematics”.
- Department of Chemistry, along with Departments of Sociology, MFT and Botany, jointly conducted a National Seminar on ‘Expanding Horizons: Interdisciplinary approach to Chemistry’
- Department of English along with Department of Punjabi organized a lecture on Chetan Premani in collaboration with The Chetan Premani Memorial Trust.
- Department of Public Administration and Department of Political Science jointly organized a lecture on ‘Importance of Voting in a Democratic Society.’

III. Research Journal: The college publishes a multidisciplinary research Journal *New Horizons*. Contributions are made by all the departments in the publication of this journal. The associate editors and the referees of the journal belong to diverse areas of expertise.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The institute has established significant facilities with some major investments in the field of equipments and infrastructure for carrying out research by its staff. The details have been furnished below:

- Library is updated with the latest national and international journals with subscription and to the latest online resources like INFILBNET and DELNET.
- Wi-Fi enabled laboratories
- ICT enabled Multimedia Hall.
- Eight Computer Laboratories.

- Annual Research Journal *New Horizons*.
- Infrastructure is provided by the college for the establishment of following research units:
 - a) Establishment of Drosophila culture laboratory
 - b) Setting up of Vermi-culture unit.
 - c) Setting up of Plant Tissue Culture Unit

3.2.6 Has the institution received any special grants and finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

- The institution has received a grant of Rs. 55 lakhs from DBT for five departments (Physics, Chemistry, Zoology, Botany and MFT) for promotion of biological sciences in undergraduate courses. These departments have secured latest instruments under the scheme. It is ensured that money secured is mobilized
- Department of Botany has received Rs. 11,180/- from Punjab State Council for Science and Technology for the upgradation of Herbal Medicinal garden and extension and maintenance of the Vermi-composting Unit
- The College has recently been upgraded to the Star College Status and is expected to receive a grant of approximately Rs. 1 Crore from DBT, Government of India

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisation. Provide details of ongoing and completed projects and grants received during last four years.

The college provides support to the faculty to secure research funds from the agencies like UGC and Ministry of Science and Technology, Government of India. The college looks after the needs of the faculty members to secure research grants for their projects. The successful endeavours of the faculty members have been enlisted below:

- A grant of Rs 55 lakhs has been sanctioned by the Department of Biotechnology by Ministry of Science and Technology Government of India under its Star College Scheme, 2012-2013 for the implementation of projects to strengthen Life Sciences and Biotechnology Education and training at the undergraduate level.
- Dr. Neela Pawar, Department of Mathematics, secured a Minor Research Project of UGC titled "Thermal Connection in Magneto Hydrodynamics", which was successfully submitted in June 2010.
- UGC Minor project of Dr. Gunjan, Department of Commerce, titled, "Study of Consumer Awareness and their Purchase Decision with Regard to Corporate Social Responsibility" has been approved.

- UGC Minor Project of Dr. Meenakshi Rathore, Department of Punjabi, titled, “Vishvikaran de Daur wih Niman Kisaani da Sankat” has been approved.

3.3 Research Facility

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The college provides ample infrastructural facilities and equipment in its campus which are available for different departments to facilitate research activities.

- Wi-Fi enabled laboratories to provide access to internet.
- Library equipped with INFLIBNET, DELNET, internet enabled computers, journals, periodicals, books, newspapers and reference books.
- Department of Chemistry is upgraded with Double Beam UV-Visible Spectrophotometer, pH meter, Conductivity meter, centrifuge machine and computers.
- Department of Microbial and Food Technology has UV-Visible spectrophotometer, Autoclave, Fermenter, Butyro Refractometer, Muffle furnace, COD complete system and Trans illuminator.
- Department of Zoology has Photomicroscope, Autoclave, Distillation apparatus, Laboratory monocular microscopes, Precision Rotary Microtome, BOD incubator and computers.
- Department of Botany is equipped with Laminar Air Flow, Tissue culture rack with fitted lights, Compound Microscopes, Seed Germinator, Soil Analysis Kit and Photo-Microscope.
- Department of Physics provides Instrument of Synthesis of Nanoparticles, GM Counter, Laser Apparatus, Spectrometer, CROs, Hall Effect Apparatus, Millican Oil Drop Apparatus, Polari meters and computers.
- Department of Psychology is equipped with several apparatus like Tachito scope, Bhatia’s battery of Performance, Air Puff apparatus, Biofeedback apparatus, Rorschach Inkblot Tests and several other apparatuses and psychological tests.
- Department of Computer Science and Application provides Internet Connectivity with 1MBps speed on all computers (124). Some of the VT enabled computers have 8GB RAM.

Refer to Annexure III (b)

3.3.2. What are institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Institution encourages research aptitude among its students and faculty members. Faculty members define several contemporary and challenging projects and encourage students to execute them. The significant institutional strategies have been enlisted as follows:

- Collaborations and Linkages with relevant institutes to promote research among its faculty members and students.

- Research Committee to encourage research among the students and faculty members.
- Proposal to establish Research Centres in the College.
- Proposal for the publication of more journals in Languages and Sciences other than the ongoing multi-disciplinary journal *New Horizons*.
- Up gradation of Library, Computer Laboratories, Practical Laboratories.

3.3.3. Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If ‘yes’ what are the instruments/facilities created during last four years.

Yes, the institution has received special grants from the beneficiary agencies for developing research facilities. Refer to point 3.2.6 and 3.3.1. for details.

3.3.4. What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?

Institution provides research facilities to students and its research scholars both in/off campus, as detailed below:

- College fosters strong collaborations and linkages with institutes and industries by arranging various visits for the students.
- Faculty members collaborate with public offices/ departments like Chandigarh Police, Chandigarh Radio Station, and Television Channels etc. and deliver talk on various social issues.
- Students avail summer and winter training to several academic institutions like Panjab University, IISER Mohali, NIPER, Thapar University and many other industries to expand their knowledge.
- Students are trained in several projects under industries like Britannia, Pepsi, Verka, Coca-Cola, Glaxo Smithkline, CDBL and to different research laboratories like Bio Age, Mohali, Bio resources study centre, Zirakpur, NDRI, Karnal.

3.3.5. Provide details on the library/information resource centre or any other facilities available especially for the researches?

Research today depends majorly on online resources, and library is the back-bone of the research. Following facilities are available for the researchers:

- Resource Centre: The college boasts of a Resource Room having four internet enabled computers, scanner, laser printer and LED for the use of research based activities.
- Library: The college library is fully equipped with INFLIBNET, DELNET, internet enabled computers, journals, periodicals, books, newspapers and reference books.
- Fully equipped computer laboratories.
- Wi-Fi Campus.

3.3.6. What are the collaborative research facilities developed/created by the research institute in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

The collaboration with other institutes for the use of laboratories and library resources is promoted by the institute. Regular visits are organized for the students with the vision to give them extended infrastructural facilities. All the departments strive to build collaborative linkages with the research institutes like IISER, Mohali, IMTECH, NIPER, CSIO, Panjab University, Thapar University and also with several companies like Pepsi, Verka, Coca-Cola, Bio age, Bio resources study centre, NDRI. For more details refer to point 3.7.2.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

a) Patents obtained and filed (process and product) – Nil

b) Original research and contributing to product improvement: *Refer to Annexure III

(c) Research studies or surveys benefitting the community or improving the services

- Department of Psychology, Commerce, Sociology, Political Science, Public Administration conduct the studies and apply them for the benefit of the society. For example, Psychology Department offers stress management tips to people based on doodle studies at the events like Chandigarh Street Art Fest.
- Dr. Vibha Sharma, Department of Public Administration has conducted a survey of two districts of Haryana on the infrastructural facilities and Child Welfare Programmes and has contributed to the empowering of the key functionaries of Integrated Child Development Services.
- Dr. Gunjan, Department of Commerce has conducted research on Corporate Social Responsibility to bridge the gap between the demands of society and adequate remedies by Industrial Units. Similarly, various other initiatives are carried out by the college for the benefit of society. * **For details refer to Annexure III (c)**

d) Papers published by the faculty members

Refer to Question no. 3.4.3

(e) Research inputs contributing to new initiatives and social developments

Research studies stimulate and inspire other faculty members and students to get involved in active research. Various workshops/ seminars and conferences give direction to social activities and outreach programs conducted by the institution.

3.4.2 Does the Institute publish or partner in publication of research journal(s)?
If “yes” indicate the composition of the editorial board, publication policies and whether such publications are listed in any international database?

New Horizons- A peer reviewed refereed journal is published annually (ISSN 2277-5218). Renowned academicians are included in its Editorial Board. The composition of Editorial Board is as under:

- Chief Editor – Dr. Shashi A. K. Sharda
- Associate Editors: Dr. Harpreet Gill, Dr. Manisha Priyamvada, Dr. Neelima Brar, Dr. Gunjan

3.4.3 Give details of publications by the faculty and students:

Publication per faculty; Number of papers published by faculty and students in peer reviewed journals (national/journals); Number of publications listed in International Database (for e.g. Web of Science, Science citation Index Expanded, Social Science Citation Index, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.); Monographs; Chapters in Books; Books Edited; Books with ISBN/ISSN numbers with details of publishers; Citation Index; SNIP; SJR; Impact Factor; h-index.

Details provided in the following tables. Additional details to be provided at the time of Peer Team visit.

Academic Endeavours of the Principal

No. of Papers Published	No. of Papers in Conference Proceedings	No. Books Published	Chapters in Books	No. of Papers Presented	SNIP
18	17	4 (3-Sole Author, 1 – Edited)	1	21	2.465

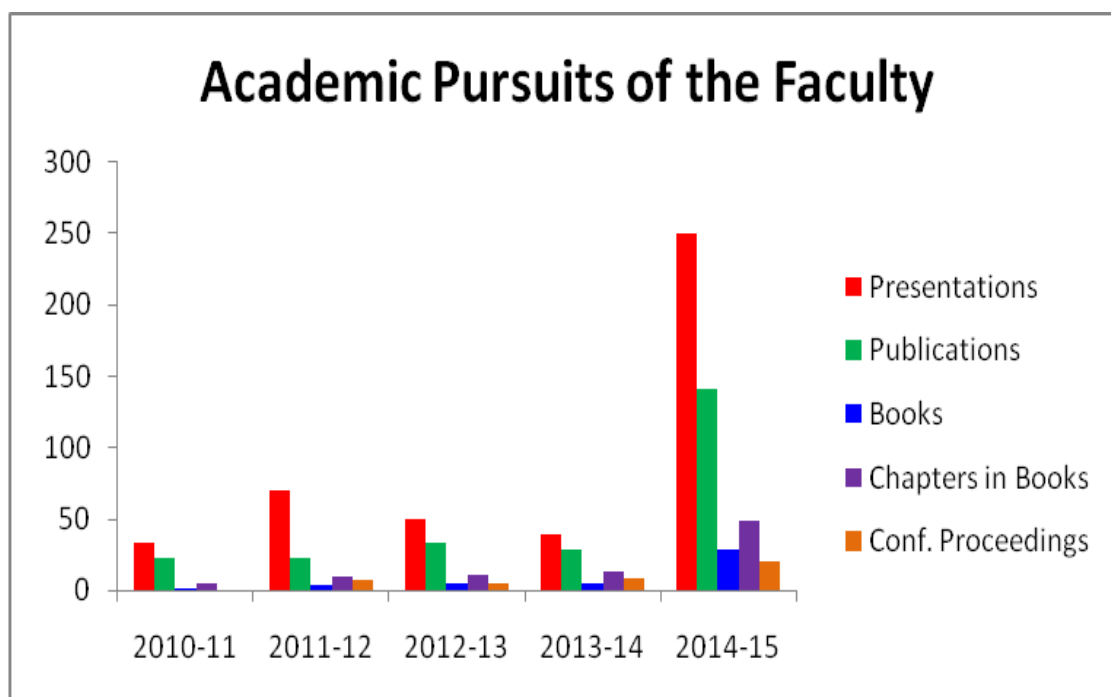
SJR	Researchgate Score	Impact Factor	H-Index	i -10 Index
0.077	3.07	2.7	02	01

Presentations/Publications of the Faculty

Presentations by the Faculty						
	2010-11	2011-12	2012-13	2013-14	2014-15	Total
International	9	28	14	08	33	92
National	31	48	49	28	55	211
Total Year wise	40	76	63	36	88	303

Publications of the Faculty (Peer Reviewed Journals)						
International	11	08	16	16	47	98
National	10	13	20	19	48	110
Total Year wise	21	21	36	35	95	208
Books with ISBN No. (Faculty)						
	01	04	05	05	14	29
Chapters in Books (Faculty)						
	05	08	16	07	23	59
Conference Proceedings (Faculty)						
	00	09	05	10	15	39

*Details to be provided during NAAC Peer Team visit.



3.4.4 Provide details (if any) of

a) Research awards received by the faculty

Faculty members have received research awards in their respective fields.

S.No.	Name	Deptt.	Award / Recognition	Seminar / Conference / Journal / Event
1.	Dr. Manjit Sidhu	Psychology	Best Paper Award (Second)	39th National Annual Conference of Indian Association of Clinical Psychologists. New Delhi, India, Feb. 2013.
			Best Paper Award	3 rd Indian School Psychology Association National Conference. Chennai, India, Nov. 2013.
			Best Paper Award	14th Annual Conference, Adolescent Health Academy (ADOLESCON 2014). DMCH, Ludhiana, India, Nov. 2014
2.	Dr. Gagandeep Kaur	Commerce	Highly Commendable Paper Award	International Journal of Commerce and Management, 2012. emeraldinsight.com.
3.	Ms. Mandeep Kaur	Computer Science & Application	Best Paper Award	Chandigarh Science Congress, CHASCON, Feb 26-28,2012 (in Designated Category)
4.	Ms Ritika Bansal	Computer Science & Application	Best Paper Award	Chandigarh Science Congress, CHASCON, 2015 (in Designated Category)
5.	Dr. Manisha Priyamwada	Hindi	Honoured	by Education Minister of Haryana
6.	Dr. Parsoon Parsad	Hindi	Awarded for valuable contribution	to Hindi Literature by Vice Chancellor, Panjab University, Chandigarh
7.	Dr. Amardeep Kaur	Punjabi	Honoured	Outstanding thesis of PU Chandigarh in 2013
8.	Dr. Harjot Kaur Mann	Home Science	Nominated	For Young Scientist Award in Experimental Nutrition at Annual Conference, by Nutrition Society of India at NIN, Hyderabad in 2011.
9.	Dr. Harjot Kaur Mann	Home Science	First prize	Oral Presentation (2013) at International Conference on Food Technology at JNU.
10.	Ms. Kalyani	Home Science	Second prize	Poster Presentation (2013) at International Conference ON Food Technology at JNU

			2 nd prize in Oral Presentation	International Conference on updating Food Technology at JNU (2014).
11.	Dr. Neela Pawar	Mathematics	Best Paper Presenter	International Conference on Recent Trends in Mathematical Modelling & Statistical Analysis, Dasuya, Punjab, Sept. 2014.
12.	Dr. Swati Sidana	Mathematics	Financial Assistance	by ICM-2014 (International Congress of Mathematicians) & IIT Delhi (Indian Institute of Technology Delhi) for Poster Presentation, Seoul, Korea.
13.	Dr. Neetu Monga	Zoology	Consolation prize for Poster	UGC sponsored National Seminar on “Conservation of Natural Resources”, Ludhiana, Punjab, March, 2015.
14.	Dr. Sagrika Dev	Chemistry	Best Poster Award	National Seminar on Crystallography (43A), Indian Institute of Science Education and Research Mohali.
15.	Mrs. Sukhpreet Bhatia	English	Adjudged one of the top nine Lead Authors	Based on the number of downloads by the <i>International Journal of Innovation, Creativity and Change</i> , Vol.1, Issue3, May 2014, ISSN No. 2201-1323.
16	Dr. Anju Lata	Physical Education	Best Associate NCC Officer	Of 1 Chandigarh Naval Unit (Senior Wing)

b) Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally.

S. No	Name	Department	Recognition / Distinction	Event / Journal / Presentation
1.	Anju Lata	Physical Education	Best NCC officer	Pre-commission training and appreciation letter from group commander
2.	Dr. Neela Pawar	Mathematics	Member	Interview panel for Probationary Officer selection in Bank of Allahabad.
			Financial Assistance by UGC	To present a research paper at International Congress of Mathematicians (ICM)-2014, Seoul, South Korea.

			Financial assistance given by ICIAM-2015	To present a paper at Beijing, China.
3.	Dr. Mamta Ratti	Commerce	Member	<ul style="list-style-type: none"> • Editorial board of a monthly peer reviewed International Journal of Engineering and Applied Sciences Research (ISSN: 2319-4413) • International Journal of Management and Social Sciences Research (ISSN: 2319-4421).
4.	Mrs. Poonam Devasher	History	Awarded Indira Gandhi National Award	for Best Programme Officer of N.S.S.
5.	Dr. Vandana Sharma	Food Science	Certificate of Appreciation	<ul style="list-style-type: none"> • Acknowledgement of chairing a session in National Conference "Emerging Challenges in Biotechnology" organized by GC, Landra, 2015. • As part of organizing committee in National "Research Scholar Convention-2K15, organized by P.U. Chd, 2015.
6.	Ms. Alka Kansra	Chemistry	Invited as a Panelist	<ul style="list-style-type: none"> • In a discussion on Nuclear Energy by LIVING INDIA TV News Channel. <ul style="list-style-type: none"> • Day and Night News for discussion on Water logging problem in Punjab. • Day and Night News for discussion on Gender Issues
			Received Best Citizen of India Award	International Publishing House, New Delhi.
			Honoured	Art of Living Chandigarh, Punjab Chapter in 2011 for contribution to social cause.
7.	Dr. Seema Kanwar	Sanskrit	Felicitation	Lion's Club Chandigarh Greater on Teacher's day (05. 09. 2013).

			Best Speaker	For the article 'Good Governance inb Sanskrit Literature' by National Awareness Forum, Ambala on 11.1.2014
8.	Mrs. Meenakshi Vashisht	Office Management	Certificate of Appreciation	For motivating volunteers for blood donation in 2013, 2014 and 2015 from PGIMER, Chandigarh.
9	Dr. Vibha Sharma	Public Admn.	Financial Assistance	For Paper Presentation at Mansfield College, Oxford, UK, 2014, from PU, Chandigarh,

c) Incentives are given to faculty for receiving State, National and International recognitions for their individual and collaborative Research contribution.

College encourages the faculty members to participate in national and international seminars. Faculty members are felicitated and honoured for their achievements at Annual Prize Distribution. The achievements of faculty members are highlighted and published in the College Magazine and MCM News Letter.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

Persistent efforts are directed toward establishing useful and practical interface with industries on regular basis in the interest of the students. For instance:

- On-job training
- Consultancy
- Industrial visits
- Topic-oriented technical seminars and workshops by experts
- Placement Cell

***Details of the same have been provided in Annexure III (d) and III (a) (iii)**

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The college promotes faculty participation in consultancy work and acknowledges the relevance of addressing community needs in higher education. Following are some major initiatives in this direction:

- The college website is updated with the names of our faculty members with their qualification, areas of specialization and research activities.
- Available expertise is advocated and publicized through our college website, MCM News letter and the college magazine.

- Faculty members visit other institutes as subject experts, examiners, paper setters and judges.
- Faculty members actively participate in Radio and TV talks.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The college encourages and motivates the faculty members to utilize their expertise for consultancy services which is on voluntary and honorary basis. Their services are recognized and involvement in such practices is promoted by the institution by providing official duty leave to them.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Consultancy services are provided by our faculty members on an honorary basis and the faculty members directly get the honorarium paid to them. Hence, no revenue is generated. The broad areas where the faculty members provide their consultancy services are as follows:

- Sociology
- Music
- Fine Arts
- Languages
- Sciences

*Details to be provided at the time of Peer Team Visit

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

As mentioned in the previous point, many faculty members of the college provide their consultancy services, where college gives full autonomy to them. The consultancy offered by college staff is on an honorary basis.

3.6 Extension Activities and Institutional Social Responsibilities (ISR)

3.6.1 How does the institute promote institution neighbourhood community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The institute believes in strong community ties and has a sound neighbourhood community network. Effective measures have been taken to realize the mission of contributing to the society and make our students connect with all the strata of society. The major contributions are as follows:

- Adoption of Villages: The institute has volunteered to adopt Badheri and Jagatpura villages and it participates in a number of information based training activities for the residents of the village.

- Blood Donation Camps and Rallies are organized to inspire the residents to donate blood and make them aware of its importance.
- Awareness drives: The volunteers regularly visit the adopted village and spread awareness on deadly diseases like AIDS and Cancer through posters and rallies. Students regularly conduct cleanliness drives and plantation drives in the village. The volunteers interact with residents and educate them on water conservation and environment protection.
- Skill development programmes: Mehndi art, beauty care, envelope making, file cover making, pot decoration, diya decoration etc. are taught to make women self sufficient. Literacy camps are also organized, where students educate the residents on the role and vitality of education in women empowerment.
- Social awareness and connectivity: The college promotes Vedic heritage along with moral values, and creates awareness about important social issues in the community by associating with Arya Samaj Mandir, Sector-16, Chandigarh. The institute organizes and actively participates in various events of Mahila Samaj, Arya Samaj annual celebrations in the temple.
- Arya Samaj Committee organizes lectures to acquaint students with the rich Vedic philosophy and ethical issues like duty, diligence, honesty and patriotism. Extension and guest lectures are organized on the socio-economic issues like child labour, female foeticide, drug abuse, general health issues, animal protection, NRI marriages and women rights.
- Hostel students regularly participate in Hawan and Yaganas being held regularly in the Arya Samaj premises.
- Visits to Old Age Homes constitute an important part of the social outreach programmes of the college
- Members of various Clubs render financial assistance to poor patients

3.6.2. What is the Institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles?

The College motivates its students to participate in many social activities through consistent encouragement and motivation. College tracks students' involvement in various social activities through the formation of clubs/bodies in the college. Clubs and bodies in the college that monitor the students' involvement are as follows:

- Rotaract club
- Red Ribbon club
- Arya Samaj committee
- Medical committee
- NSS
- NCC

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institution continuously engages the students/ stakeholders to better its quality of education and contribute in the overall development of students for success in their respective careers.

- The Student Council has active presence both in the college campus and college hostel.
- Clubs and Committees comprise of faculty members as well as students.
- Student counsellors guide and motivate students.
- A student from each class is nominated as Class Representative. She communicates students' requirements and problems to the respective teacher/ Head of Department/ Principal.
- Suggestion box is placed in the campus which is accessible to students.
- Students have the freedom to approach the Principal during working hours without prior appointment.
- Parents of students are free to meet the teachers, co-ordinators and Principal on any day of the week at any time to make any suggestions.
- Direct interaction of the guardians with the faculty members is also encouraged.
- Institute has an open door policy; it welcomes constructive criticism and feedback from its stakeholders so as to ensure the improvement in teaching-learning methods.
- Alumni Association of the college organizes regular formal and informal interactions wherein the alumni share their experiences as role models.

Thus, the students have full say in their best interests and their suggestions are utilized for the improvement of the teaching-learning environment of the college.

3.6.4. How does the institution plan and organize its extension and outreach programmes? Provide the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The institution is actively involved in the outreach programmes in the society which are an integral part of the development of students. Various clubs/ committees constituted in the college, plan and organize varied activities throughout the session as per their respective calendar. The major extension activities and social outreach programmes conducted and their impact on overall development of the students are enumerated as follows:

Rotaract Club:

- Visits to Senior Citizen Home, Chandigarh

- Visits and interaction with the children of slum of Sector 38-West, Chandigarh
- Donation of sewing machines to young and needy women to make them self-sufficient
- Stall of candles made by the students of SOREM, an institution for the education and development of autistic and special children, was put up during the “Diwali Mela” in the college. The money collected was handed over to SOREM children
- Visits and distribution of sweets at Mother Teresa Home, Sector 23 to celebrate Children’s Day
- A Clothes Collection Drive carried out in Sector 23, 36 and 37 followed with a visit to the slums of sector 38- West and donated the articles and toys to the underprivileged children
- Donated 4 computers to Senior Secondary School at Derabassi (Punjab)
- Teach underprivileged children of Bapu Dham colony for three days per week
- Staged a Nukkad Natak on ‘Literacy for a better future’ in the slum areas of sector 38-West, Chandigarh to promote the awareness regarding importance of Education

For the budgetary details refer to point 7.3

NSS: NSS unit jointly plans the followings outreach activities with State Liaison Officer, Chandigarh.

- Regularly conduct Blood Donation camps jointly with PGIMER and NGOs.
- NSS volunteers visit the adopted village and spread awareness on AIDS and Cancer through posters and rallies.
- Conduct tree plantation drives.
- Extension and guest lectures are organized for the volunteers on various socio-economic issues like Child labour, Female Foeticide, Drugs Abuse, general health issues, Animal Protection, NRI marriage, Women Rights and Crime against Women.
- Visit old age homes and orphanages to celebrate festivals with senior citizens and orphans.
- Organise training workshops for women of adopted village in mehendi art, beauty care, *shagun* envelope making, file cover making, pot decoration, *diya* decoration etc.
- Carry out extensive Swachhta Abhiyaans.
- Spread awareness on Water Conservation and Environment Protection and Road Safety through rallies.
- Organize Self-protection workshop for girls in collaboration of Chandigarh Police.

NCC: NCC unit jointly plans the following outreach activities with Punjab Directorate, Chandigarh.

- NCC Army wing and Naval wing enrol cadets every session. NCC army wing cadets excel in various competitions like Kho-Kho, Volleyball, Drill, Tug of War, Throw ball, Basketball and shooting competitions.
- Cadets are selected for NCC girl's expedition to Mt. Everest 2016.
- College cadet is declared as the Best Cadet of the year 2014 for senior Army wing, NCC.
- NCC Cadets of the college participate in various activities like tree plantation, AIDS and cancer awareness, traffic awareness, awareness about disaster management, blood donation, anti dowry and National integration camps.
- Cadets of Naval wing of NCC participate in the annual training camp and secure positions in swimming, semaphore, ship-modelling, boat work and rigging.
- Cadets are part of the Naval Contingent on Independence Day Parade and Republic Day Parade in Chandigarh, in which the contingent secured first and second positions respectively.

Arya Samaj Committee

- The college has set up a Stitching Centre in the Arya Samaj Mandir, Sector-16, Chandigarh premises where women from weaker sections of the society are given free training to make them economically independent.
- Hobby classes and short term courses in tailoring, cutting and embroidery are conducted.
- Various functions of Arya Mahila Shiksha Sansthan, Arya Samaj annual celebrations and Hawans in the mandir are organized by the committee. Students present bhajans and express their views on women liberation and women empowerment, female foeticide as well as other social evils in the society. They also contribute by serving food during these celebrations as volunteers.
- Organizes lectures to acquaint students with the rich Vedic philosophy and enlighten the students on ethical issues like duty, diligence, honesty and patriotism.
- Lectures on Naturopathy by Acharya Dev Vrat, a renowned expert from the field (currently, the Governor of Himachal Pradesh) are held annually.

Medical Committee:

- Organizes interactive sessions on various health related problems like Cervical and Breast cancer, Diabetes, Teenage gynae problems, Stress, Weight management etc.
- Organizes awareness programmes on organ donation, oral health, cancer, mammography, PAP smear test etc.
- Medical camps in collaboration with city hospitals are organized.

For budgetary details refer to **Annexure III (e) (i)**.

3.6.5. How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

The following measures are taken by the institute to promote participation of students and faculty in extension activities:

- Students are apprised of the significance of their role in nation building and social amelioration in the college assemblies, admissions and Induction Programme.
- Students are made aware of the opportunities, benefits and incentives offered by Panjab University and UT Administration in the higher education for their services rendered.
- Special examination schedules are chalked out for NSS and NCC students so as to facilitate their participation in various extension activities.
- Students are sensitized about the increased employability and overall personality development with respect to their participation in multifarious outreach and extension activities.
- College Magazine and MCM Newsletter highlight the achievements of NCC and NSS Volunteers.
- Achievements of the students are recognized and applauded in the college assemblies.
- The outstanding achievers of NSS and NCC are given prizes namely College Colour, Best Cadet, special honour and cash prizes at the Annual Prize Distribution Function.

Thus, these initiatives lead to increased participation in various extension activities. **For details refer to point 5.1.2 of Criterion V.**

3.6.6 Give details of social surveys, research or extension work undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of the society.

The institution realizes the importance of equitable growth and empowerment of all sections of the society. After identifying, evaluating and understanding the needs of the target groups several initiatives are undertaken. **For details refer to point 3.6.4.**

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement student's academic learning experience and specify the values and skills inculcated.

The extension activities organized by the institution over the years have been aimed at developing the good citizenship values in the students, the values and skills thus inculcated in the students are:

Leadership: Students head Clubs and Committees, organise rallies and awareness programmes, participate in social outreach programmes, organise events, thus leadership qualities are developed in them.

Compassion-Students educate the marginalized children of the adopted villages and participate in a number of information-based activities. Blood donation camps are held in the college every year in collaboration with PGIMER and NGOs where students donate blood in huge number. They carry out door-to-door collection of old clothes and distribute the same among the residents of the Sector-38 slums. “Insight – The Psychology Society” of the college organizes regular visits to the Arya Neuropsychiatry Centre, Manimajra, Children’s Hospital, Panchkula and Mental Hospital, Amritsar to acquaint the students with the therapeutic techniques used for the treatment of mentally ill patients.

Thus students are sensitized about the needs and problems of the weaker strata of society.

Value Education/Awareness: Poster making and declamation contests on social, economic and health issues, AIDS and Cancer awareness lectures, tree plantation drives, rallies and other outreach activities to sensitize the students on the prevalent social issues.

Skill Development/Empowerment: The college organizes interactive sessions with experts of various fields on vocational education, banking and woman empowerment. Aptitude tests are conducted in collaboration with Institutes namely IPAT (Institute of Personality and Aptitude Testing), Chandigarh, ISHH Guidance Counseling Centre, Panchkula, VIMHANS, New Delhi. Department of Fine Arts, MFT and Home Science give hands on training to students using resources both in and off the Campus, thus equipping them with better employability and life skills.

Traditional values: College conducts events and celebrates festivals to make its students culturally strong and traditionally stimulated. Every year college organizes Hawan for a pure and pristine commencement of a new academic session.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contributes to the community development? Detail on the initiatives of the institution that encourage community participation in its activities.

Institute ensures the involvement of the community in its reach out activities, the details are furnishes as follows:

- MCM Rotaractors interacted with a gathering of around 50 residents and imparted tips on general cleanliness and hygiene so as to make their living space better under an event ‘End Polio Now.’
- The Rotaract Club members made newspaper bags and distributed them in the market, motivating people under cleanliness drive to keep these bags in their cars.
- To sensitize the residents about public safety and security, 500 volunteers of the college collaborated with Chandigarh police.
- More than 150 students participated in the scooter rally promoting helmets to spread the message of road safety.

- A rally by the volunteers on HIV/AIDS was conducted in Badheri village to educate the residents about causes and consequences of the disease.
- As a part of awareness programme NSS Volunteers distributed Sanitary Napkins among the women of Badheri village.
- To spread the awareness on the menace of child abuse, flash mobs were organized in Elante Mall and Panjab University, Chandigarh.
- MCM Rotaract club undertook an initiative titled 'Muskurane Do Bachpan', in which poster making and slogan writing competitions on the topic 'Child abuse' were organized at Sector-17, Chandigarh. More than 250 students participated in the rally which included creation of a human chain, raising slogans and presenting a street play.
- Self-protection workshop for girls was organized in collaboration of Chandigarh Police to teach the girls various methods of countering any physical attack.

For further details, refer to Healthy Practices in Criterion: 7

3.6.9 Give details on the constructive relationships forged with any other institutions of the locality for working on various outreach and extension activities.

- Blood donation camps are organized with the help of reputed institutes and hospitals like PGIMER.
- Associations with Arya Neuropsychiatry Centre, Manimajra, Children's Hospital, Panchkula and Mental Hospital, Amritsar help the students to get practical exposure in the area of Clinical Psychology.
- The Rotaract Club of the college of functions under the aegis of the Rotary Club.
- The students are keenly associated with SOREM, an institute for differently-abled children in the outreach initiatives.
- College students are actively involved in extension activities at the Old Age Home, Sector-15, Chandigarh.
- NSS volunteers carry out several social outreach programmes in collaboration with the Chandigarh Police.

3.6.10 Give details of awards received by the institution for extension activities and/ contributions to the social/community development during the last four years.

Various awards are bagged by the Institute for its extension activities. For details refer to **Annexure III (e) (ii)**

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The interaction and collaboration between college and the research institutes and laboratories is carried out at various platforms. The faculty members and students visit the institutes as well as eminent researchers are invited for lectures, workshops and seminars in the institute. Major initiatives have been cited as follows:

Research Projects

- Ms. Ritu Khosla has been sanctioned a minor research project entitled “Preparing Status of Panchayati Raj in Punjab and Chandigarh”, as a co-investigator in collaboration with Prof. Ashutosh Kumar, Department of Political Science, Panjab University. The amount sanctioned under this project is Rs. 2,00,000.
- Dr. Neetu has been sanctioned a major research project entitled “Molecular phylogenetics of true weevils (Coleoptera: Curculionidae)”, from UGC as co-investigator in collaboration with Dr. Dalip Kumar, Head, Department of Biotechnology, PG Govt. College for Girls, Sector 42, Chandigarh. The amount sanctioned under this major research project is Rs. 13,30,800.
- Other departments of the College also carry out research based activities with their UG/PG students.

Training Programmes and Workshops

- Faculty of the Zoology department (Dr. Neetu and Dr. Sarabjeet Kaur) got training for establishing *Drosophila* culture lab. under the guidance of Dr. N.G. Prasad, Biology Division, Indian Institute of Science Education and Research (IISER), Mohali.
- Under the able guidance of Dr. N.G. Prasad, five students of the department got training at IISER and successfully established *Drosophila* culture laboratory in the department itself with financial assistance from Department of Biotechnology, Govt. of India under DBT Star College Scheme.
- Ms. Daman Kaur Grewal of B.Sc. II (Medical) attended Summer school in *Drosophila* culture laboratory at IISER, Mohali from 15.05.14 to 08.07.14.
- Dr. Amanpreet Kaur, (Horticulture Development Officer, Department of Horticulture, Punjab) delivered a lecture on mushroom cultivation which was followed by practical demonstration of various techniques and resulted in undertaking research projects on mushroom cultivation.
- The Department of Botany organizes interactions with Prof. Neera, Department of Botany, Panjab University working on Bio-fertilizers and Nitrogen Fixation, and Prof. Daizy Batish, Department of Botany, Panjab University working on Environment related problems. The department invites them for workshops and also takes the students to their laboratories to make them aware about the present advancements in their respective fields. This

gives our students exposure of different fields of research in Botany and career options.

- Prof. Promila Pathak, Department of Botany, Panjab University gave a hands-on training to the students during a workshop on plant tissue culture and also delivered series of lectures in the department which helped the department to set up a plant tissue culture unit where the students undertake minor research projects.
- The Department of Chemistry organizes collaborative workshops for students jointly with IISER Mohali. Faculty from IISER comes to the college for lectures as well to guide students in the Laboratory. As a result, students and faculty get a chance to have a hands-on experience on the latest instruments in IISER Laboratories. Students are motivated to carry out research oriented experiments which are beyond the prescribed P.U. Syllabus. They are also motivated for undertaking summer training and projects during their vacation.

Visits:

- The Department of Botany organized visits of B.Sc. II Medical students to Organic farm at the village Tira, Mohali for the demonstration of Vermiculture and Organic farming. Mr. Avtar Singh, the owner of the farm demonstrated the methodology of vermiculture and vermi-composting to the students.
- Department also organized visits to Nepli Forest and Sukhna Wildlife Sanctuary to study flora in its natural habitat and to view various species of migratory birds visiting Sukhna Lake.

For additional information of other departments refer to **Annexure III (d)**

Benefits – Hands-on skills are provided to the students where they learn

- Use of new equipments / instruments
- Various physical, chemical and microbial tests
- Analysis of a variety of new samples
- Application of HACCP, ISO 9000, 12000 and 14000
- Production and processing technology of various food products
- Food plant design
- Techniques of garbage disposal, waste-water treatment and recycling, energy generation and conservation, and packaging material, etc.
- Networking with various subject experts.

3.7.2 Provide details on the MOUs/collaborative arrangements (if any) with institutions of national importance / other universities/ industries/ Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The institute promotes collaboration among the institutions and industries of importance for mutual benefit and to instil research temperament among stakeholders. The following examples highlight the initiatives undertaken in this direction:

College has collaborative arrangements with the following institutions:

COLLABORATIVE ARRANGEMENTS With following Institutions:	Their contribution to development of the Dept. of Food Science
i. Mai Bhago Armed Forces Preparatory Institute for Girls, Sector 66, Mohali (Punjab)	<ul style="list-style-type: none"> 25 girls of the institute pursue graduation from our college and get Armed Forces training from the Mai Bhago Institute
ii. UGC	<ul style="list-style-type: none"> Funding of Rs.55 lakhs for the department of Food Science
iii. DBT, Dept. of Sci. & Tech., New Delhi	<ul style="list-style-type: none"> Funding of Rs. 11 lakhs (2012-15) Purchase of new books & equipment Purchase of glassware and chemicals Industrial / Institutional visits
iv. PU, Chandigarh	<ul style="list-style-type: none"> Syllabus upgradation Advisory and mentoring role under STAR College Scheme Guest lectures and student interactions Experts for selection of contractual faculty
v. Punjabi University, Patiala	<ul style="list-style-type: none"> Syllabus upgradation
vi. Punjab Biotech Incubators Ltd., Mohali (Dr. S. S. Marwaha, CEO)	<ul style="list-style-type: none"> Advisory and mentoring role under STAR College Scheme
vii. DAV University, Jalandhar (Dr. Naresh Sahijpal, Dean)	<ul style="list-style-type: none"> Advisory and mentoring role under STAR College Scheme
iii. H. P. University, Shimla (Dr. S. S. Bhalla)	<ul style="list-style-type: none"> Advisory and mentoring role under STAR College Scheme
ix. RCED, Chandigarh	<ul style="list-style-type: none"> Staff exchange Entrepreneurial Development workshops Sponsoring and participating in Department and college events Mutual participation in activities organised by RCED and Department of Food Science
x. Bioage, Mohali	<ul style="list-style-type: none"> Job Fest Students' Summer Training Equipment purchase and maintenance Guest lectures
xi. MDRL, Chandigarh	<ul style="list-style-type: none"> Workshops on Molecular Tools and Techniques Guest lectures

(For details refer to point 3.7.1)

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/ up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library / new technology / placement services etc.

The impetus is given to the industry-institution-community interaction by the college, which has led to significant changes with respect to research. For details refer to point 3.5.1 & 3.7.1

3.7.4 Highlighting the names of eminent scientists / participants, who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Number of scientists and researchers grace the college campus from time to time and guide the students on latest research trends. Sixty one eminent speakers have given lectures in the college in National/ International Seminars in the past five years.

Refer to annexure III (f).

3.7.5 How many of the linkages / collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and / or facilitated.

Strong linkages with institutes and industries, has led to following activities:

- **Curriculum development/enrichment:**
Elected faculty members design, revise and upgrade the syllabi for the benefit of the students.
- **Internship / On-the-job training:** The students from Psychology, Food Science, Office Management & Secretarial Practice, Cosmetology and Computer Science departments undergo internship and on-the-job training at various institutes and industries with which the college has strong linkages and collaborations.
- **Placement:** The College organizes Maha Job Fest which is an annual affair, where many companies participate in the recruitment process. Students of Cosmetology, Office Management & Secretarial Practice, Interior Decoration, Video Reporting and Mass Communication are offered part time/full time jobs by the various agencies/firms/institutes which have linkages with the college.
- **Faculty exchange and professional development:** The College encourages its faculty members to visit the institutes and industries and thus propagates the culture of professional development. Many faculty members of the college are actively involved as paper setters for other universities/colleges and guest lecturers. Similarly the faculty members

of Panjab University as well as other Universities are invited in our college campus to interact with the faculty members and the students.

- **Research:** The collaborations and linkages of the college give impetus to research as the faculty members avail the lab facilities of other institutes like IISER Mohali, Panjab University Chandigarh and CSIO to bring new dimensions to their research.
- **Consultancy & Extension:** The linkages and collaborations with industries and institutes facilitate the consultancy services which are extended by the faculty members of other institutes.
- **Introduction of new courses:** During the last five years, the college has introduced Post Graduation in the fields of Commerce, Psychology, Economics, Chemistry and Mathematics.
- **Student exchange:** Strong global academic connections and linkages promote the international academic and cultural interactions. The college has 15 students at present representing 7 countries (Afghanistan, Bhutan, Nepal, US, Thailand, Mauritius and Zimbabwe) out of which 8 students are ICCR scholars

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

The College has developed linkage with CII (Confederation of Indian Industries, Northern Region) by becoming an Institutional Member, in 2015. The representative of Regional Director of CII, Northern Region attended the IQAC meeting and offered to render all support for research based activities.

Membership of CII will benefit the faculty and the students by increasing interaction with the industry which will lead to increasing their skills and research linkages. The faculty and the students will also be able to attend their Seminars and other activities conducted by the CII.

Understanding the need to fill the gap between industry and academia, the college makes sincere and systematic efforts to establish the linkages with other institutes and industries. **For details refer to points 3.7.1 and 3.7.2 also.**



Criterion - 4 *Infrastructure and* *Learning Resources*

(d) Criterion IV: Infrastructure and Learning Resources

MCM is an institution where infrastructural growth has been in tandem with academic needs with a special focus on learner-friendly and socio-economic demands. Having been initiated humbly in a temporary school building, it is now area spread over nearly 16 acres, the college building stands amidst well-manicured lush green lawns along with several state-of-the art facilities which contribute consequentially to improve the learning ambience:

- Gymnasium Hall
- Multi-media Hall
- Conference Hall
- Open-air Theatres
- Computerized Library
- Fine-Arts Studio
- AC Food Plaza
- Rishi Vatika and Tapovan
- Language Laboratory
- Laboratories for Mass Communication
- Computer Laboratory
- Food Science Laboratory
- IDD Laboratory
- Chemistry Laboratory
- Physics Laboratory
- Botany Laboratory
- Zoology Laboratory
- Cosmetology Laboratory
- Lift
- Ramp
- Cyber Café
- Health Care Centre
- Dental Clinic
- Hostel
- Principal's Residence
- Guest House
- Tuck-Shop cum Book Store
- Expression Gallery
- British Corner
- Chit-chat Corner
- Cool-cool Corner
- Fruit Juice Corner
- Amusement Alleys
- Espresso Coffee Outlet
- 11KV Power Sub-Station
- Transport Vehicles
- Round the clock surveillance
- Wi-Fi Facility

4.1 PHYSICAL FACILITIES

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The college follows a conducive and constructive approach towards creation and enhancement of infrastructure of the institution. We seek feedback from various stakeholders including students, members of the faculty and alumni for expansion and augmentation of its infrastructure. Necessary budget is allocated for construction, enhancement and upgradation of infrastructure in keeping with the educational, social, environmental and extra-curricular requirements of the learners.

In recent years, the college has introduced many new Undergraduate and Postgraduate programmes. To meet the demands of new courses, the college

has brought about the following changes in infrastructure for provision of adequate space for effective teaching and learning process:

- Construction of PG Block
- Addition of new classrooms of varying sizes to accommodate varying student strengths of different classes
- Renovation of existing laboratories
- Creation of several aesthetically designed niches and corners for honing artistic, creative and public speaking skills
- A proposal for the construction of new administration block and washrooms and renovation of old washrooms is in process.

4.1.2. Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, specialized facilities and equipment for teaching, learning and research etc.

Campus Layout

The design of the campus of an institution is a physical manifestation of its intrinsic vision. With an eye on futuristic expansion, the MCM campus is designed sagaciously in such a manner that all units are at a reasonable distance from one another, so that they are easily accessible from all sides and at the same time the overall effect is that of spaciousness. Being a nature-friendly and an environmentally responsible institution located in a highly environment conscious City-beautiful, our campus can easily be labeled the greenest campus in the city. The constructed and used-up space is interspersed with well-maintained gardens and flowerbeds that soak the entire atmosphere in their fragrance and freshness. The premises is self-sufficient and boasts of a nearly complete set of amenities including a Bank with paperless banking through Green Channel Money, Cyber Café, Food Plaza, Health Care Centre, Dental Clinic and power back-up with 11 KV Power Sub-station.

Classrooms and Laboratories

Our college is ever devoted to broadening its horizons of instruction through perspicacious addition of new and innovative courses and consequent alteration and expansion of the infrastructure. In sync with the newly introduced courses such as M.Sc. Chemistry, M.Sc. Mathematics, M.Com., MA Economics, fourth unit of B.Com I, Second unit of B.Sc. I Microbial Food Technology and the first session of BBA III, we have now upgraded to:

- 51 classrooms
- 30 laboratories
- 6 technology-enabled learning spaces (i.e. Multimedia Hall, Gymnasium, Conference Room, Botany laboratory, Zoology laboratory and MFT laboratory.)

S. No	Department	Number of Laboratories	No of additional Spaces
1	Chemistry	5	<ul style="list-style-type: none"> • Store for storing chemicals used for practicals • Gas plant
2	Physics	2	<ul style="list-style-type: none"> • 2 dark rooms for conducting practicals.
3	Botany	1	<ul style="list-style-type: none"> • 1 Museum where specimens related to syllabi are kept • 1 cabin for Tissue Culture • Botanical Garden • Rishi Vatika with solar heating green house • Nursery for multiplying ornamental plants for beautification of college and plants related to syllabus • Biodiversity pond • Vermi-composting unit • Vermin-culture unit
4	Zoology	1	<ul style="list-style-type: none"> • 1 Museum where specimens related to syllabi are kept , • Drosophila breeding cabin
5	Microbial Food Technology	3	<ul style="list-style-type: none"> • Instrumentation Room
6	Computer Science	4	
7	Home Science	3	
8	English	1	
9	Secretarial Practice	1	
10	Music Instrumental	2	
11	Music Vocal	1	
12	Psychology	2	
13	Video Reporting	1	
14	Fine Arts	1	
15	Cosmetology	1	
16	Interior Decoration & Design	1	
Total Number of Laboratories		30	

Specialized facilities and equipment

- Gearing up for the changed global scenario, all the laboratories of various departments were augmented with the latest equipment and better utilization of space.
- In addition to the existing equipment, new equipment and tools have been procured between sessions 2011-12 to 2014-2015 by various departments of Science, under Star Colleges Scheme funded by DBT, Government of India, the Departments of Home Science and Psychology. A detailed list is given in **Annexure IV**
- List of equipment purchased by other departments from session 2011-12 to 2014-15 is given in **Annexure III (b)**

Internet facility has been provided in the laboratories of Botany, Zoology, Microbial & Food Technology, Chemistry and Physics.

b) Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

In keeping with our mission of creating women leaders of the future, education at MCM is not only informative but formative as well and for the holistic development of the stakeholders, there is an equal thrust on co-curricular and extra-mural activities.

Sports, outdoor and indoor games

Sports have been accorded a place of pride at MCM and outstanding sportspersons are offered all facilities along with moral encouragement and material recognition. The infrastructure offered includes:

- Multipurpose Gymnasium Hall – which houses a Badminton court, Table Tennis table, and is also used for Yoga exercises and Fencing practice
- Sports Ground which houses courts and space for the following games:
 - Athletics
 - Handball
 - Basketball
 - Ball Badminton
 - Baseball and Softball
- Sports Store Room – to keep the sports equipment
- Sports Room – to hold team meetings
- Student Support Room - for nursing and administering first-aid to students in case of injury
- Artificial Rock – to promote the adventure sport of Rock Climbing.
- The rock meets international standards - 12 meters high and 5 meters wide.
 - It has 2 faces – one for difficult climbing and one for speed climbing.
- The college offers this facility to armed forces and to adventure lovers during summer vacations.
- Championships, training sessions and international competitions are held regularly.

NSS and NCC

The college units of NCC and NSS have been actively engaged in altruistic activities since its inception. Our cadets and volunteers are a motivated lot who believe in exceeding their limits when it comes to discipline and selfless service. The college offers all supportive infrastructure to encourage these activities:

- Separate office space for NCC unit
- The Multimedia Hall and the grounds are used during selection and recruitment of cadets and volunteers.
- The college provides hostel facilities to the volunteers during camps.
- The Conference Hall and Gymnasium Hall are used by the NSS and NCC wings for conducting various activities during the camps e.g. Blood Donation Camps organized by the NSS unit/ Medical Committee.
- NSS units organize talks by renowned speakers, interactive sessions with notable people from varied fields and police personnel in the Multimedia Hall.
- Tree plantation and Campus Cleanliness Drives are regularly organized in and around the campus.

Cultural Activities

To hone multifaceted and proactive students the college organizes numerous cultural programmes focusing on personality development, preservation of tradition, instilling of values and generating awareness. These events are frequently organized and conducted on the college campus, making optimum use of its infrastructure such as:

1. Air-conditioned Multipurpose Gymnasium Hall which also serves as an auditorium for various events:
 - Has a seating capacity of approximately 750 persons in the main hall and 50 persons in the Gallery
 - The stage and the hall has excellent lighting and sound system, electric curtain system, green rooms, washrooms and a store room
2. Air-conditioned Multimedia Hall
 - with a seating capacity of 250 persons
 - Stage with projector, electronic notepad and visualizer
3. An Open-air stage
4. An amphitheatre in the Celebration Ground
5. Availability of musical instruments and accompanists, for cultural activities.

Public speaking and communication skills development

1. The Functional English laboratory equipped with a computer and a T.V. for improving the listening and speaking skills of the students.
2. Amphitheatre in the Celebration Ground to hold student debates and open-house interdisciplinary discussions on current topics.
3. Gymnasium Hall, Multimedia Hall and Conference Hall – fully equipped with microphones and projectors where Debate, Elocution, Declamation, Poetry recitation and Power point presentation Contests are a regular feature for all departments.

4. Multimedia Hall equipped with a visualiser, overhead projector and computerized screen for Power point Presentations and Seminars.

Yoga, health and hygiene

1. Meditation huts in Rishi Vatika
2. Well equipped medical room
3. State-of-the-art dental room
4. Weekly visit by a skin specialist – Dr. Monika Mittal (Tuesday)
5. Daily visit by a general practitioner – Dr. Sukhjot Kaur
6. Daily visit by a dentist – Dr. Anupam Uppal
7. Medical support to students at time of medical emergency by INSCOL Hospital, Sector 34, Chandigarh and Max Hospital, Mohali
8. Blood donation support system by PGI, Rotary club
9. Lectures and panel discussions by specialist doctors in the fields of Naturopathy, Medicine, skin etc.
10. Doctor-on-call facility
11. First aid kit
12. Regular medical camps by Fortis Hospital
13. Provision of clean drinking water – water coolers with purifiers are installed in the arts and science blocks, administrative office building and library

1.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years

1. To ensure its optimal utilization, besides conducting regular classes, the classrooms and halls are used for:
 - Innovative remedial support
 - Add-on and Diploma courses
 - Mid-term, End-semester and Annual examinations
 - Departmental meetings, Panel discussions, Workshops Mentoring Sessions, Lectures related to health and hygiene
 - Association activities related to different college committees
 - For conduct of examinations by various external agencies – e.g. UPSC, railways, UGC.
 - The college Cricket Ground has been given on lease to MCM Blue Caps Cricket Association. The Association mentors young children to become future cricketers, making them physically fit to contribute in nation building.
 - Halls are provided to outside agencies for organizing their events. e.g. given to Amar Ujala Newspaper, Chetan Premani Memorial Trust and DAV Schools in this session.
2. Apart from the regular practical sessions, the laboratories are used for project works of Undergraduate and Postgraduate students; presentations for improving team work, communication skills and presentation skills.
3. Procurement and installation of LCD Projectors and screens in the conference and multimedia halls. These are extensively used by the faculty and students

for Power point presentations and educational videos to provide good learning environment.

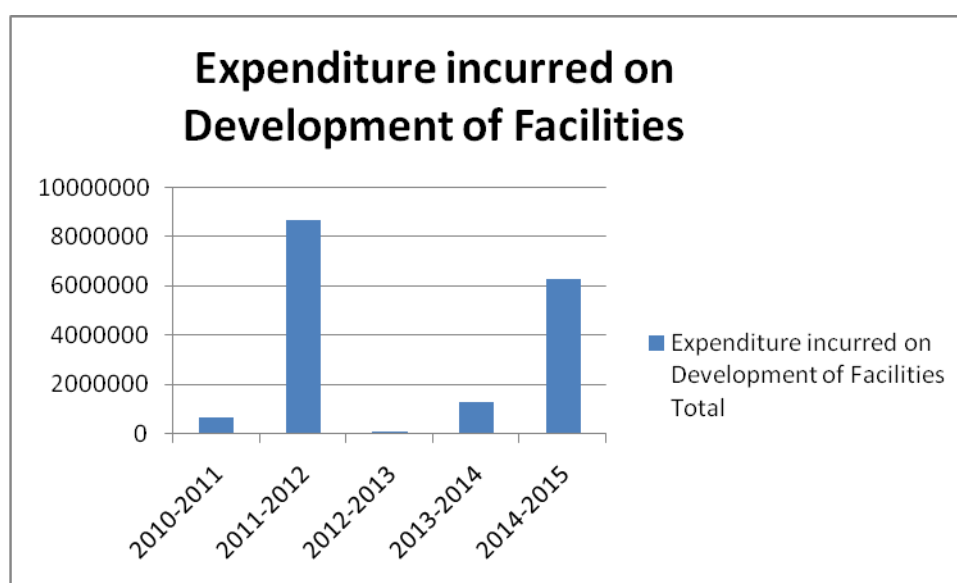
4. The college premises are utilized for activities of sports, NSS and NCC.
5. The multipurpose Gymnasium Hall, Multimedia Hall and Conference Hall are used for organizing workshops, conferences, extracurricular and cultural activities and other college events.
6. The college offers bus facility for students who commute from the satellite towns of Panchkula and Mohali. These buses are also used for educational tours and excursions for field work.
7. A Cyber Café (in Celebration Ground) offers Internet facility to the students and faculty members from 10:00 am to 5:00 pm every day. It is also equipped with printing and lamination facility.

The facilities developed during last four years are:

- Construction of a Postgraduate Block
- Installation of lift for the convenience of the faculty
- Ramps for differently-abled people
- Interconnecting ramps between Science and Arts Block
- Aesthetically designed niches and corners for leisurely chats, creative expression and academic discussions beyond the classrooms

Expenditure incurred during the last four years:

Session	Furniture	Repair of laboratories	Ramp	Building	Total
2010-2011	663740	-	-	-	663740
2011-2012	1154628	939708	-	6577203	8671539
2012-2013	113300	-	-	-	113300
2013-2014	256450	1063000	-	-	1319450
2014-2015	1063091	-	5200000	-	6263091



4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The college ensures that physically-disabled students are provided all the necessary cooperation both at the human and the infrastructural level:

- Arrangement of classes for the disabled on the ground floor.
- For examinations, seating arrangement is made on the ground floor for students with physical disabilities.
- A lift has been installed to make the college disabled friendly
- Provision of a wheel chair on campus
- Ramp has been recently constructed to make for easier access for wheel chair bound students to move around the college buildings easily
- Parking of their vehicles is permitted close to the entrance of the building for physically challenged students
- In case a physically challenged student is being dropped off by someone else, the drop off is permitted close to the college building
- Fellow-students help to move the wheelchair of the disabled student throughout her timetable span

4.1.5 Give details on the residential facility and various provisions available with them.

MCM has one of the most sought after hostel facilities in the region. Students from Punjab, Haryana, Himachal Pradesh, Rajasthan, Jammu & Kashmir, Delhi, Uttarakhand, Uttar Pradesh, Assam, West-Bengal, Bihar, Mizoram and other states of the country seek admission and residence in MCM.

Hostel Facility – Accommodation available

- The hostel offers accommodation to more than 1000 students. From accommodating 561 students in 4 blocks in 2006, the hostel currently has 6 blocks and 1003 students.

Hostel Blocks:

Blocks	A	B	C	D	E	F
Number of rooms:	55	54	57	57	54	36
Number of students:	159	156	168	168	212	140

- Every block has a warden who is available to the residents at all times and act as a bridge between the administrative authorities and students.
- The students are provided well-furnished rooms. They are given hard beds, study tables, study chairs, mattresses, pillows, pillow covers, bed sheets, curtains, buckets and mugs.
- Three spacious and well-equipped messes provide hygienic food. Periodic checks ensure the good quality of food.
- The messes are equipped with desert cooler, T.V., Bain Marie heating

facility for food ensures quick service. Kitchen and mess are modernized with latest equipments.

- Hostel Bathrooms are fitted with geysers. Proper hygiene is maintained.
- Solar heaters provide hot water in bathrooms of Blocks E and F
- Beautiful gardens
- Separate parking spaces for staff and students

Recreational facilities, gymnasium, yoga centre, etc.

- The student lounge, open-air theatre, basketball ground, and rock-climbing, are some of the other activity centres for the residents
 - Newly constructed spaces and corners for student interaction and leisurely chats such as Amusement Alleys, Joyous Junction, Friendly lounge for exchange of creative ideas
 - An evening cafeteria and fresh fruit juice shop is also open for the residents
- **Computer facility including access to internet in hostel**
 - Cyber Café, STD and photocopy facilities are available.
 - **Facilities for medical emergencies**
 - Doctor on call for prompt attention
 - In case of emergencies, residents are rushed to the nearest hospital accompanied by an attendant and warden till the parents arrive
 - **Library facility in the hostel**
 - Artfully designed reading lounges provide suitable academic ambience
 - College library is open till 4:00 pm. Hostellers have access to library till this time.
 - **Internet facility and Wi-Fi facility**
 - None
 - **Recreational facility-common room with audio-visual equipment.**
 - Three common rooms are the recreational centres for the students. This facility is provided with indoor games and T.V.
 - **Available residential facility for the staff and occupancy**

To ensure smooth functioning of the hostel, every block has a full-time warden. They are provided with residential facility.

 - Residential facility is also provided to some of the non-teaching employees of the college
 - **Constant supply of safe drinking water**
 - Water cooler fitted with purifiers is on every floor and proper maintenance ensures students are supplied with safe drinking water
 - **Security**
 - MCM hostel is reputed for the security and safety it provides to its residents
 - CCTV
 - The hostel boundary wall is high with barbed fencing

- It has only one operational gate
- Four chowkidars are on duty round the clock
- Police van keeps vigil at the college gate

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- While the college does have a medical and dental centre on campus, it also has a facility for doctor on call. In case of an emergency student is taken to nearby the hospital accompanied by an attendant and supporting staff till the parents arrive.
- A Medical Committee has been constituted by the college for general awareness of health and hygiene among students and teachers.
- Yoga sessions are organized.
- The college nursery – “Rishi Vatika” of ethno-botanical medicinal plants-can serve as basis for establishing Ayurveda Medicine Centre on the campus in the future.
- Lectures on Naturopathy and other fields of medicine are regularly organized for generating general health consciousness.
- Regular Medical Check-up camps by FORTIS hospital, Mohali.
- Mutual Blood Donation support system with PGI, Chandigarh and Rotary Blood Bank, Sector 37, Chandigarh.
- Group Insurance scheme for faculty and students

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

Details of common facilities available on the campus:

1. Conference room
2. Multimedia Hall
3. Multi- purpose Gymnasium hall
4. Open amphitheatre and an open stage for college cultural events
5. Common staff room
6. Office space and notice board for the Career Counselling and Placement Cell
7. Playground for major sports events and training
8. Canteen facility, Fruit and juice shop, Coffee counter, Chaat shop and Fast food place
9. Water coolers fitted with Aqua Guard
10. Book-cum-Tuck-shop
11. Medical and Dental centre
12. Uninterrupted supply of safe drinking water at all convenient locations
13. Separate office space for NCC
14. Washroom and toilets provided on each floor

4.2. LIBRARY AS A LEARNING RESOURCE

We at MCM endeavour to provide the best learning resources to our stakeholders. The library is continuously upgraded keeping pace with growing changes in education and learning. In recent times, owing to technological advancement, the concept has widened drastically in the form of access to internet information and digital collections.

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the college has a Library Advisory Committee. It acts as a link between the library users and the library staff. The committee comprises the following members:

- Principal
- Two librarians
- Five Faculty members
- Two office bearers of Students Council.

The committee meets 2 to 4 times in a year to make various important decisions and implement those initiatives.

- The library staff keeps the faculty and students updated regarding its latest acquisitions.
- Library performance is monitored through user feedback system.
- To allocate budget
- Copies of the syllabi prescribed by University with question-wise division of marks are also available to students for ready reference
- OPAC
- Internet access facility
- CCTV has been installed for vigilance in the library so that mutilation of books can be prevented.
- Problems of library and users are discussed and solved.
- Book bank facility to financially underprivileged students.
- To encourage reading habit among students, Anju Miglani Memorial Best Reader Award, is given annually.
- Information regarding new arrivals is also given through the college notice board.
- Book exhibitions/book hunting contests are organized to encourage students to improve their reading habits.

4.2.2 Provide details of the following:

- Total area of the library (in Sq. Mts.) : 5170 Sq. Mts.
- Total seating capacity : 65

- Working hours (on working days, in summer and winter vacation, before examination days, during examination days, during vacation):

The library is open on all the days except Sundays and public holidays.

On working days	:	9 am to 4 pm
On Holidays	:	Closed.
Before Examination Days	:	9 am to 4 pm
During Examination Days	:	9 am to 4 pm
During Vacation	:	9 am to 2 pm

- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

Individual reading carrels:	Yes
Lounge Area	No
IT zone for accessing e-resources	Yes, 6 computers for public access.

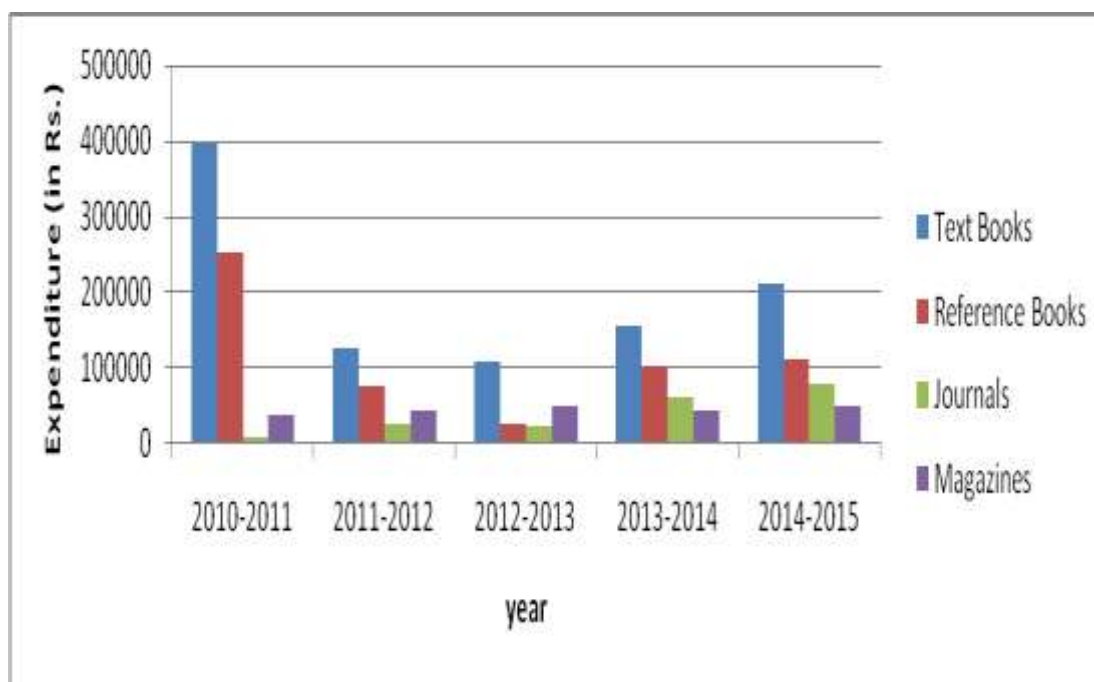
4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

The library ensures the purchase of the books/journals/reading materials on the recommendation of the Head of Departments of the concerned departments and faculty which is well-corroborated by the bar graph given below.

The library staff also checks the duplicity of books.

Number of Books Purchased and the Expenditure from session 2011-12 to 2015-2016

	2011-2012		2012-2013		2013-2014		2014-2015	
	No.	Expenditure	No.	Expenditure	No.	Expenditure	No.	Expenditure
Text Books	597	127893	282	108919	391	156333	444	212597
Reference Books	28	75004	9	25762	33	103725	29	112980
Journals	28	26955	19	24840	25	61950	32	80820
Magazines	66	45424	78	49102	72	43843	67	50461



4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- **OPAC** -Yes, There are 100 to 150 logins to OPAC daily. The library has prepared databases of books and its detailed description is added into OPAC.
- **Electronic Resource Management package for e-journals:** The college library subscribes to the N- list scheme of INFLIBNET and DELNET.
- **Federated searching tools to search articles in multiple databases:** No such tool has been deployed.
- **Library Website** – Complete information about the library is available on the college website www.mcmdavchd.in.
- **In-house / remote access to e-publications** - Separate login IDs and passwords which are generated by INFLIBNET under N-List programme are distributed amongst faculty members for accessing e-journals and e-books.
- **Library automation** - Fully automated through the software LSEase (College version of Libsys)
- **Total number of computers for public access** - 06
- **Total numbers of printers for Library Use** - 01
- **Internet band width/ speed** - 2 Mbps to 10 Mbps
- **Institutional Repository** - No such tool has been deployed.
- **Content management system for e-learning** - Subject based CDs are available and access to INFLIBNET and DELNET is given.
- **Participation in Resource sharing networks/consortia (like INFLIBNET)** – The faculty has access to INFLIBNET

4.2.5 Provide details on the following items:

- Average number of walk-ins 120-160 walk-ins daily
- Average number of books issued/ returned 100-150 daily
- Ratio of library books to students enrolled 1:8
- Average number of books added during last three years 1340
- Average number of login to (OPAC) 60 - 80 logins
- Average number of login to e-resources 4459 pages viewed
- Average number of e-resources downloaded/printed Nil
- Number of information literacy trainings organized as per the need of users as well as directions of members of the Library Committee.
- Details of “weeding out” of books and other materials: In every session, the books which are unserviceable / out of syllabus / obsolete are weeded out from the library. Proper record is maintained of the weeded out and written off books.
- At the end of every session, all the users have to compulsorily return all the issued books for annual stock checking and proper maintenance of record.

4.2.6 Give details of the specialized services provided by the library:

- **Manuscripts** :No
- **Reference** :YES
- **Reprography** :YES
- **ILL (Inter Library Loan Service)** : Available through DELNET
- **Information deployment and notification** : YES
- **Download** :YES
- **Printing** :YES
- **Reading list/ Bibliography compilation** : NIL
- **In-house/remote access to e-resources** :YES
- **User Orientation and awareness** :YES
- **Assistance in searching Databases** :YES
- **INFLIBNET/IUC facilities** :YES

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The support provided by the Library staff to the students and teachers of the college is in the form of:

- OPAC – How to use it and locate the particular document from the shelves.
- Reprographic Facility
- Computer and Internet facility
- Library volunteers to help readers trace the books
- A separate study table for the faculty members
- Timely issue/return of books
- Maintaining peaceful and academic environment
- Orientation programmes

4.2.8 What are the special facilities offered by the library to the Visually / physically challenged persons? Give details.

The friendly librarians and staff extend every help required.

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

The users of the library can give feedback by writing in the feedback register kept in the library or by giving suggestions to the subject head or to the library staff. The feedback of the users is analyzed by the library advisory committee and changes are made accordingly if needed.

To keep the stakeholders well-versed with the latest developments in information technology, the college provides them computing facilities that are regularly updated.

4.3.1 Give details on the computing facility available (hardware and software) at the institution.

S.No.	Department	Computers	Printer	Scanner	Projector	UPS	Internet	Wi-Fi	LAN
1	Computer Science and Applications	124	6	4	2	23	Yes	Yes	Yes
2	Food Science	5	1	-	-	-	Yes	Yes	-
3	Chemistry	1	1	1	-	1	Yes	Yes	-
4	Physics	6	1	-	-	5	Yes	Yes	-
5	Zoology	1	1 (3in 1)	-	-	1	Yes	Yes	-
6	Botany	1	1 (3in 1)	-	-	1	Yes	Yes	-
7	Conference Room	-	-	-	1+1 OHP	1	Yes	-	-
8	Video Reporting Lab	1	-	-	-	-	-	-	-
9	Functional English	1	-	-	-	-	Yes	-	-
10	Psychology	1	-	-	-	-	Yes	-	-

9	Gymnasium Hall	1	-	-	3	1	-	-	-
10	Multimedia Hall	1	-	-	1	1	-	-	-
11	Administrative Section	20	13	3		8	Yes	Yes	Yes
12	Principal Office	1	1	1+ Photo copier	1	1	Yes	Yes	-
13	Library	12	1	4 barcode	-	6	Yes	-	Yes

Number of computers with Configuration: Table 4.3

Other hardware

GTCO Cal Comp Interwrite Meeting pad SD-300-	1 in multimedia Hall
Samsung UF-80 Visualiser-	1 in multimedia Hall
Network Switch	10
Wi-Fi Routers	10
Student Computer Ratio 2:1 (Deptment of Computer Science & Applications)	

Licensed Softwares-

S.No.	Software Details	Purpose
1	Microsoft Software Campus Agreement	Operating Systems
2	MSDN Software with Windows XP	
3	Windows 2000 server (5 User)-AE	
4	Window 98	
5	Windows XP	
6	MS-Office XP Developer's Edition-AE	Administrative and Documentation Tasks
7	Visual Studio 6.0	Development Tools
8	Oracle Personal 9i	
9	MCAFEES for Server for 10 User	Antivirus Tools
10	Norton Anti Virus 5for Server(Symantec)	
11	Corel draw VER 11 Graphics Suite AE	Graphics, Image Enhancement, Designing and Animation Tools
12	Adobe Photoshop Ver. 7.0	
13	Macromedia Studio MX	
14	Macromedia Director MX 2004	

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

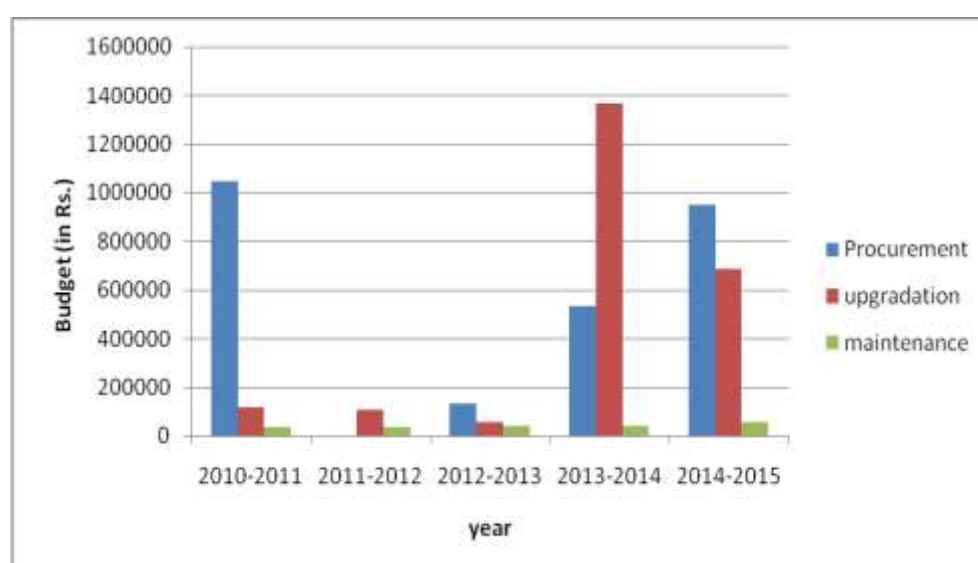
All laboratories have internet facility for students and faculty
Library- one PC dedicated to internet facility for students and faculty.
Staff members have their account for online access through INFLIBNET and DELNET.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Computers-Older computers which support latest software are upgraded with higher HDD and RAM to utilize them to the maximum
Purchase- New systems with latest configuration are purchased as per the requirements of the individual departments after inviting quotations from vendors.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution

	Procurement	upgradation	maintenance
2010-2011	1045642	115625	36000
2011-2012		104945	36000
2012-2013	133150	54164	40272
2013-2014	533295	1366897	40272
2014-2015	951215	686887	55619



Year wise Annual Budget

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students?

- The college encourages the staff to explore the computer-aided teaching and required guidance is given by Computer Science department of the College.
- Some departments have been given computers and printers for the faculty, for research and to develop teaching/learning materials.
- The faculty members use Multimedia Hall and the Conference Hall to share these teaching/learning materials with students.
- Students are encouraged to research some topics of the curriculum and make presentations in the classrooms.
- Postgraduate students utilize these resources to write and present their term-papers some of which also get published in national and international e-journals and other research journals.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed by the institution place the student at the Centre of teaching-learning process and render the role of a Facilitator for the teacher.

The college understands this need and promotes use of ICT enabled learning tools for quality education. ICT enabled education has a positive impact on teachers and learners since it provides a more interactive and visually attractive learning environment. It also makes the students skilled for the new digital world and competence that are needed for training, self-development and employment. The teachers are encouraged to develop learning assignments using power point and content available on internet.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The College is a subscriber to the INFLIBNET and DELNET facility of UGC (6,000 e-journals and 90,000 e-books). Currently OPAC is being used in the library and application for Web OPAC has already been submitted.

4.4 MAINTENANCE OF THE INFRASTRUCTURE

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

	2010-2011	
	Budget	Expenditure
College	1000000	1754689
Hostel	2000000	1200180

	2011-2012	
	Budget	Expenditure
College	1000000	1477431
Hostel	2000000	673370
	2012-2013	
	Budget	Expenditure
College	1000000	1374921
Hostel	2000000	2117550
	2013-2014	
	Budget	Expenditure
College	1000000	2480834
Hostel	4000000	3733420
	2014-2015	
	Budget	Expenditure
College	1000000	2722663
Hostel	6000000	6000030

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- There are various committees constituted to ensure the maintenance and upkeep of the infrastructure, facilities and equipment of the college:
- Purchase and maintenance
- Renovation Committee
- Stock Taking Committee
- Horticulture Committee
- Environment Committee
- Cleanliness Committee

For the maintenance of all the computers on the campus, the college has signed an AMC (Annual Maintenance Contract) with North India Computers and their representative makes a fortnightly visit to the college for regular checks. They are also available on call basis if a problem arises. The company also advises and guides the college on timely up-gradation to the next hardware or software in computers.

Functionaries helpful in maintenance

- Gatekeepers, gardeners, electrician and other support staff help in regular maintenance and functioning of the college.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

- Annually through AMC

- Laboratory staff looks after the equipment on daily basis.

4.4.4. What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- 11KV Power Sub-Station
- UPS backup for all computers
- UPS (2X5 KVA, 4 X 3KVA, 1 X 1KVA) online in computer laboratories
- Constant water supply is ensured through motors and tanks
- Solar Panels in hostel for water heating
- Irrigation from well

4.4.5 Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

Every successive batch of students of a well-preserved and innovatively adapted institution feels eternally grateful to its predecessors for an immaculately maintained campus and infrastructure. The invigorating cover of green that our campus relishes today is provided by trees that were planted by the founding generations of the college. Over the years, they have been maintained by the environment-friendly, conservative and green planning and practices that we have been adhering to. It is such consciousness and endeavors that will significantly benefit our academic successors.

The college has always followed good environment related practices such as:

- Bio-degradation of leaves shed by trees with the help of vermi-composting
- Vermi-culture
- Using solar heaters in blocks E and F of the hostel
- Use of e-bin for segregating e-waste from rest of the waste
- Solar green house for cultivating medicinal plants

PROPOSED

- Use of well in the college for ground water recharge
- This will also check flooding of Rishi Vatika during rainy season
- Rain water harvesting

यूथ फेस्टिवल में एमसीएम 36 बना गिद्धा चैंपियन

यूथ फेस्टिवल के पहले दिन ही एमसीएम ने बाजी मारी

चंडीगढ़, 19 अक्टूबर (पत्रिका) : युवावस्था के पहला फेस्टिवल 36 के एमसीएम को शुरूआत पोस्टर मेकिंग, स्टिल लाइफ, ड्राइंग, कोलाज मेकिंग, निटिंग आदि डेरी रचनात्मक गतिविधियों से हुई। प्रतिस्पर्धियों में एमसीएम ने इस प्रतियोगिता में प्रथम स्थान पर जीता।

यूथ फेस्टिवल के पहले दिन : एमसीएम को छह ईनाम

चंडीगढ़, 19 अक्टूबर (जनसत्ता) : यूथ फेस्टिवल की शुरूआत पोस्टर मेकिंग, स्टिल लाइफ, ड्राइंग, कोलाज मेकिंग, निटिंग आदि डेरी रचनात्मक गतिविधियों से हुई और हमेशा की तरह एमसीएम ने अपनी उपस्थिति दर्ज कराई। कुल मिला कर छह अवार्ड का संहरा एमसीएम जीता।



कले माडलिंग में भाग लेते हुए। (छाया : गुरिन्द सिंह)

यूथ फेस्टिवल के पहले दिन ही एमसीएम ने मारी बाजी

चंडीगढ़, 19 अक्टूबर (पत्रिका) : यूथ फेस्टिवल की शुरूआत पोस्टर मेकिंग, स्टिल लाइफ ड्राइंग, कोलाज मेकिंग, निटिंग आदि डेरी रचनात्मक गतिविधियों से हुई और हमेशा की तरह एमसीएम कॉलेज ने अपनी उपस्थिति दर्ज करायी। कुल मिला कर छह अवार्ड का संहरा एमसीएम डीएवी कॉलेज सेक्टर 36 को मिला। कोलाज मेकिंग, कले माडलिंग, स्टिल लाइफ ड्राइंग व मैकरी में एमसीएम पहले स्थान पर रहा। कार्टूनिंग में एम सी एम ने दूसरा स्थान लिया और तीसरे स्थान पर एम सी एम प्रतियोगिता की रंगोली ने सबका ध्यान अपनी ओर खींचा। कॉलेज की प्रिंसिपल डॉ. पुनीत बेदी ने एम सी एम की इस उपलब्धि से बेहद खुश हैं। विजेताओं को बधाई देकर उन्होंने

गिद्धा, फोक डांस में एमसीएम डीएवी चैंपियन लेज की टीम गिद्धा में फर्स्ट

अगर आपको प्योर

कॉलेज, सेक्टर 36 के युवावस्था के पहला फेस्टिवल 36 के एमसीएम को शुरूआत पोस्टर मेकिंग, स्टिल लाइफ, ड्राइंग, कोलाज मेकिंग, निटिंग आदि डेरी रचनात्मक गतिविधियों से हुई। प्रतिस्पर्धियों में एमसीएम ने इस प्रतियोगिता में प्रथम स्थान पर जीता।

यूथ फेस्टिवल के अंतिम दिन उमड़ी धूल

यूथ फेस्टिवल के अंतिम दिन उमड़ी धूल। युवावस्था के पहला फेस्टिवल 36 के एमसीएम को शुरूआत पोस्टर मेकिंग, स्टिल लाइफ, ड्राइंग, कोलाज मेकिंग, निटिंग आदि डेरी रचनात्मक गतिविधियों से हुई। प्रतिस्पर्धियों में एमसीएम ने इस प्रतियोगिता में प्रथम स्थान पर जीता।



Criterion - 5

Student Support and Progression

(d) Criterion V: Student Support and Progression

5.1. Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the institution publishes its updated prospectus and Newsletter annually to provide the following information to its stakeholders:

COLLEGE PROSPECTUS: The prospectus is a comprehensive document that covers information regarding the vision and mission of the institution, support services/facilities available, list of faculty members, facilitators (names of the deans and conveners of various committees), courses offered, subject combinations, specializations and scope of the courses, eligibility conditions, rules and regulations, code of conduct, infrastructure and resources, fee structure, admission procedure, examination system, academic calendar, extension activities, guidelines for scholarships, stipends, fee concessions, prizes and cash incentives etc.

HOSTEL PROSPECTUS: A separate prospectus for hostel admission is also published by the institution which covers the details of the hostel admission procedure, rules and guidelines for residents, parents/guardians, hostel amenities, hostel charges, weekly hostel menu etc.

MCM NEWS: The college Newsletter 'MCM News' is published annually to impart information about the achievements of the students in academics, sports and cultural activities. Focus is on the positions bagged by the students in the Panjab University Annual Examinations, results of all the classes, Zonal and Inter-zonal Youth Festivals, accolades won by the students outside the college, activities and achievements of NCC, NSS and the Rotaract Club. The newsletter also documents the details of various seminars, panel discussions, lectures, workshops, industrial visits and field trips organized by various departments during the session. Details of the academic achievements of the faculty, placement drives/job fest and social out-reach activities also figure in the news letter along with information on the enhancement of institutional amenities.

ANNUAL REPORT: The Annual Report of the college is published every year in the college magazine *Mehr Jyoti* released at the time of Annual Convocation. The report is a detailed catalogue of all academic, cultural, sports and other extra-curricular activities/events organized by various department/clubs and committees of the college during the session.

The institution ensures its commitment and accountability by constituting various committees at the time of admission for the guidance and counselling of the students and their parents/guardians on issues pertaining to pedagogical practices, infrastructural amenities and the expected code of conduct in the college. Deans and Conveners of all the committees are introduced to the freshers on the Induction Day. These committees remain functional throughout the session.

5.1.2. Specify the type, number and amount of institutional scholarships/ free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Financial aid in the form of Cash Awards, scholarships and free ships are extended to students as incentives to the deserving and needy students to uphold their enthusiasm for education. Every year cash prizes to the tune of several lakhs are awarded to meritorious students in the fields of academics, sports, co-curricular and extra-curricular activities.

Cash Prizes given during the last four years

Session	Amount in Rs.
2014-15	4,06,050/-
2013-14	1,60,800/-
2012-13	2,42,200/-
2011-12	1,91,300/-
TOTAL	10,00,350

To encourage the students to strive for the best and the highest, the college offers rich cash incentives and trophies/medals to its achievers at the Intra-college, University, State and National/international levels on the occasions of Annual Prize Distribution Function and Convocation. In the year 2014-15, cash awards worth Rs. 4,06,050/- were distributed as per the following criteria:

CASH Incentives (Performance based)

S.No.	Academic	Amount
1	PG / UG Degree Courses	
a	First in PU in Annual Examinations	10000
b	Second in PU in Annual Examinations	8000
c	Third in PU	6000
	Fourth in PU	5000
	Fifth in PU	4000
	Sixth in PU	3000
	Seventh in PU	2000
d	Eighth to Tenth in PU	1500
2	PG / UG Diploma Courses	
a	First in PU in Annual Examinations	7000
b	Second in PU in Annual Examinations	5000
c	Third in PU	3000
d	Fourth in PU	1500
e	Fifth in PU	1000

3	UG Honours Course	
a	First in PU in Annual Examinations	5000
b	Second in PU in Annual Examinations	3000
c	Third in PU	2000
4	UG MFT/ Food Science	
a	First in PU in Annual Examinations	1000
b	Second in PU in Annual Examinations	800
c	Third in PU	500
5	Add On Courses	
a	First in PU in Annual Examinations	1000
b	Second in PU in Annual Examinations	800
c	Third in PU	500
6	College Toppers	
a	First in College	1000
7	Other Prizes and Scholarships	
a	Jagan Nath Kaushal (Gold Medal)	2000
b	M.L. Baweja Award	200
c	Sita Devi Vinayak Award for standing 1st among College Students in Hindi Elective.	501
d	Ishwari Devi award for standing first in Sanskrit among the College Students.	150
e	Mehr Chand Mahajan (Gold Medal)	2100
f	B.R. Marwaha	1500
g	Sita Bai Malik Award for standing first in Aggregate in Final Year	600
h	Mrs. Shakuntala Roy Memorial Award	10000
8	Cultural Prizes & Sports Prizes	
	PU Zonal Youth Festival / PU Inter College Sports Competitions	
A	Individual Items	
	First	2000
	Second	1500
	Third	1000
B	Group Item (To each member)	
	First	1000
	Second	750
	Third	500
C	Individual (Group Item)	
	First	800
	Second	500
	Third	300
9	Inter-Zonal Youth Festival	
	Individual Items	
A	First	3000
	Second	2500
	Third	2200
B	Group Item (To each member)	

	First	1500
	Second	1400
	Third	1300
C	Individual (Group Item)	
	First	1000
	Second	800
	Third	500
	Dharam Shiksha	
10	First	Coupons (I prize)
11	College Colour	1000
12	Special Prize	500
13	Over All Best Students	
	Overall Best in Academic Activities	6000
	Overall Best in Extra-Curricular Activities	6000
	Overall Best in Sports	6000
14	NCC Cadet Prizes	500
15	Other Prizes	
a	Jatinder Ji Memorial Prize for being the Best Music Student and Performer	500
b	Gets Anju Miglani Award for being the Best Library Reader during 2008-2009	200

Free ships: Free ships are given to the students from Manipur for admission to three year degree course under DAV College Managing Committee (DAVCMC) Adoption Scheme. Under this scheme, free boarding and lodging are provided in the college hostel.

Session	No. of students
2014-2015	09
2013-2014	06
2012-2013	06
2011-2012	05

The college also offers fee concession to the wards of members of the DAV fraternity serving within the college or any other DAV institution at the time of admission to any course.

Scholarships: The College also offers scholarships to the needy and deserving students every year. Following are the details of the scholarships offered in college:

Scholarships	Eligibility	No.	Amount
Mrs. Kamlesh Jain Scholarship	Topper in B Com. I	1	18000
Smt. Leelawanti Scholarship	Poor and economically deprived students		18000
Chaudhari Raj Kishan Scholarship			9000
Smt. Mehanti Devi Scholarship	On merit cum means basis (H.P Student)		5000
Smt. Sarla Devi Sharma Scholarship	Need cum merit basis	5	1000 each
Smt. Vidyavati Mahajan Scholarship	Needy and deserving students	2	1500 each
Sh. Brahm Dutt Bali Scholarship	Meritorious students in Arts	2	1500 each
Smt. Jyotishmati Scholarship	Merit cum means basis	2	1000 each
Sh. S K Mehan Scholarship	Needy and deserving students	2	1000 each
Smt. Veeran Devi Puri Scholarship	Needy and deserving student	1	1400
Sh. N P Kakria Scholarship	Outstanding student of the college.	1	1000
Smt. Kaur Dei Scholarship	Merit cum means basis	2	1000
Smt. Sneh Pandit Scholarship	Any deserving student.	1	1000
Smt. Savitri Handa Scholarship	Needy and deserving student	1	1000/-
Sh. S K Mahajan Scholarship	Needy student	1	1000
Smt. Sumitra Devi Scholarship	Merit cum means basis	1	1000
Smt. Sushila Devi Scholarship	Needy and deserving students	1	1000
Pt. Nanak Chand Scholarship	Needy and deserving students	1	1000
Smt. Satyawati Khandpur Scholarship	Any deserving student	2	500 each
Sh. S R Kapoor Scholarship	Any deserving student	1	1000
Seth Bhagirath Das Scholarship	Needy and deserving students	1	1000
Smt. Satya Vati Scholarship	Needy and deserving students	1	5000
Sh. J C Juneja Scholarship	Needy and deserving students	1	500
Smt. Kartar Devi Puri Scholarship	Needy and deserving	1	500

	students		
Sh. Nihal Chand Choudhary Scholarship	Merit cum means basis	1	500
Smt. Prakash Wati Khanna Scholarship	Sanskrit student	1	500
Smt. Kartar Devi Kapoor Scholarship	Sanskrit student	1	300
Sh. Kailash Chand Mahajan Scholarship	Sports Student	1	300
Smt. Shanti Devi Scholarship	Sports Student	1	300
Sh. Daulat Ram Mehndiratta Scholarship	Needy and deserving students	1	300

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

Several students of our college get financial support from varied agencies during the course of their study. Direct Benefit Transfer System (DBT) has been initiated by Government agencies to directly transfer money to the accounts of the deserving students identified by them. As such the college has no record of this kind of student aid. The details of the scholarships routed through the college, are as follows:

Agency	Amount	No. of students
2010-11		
Director, Sports Chd. Administration	19,000/-	19 (Sports)
Chief Minister Relief Fund, Punjab	61,490/-	1
Post-matric Scholarship from Director, Social Justice and Empowerment, Shimla, H.P.	4,850/-	1
Punjab State Merit Scholarship	2420/-	2
Haryana State Merit Scholarship	7,200/-	2
Haryana State Merit Scholarship	1650/-	2
2011-12		
Director, Sports Chd. Administration	10,000/-	10 (Sports)
Post-Matric Scholarship from Director, Social Justice and Empowerment, Shimla, H.P., H.P.	5350/-	1
Punjab State Merit Scholarship	2035/-	2
Haryana State Merit Scholarship	3600/-	1
Scholarship for Minority Community by Chandigarh Administration	4850/-	1
2012-13		
Director, Sports Chd. Administration	45,300/-	24
P.U. Merit-cum-Means Scholarship	48,000/-	8
P. U. Soldier Relief Fund Scholarship (for two consecutive years)	8,000/-	2

Punjab State Merit Scholarship	1650/-	2
Chandigarh AIDS Control Society	400/-	1
2013-14		
Director, Sports Chd. Administration	11300/-	4 (2xRs. 4000, 1x Rs. 1800, 1x Rs. 1500)
P.U. Merit-cum-Means Scholarship	1,68,000/-	21
Special Scholarship for J&K students by All India Council for Technical Education, Delhi	76,760/-	1
P. U. Merit Scholarship	1,800/-	2
2014-15		
PU Merit cum Means and SGC AND Cancer Aid	8000/- each	24
Seeta Ram Jindal Foundation, Delhi	7200	1
Jammu and Kashmir Special Scholarship	72,700	1
Dr. Chander Bhan Scholarship from DAVCMC, Delhi	2400	2
PU Director Sports	7000 (each)	3

5.1.4 What are the specific support services/facilities available for?

a) Students from SC/ST, OBC and economically weaker sections

For such students, the college ensures the following support facilities and services:

- Implementation of reservation policy as per the rules of Chandigarh Administration.
- Merit cum means scholarships are offered by the college to the meritorious/deserving students belonging to economically weaker sections.
- Free books are provided to such students if sought.
- Complimentary copies of books are also lent by the members of the staff among the economically weaker students.

b) Students with physical disabilities

- Reservation for disabled students as per Chandigarh Administration /UGC norms. The college adheres to the guidelines for conducting written examination for the disabled issued by the Ministry of Social Justice and Empowerment, Department of Disability Affairs, Govt. of India.
- Ramp and lift facility to the first and second floors of the building.
- Provision of wheel chair
- Classes of the students with physical disability are mostly held on the ground floor, subject to the severity of disability.
- The peer group is encouraged to lend a helping hand to any such deserving student within the campus.
- The college library issues books for the entire session for the benefit of these students.
- The faculty encourages such students to explore and hone their talents to

instil confidence in them.

c) Overseas students

- The College enrolled 15 students from Afghanistan, Zimbabwe, Mauritius, Bhutan, Thailand, Nepal and America in the year 2014-15
- The Dean, Foreign Students Admission, provides guidance to the overseas students regarding issues related to their admission to undergraduate and postgraduate courses
- The medium of instruction in the class rooms is English.
- Peer group provides assistance to such students in crossing over linguistic barriers
- Seats are reserved for foreign students in the hostel.
- Foreign students are encouraged to showcase the highlights of their culture through stage performances during major events and functions of the college.
- Project 'Sakhi' has recently been initiated under which local students act as mentors of the overseas students.

Year	No. of Foreign Students
2013-2014	11
2014-2015	15
2015-2016	32

d) Students to participate in various competitions/National and International

- Students are encouraged to participate in various national and international events through numerous clubs, societies, committees and associations such as the Drama Club 'PARWAZ', Quiz Club, Photography Club, Rotaract Club, Creative Writing Society, Debating Society, Environment Committee, History Association 'Eureka' and others. Faculty members associated with these clubs/committees guide, assist and train the students with potential to participate in contests at various levels.
- Each club/committee organizes 'Talent Hunt' contests in the beginning of the session to discover new talent.
- Technical experts in various fields are hired to train and lend an extra edge to the participating students/teams.
- The College provides stipulated diet/refreshment during practice sessions.
- Those desirous of and qualified to participate in National/International competitions are provided free coaching/guidance beyond the classroom.
- Transportation is provided free of cost by the college to take the students to various venues.
- Members of respective committees/clubs accompany the participating students to various venues both within the city and outside.
- Special exams are conducted for the participants whenever the dates of exam clash with the itinerary of events.
- Computers with internet facility are provided in the department of Computer Science and library.

- Books and magazines pertaining to various competitive exams and contests are provided in the main library of the college.
- Outstanding achievers are awarded Roll of Honour, College Colour, Special Prizes and Cash incentives during the Annual Prize Distribution functions.

e) Medical assistance to students: health centre, health insurance etc.

- The students of the college avail the facility of Group Insurance which provides cover for disability caused by accident, natural death and death caused by accident.
- The college offers on-the-campus services of
 - a general physician
 - a dentist
 - a skin specialist
 - A well equipped dental care unit and a comfortable medical room with a qualified attendant is available to the students during college hours.
- In case of an emergency, conveyance is provided by the college to take the student to a hospital.
- The Medical Committee caters to the health related problems of the students.
- Free medical camps providing the facilities of bone mineral density test, blood sugar test, body mass index, eye check up, skin analysis, ECG, BP and body fat analysis etc. are organized from time to time in collaboration with reputed hospitals.
- Awareness campaigns, lectures by medical experts from different fields and medical camps in collaboration with leading hospitals are conducted throughout the session especially on women related health issues.
- The hostel residents can avail of doctor-on-call facility. First aid is available with the hostel warden in case of minor requirements. Acute emergencies are catered to by the hostel staff and wardens by taking the student to hospital in college transport or a cab. The warden and a male non-teaching staff member remain with the patient till the local guardians or parents can reach their ward.
- The college takes students to the multi-specialty hospitals such as Max or INSCOL.
- Since the college donates a sizeable number of units during blood donation camps in the campus, a mutual blood donation support system with the Blood Bank of PGIMER, Chandigarh and the Rotary Blood Bank facilitates the availability of blood for students, staff and their relatives in case of any emergency.

f) Organizing coaching classes for competitive exams:

- Teachers provide guidance to the students at personal level
- Experts from various fields are invited from time to time to guide the students

- Magazines, periodicals, journals and study material pertaining to various competitive exams are regularly updated in the library
- Free internet facility is also available in the library

g) Skill development (spoken English, computer literacy, etc.)

- To help our students gain an edge over others, the college offers:
- Vocational courses such as Functional English and Office Management and Secretarial Practice at B.A level.
- Add On courses like Communicative English, Cosmetology and Beauty Care, Video Reporting, Interior Designing and Decoration and French serve to open wider vistas of employment.
- Apart from Add-on courses, the college also offers Post Graduate Diploma in Mass Communication, Cosmetology and Beauty Care, and Computer applications (PGDCA) for further refining the talents of students.
- Workshops pertaining to diverse fields such as personality development, fashion designing, make-up skills, scientific attitude towards cooking, sculpture, mural-making etc by experts are a regular feature.
- Students of Fine Arts and Cosmetology are given opportunities for practical hands-on experience during important functions by making them responsible for decoration of venue and make-up of participants for stage performances respectively.

h) Support for “slow learners”

Slow-learners in the college are dealt with sensitivity and care. All efforts are put in to bring slow learners at par with their peers after identification of their problems.

- Teachers give them extra time and individual attention to enable them to get over their shortcomings.
- Special assignments are given to such students to monitor their progress.
- Special tests are conducted for such students to help them prepare better for the annual/semester exams.
- Due care is taken to keep them motivated. The teachers endeavour to follow a balanced policy of challenges and rewards (in the shape of encouragement and confidence boosting) for improved response.
- The pace of pedagogy is fine tuned to facilitate their understanding even while keeping the slow learners inclusive to and assimilated with the over-all classroom scenario.
- Teaching aids such as simplified diagrams, maps, slides, pictures, specimen copies of books given by publishers and practical demonstrations wherever possible are used to elucidate concepts for the benefit of such students.
- Files/Assignments/Tests of good/meritorious students are given to “slow learners” as reference points so as to enable them to push their boundaries.

i) Exposure of students to other institution of higher learning/ corporate / business houses etc.

- Seminars, Workshops, Interactive sessions and Panel discussions with eminent persons in diverse disciplines from the Panjab University, corporate houses, banking sector and entrepreneurs are held throughout the session by different departments.
- Industrial visits to corporate houses, production units, laboratories of repute and media houses are organized from time to time.
- Educational trips to places of historical interest, various departments of Panjab University, and other institutes of higher learning are arranged regularly to provide optimum exposure to the stakeholders.

j) Publication of student magazines

- The college magazine *Mehr Jyoti* is published annually to provide a platform for students to exhibit their creative and literary skills.
- Contributions in the form of articles, essays, stories, poems, interviews and cartoons are made by students in the fields of languages (English, Hindi, Punjabi and Sanskrit), humanities, basic sciences and computer science.
- All the sections have separate student editors who actively collaborate in the entire process from collection and editing of articles till the publication of the magazine.
- A comprehensive report of all the activities of various departments, committees and clubs is an important part of the magazine. This report and photographs of students' and teachers' achievements in diverse fields are a source of encouragement and inspiration to all our stakeholders.
- The Expression Gallery is a wall magazine open to all inputs/ information that can be of interest to students. In addition, there are quite a number of wall magazines catering to various departments that display interesting articles by students and well-known writers, quotable quotes, pictures etc. specific to subjects.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneur skills among the students and their impact of the efforts.

The efforts undertaken in this regard are as follows:-

- To expose the students to the contemporary market and business trends, visits to various industrial and corporate houses are arranged.
- Lectures, panel discussions and interactive sessions with the managers, CEOs, officers from the banking sector and industry are organized.
- Through Diplomas and Add-on courses offered in the college, the students are given first hand training in gaining entrepreneurship skills.
- Students of Vocational Courses are encouraged to undertake on-the-job training which hones their practical skills and enhances their job prospects.

- During fetes such as Diwali Mela, the students make and sell varied products such as decorative diyas, pots, candles etc.
- Event management skills of the students are honed by such bodies as the MCM Rotaract Club wherein all activities including securing sponsorships, designing of programmes, sending invites, maintaining records and disbursing payment are carried out by them.
- The organizational and entrepreneurial skills of the students are whetted by events like – EVERLIT (MCM Literature Festival) wherein the entire planning, management and execution of the event right from inviting the resource persons, obtaining sponsorships, preparing venues etc. are anaged by students.
- Placement drives/Job Fests held on regular basis provide a robust interface with MNCs and industries there by facilitating the learning of entrepreneurial skills.
- Commercially viable, environment-enhancing activities such as creating and selling Vermi-compost/ manure from organic waste are undertaken in order to instil both business acumen and responsibility among students.

Impact of these efforts:

Exposure to varied skills enhances the confidence and shapes the personality of the stakeholder apart from improving their employment quotient in various public and private sectors. Interface with the industry enables the students to seek admission in professional courses in reputed institutes e.g. in Journalism, Hospitality, Dress Designing, Beauty Care etc. Moreover, several students run their own beauty parlours, boutiques and work as freelancers with reputed newspapers.

5.1.6. Enumerate the policies and strategies of the institution which promote participation of students in extra-curricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- The college promotes maximum participation of students in co-curricular and extra-curricular activities. Trials for sports are held before the admissions and talented players are identified in different games.
- After admissions, the new-comers are familiarized on the Induction Day with the wide array of activities/avenues and events scheduled during the session.
- ‘Talent Hunt’ contests are organized for all the new comers to allow them to showcase their talent in varied disciplines – creative writing, debating, elocution, music, painting, quiz, rangoli, dance etc. Once the new talent has been located, they are made to join their seniors in varied clubs and committees where they are guided and trained to participate in varied contests at the inter-college, Zonal, Inter-Zonal, Intervarsity and National level Youth Festivals.

- Students are informed about the forthcoming extra-curricular and co-curricular events during College Assemblies and Hostel Assemblies, and also felicitated for their performances during the same.
- The college also invites experts in varied fields of performing arts to train and refine the performance of these students.
- The students are encouraged to participate in and contribute to diverse social-outreach activities through NSS, NCC and the MCM Rotaract Club. These activities include Awareness Campaigns, Drives and Rallies to sensitize their fellow students as well as general public on social issues.
- To encourage the students to participate more in such activities, incentives in the form of Cash Prizes, Awards, Medals, Special prizes and Certificates of Merit and trophies are awarded to the achievers in varied fields.

a) Additional academic support, flexibility in examinations

- Reservations in admissions (for sports persons) as per the norms of the Chandigarh Administration and Panjab University.
- Special attention by the teachers
- Flexibility in the dates of house examinations for the students participating in various contests/events.
- Special tests are conducted for such students.

b) Special dietary requirements / Sports uniform and materials

- Refreshment is provided to the participants of Panjab University Zonal and Inter Zonal Youth and Heritage Festival for 20 days before, and daily during the event.
- Sportspersons are also provided with refreshment for 15 days before the start of tournaments.
- Free sports uniform, equipment and materials are provided to the players selected for Inter College, National and International tournaments.

c) Any other

- Achievers in extra-curricular and co-curricular fields are felicitated with Roll of Honour and College Colour on the occasions of Annual Prize Distribution Function and Convocation.
- Students' achievements are published in the leading newspapers and are given due importance in the College Magazine and Newsletter.

5.1.7. Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC/ CSIR-NET/ SLET/ ATE/ CAT/ GRE/ TOFEL/ GMAT/Central/State services/ Defence, Civil Services etc.

Students who are preparing for competitive exams are given facilities in the following ways:

- Class-room discussions and activities on relevant topics, presentations and group discussions help prepare the students for the same.
- Seminars/ lectures/ inter-active sessions with experts/professionals from various fields are held on a regular basis to educate them about the significance of various competitive exams in diverse areas and the best strategies to crack them.
- Workshops on Resume Writing, Facing an Interview, and Group Discussions are held to hone the soft skills of the students.
- They are allotted compact time tables to allow them more time for preparation.
- They are guided by their teachers at a personal and institutional level both within the class room and outside about various institutions and avenues available to them after the clearance of their examinations.
- Teachers also borrow study material/books/journals from PU library and other libraries on individual basis to provide an extra edge to the students preparing for various competitive exams.
- Regular updating of periodicals, newspapers, journals and magazines in the library is undertaken so as to provide the students with the best study material

No. of students who have cleared the following in the last four years:

UGC NET/SLET: 42

Civil Services: 7

Defence Services: 4

5.1.8. What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

- The teacher-student rapport is an excellent tradition in the college. Informal counseling happens on an everyday basis. However, the institution makes available the following counseling services:
- Personal/ Psycho-Social Counseling: To enable the students to discuss their personal/emotional/familial/ psycho-social problems and find solutions, the college runs MCM Helpline, Anti-sexual harassment Committee, anti-ragging Committee, Grievance Redressal Cell for students. Students suffering from different kinds of psychological or behavioral disorders are handled by the department of Psychology. Professionals are also invited from time to time to apprise the students of ways to handle stress, examination fear, peer pressure and other such problems.
- The college also has a Legal Literacy Club under the aegis of State Legal Services Authority, U.T., Chandigarh. The students can approach for free legal counseling/advice and have access to free legal aid in case of requirement. Seminars and talks by legal experts are held periodically to generate awareness of legal rights and duties among the students.

Academic Counselling:

- Academic counselling is similarly provided through class-room interactions as well as seminars held by institutions and universities situated in India and abroad. Students are also counselled by the Admission Committee both before and during the admission days regarding the choice of stream, subjects, and future avenues in the higher education and job prospects.

Career Counselling:

- Career Counselling is offered by the Placement Cell of the college though it begins right from the time of admission to various courses. Career counselling is offered by the Placement Cell through seminars/conferences/workshops/ panel discussions held by the faculty and resource persons from diverse professions of industry, education, journalism, food and nutrition, IT, etc. The Cell also helps them participate in various placement drives.

The annual Job Fest held in the college introduces the students to various arenas of employment. Leading companies from various fields participate in this fest. During this interface with the industry, the students are exposed to the demands and trends of the market. Many are short listed for various jobs.

5.1.9 Does the institution have a structured mechanism for Career guidance and placement of its students? If yes; detail on the services provided.

- Yes, the college has a structured mechanism to guide the students with respect to their career planning and to assist them in getting placements. For career counselling, many reputed companies like Bull's Eye, Career Launchers, Pune Institute of Business Management etc. are invited to interact with the aspirants.
- Experts from various fields are invited regularly to conduct lectures, workshops and interactive sessions with the students on viable career opportunities available to them.
- The Placement Cell of the college organizes, on an annual basis, the JOB FEST – a full day programme. The College provides the students a unique opportunity to interact with multiple companies under the same roof. This occasion gives them a chance to assess their employability quotient.

Percentage of students selected during campus interviews/ Job Fests by different employers (list the employers and programmes)

Year	No. of Companies	Registered	Short listed	Percentage
2010-11	35	1200	416	15.5%
2011-12	45	1100	558	16.7%
2012-13	55	1200	487	27 %

2013-14	63	1370	400	23.2%
2014-15	41	1273	416	24.76%

Names of the companies offering jobs in various fields during job fests include: Wipro, IDBI – ICICI Bank, Bio – Age Equipment, Big Bazaar, Jonquil Overseas, HDFC Life, Career Launchers, Abhinandan Hotels, Touchstone Education, Vivido Laboratories, LG Shoppe, Ipat Guide, IBM Kotak Mahindra, Genpact, Bajaj Capital, Global Insurance, ING Vyasya, Mahindra Holidays, C-ASIA, Infotech, Indusind Bank, SBI Life, Dishtek, IFBI, Vodafone, Bajaj Capital, Bulls Eye, Aviva Life Insurance, Opt Vision, Star Health Insurance, PNB Metlife and many others.

5.1.10. Does the college have a student Grievance Redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

- The College follows an open-door policy for the redressal of grievances in order to curtail the reaction time to a problem. In the college, the students can share their problem with their class teachers and office bearers of the Student Council. If it requires attention at a higher level, the problem/complaint is brought to the notice of the concerned committee such as the Admission committee, the Time-table committee, the Examination committee, the Hostel committee etc.
- A similar course of action is pursued in the hostel where the warden is the first recipient of a complaint/grievance.
- The principal is the final authority to be approached in both the systems for the redressal of the issue.
- This step-ladder system ensures that complaints are handled instantly, are not stuck in any bottle-necks and are disposed off in a speedy manner.
- The students also have the liberty to convey their demands/complaints/suggestions by means of the Suggestion Box installed in the campus.

5.1.11. What are the institutional provisions for resolving the issues pertaining to sexual harassment?

The College has a Cell for Prevention of Sexual Harassment formed under the Sexual Harassment of Women Act, 2013. In addition, the college administration has taken the following steps to ensure the security and safety of its students within the college and hostel campus:

- Round the clock vigil by security personnel and guards.
- Strategic positioning of CCTV Cameras.
- Self Defence programmes in collaboration with Chandigarh Administration have been initiated in the face of increasing threats to women's security in the environment outside the college.
- Regular police patrol outside the college, and road barriers within the radius of 100 meters of the college, also ensure the safety of the students.

5.1.12. Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Ragging is strictly banned in the college as per UGC instructions. The students are sensitized about it through the College Prospectus. During the time of admission they are constantly instructed upon this serious issue and are also made to sign an undertaking to this effect. The students are also sensitized against ragging in the Induction Programme in the beginning of the session. However, there is an Anti-ragging Committee too which has been so effective in its work that not even a single case has been reported in the last four years either in the college or in the hostel. Telephone numbers of all the members of the Anti-Ragging Committee are displayed prominently in the college for easy access.

5.1.13. Enumerate the welfare schemes made available to the students by the institution.

- The students are precious for the college. In order to serve their interest in the unfortunate case of an accident, the Group Insurance Scheme floated especially for the students, covers disability caused by the accident. An amount of Rs. 50,000 is paid as compensation in case of natural/accidental death.
- The college offers scholarships to the students of economically weaker sections on the basis of merit cum means.
- Every year in the prize distribution function, cash prizes worth 2-4 lakh are given to the meritorious students as a token of appreciation by the college.
- The library issues books to the economically weak students for the full session on demand.
- Free coaching is given in different games for inter college competitions organized by Panjab University. Free equipment and sports kit are provided. The college pays the fee for students to the Chandigarh Sports Department for the usage of practice facilities for water sports. Scholarships and cash awards are given to excelling sportswomen.
- The Canteen Committee of the college ensures proper hygiene and nutrition standards of all the eating outlets that include an evening cafeteria for hostellers, Nescafe, etc. within the campus. Healthy food options such as fruit and fresh juices are also available within the campus.
- There is a provision of a general physician who takes care of the medical needs of the students. It is a great support in times of emergencies.
- A dentist caters to the common dental problems of the students.
- The medical committee in the college organizes free medical camps for the welfare of students, teaching and non-teaching staff.

5.1.14. Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

The college has an Alumni association “AMDA” networking actively with the ex-students. The association collaborates with them through the following efforts:-

- The college invites the alumni as resource persons / speakers for various lectures and events.
- The alumni act as motivational speakers / guides on Induction Day of the college.
- The college honours and felicitates the alumni on the Induction Day, Prize Distribution Day, Annual Convocation Day and other important occasions inspire the students.
- The 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.
- Members of the AMDA also offer scholarships to meritorious students.
- Many of our alumni are serving as members of faculty in the college such as Ms. Jagdish Bains (Retd.), Ms. Deepa, Ms. Gurpreet Kaur, Dr. Gurvinder Kaur, Dr. Nitasha Khera, Dr. Meenakshi Rathore, Dr. Jatinder Kaur, Dr. Neha Soi, Dr. Seema Kanwar, Dr. Manjit Sidhu, Ms. Supriya Chaudhary, Ms. Baljeet Kaur Tiwana, Ms. Ritu Khosla, Ms. Disha Sharma, and Ms. Vandita Kapoor
- Many of our illustrious alumni have made their mark in the fields of Civil Services, Medicine, Armed Forces, Corporate Sector, Media and Education.

A list of prominent alumni is attached in the **Annexure V**

5.2. Student Progression

1.2.1. Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student Progression	2010-11	2011-12	2012-13	2013-14
UG to PG	91.45%	90.04%	94.29%	87.59%
PG to M.Phil.	9.09%	Not available	Not available	3.4%
PG to Ph. D.	4.5%	2.5%	3.6%	Not available
Employed- Other than Campus Recruitment	2.56%	2%	2.17%	2.67%

*The above mentioned data has been accessed from alumni registration records (forgraduates) and telephonic contact (for postgraduates).

A large number of our graduates join different universities or our own college for their Postgraduation especially in the subjects of English, Sociology, Economics, Commerce and Psychology, or seek admission to Postgraduate Diploma courses both in the Panjab University and within the college (in PGDMC, PGDCA and PGDCBC).

Many join B. Ed and other professional courses in varied institutions across the region. Further, it is worth mentioning that though a fair percentage of our students get shortlisted for employment during the placement drives in the campus, they prefer to go in for higher education to enhance their qualifications and improve their employability quotient.

5.2.2. Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university). Furnish programme wise details in comparison with that of the previous performance of the same institution and that of the colleges of the affiliating university within the city/district.

Comparative statement of results in the last four years: Please refer to **Criteria II 2.6.2**

Programme wise completion rate for the last four years:

	Session 2011-12 (2009-2012)		Session 2012-13 (2010-2013)		Session 2013-14 (2011 – 2014)		Session 2014-15 (2012 – 2015)	
UG Course (3 Yr. Duration)								
	Pass%	Comp. Rate	Pass%	Comp. Rate	Pass%	Comp. Rate	Pass%	Comp. Rate
BA	98.4	77.3	96.8	78.9	98.4	85.7	96.81	83
B.Com	100	98.6	99.5	88.4	100	97.3	99.5	94.3
B.Sc.	98.4	74.5	97.4	75.2	98.4	73.1	100	78.8
B.Sc. BMF	100	62.5	100	80.5	100	94.1	86.6	90.9
BCA	100	84.9	97.87	77.2	100	83.7	97.8	59.4
BBA	---	---	---	---	---	---	100	100
PG Course (2 Yr. Duration)								
	Session 2011-12 (2010-2012)		Session 2012-13 (2011-2013)		Session2013-14 (2012 – 2014)		Session 2014-15 (2013 – 2015)	
M.Com	---	----	---	---	88.1	93.3	88.6	93.6
M. A. English	100	62.7	100	89.7	97.8	97.8	94.8	78
M.A. Economics	---	---	---	---	68.4	82.6	85.7	79.2
M.A. Sociology	95.5	100	86.95	90.1	83.3	80.7	92.5	100
M. A. Psychology	---	---	---	---	100	100	100	97.1
PGDCA	82.1	93.3	52.63	100	86.6	93.3	53.8	95
PGDMC	93.3	96.6	77.42	100	57.1	96.6	77.2	60.7
PGDCBC	---	---	---	---	100	90	100	95.8

Comp. Rate: Completion Rate

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- Student progression to a higher level of education and/or towards employment is facilitated through provision of numerous opportunities for both. The ‘Maha Job Fest’ is an annual feature of the institution which brings some of the biggest names in the field of IT, science, manufacturing, distribution, multimedia, and various service providers on one platform. Students are not only able to secure jobs, but also learn many interpersonal skills and the art of appearing for interviews while gauging their strengths and weaknesses all along. This gears them up for their future roles.
- Job oriented courses such as PGDCA, PGDMC(Certificate and Diploma) PGDCBC (Certificate and Diploma), Skill based Add-on courses in Communicative English, Web Designing, Interior Decoration and Design, Cosmetology and Beauty Care, and Video Reporting are being run in the college to enhance the employability of the students.
- Students are encouraged to enroll for on-job training during their vacation which enhances their practical knowledge and skills.
- Visits to and internships with industries, business houses, radio and television stations, newspaper offices etc are undertaken to provide hands-on experience and impart a keener edge to the job aspirations of students. Seminars, workshops and lectures on career and education opportunities at home and abroad by some of the well-known names from as diverse fields as writing, public service, business, education etc are a regular feature in the college.
- The institution also has the unique tradition of direct interaction with the luminaries who visit the college as chief guests from time to time. The alumni too play their role conscientiously in this direction by sharing their success stories and thus emerge as role models.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out.

The dropout rate after admission in regular courses is very low. The institution makes efforts to further minimize this number by:

- Offering financial aid in the shape of scholarships and stipends on means-cum-merit basis in order to discourage drop out due to monetary reasons.
- Issuing books from the library to the meritorious and needy students
- Encouraging peer-group study by clubbing academically strong students with the weaker ones
- Holding special tests for facilitating those who could not appear in House tests/Mid-semester exams on medical grounds.
- Special attention to weak students and provision of easier study material, supplementary notes, revision exercises/ assignments for better practice.
- Providing emotional and career counselling at the individual level even beyond class room

- Providing a platform through the college helpline for professional emotional guidance; the Legal Literacy Cell for legal guidance; and the Grievance Redressal Cell for any other issues that may be putting the education of a student in jeopardy.
- Students generally dropout from 1st year of the undergraduate/post-graduate courses primarily on account of joining professional courses such as Medical/Engineering/MBA (at graduation level) or taking up some employment (at the post-graduation level).

5.3. **Student Participation and Activities.**

5.3.1 **List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.**

To facilitate comprehensive growth and chisel the talents of its students, the college has instituted a variety of clubs and committees to bring out their potential in diverse co-curricular, extra-curricular and cultural activities. The department of Music, Dramatics Club 'Parwaz', Debating Society, Quiz Club, to name a few, organize talent hunt contests annually in the beginning of each session under the supervision of the faculty in charge. This helps to prepare teams for participation in Youth Festival and wide array of other competitions held round the year at the University, State, National and International levels. The wide range of activities includes:

- **Co-Curricular:** Debating, Creative Writing (Poetry, Essay, Story etc.), Elocution, Quiz, Debate/Declamation etc.
- **Extra Curricular:** NCC, NSS, Rotaract Club. The students participate annually in activities pertaining to social outreach, community and national building, social responsibility and philanthropy. The college Annual Reports contained in the magazine *Mehr Jyoti* provides a bird's eye view on all these activities.
- **Cultural:** Music (Vocal/Instrumental), Giddha, Luddi, Fine Arts, Clay Modelling, Skit, Mime, Histrionics, Mehndi, Crochet etc.

The college aims at the holistic development of its students by providing them ample opportunities to excel in sports, co-curricular and extra-curricular activities apart from scaling excellence in academics. This is validated by the fact that the college has the rare distinction of winning PU Women's General Efficiency Shield for a record 37 times. The college offers facilities in games like Squash, Kayaking, Rowing, Swimming, Badminton, Judo, Gymnastics, Cricket, Handball, Wrestling, Net Ball, Yoga, Basket Ball, Shooting, Athletics etc. The players have made the institution proud in keeping with its past tradition and winning accolades not only at the national but also at international level.

Selection trials are held in July/August by the Department of Physical Education each year in which the players with potential are selected for various college teams. The selected teams take part in competitions as per the calendar issued by All India Inter Varsity Association, District, State, National and International bodies of various games. In every session Panjab University arranges competitions at University and Inter-University levels. The college participates actively in these competitions as per PU Annual Sports Calendar of these competitions issued every year by Panjab University, Chandigarh. A programme calendar is also maintained by the college.

The institution provides excellent infrastructural facilities and transport facility to its players. The college boasts of sprawling playgrounds and a spacious gymnasium hall to facilitate the training of the students. The commendable achievements of the college teams at different levels in the last five years are enumerated below:

Major Student Achievements in Sports

Sports Achievements			
Level	Name of the Student/Team	Achievements/ Medals/ Positions	Sport / Championship / Activity
Session 2014-15			
National	Sunaina	Woman of the series Woman of the Match	All India T-20 Cricket Series at Meerut
		Represented	Punjab in 50-50 Cricket Tournament in Mumbai and BCCI T-20 tournament
	Pakshita Daswal	Participated	30th National Jr. Athletics Championship(Shot-Put) at Vijaywada, AP
	Rowing Team	Participated	Sr. National Rowing competition at Kerela
	Deepinder Kaur	Participated	Sr. National Shooting championship
State	Nisha Hooda and Ashwani Patel	Gold Medals	Single and double scull in Chandigarh Senior Rowing Competition.
	Sakshi	Gold Medal	Haryana State Fencing Competition
	Preet Nain	First	UT State Lawn Tennis Women's Championship
	Kiranpreet, Urvashi and Mannat	Participated Selected	Senior National Basketball Championship Chandigarh Basketball Team

	Deepinder Kaur	Fourth	Punjab State Shooting Competition at Jalandhar
Inter- varsity	Sunaina and Monika Pandey	Represented	PU in North Zone Inter-University Cricket competition
	Sakshi	Third	All-India Inter-University Fencing competition
	Sailing Team	Represented	PU in Sailing competition
Inter-College	Lawn Tennis Team	Second	PU Inter-College Lawn Tennis Championship
	Dimple and Baljeet	Silver Medal	Inter College Sailing Competition
	Rhythm	Third	PU Athletics Competition(Shot-put)
Session 2013-14			
National	Shooting Team	First	Air Rifle Jr. Women Category in the National Shooting Championship - Delhi
	Deepinder	Participated	National Shooting Championship at Delhi
State	Jannat Duhan	Secured 63 rd	Asia in Squash
		First	Chandigarh Squash Championship (U-19).
	Sunaina	Represented Chandigarh	Punjab State Cricket Competition.
		Represented Punjab	REVA and PU in the North Zone University Camp.
	Ranjana	Silver and bronze medal	Chandigarh Rowing Championship.
	Ashwini and Nisha	Silver medal	Chandigarh Rowing Championship
Inter varsity	Ashwini, Nisha and Ranjana	Third	All India Inter-University Rowing Championship (Men & Women) - University of Calcutta.
	Rowing Team	Overall Second	All India Inter-University Rowing Championship (Men & Women) - University of Calcutta

	Pooja	Selected	for the Inter University Ball-Badminton Camp
Inter-College	Rowing Team	First	PU Inter-College Rowing Championship
	Kayaking team	Second	PU Kayaking Championship.
	Ashwini and Nisha	Gold medal	Pair 1000 m. and 500 m Kayaking
	Ashwani	Silver and Bronze Medals	Singles 1000m and 500m Kayaking Competition
	Cricket Team	Fourth	PU Inter-College Cricket tournament
	Badminton Team	Fourth	in PU Inter-College Badminton Tournament
Session 2012-13			
State	Shama	Second	Senior State Handball Championship
		Participated	Senior India Handball Camp
Intervarsity	Shama	Represented	PU team in North Zone Inter-University Handball Competition - Meerut
	Arpan	Participated	All India Inter-University Rhythmic Gymnastics Championship at Rohtak.
	Neelam	Represented	PU in Inter-University Cricket competition - Srinagar
Inter-college	Swimming Team	Winner	PU Inter-College Swimming Championship for the third successive year.
	Harsimran	16 gold medals	PU Inter-College Swimming competition.
		Fastest Swimmer	PU Swimming Competition
	Cricket Team	Third	PU Inter-College Cricket competition
	Badminton Team	Fourth	PU Inter-College Badminton Competition

Session 2011-12			
National	Judo Team	Gold medals	in Judo in Sr. and Jr. National Championship held at Dehradun and at Haridwar
	Harsimran	Two Bronze Medals	Swimming in the XXXVII National Sports Festival for Women at Ranchi
	Badminton team	Bronze medal	XXXVII National Sports Festival for Women at Ranchi
	Suman	Represented Chandigarh	in Basketball XXXVII National Sports Festival for Women
	Suman	Participated	Junior Basketball Nationals held at Delhi.
	Shama Parveen	Represented Chandigarh	XXXVII National Sports Festival for Women at Jalandhar (Handball)
	Shama Parveen	Participated	34th Junior Girls Handball Nationals and Senior Nationals held at Goa and at Delhi
State	Badminton Team	First	Haryana Women's Badminton championship
	Badminton Team	Gold and silver medal	Haryana Olympics
Intervarsity	Handball team	Gold medal	North-East & All-India Inter-Zonal Handball Championship
	Handball Team	Gold	Inter University Championship held at PU Chandigarh
	Aarti & Hema	Represented	PU in All-India Inter-University Cricket Championship at Faizabad, UP
Inter-college	Swimming Team	Winner	PU Inter-College Swimming Championship second year in succession.
	Harsimran	13 gold medals,	PU Inter-College

			Swimming Competitions
	Harsimran	3 silver medals	PU Inter-College Swimming Competitions
	Harsimran	Created 5 new Meet Records	PU Inter-College Swimming Competitions
	Badminton Team	First	PU Inter-College Badminton Championship
	Nupur.	Bronze medal	PU Inter-College Badminton Championship
	Harsharan	Silver medal	PU Inter-College Athletics Championship
	Cricket team	Fourth	Inter-College Cricket Championship
Session 2010-11			
International	Kirti Gehlawat	Six times National Yoga Champion	
	Kirti Gehlawat	First	Asian Yoga Championship held at Pattaya
	Kirti Gehlawat	Selected	World Yoga Championship - Argentina.
National	Divya Gurnay	Scaled Mt. Rudrugaira Peak (19,090 ft.) as member of All Women's Team	
	Divya Gurnay	Graduated as a Mountaineering Instructor from Nehru Institute of Mountaineering, Uttarkashi	
	Jagwinder and Harmandeep	Were awarded A grade for scaling an altitude of 17,000ft in Basic Snow Skiing course held at Indian Institute of Skiing and Mountaineering, Gulmarg, J&K.	
State	Jagwinder	Second	Artificial Wall Lead Climbing Competition, Karnal
	Gymnastic Team	Second & Third	Chandigarh State Gymnastic Competition
Intervarsity	Ambika	First	All India Inter-University Netball Championship

	Shama	Third	North-East Zone Inter University Handball Championship - Meerut
	Jyoti	Third	North East Zone Badminton Inter-University Badminton Championship
	Jyoti	Third	Women Youth Festival held at Agra
Inter-college	Swimming Team	First	PU Inter-Zonal Swimming Championship
	Harsimran	16 Gold Medals	PU Inter-College Swimming competitions
		Fastest Swimmer	Declared the fastest swimmer of Panjab University
	Badminton Team	Second	PU Inter-College Badminton Championship
	Judo Team	Silver Medal	PU Inter-College Judo Championship
	Cricket Team	Third	PU Inter-College Cricket Championship
	Seven MCM cricketers	Selected	For U-19 and Senior Women Cricket Tournament
	Handball Team	Third	PU Inter-College Handball Championship

5.3.2 Furnish the details of major student achievements in co-curricular extracurricular and cultural activities at different levels: University / State / Zonal / National / International etc. for the previous four years.

Major Achievements

Session 2014-15			
Level	Name of the Student/Team	Achievements / Medals/ Positions	Event/ Activity
Inter-national	Anandita	Distinction	Level I and II of Graded Examination in Plectrum Guitar (2013-2015) from Trinity College London.

National	Pia Bakshi	Second	Elocution in Youth Festival
	Ankita Valecha	First	AC Bali Smark Bhashan Pratiyogita at PU
	Ankita Valecha	First	Poetry in MDSD College, Ambala
	Kriti Sharma	Second	Declamation, National Awareness Forum
	Nidhi Bhawani	Campus Ambassador	Awareness Campaign for Voting in Lok Sabha Elections
Inter-Zonal	Elocution, Giddha, Indian Orchestra	First	PU Inter-zonal Youth and Heritage Festival
	Group Song, Still Life Indian Orchestra(Ind.)	Second	PU Inter-zonal Youth and Heritage Festival
	Skit, Group Song(Ind.), Giddha(Ind.)	Third	PU Inter-zonal Youth and Heritage Festival
Zonal	Giddha, Group Song, Indian Orchestra, Skit, Quiz, Classical Vocal, Bhand, Collage, Still Life, Kali Singing	First	PU Zonal Youth Festival
	Folk Music, Essay Writing, Drama, Cartooning, Clay Modelling, Elocution, Non-Percussion	Second	PU Zonal Youth Festival
	Light Music, Poem Writing, Mime, Mimicry, Cartooning, On the Spot Painting, Installation	Third	PU Zonal Youth Festival
NCC	Jasmine	Best Cadet	NCC Naval Unit at All India Level in Republic Day Parade, New Delhi.
	Garima	Best Cadet	Senior Wing, NCC (Army). Represented Chandigarh in Republic Day Parade, Delhi
	Prateek Kharb	Gold Medal	Inter DTE National Shooting Championship, 2014
	Prateek Kharb	Gold Medal	Rifle Shooting in National Shooting Championship, 2014

	Yashika and Monica	Selection	NCC Girls' Expedition to Mount Everest, 2016.
MCM Rotaract Club	Amanat Dhillon	Selection	UK Rotary Youth Leadership Awards Programme at Warwick College, UK.
Session 2013-14			
Level	Name of the Student/Team	Achievements /Medals/ Positions	Event/ Activity
National	Pia Bakshi	First	Elocution in 29 th North Zone Inter-University Youth Festival at Lucknow
	Pia Bakshi	Second	Elocution in National Youth Festival held at Kurukshetra.
Inter-Zonal	Elocution, On the Spot Painting, Group Shabad (Ind.),	First	PU Inter-zonal Youth and Heritage Festival
	Group Shabad, Cartooning, Classical Vocal (Solo)	Second	PU Inter-zonal Youth and Heritage Festival
	Folk Song (Solo), Instrumental Music(Non-percussion)	Third	PU Inter-zonal Youth and Heritage Festival
Zonal	Luddi, Group Shabad(Team and Ind.), Instrumental (Non-percussion), Classical Vocal (Solo), Folk Music, Elocution, Cartooning, Still Life, Debate, On –the Spot Painting, Mehndi	First	PU Zonal Youth Festival
	Cartooning, Still Life, Mime, Collage Making, Quiz	Second	PU Zonal Youth Festival
	On the Spot Painting, Poster Making, Clay Modelling, Installation, Light Music, Mimicry	Third	PU Zonal Youth Festival
Inter-College	Aditi Sharma	First	Quiz in Eco Quest-2014, GGS, Chandigarh.

	Aditi Sharma	First	Quiz in Eco Business Quiz, MCM DAV.
NCC	Cadet Suman	Gold Medal	Boat Pulling in Nau Sainik NCC Camp
	Cadet Suman	Gold Medal	Shooting in Pre Nau Sainik
	Cadet Anjali	Gold Medal	Ship Modelling in Pre Nau Sainik Camp
	Cadet Khusboo	Gold Medal	Group Dance in ATC
	Cadet Khusboo	Silver Medal	Handball in ATC
	Cadet Kirti	Nomination	Best Cadet, ATC, Amritsar
MCM Rotaract Club	Rotaract Team	Best Project Award, District Function Hosting Award, Membership Development Award	Rotary District Award Function

Session 2012-13

Level	Name of the Student/Team	Achievements/ Medals/ Positions	Event/ Activity
National	Vishakha Pandit	Merit Certificate	Meritorious Art Work at Kalavart Art Contest at Ujjain, MP
	Vishakha Pandit	National Exhibition	78 th All India Exhibition of Arts at Amritsar
Inter-Zonal	Giddha, Luddi, Classical Instrumental	First	PU Inter-zonal Youth and Heritage Festival
	Indian Orchestra	Third	PU Inter-zonal Youth and Heritage Festival
Zonal	Giddha, Luddi, Classical Vocal, Classical Instrumental, Indian Orchestra, Quiz, Mehndi, knitting, Skit (Team and Ind.)	First	PU Zonal Youth Festival

	Drama, Mime, Elocution, Group Song, Kali Singing(Ind.) Cartoon Making	Second	PU Zonal Youth Festival
	Kali Singing, Light Vocal Geet, Group Folk (Ind.), Indian Orchestra(Ind.) Cartoon Making, Poster Making, Collage Making	Third	PU Zonal Youth Festival
Inter- College	Dolphin Bakshi	First	Elocution Competition organized by Forest and Wild Life Department, Chandigarh.
	Dolphin Bakshi	First	Slogan Writing Competition , GCG- 11, Chandigarh
NCC	Cadet Ranjana	Best Senior Cadet(Army Wing)	ATC, Chandigarh
	College NCC Army Unit	Second	ATC, Chandigarh
	Cadet Shagun	Gold Medal	Cadet Shagun
	Cadet Shagun	Best Cadet	Cadet Shagun
	Cadet Ashwani and Cadet Nisha	Gold Medal	Boat Pulling in Nau Sainik Camp, Vishakhapatnam
	Cadet Ashwani and Cadet Nisha	First	Ship Modelling in Pre Nau Sainik II Camp
Session 2011-12			
Level	Name of the Student/Team	Achievements/ Medals/ Positions	Event/ Activity
State	Shriya Gautam	First	English Poetry Writing Competition at 'Festival of Letters' held by Chandigarh

			Sahitya Akademi
Inter-Zonal	Collage -Making	First	PU Inter-zonal Youth and Heritage Festival
	Still Life, Luddi	Second	PU Inter-zonal Youth and Heritage Festival
	Classical Instrumental(Non-percussion)	Third	PU Inter-zonal Youth and Heritage Festival
Zonal	Classical Instrumental(Non-percussion), Luddi, Classical Instrumental(Percussion), Mime, Skit (Ind.), Clay Modelling, Still Life, Collage Making, Indian Orchestra (Ind.)	First	PU Zonal Youth Festival
	Giddha(Team and Ind.), Classical Vocal, Drama(Team and Ind.), Light Vocal, Cartoon Making, Indian Orchestra, Quiz	Second	PU Zonal Youth Festival
	Skit, Histrionics, Group Folk, Group Song(Ind.), Bhajan/Shabad, Essay Writing, Elocution, Rangoli	Third	PU Zonal Youth Festival
Inter-College	Shriya Gautam	First	Debate organized by State Legal Services Authority, Chandigarh
	Shriya Gautam	Best Speaker	‘Youth Speaks’_ Debate organized by State Legal Services Authority, Chandigarh
	Shriya Gautam	Third	K.K. Grover Memorial Declamation Contest, P.U.

	Navdeep Randhawa	First	Debate organized by State Legal Services Authority, Chandigarh
	Navdeep Randhawa	First	Quiz at GGDSD College, Chandigarh
	Tamanna	First	Histrionics Competition in 'Sambhang', Chandigarh
	Tamanna	First	Poetry Writing, Dev Samaj College, Chd.
	Sudiksha	First	Street Play, PECFEST
	Aastha Sharma	First	Quiz in 'Panache Fest' at SD College, Chd
NCC	Cadet Kirti	Best Cadet	Chandigarh Air Squadron NCC
	Cadet Kirti	Second	National Level All India Girls Trekking Camp, HP
	Cadet Sukhmani	Silver Medal	Ship Modelling, ATC, Vishakahapatnam
	Cadet Rakhi	Best Cadet	ATC, CCET, Chd
NSS	Chanda	Gold Medal	Hazari Prasad Dwivedi Essay Writing Competition, PU, Chandigarh

* For Student- wise details please refer to the Evlauative Report of Music, Sports, Fine Arts Department.

5.3.3. How does the college seek and use data and feedback from its graduates and employees, to improve the performance and quality of the institutional provisions?

- The feedback process is a constant factor rather than a procedural one, and is a part of the day to day functioning of the institution. Students are encouraged to voice their opinions regarding all aspects of the institution which include teaching, infrastructural facilities, extra-curricular activities etc. Their inputs are considered while planning the future course of all the activities. The Heads of various departments monitor the quality of pedagogy and levels of teachers' commitment by interacting with a cross section of students on a regular basis. The valid demands of the students are honoured while assigning/reshuffling the classes/papers to be taught by the faculty.

- The hostel is also similarly sought to be made into a comfortable zone for the residents through consistent interaction with the wardens and the Principal.
- Exit interviews of the outgoing class are also a valuable source of input/feedback which is used for improvement of the aspects mentioned by them.
- A Suggestion Box installed in the college is a via-media for the flow of inputs from employees and stakeholders.
- To top it all, the office of the Principal is always accessible for the staff and students to share ideas and offer solutions.

5.3.4 How does the college involve & encourage students to publish materials like catalogues, wall magazines, college magazine & other material? List the publications/ materials brought out by the students during the previous four academic sessions.

- Students are involved at every level of publication of the college magazine *Mehr Jyoti* which is brought out annually. The contributions by students, touching almost every sphere of life form the core of this publication.
- The magazine is divided into specific sections –English, Hindi, Punjabi and Sanskrit. In addition, one section each is devoted to Science, Information Technology and Economics. The exclusive space for non-literature students ensures that the creative talents of students of other streams can bloom without impediment.
- A student editor for each section assists the teacher in-charge in all aspects from deciding the themes, gathering articles, editing, lay-out and designing.
- Students remain at the helm of affairs in the maintenance of departmental wall magazines. They display their ingenuity and creativity in the form of posters, caricatures, cartoons, slogans, poems and articles etc based on subject-specific observations.
- Prize winning/exceptional entries in various co-curricular activities held during a session in the college by different departments e.g. essay writing, poem writing, story writing, debates, declamations etc are published in the college magazine to encourage the participants.
- ‘Expression Gallery’ is a medium of expression open to all students. The gallery facilitates flow of information among students. This includes communication about various literary, cultural and scientific events, social initiatives, exhibitions and shows, study tours, employment opportunities, invitations for participation etc. The information pertains not only to the college but also goes beyond that. Artistic collages and charts pertaining to note-worthy, landmark occasions such as World Health Day, Voter’s Day, AIDS Day etc. frequently adorn the gallery and reflect the keenness of the students to learn as well as spread awareness.

- The teachers play the role of torchbearers in highlighting the importance of academic publication and research in the students' careers. The process of undertaking research and writing research papers is elucidated for their benefit. As a result, several undergraduate and postgraduate students, notably from the departments of Psychology, English and Economics have been presenting research papers at National and International Conferences and getting them published.
- The students of Functional English are associated with leading newspapers as interns and regularly publish articles.
- Many students work as freelance journalists, or join as apprentice editors/ film makers/ photographers while studying for or after successful completion of graduation with Functional English, or Postgraduate Diploma/ Degree in Mass Communication.

List of publication materials brought out by students during the previous four academic sessions

- "Mehr Jyoti" 2014-15, 2013-14, 2012-13, 2011-12, 2010-11
- Jahnavi Malhotra published an anthology '*Aloft on Wings of Grit*' published by Little Magic Words, Chandigarh, 2011. ISBN :81-87526-29-7
- Dolly Bansal published a collection of her poems '*Describing Self: A Collection of Poems*', published by White Falcon Publishing, 2015. ISBN: 978-1-943438-67-9.
- Shabnam, a student of M.A. English published her self-composed poems titled 'Life and Death' and 'Ode to English' in *Poetry India*, an anthology of poems published by the Poetry Society of India in 2013.
- Nandini Gupta, a student of English Honours published her poems titled 'The Reflection of Divine' and 'Reflection in the Mirror' in an International Journal *The Literary Voyage* (ISSN 2348-5272)
- Sameeksha Khanduri, a student of M A English published the 2nd edition of the Journal, *Laureate Journal: Literature Fraternity*.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Yes, the college has a student council whose office bearers are elected as per the rules stipulated by Panjab University.

Selection

- Selection for the posts of President, Vice-president, Secretary and Joint Secretary from amongst the bona fide students of the college is carried out by free and fair elections.
- The Panjab University calendar is followed in this regard.

- The college follows the schedule of dates of filing nominations, withdrawal of names, canvassing and elections as specified by the university.
- Elections are held by secret ballot under the supervision of the Students' Council Committee of the college.
- Staff members are recruited for polling and counting duty.
- The Principal functions as the returning officer.
- Total transparency is maintained in the entire process.
- Ballot counting is done in front of representatives of the candidates.

Constitution of Student Council

President	B. A. / B. Sc./ B. Com. III year. student
Vice-President	B. A. / B. Sc./ B. Com II year. student
Secretary	B. A. / B. Sc./ B. Com I year. student
Joint Secretary	B. A. / B. Sc./ B. Com I year. student

Activities of Student Council

- The Student Council carries out its primary duties of maintaining discipline and ensuring smooth flow of communication between the administration and the students.
- The council collaborates in holding various academic, cultural, curricular, extra-curricular events and leisure activities such as excursions and tours in the college. It contributes to all aspects of such functions that include discipline, hospitality, stage management, garnering sponsorships and general organization.
- The Council takes care of the maintenance of student facilities
- It plays an important role in the cleanliness of college premises
- The Council plays a crucial role in the mobilization of students for awareness programmes and rallies compelling issues such as Breast cancer, HIV, female foeticide, energy / water conservation, blood donation, organ donation, etc.
- The members of the Student Council are alert to their responsibilities as role models and leaders. Accordingly, they contribute significantly to social outreach activities by organizing visits to old age homes, hospitals and institutes for the differently-abled.

Funding:

The functioning of the Student Council does not involve any major finances. However, any expenditure pertaining to council activities, if at all, is borne by the college.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

Students are actively involved in various academic and administrative activities of the college as members of different committees.

Academic Bodies: Eureka: Association of Students of History; COMPASS: Club of MCM Public Administration Student; Insight: Association of Students

of Psychology; The Editorial Committee; The Quiz Committee; The Debating Society; Political Science Association etc.

Administrative Bodies: Discipline committee; Hospitality Committee; Students' Council; Decoration committee; Refreshment committee.

Students play a key role in maintaining discipline, cleanliness, and order among residents even in the hostel. They act as members of different committees as well as in-charges of different floors within each block to assist the authorities in the smooth functioning of the hostel. Some of the Hostel Committees include: Mess Committee, Discipline Committee, Cleanliness Committee and Floor in-charges of each block. They extend valuable help through the medium of these committees in the organization of various functions, seminars and inter-college contests.

5.3.7 How does the institution network & collaborate with the Alumni and former faculty of the Institution?

The College networks and collaborates with alumni through 'AMDA'—the alumni association of the college. The alumni are extended love and support and encouraged to think of the college as their permanent home, a haven to which they can turn in case of any need for guidance, succour or strength. In return, the alumni believe in the creed of *gurudakshina* and attempt to nourish their ties with their alma mater in many ways:

- They contribute to the academic vigour of the institution as resource persons/speakers/judges for various lectures, seminars, panel discussions and competitive activities such as debates and recitations.
- They introduce the freshers to the spirit and legacy of the institution as motivational speakers/guides on Induction day and other functions.
- The entrepreneurs amongst the alumni put up stalls during various fests and celebration of festivals.
- They emerge as role models for the students, their younger counterparts, when the college felicitates some prominent alumni who have made their mark in various walks of life on important functions such as the Prize Distribution function and the Convocation
- Some alumni have instituted awards and scholarships to encourage and support deserving students

Former Faculty

The college maintains a regular contact with its former faculty who grace all the important functions and events of the college such as the Prize Distribution Ceremony, Convocation and seminars. They are also invited to attend the farewell or superannuation ceremonies of other faculty members (Teaching as well as non-teaching). The college maintains a catalogue of the addresses and contact numbers of all its former members, a copy of which is provided to each member of the faculty.



Criterion - 6
Governance, Leadership and
Management

(f) Criterion VI: Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society; the students it seeks to serve, the institution's traditions and value orientations, vision for the future, etc.?

Vision: To make MCM DAV 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.

The vision and mission are actualized in the following manner:

- a) To build the edifice of modern higher education on the foundation of Indian value -system, particularly Vedic values, while also assimilating all that is valuable at the global level.
- b) To create leaders rather than followers.
- c) To promote balance of work-demands and family life.
- d) Apart from imparting knowledge and requisite skills, to give importance to development of wisdom and character.
- e) To develop competence in such a way that the stakeholders not just understand problems, but also contribute to the solutions.
- f) To promote a multidisciplinary approach with a view to incorporate diversity.
- g) To encourage flexibility and adaptability so as to enable progressive changes as per needs of the stakeholders and society.
- h) To be a role model in terms of outreach – at local, national, and wherever possible, international level also.

The vision and mission, thus, aptly address the concerns of higher education of the country.

MCM DAV is a part of the great DAV movement that started during the freedom struggle of India and was instrumental in ushering various social reforms, a major part of which pertained to education and empowerment of women. The College has carried forward the legacy for nearly half a century. As a result, MCM has been rated at the National Level among top 25 Colleges for Commerce by the magazine *The Week* and ranked 15th for Arts and 8th for BCA by *India Today*. Also, the College has produced numerous distinguished alumnae- Civil servants, Defence personnel, entrepreneurs, doctors, cine

artists, corporate executives and many others in diverse fields. (Refer to Annexure V)

6.1.2 What is the role of Top Management, Principal and Faculty in design and implementation of its quality policy and plans?

With ‘**Quality**’ as an integral part of the College vision, it is ensured that it is inherent at each and every level.

The College is governed by the Governing Body, MCM DAV College, C/O DAV College Managing Committee, New Delhi.

The DAV College Managing Committee:

- Sets the general quality parameters for all its colleges. The Principal ensures that these are implemented as per the local socio-economic and geographical conditions and aspirations of the stakeholders.
- Keeps an eye that all its colleges adhere to quality norms of the respective Universities to which they are affiliated.
- Ensures quality when such matters are sent to it for approval, as
 - a) Recruitment of the faculty
 - b) Promotion of the faculty
 - c) Upgradation of the infrastructure

A concrete shape is given, by the Principal, to these parameters of quality expected by the DAV College Managing Committee, the Panjab University, the Director Higher Education, the UGC and other such bodies.

To provide quality education in quality ambience, the Head of the Institution

- Assigns the right person at the right job, so that everyone can contribute to the best of his /her capability in the areas where he/she is strong.
- Encourages every employee (teaching and non-teaching) to give his/her quality inputs.
- Lays emphasis not just on design and implementation of quality framework but also on:
 - Institutionalisation of quality, with a focus on qualitative ‘system’ rather than individuals.
 - Internalisation of quality (where quality becomes a habit with everybody rather than a prescription from above).
- Allocates the work in a way that besides academic departments, there is a committee/team for each and every activity. Each committee/team is expected to focus and specialize in its own work and improvise as per the needs of the college, the stakeholders, parents, the University and other agencies like industry.
- Ensures that the required support and resources are available to all departments and committees.

- Ensures optimal utilization of human resources through :
 - Raising the quality bar not just in teaching but in other activities as well
 - Recording and sharing their research experiences so that others can benefit from the study.
- Focuses on quality as a continuous practice leading to excellence.

To achieve this, the Principal sees to it that there is:

- Proper planning of each and every activity, from admission to Convocation, apart from the various departmental and co-curricular activities.
- Timely execution of the activities and keeping a record thereof.
- Submission of annual Departmental/Committee reports of all the activities during the year.
- A work culture wherein quality is inculcated as a 'samskar' amongst the students.

6.1.3 What is the involvement of the leadership in ensuring?

-The policy statements plan for fulfilment of the stated mission.

The College follows the policy and guidelines as laid down in the PU Calendar for admissions and examinations, academic calendar, recruitment and promotions of faculty and other personnel.

The IQAC which has been constituted endeavours to identify the gaps in policy matters handled within the college and intends to lay down constructive policies.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.

The Principal:

- Gives autonomy to each department/committee to formulate its respective action plans for all activities during the year.
- Facilitates all support that is required for action plans.
- Reviews and revises the action plans periodically in light of suggestions and recommendations.

Interaction with stakeholders

- Utmost priority is accorded to interaction with stakeholders by following a two-way and open-door policy. To reach out to the stakeholders, following mechanisms are regularly used:
 - Addressing the students on important occasions such as Induction Day, Departmental functions, Annual Prize-Distribution.
 - Central announcement system
 - Departmental heads
 - Notice boards
 - College website
- If need arises, special assembly is held to have direct communication with the students.

- The stakeholders can reach out to the Principal :
 - In person.
 - Through e-mail, phone, Student Council, the faculty, the suggestion box.
 - Facebook page of Association of MCM DAV Alumni.

Proper support is provided for policy and planning, through need analysis, latest research inputs and frequent consultations with the stakeholders.

Understanding the need for dynamism, policies and plans are updated through inputs from:

- The University and other Government bodies such as Director Higher Education, Chandigarh Administration and forums such as Seminars, Workshops on higher education.
- Heads of departments, Deans and Conveners.
- The students.
- The parents.
- The faculty.
- The industry.

For instance, whenever the Chandigarh Administration undertakes a sensitization initiative on any contemporary issue (such as child abuse, environmental regeneration), the college contributes actively by sending students through NSS or Rotaract Club or any other concerned Clubs or Departments.

Reinforcing the culture of excellence

A multidimensional culture of excellence is reinforced through:

- Robust and progressive governance and management.
- Monitoring, recognition and felicitation of performance of students (academic as well as co-curricular).
- Tracking the value addition especially in terms of higher education and employability of students, assessing satisfaction of students (through student feedback) (Criterion V).
- Commitment to promotion of research (Criterion III).
- Reaching out to the local community (through NSS, Rotaract) (Criterion III).

Champion organizational change

It is a well acknowledged fact that owing to the accelerated advances in technology, emergence of new fields of study and globalization of society and economy, changes in the organization are inevitable and a continuous process.

- The College remains alert to the need for changes, whether it is introducing new courses, adopting new methodologies or any other needs. The concerned Faculty members are sent regularly to relevant workshops, meetings, etc. of the Panjab University, UGC or other bodies for this purpose.
- Discussions are held to convey the need for any change. HODs/Deans participate intensely in them.
- Fears and concerns about changes are understood and pacified.
- The valuable aspects of the present system are preserved.
- The stakeholders participate in the design and implementation of change.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

It is considered imperative that effective monitoring and evaluation is necessary to ensure –

- While planning for every event/activity of a Department/Committee the past experience is discussed threadbare by the HOD/Dean/Convener. The focus is carrying out a self-analysis for a better performance.
- Proper implementation of policies and plans. After every event, the Department/Committee analyses the activities and the results thereof in a meeting with The Principal. The factors contributing to the success or the anomalies are recalled. A record is maintained of the positive practices. The practices which need to be strengthened or replaced are identified.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

It is appreciated that organizational change requires academic leadership. As the challenges of higher education become more complex, the teaching, and even non-teaching faculty to some extent, are encouraged to practice academic leadership. The following practices are in place:

- Encouraging the faculty to perform the roles of managers and leaders, in addition to their core function of teaching.
- Assigning people to various committees as per their calibre and inclination. This ensures better management and leadership in that area.
- Rotating responsibilities and duties periodically to ensure that faculty understands various arenas of working of the College and becomes more proficient.
- Making sure that problems and complexities are discussed and sorted out from time to time.
- Faculty is provided duty leave for refresher courses, seminars and conferences to enhance their professional/academic growth.

6.1.6 How does the College groom leadership at various levels?

Adequate initiative is taken by the Head of the Institution to inculcate leadership qualities in the faculty, non-teaching staff and the students, and to create leaders. The fact that the present scenario of higher education is complex, ambiguous, change prone, and requires cross boundary collaboration, is taken into account. The Principal gives impetus to a work culture wherein:

- HODs/ Deans/ Conveners are given freedom to chalk out and implement their action plans within the broad framework of the institution.
- Each faculty member is encouraged to participate in and take initiatives for carrying out diverse academic, co-curricular and research related activities.

- The non-teaching staff is also given adequate freedom to perform their duties to the best of their abilities.
- The students, individually or as members of a group, are encouraged to join various clubs and committees, and take up responsibilities and offices to organize different kinds of events. In the process they also
 - Inspire and mentor others
 - Train them if needed (e.g. in Oratory skills)
 - Exercise influence without formal authority as Class Representatives
 - Negotiate and manage conflict
 - Envision and implement change
 - Manage various events, e.g., The 'Everlit Festival' of 2014-15 is a testimony to this endeavour

6.1.7 How does the College delegate authority and provide operational autonomy to the departments /units of the institution and work towards decentralized governance system?

The College culture follows a decentralized and 'management by exception' governance system instead of a top-down approach to ensure:

- Optimum utilization of talent
- Better use of resources
- Everybody gets a chance to contribute to the achievement of College objectives To facilitate this:
- There are more than 35 Deans and Conveners apart from HODs who have requisite autonomy to take decisions. Refer to Annexure VI (a)
- Each Department/ Committee is given adequate freedom in areas of -
 - Teaching and learning
 - Research/ Allotment of research projects or assignments
 - Community engagement
 - Teaching methodology
 - Term-wise break-up of syllabus
 - Assessment methodology
 - Purchase of materials/ equipment
- Each Dean/Convenor/HOD has the authority to choose her team and assign them various responsibilities. Only special cases are handled by the Head of the Institution.
- A supervisory monitoring is done by the Principal on the judicious use of authority.

6.1.8 Does the College promote a culture of participative management? If 'yes' indicate the levels of participative management?

Yes, a culture of participative management is promoted that aims to:

- Engage and empower the faculty.
- Ensure responsible autonomy.
- Maintain conducive relations between the Head of the Institution and the faculty.

- Within the overall framework provided by the Governing Body of MCM DAV College, and the Panjab University, the Principal takes broad policy decisions.
- The concerned Departments and Committees are conveyed the guidelines and their inputs for various managerial issues are sought.
- The In-charges are given the necessary autonomy to give concrete shape to the guidelines.
- Participation extends to some financial aspects also. The suggestions of the students are also sought in matters pertaining to them through the Students' Council.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

It is reiterated continually at various meetings that MCM strives to be a Total-Quality-Zone and, therefore:

- The specific quality parameters are inbuilt in every program, event or activity.
- The Committees/Departments lay down the mechanism for implementing and reviewing the quality right from the admission to teaching and learning and to co- curricular aspects of the College.
- Quality standards are maintained during the recruitment of faculty members.
- Quality parameters are reviewed at meetings with the Principal or at Departmental/Committee level.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

A tab is kept on the changing socio-economic scenario and the changing aspirations of the stakeholders. In the coming years the focus is going to be on:

- **Skill Development and Linkages with Industry.** To ensure that students passing out from the College can be absorbed in the industry, the College has various professional, skill developing Degree/Certificate/Diploma/Advanced Diploma courses such as – B.Sc. (Vocational) Computers, BA (Functional English), B.Sc. (Food and Microbial Technology), BBA, BCA, Courses in Cosmetology, Interior Decoration and Designing, Video Reporting and Fine Arts.
- The Department of Botany has been actively making various value addition efforts. During the period of 2013-14 and 2014-15, the Department took initiative to enhance the entrepreneurship prowess and communication skills of its students. They were exposed to the nuances of marketing, especially handling the customers. A workshop was held with *Start-up Chamber of Commerce* (SCC) to acquaint students with the process of beginning new business ventures. The students put up

various stalls to sell vermi-compost and also fresh extracts of medicinal plants like aniseed, both produced within the college under the guidance of the Department. The Department also supplied plant pigments to *Floreti*, an organization that manufactures soaps and shampoos. A study was undertaken to gauge the feasibility of setting up an apiary in the college.

- **Self employment.** The students with business acumen and interests are encouraged to understand entrepreneurship and to train themselves in the field. Workshops and opportunities to interact with entrepreneurs are organized. The students also get a feel of self-employment when they set up stalls at various college and city level events.
- **Protection and use of local resources.** The college has installed Solar Panels in the hostel to tap solar energy. Recycling of bio-waste (leaves etc) is done to manufacture compost for college lawns and gardens. To equip the college for the future following are in the pipeline:
 - Construction of a new building.
 - Signing of MOUs with a view to contribute to nation building. An MOU has recently been signed to facilitate girls' entry into Armed Forces (6.1.1).
 - Increased focus on meaningful research that can contribute to solutions of issues in respective fields.

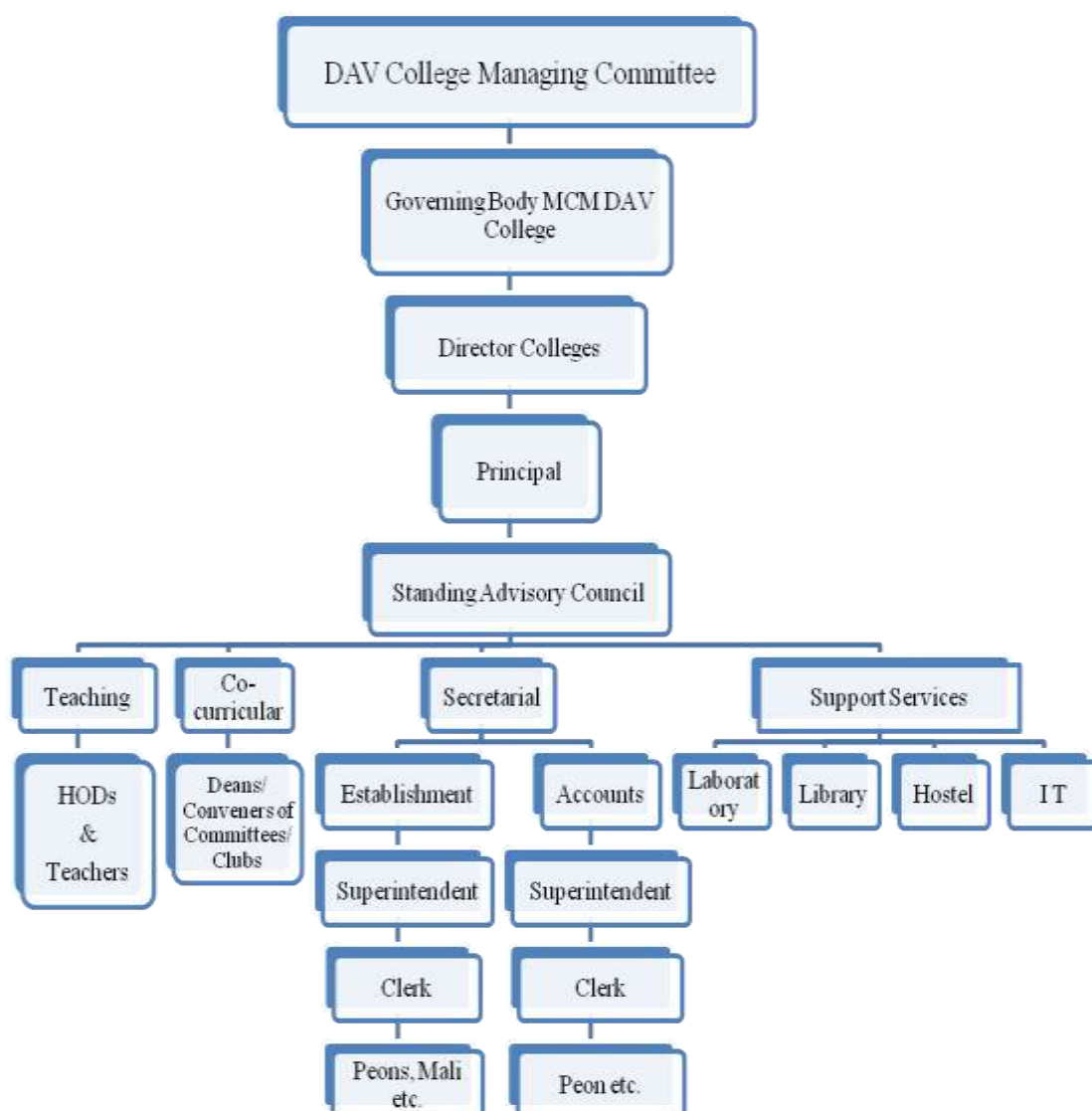
6.2.3 Describe the internal organizational structure and decision making processes.

The college functions under the aegis of DAV College Managing Committee and the Governing Body of MCM DAV College. At the DAV College Managing Committee, there is a Director (Colleges) looking after all DAV colleges. There is a Governing Body of the DAV College Managing Committee with two members of the MCM faculty who represent the College. At the college level, The Principal is the Chief Executive, who performs the various functions in consultation with the various HODs/ Conveners/ Deans.

The major Committees of the College are as follows:

1. Admission Committee
2. Examination Committee
3. Research Committee
4. UGC Affairs Committee
5. Student Council Committee
6. Construction and Repair Committee
7. Purchase Committee
8. Alumni Committee
9. Scholarship Committee
10. Teachers Grievance Redressal Committee
11. Hostel Committee

Internal Organisational Structure



6.2.4 Give a broad description of the quality improvement strategies of the institution for Teaching & Learning

In MCM DAV, quality teaching and learning is considered as the very *raison d'être* that guides the rest of the activities. The aim is that the teaching gives 'a quality experience' to the students so that they can develop confidence in their own creative abilities and use them not just to face the challenges of life but also contribute to the society and the nation. At present there are 70 Ph.Ds and 50 M.Phils in the college amongst the teaching staff. The emphasis is on -

- Making learning a lifelong experience for not just faculty and students, but even for non-teaching staff.

- Making teaching student-centric, that is, teaching them as per their intellectual level and also encouraging them to grow.
- Understanding cultural influences on teaching and learning.
- Taking the process closer to reality.

To give effect to the philosophy mentioned above, the following steps have been undertaken-

- Teachers are encouraged to regularly attend Faculty Development Programmes for enrichment of content, learning better pedagogical skills, honing interpersonal skills.
- New courses have been added.
- To cope up with increase in number of students, the college infrastructure is being expanded / renovated (Criterion IV)
- Advancement in information technology has been incorporated by providing services like INFLIBNET and DELNET in the library to the faculty.
- Students are exposed to and encouraged to use extensively the new age tools like ICTs, news papers, magazines, social media, TV and radio, movies, to sharpen their analytical skills.
- Students are motivated and trained to apply the acquired knowledge to the world outside. Showcasing street plays, participation in socially relevant rallies, forming human chains, organizing flash mobs, field visits to industry or other organisations—all bear a testimony to this.
- Different categories of students are taken care of. While the quick learners are given awards and prizes and pushed to achieve greater heights of excellence, the slow learners are given remedial lectures or extra time.
- Both faculty and students are encouraged to be mentors.
- Students are encouraged to engage in new questions which go beyond the curriculum, relevant to their own lives and provoke a lively debate beyond mere exam preparations.

Research & Development

The faculty is encouraged to

- Enrich students with the depth of knowledge reached through research;
- Teach them the benefits of the skills of critical thinking, intellectual curiosity, sifting the relevant from the non-relevant, analyzing literature, expressing the thoughts clearly, forming relations between factors and so on.
- Bring to the classroom the enthusiasm that comes with being a questioner, learner and critical thinker.

This is concretized at college as follows-

- The college publishes a refereed, Journal the 'New Horizons' ISSN 2277-5218
- The faculty and the students are encouraged to contribute to it.
- INFLIBNET and DELNET services are available.
- Seminars, workshops and conferences are regularly held at the College to instil importance of research.

- Apart from the content of the research, faculty is motivated to share and apply the gathered knowledge in the classroom. Use of inductive teaching or its variations as instruction methods are encouraged.

Community Engagement

The idea of education as a vehicle for social transformation is as old as the DAV movement.

MCM has carried forward the legacy by adding new dimensions to it such as inculcating civic sense and character building. The community engagement endeavour at MCM follows these guidelines -

- Community Engagement is not to be seen as an addition to teaching and learning, but intrinsic to it.
- That the focus is to shift from just helping the community to mutually beneficial and respectful partnerships between the College and the community.
- That engagement must encompass all three aspects – teaching, research and practice.
- The efforts would cut across disciplines and faculties. Apart from NSS and the Clubs, like Rotaract, other committees can also take up the work.
- Inviting practitioners as teachers.
 - (Details for all in Criterion III)

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 -

- The college takes decisions with regard to teaching and non-teaching staff within the parameters provided by :
 - UGC
 - Panjab University
 - Governing Body of MCM DAV College Managing Committee
C/o DAV College Managing Committee, New Delhi
- Recruitment to various posts is as per the need and norms (Profile and Criterion I).
- Duties/Responsibilities are assigned as per qualifications and aptitudes.
- A regular performance appraisal of teaching and non-teaching staff is done (6.3.2).
- Everybody is encouraged to take upon diversified responsibilities in their respective fields for their personal growth.
- Faculty development and faculty empowerment mechanisms are in place (6.3.1, 6.3.2).
- Opinions and suggestions of the employees are considered vital inputs for plans and strategies of the College.
- Achievements of the faculty are recognized at important functions and recorded in the college magazine.

- Non-teaching staff is given gifts on important festivals such as Diwali.

Industry Interaction

A number of steps have been taken to ensure that in today's knowledge economy, MCM DAV produces graduates who have outstanding 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.
- Career guidance is provided 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 for understanding and training.
- Membership of prestigious bodies like CII to promote linkages with industry.
- Many Add-on courses have been started to create entrepreneurs.
- The Department of Food Science and Microbial Technology has liaison with various industries and the degree is valid for job openings in the field of food processing.

6.2.5 How does the Head of the Institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Principal ensures that adequate information is available for the top management and the stakeholders so that they can

- Evaluate performance
- Suggest improvements
- Seek clarification

Top Management

- College reports sent periodically. It comprises academic and co-curricular performance.
- College magazine and newsletter.
- Annual Confidential Reports of the faculty.
- Proposals for new ventures and activities.
- Hostel and College prospectus.

Stakeholders

- Achievements of students/departments/College are published in the media.
- College magazine and newsletter.
- Principal's report, accompanied by Power Point presentations, read out on important formal events of the College.
- College Website
- Prospectus

6.2.6 How does the Management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

Pursuing the ethos of participative management, the College encourages that –

- Viewpoints of the staff: both teaching and non-teaching, in their respective fields are taken.
- Once decisions regarding processes are taken at the meeting of the concerned Departments/Committees, the incharge of each team operationalizes the decisions within broad guidelines decided at the meeting.
- Logistic and financial support is available to each Department/Committee.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

As per the provisions of the PU Calendar, there is a Governing Body of the College which includes two duly elected members of the teaching faculty. The Principal ensures that the following matters reach the Governing Body in time for approval -

- Recruitment of the new permanent staff
- Confirmation of the staff on probation
- Career advancement of the staff
- Major addition/alteration to infrastructure.

6.2.8 Does the affiliating University make a provision for according the status of autonomy to an affiliated Institution? If yes, what are the efforts made by the Institution in obtaining autonomy?

The Panjab University has a provision for according autonomy status to the Colleges.

6.2.9 How does the institution ensure that grievances/complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?

The significance of addressing grievances/complaints promptly is well recognized so as to maintain cordial environment at the three levels – students, teaching staff and non-teaching staff.

At each of these levels, it is ensured that:

- The prime concern of the grievance redressal mechanism is on ‘integration’ of interests of all involved rather than dominance of one side or forced compromise by all sides.
- Analysis of every grievance is undertaken to understand the cause(s) thereof. This understanding is used as an input to improve the functioning of the college, if the situation so demands.

For students, an open-door policy is followed.

- They can talk to their teachers. The essence of encouraging this channel is that a vent is given to complaints/troublesome issues as soon as possible.
- They can go to the Students' Council and the Students' Council Committee.
- They can also approach the Grievance Redressal Cell, comprising certain faculty members and members of the Students' Council.
- They can approach the Principal, if the need arises, directly. **(Details in 5.1.10)**

The faculty as well as the non-teaching staff can approach the Principal for the redressal of any of their grievances.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the Institute? Provide details on the issues on decisions of the courts on these?

During the last four years, there have been no court cases filed by the College. The cases against the College and their status are as follows:

TABLE I

Sr. No	Title of the case/filed by	Nature of the case i.e. Civil/Service / Criminal	Brief of case	Name of the Court	CWP No
1	Sh. Ravi Kumar, Chowkidar	Service	Terminated during probation	Labour Court	IDR NO.129 OF 2010
2	Mrs. Ruby Joshi, Astd. Librarian	Service	Seeking Higher Scale	Panjab and Haryana High Court	17848 OF 2012
3	Retired Employee Association	Civil	For Pension Benefits	Punjab and Haryana High Court	17245 OF 2013
4	Mrs. R. Chatha & Others	Civil	Regarding Governing Body	Punjab and Haryana High Court	9376 OF 2014
5	Mrs. Shashi Sharda & Others	Civil	Enhancement of Retiring Age, Stay Granted to continue in service	Punjab & Haryana High Court	24667 OF 2014

6	Om Parkash and Others	Civil	Summer Vacation, Autumn Break & Winter Break	Punjab & Haryana High Court	9844 of 2015
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6.2.11 Does the Institution have a mechanism for analyzing student feedback on Institutional performance? If yes, what was the outcome and response of the Institution to such an effort?

The Institution accords importance to student feedback as a mechanism for

- Better understanding of student perception of quality and standards in -
 - academics
 - learning environment
 - facilities/infrastructure
 - sense of community
 - development/fostering of student employability
 - co-curricular activities
- Examining the impact of recent changes on students' perception of quality.
- The students can give their feedback to the Principal through
 - Suggestion Box
 - Student Council- The office bearers convey it to the Principal.
 - Teachers (verbally or in writing).
 - Hostel Committee/ Hostel wardens.

Whatever suggestion reaches the Principal directly or indirectly, they are discussed and analyzed. Depending on the nature of the feedback, the requisite decision/action is worked out and implemented.

The faculty is encouraged to be alert and sensitive to the informal, spontaneous feedback that may emerge in the course of their interaction with students within or outside the classroom.

6.3. Faculty Empowerment Strategies

6.3.1. What are the efforts made by the Institution to enhance the professional development of its teaching and non teaching staff?

It is one of the basic tenets at MCM that to improve student learning, the faculty has to be learning continuously by updating their knowledge and by research.

The College facilitates the following so that the faculty continually refurbishes its conceptual and pedagogical skills-

- Attending seminars, conferences, and workshops apart from the obligatory Refresher, Orientation and Faculty Development courses. For this duty leave is sanctioned.
- Notification regarding various such programmes is displayed on the teachers' notice board.
- The faculty is motivated to present research papers and undertake research projects

- Support services like INFLIBNET and DELNET.
- Faculty is encouraged to attain higher degrees like Ph. D.
- Departments are encouraged to invite professionals from other organizations to share their views so as to diversify the learning. Departments also hold Seminars/Conferences for the same purpose.
- The faculty is encouraged to pass on the learning to the students.

Non teaching staff engaged in administrative work is kept up to date with regard to office management, record keeping, computer hardware and software and the like.

6.3.2. What are the strategies adopted by the Institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The College believes in faculty empowerment, which goes beyond professional development. They are nurtured in a manner so that they may perform the following qualitative roles as well:

- **Decision makers:**
 - By making them incharge / team members of various committees as per their capabilities, they are given an opportunity to hone their managerial skills of decision making, participative management, coordination and communication during the course of organizing the activities.
 - They are given autonomy to take decisions regarding break-up of syllabus, internal assessment, teaching methodology, etc.
- **Mentors:**
 - Each faculty member guides formally or informally the junior members of the team/ department and nourishes them to feel confident.
 - They are also expected to talk to students about realities and challenges of life and life skills to sail through.
- **Leaders:**

Everybody is expected to exhibit leadership skills of persuasion and motivation vis-à-vis colleagues, juniors and students.
- **Role Models**

With a view to project them as role models:

 - On the Induction Day at the beginning of every session, in-charges of committees are introduced.
 - The achievements of the faculty are communicated through notices and Power Point presentations on important occasions such as Annual Prize Distribution, Convocation.
 - The faculty is honoured for their major achievements such as PhD, writing of a book, grant of research projects etc.
 - The College prospectus has the entire list of the faculty along with their qualifications.
 - The College magazine lists the achievements of the faculty in detail.

The College ensures that all technical, financial and organizational support is given to the faculty so that they work as empowered individuals and team members who passionately believe in not just compliance but intense engagement.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Performance appraisal at MCM is considered a vital part of managing human resources. The endeavour is not just to find out the output (e.g. results of the students) but also how the output was arrived at. The Performance Appraisal is thus done as follows:

Teaching Staff:

- The Principal appraises the conduct and the working of faculty by constant interaction and observation.
- The academic results of the College are compiled annually by individual faculty members for their own classes. Juxtaposing of University result with that of College result gives a fair idea to the Head about the performance of faculty.
- An Annual Confidential Report of every faculty member is sent to the Management. This report is based on certain parameters that include the academic performance of stakeholders and to some extent earnestness and commitment to perform duty, inventiveness, research work undertaken, and conduct.
- The faculty is encouraged to take individual feedback of students in terms of content delivered, methodology used, learning that occurred, linkages with reality, motivation level of students.

Non-Teaching Staff:

- Each member of the non-teaching staff is assigned a specific set of roles. So performance appraisal is based on the achievement and quality of the work performed.
- Apart from this, there are two Superintendents - Superintendent (General) and Superintendent (Accounts) who monitor the work of their respective staff. The Principal monitors the functioning of the support staff through the respective Superintendents.
- The hostel wardens are under the direct supervision of the Principal.
- The Lab attendants and the instructors are appraised by their respective HODs. The Principal intervenes if required.

6.3.4 What is the outcome of the review of the performance appraisal reports by the Management and the major decisions taken? How are they communicated to the appropriate stakeholders?

Performance Appraisal is an introspective process at the college level

- It is on the basis of these reports that career advancement of the staff is decided

- Results of students are analyzed by teachers and Heads of Departments. Based on the results, separate mentoring and remedial steps are planned to be taken for different categories of students.
- Each Department deliberates upon strengths, weaknesses, opportunities and challenges including issues such as sharing study material, team work etc.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

MCM functions on the ethos of a family rather than just a formal institution. Hence, the welfare of teaching and non-teaching staff is the sine qua non of MCM organization culture. The following provisions are in place as welfare measures:

Teaching Staff:

- Tuition fee concessions are given to the wards of all employees.
- Group Insurance scheme for teaching staff is provided.
- Loans may be taken from the Employee Provident Fund for marriage, higher education for children, purchase of vehicle, and construction of house.
- Free medical facility is provided to staff members and their families.
- For Spiritual development, College organizes hawans, classes such as art of living.
- Transportation facility.
- Wi-Fi facility.

Non-teaching staff:

- Tuition fee concessions are given to the wards of all employees.
- Group Insurance scheme for non-teaching staff is provided.
- Loans may be taken from the Employee Provident Fund for marriage, higher education for children, purchase of vehicle, and construction of house.
- Summer and winter uniforms are given to staff IV employees.
- Staff accommodation has been provided to Staff IV employees.
- Rent free and semi-furnished accommodation is provided to hostel wardens.
- Free medical and dental facility is provided to staff members and their families.
- Gifts are given to non-teaching staff on special occasions such as Diwali.

Table II
Percentage of Staff that availed Loan facility in last four years

Session	2011-12	2012-13	2013-14	2014-15
Teaching	5.5%	5.5%	2.7%	2.7%
Non-teaching	31%	28.12%	25%	28.1%

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

- The college has built a reputation, over the years, which motivates competent candidates to apply whenever there are vacancies. MCM is a brand in itself. It is ensured that even the products of the college are not just degree holders but also brand ambassadors, who project to the outside world the exemplary culture of the college, thus, prompting many to apply for job here. The institution endeavours to:
 - To retain the faculty, a healthy organizational environment is maintained that encourages the faculty to make the college their final career destination. The ambience ensures that each person grows not just as teacher but also as a human being.
 - The sense of pride in the name of the Institution is inculcated by various symbolic gestures and announcements such as national rating of the college, university positions attained by the college students, public appreciation of the faculty at various important events and so on.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available resources?

The accounts division of the college office, headed by a Superintendent, looks after the finance of the college under the supervision of the Principal. People with accounting acumen have been appointed.

- An elaborate system of accounting and auditing is in operation at the college for efficient use of available resources.
- Proper procedures are made by relevant authority, with due permission from the Principal.
- Documentary evidence and record of all financial transactions is kept under the strict vigil of the Superintendent.
- Requisitions are given by various departments after annual stock taking so as to ensure uninterrupted supply of essentials required for smooth conduct of academic activities.
- Timely repairs and maintenance are carried out to ensure longer life of the assets.
- Inventories of stock and stores are physically verified at the session end.
- Tenders are invited to acquire capital assets and are awarded through competitive bidding process to get the best possible materials / services at reasonable prices.
- The college has a well-established internal control system that is commensurate with its size and nature of activities. The internal control system is designed to provide a reasonable assurance for financial reporting, ensure appropriate authorizations of transactions, safeguard the assets of the college and prevent misuse /losses and finally to comply with legal formalities.

- All payments are made in cheque and record is maintained by accounting department for future reference.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objectives? Provide the details on compliance.

Professional auditing is a necessary corollary to accounting that helps to achieve value for money. The College has two systems of auditing - internal and external. The internal audit team is led by a regular internal auditor who audits all the income & expenditure of the College quarterly. In addition to this, the DAV Managing Committee appoints an approved Chartered Accountant to audit the yearly accounts of the College. He audits the annual income & expenditure statement along with Balance Sheet of the College which is duly signed by him. The Government grants are audited by the Accountant General of Chandigarh administration. The Principal ensures requisite support to the auditors. The last audit was done for the year ending on 31st March 2015. **Refer to Annexure VI (b)**

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The College's major sources of funding are as follows:

- Fee collected from the students.
- 95% Grants (salary only) received from Chandigarh Administration. (Being a Grant-in-aid College)
- Various grants received from UGC.

Refer to Annexure VI (c)

There is no deficit.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The Principal puts in adequate efforts, in consultation with faculty, to mobilize resources from various agencies to ensure quality education and research

- The College received a grant of Rs 55 lakhs from Govt. of India, Ministry of Science and Technology (via letter dated 25.05.2012) for the implementation of project for strengthening of 'Life Science and Biotechnology Education and Training' at UG level under Star College Scheme. (3 years) **Refer to Annexure I (b)**
- Seminars and conferences, funded by the grants received from the affiliating university, UGC and ICSSR.
- Grants for specific needs are received from UGC & HRD etc.(Criterion III)

- Sponsorship is received for setting up of canopy during Mega Job Fest or other Fests.
- Lease money from on-campus shops.
- Income from conduct of exams by the college by outside agencies.
- On various theme-based events, private organizations are encouraged to sponsor gifts, prizes etc.

6.5 Internal Quality Assurance System (IQAS)

a) Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

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 2015-16. However, even before that, quality was being maintained through continuous assessment, monitoring and upgradation, in consultation with various academic and non academic committees and Heads of Departments. Refer to Annexure VI (d)
- 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 come from the faculty or the students (Criterion VII).

(b) How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

All quality related decisions of the college, taken under leadership of the Principal, have been approved for implementation by the respective authorities such as the DAVCMC, Panjab University and Director of Higher Education.

- New professional courses such as BBA and Post-Graduation courses in Economics, Psychology and Commerce, were started.
- The Post-Graduate Block was constructed at a cost of Rs. 65 lakh.
- The construction of a ramp involving an expenditure of Rs. 25 lakh was undertaken.
- Installation of a lift and renovation of the adjoining corridors was done at an expenditure of Rs. 15 lakh.

(c) Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes, consultation with external experts is ensured in matters of quality. For example, many eminent scientists provided their expertise in the achievement

of 'Star College' status in 2015, thus enabling the college to get the requisite grant.

Whenever esteemed visitors suggest quality parameters to take the college to greater heights, these are noted, deliberated upon and implemented.

(d) How do students and alumni contribute to the effective functioning of the IQAC?

The students give vital inputs through Students' Council, which are incorporated in the processes of the college to enhance the quality. They also perform roles as leaders and managers as members of Students' Council and other academic and non-academic teams.

The alumnae contribute to quality by interacting with the students, guiding them in various ways in matters such as placement and moral values. Their contribution as experts, judges, resource persons and speakers ensures quality enhancement at various levels in the college.

LIST OF HONOURED ALUMNI	
IAS and IPS	Educationists
Sharandeep Brar	Dr. Barinder
Sdeepthi Uppal	Madhu Raaka
Late Vandana Malik	Rani Popli
Khushboo Goel	Suveera Gill
Shaweta Dhankar	Vineeta
Army	Vibha Ray
Late Harita Deol	Entertainment
Ruchi Sharma	Khushboo Kochchar Grewal
Suman Godara	Mita Vasisht
Central Civil Services	Pooja Tandon
Garima Singh	Rajini Gujaral
Jaishree Arora	Rinku Kalia
Ritika Narula	Satwinder Bitti
Samriti Saran	Media
Corporate Sector	Dr Pal Kaur
Aarti Mehra	Pooja Sharma
Guneet Kaur	Ragini Verma
Nalini Sibal	Suditi Jindal
Nidhi Saxena	Ngo
Ruchi Singh	Payal Sodhi
Veena Malik	Pooja Passi
Sarabdeep Kochchar	Public Sector
Doctors	Meena Bishnoi

Dr. Mamta	Neeru Chugh
Dr. Pratima Duggal	Rama Mehndiratta
Renu Chakravarty	Raminder Kaur
State Civil Services	Fashion Designer
Abha Beniwal	Rashmi Bindra
Anju Dhankar	
Barjinder Bajwa	
Madhvi Kataria	
Nupur Bishnoi	

(e) How does the IQAC communicate and engage the staff from the different constituents of the institution.

The quality matters are communicated through notice boards and meetings. The various clubs, committees and associations of the college span through various departments and disciplines. This gives a multi-faceted perspective on the maintenance of quality and excellence in every field. Regular meetings are held to dwell and deliberate upon and enhance the quality parameters.

6.5.2 Does the institution have an integrated framework for quality assurance of the academic and administrative activities? If yes, give details of its operationalization.

In every effort towards quality maintenance and excellence, the Principal sees to it that academic and administrative activities are well coordinated. For instance, to ensure quality research, timely action was taken to introduce Wi-fi in laboratories facilities as also INFLIBNET and DELNET.

6.5.3 Does the institution provide training to its staff for effective implementation of the quality assurance procedures? If yes, give details enumerating its impact.

The college ensures that workshops, seminars and lectures are held to apprise the staff about latest developments in higher education quality parameters. Experts from various fields are invited to interact with the staff. The requisite facilities are provided to the staff to actualize those quality parameters.

6.5.4 Does the institution undertake academic audit or other external review of the academic provisions? If yes, how are the outcomes used to improve the institutional activities.

The academic needs of the College and the students are periodically assessed with focus on:

- New courses / subjects to be started.
- 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 PU, Director Higher Education, and UGC.
- Changing socio-economic and global scenario

This **need analysis** is done through:

- Analysis of students' results
- Reports of the departmental activities.
- Inputs given by various Heads of Departmentss/ Deans/ Conveners.
- Directions given by the regulatory bodies.
- Views expressed by eminent visitors.

Due to its holistic and value based education system, MCM has been included in the 25 topmost Arts colleges of the nation according to a survey of more than 2610 colleges conducted by the reputed national weekly *India Today* in collaboration with AC-Nielson. Similarly the science departments of the college have brought MCM to be ranked among the top 28 colleges of the country for its pragmatic research-based instruction system.

6.5.5 How are the Internal Quality Assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The Principal makes it certain that the college keeps itself updated about the requirements of the relevant external quality assurance agencies/regulatory authorities such as UGC, PU, and DHE. The inputs from these agencies are discussed with the relevant Heads of departments/Deans/Conveners and appropriate decisions/ actions are taken.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome.

Meetings of the Heads of Departments are held to review the teaching and learning processes with a view to bring about improvements. Since, quality teaching is ingrained in the very functioning of the college, the Principal shares her insights and experiences about new knowledge and techniques at other meetings as well.

6.5.6 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The quality mechanisms and methodologies are conveyed to the students:

- At the time of admissions and examinations.
- During classes.
- By the Principal when she addresses the students.

Quality outcomes, in the form of excellent pass percentage, numerous toppers and gold medalists in academics and extra-curricular fields are conveyed far and wide through:

- College website.
- College Magazine and Newsletter.
- Annual reports.
- Media.
- Felicitations at formal events.



Criterion - 7

Innovations and Best Practices

(g) Criteria VII: Innovations and Best Practices

7.1 Environment Consciousness

MCM DAV College for Women is an institution known for its rejuvenating environs. With a devoted team of trained gardeners guided by faculty members, the college maintains beautiful lawns and flower beds. The 16 acre campus surrounded by shady trees and green gardens, offers a naturally divine space for meditation and introspection.

As a landmark educational institution of the region, the college is alive to its responsibility towards raising public awareness the task of promoting environmental consciousness in the society is central to its activities.

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

The college is forever alert to the imperativeness of eco-friendly techniques in all its processes and activities, and constantly develops systems of environmental conservation through different committees directly or indirectly.

- Focus on reducing carbon footprint through conscious action and systemic changes in energy preservation, utilization and recycling
- Active engagement in sensitizing students, and through them, the larger masses
- Devotion towards creating a green future and ensuring a healthy ecosystem for the future generations

Some of the steps taken in the last few years, which helped create better environmental awareness and promote environment friendly behaviour include:

1. Panoramic events to sensitize and engage:

- Focus on urgent environmental issues
To address relevant and urgent concerns like reducing the carbon footprint, augmenting green zones, global climate change, rain water harvesting, waste management, biodiversity, alternate energy resources, recycling, and environment fests are organized.
- Interactive learning process
Luminaries from all walks of life: politics, administration, academia, and performing arts are invited to ensure a holistic engagement with the issues of environment consciousness.
- Saving the Mother Earth
Various quizzes, rallies and contests in the categories of fine arts, creative writing, public speaking, pottery, food and handicrafts, photography and performing arts are organized
- Out of the box approach
To educate students about the global ramifications of environmental problems and their relevant scientific solutions, interdisciplinary seminars and conferences are organized which focus on the environment

as a concept that informs life as a whole and not just as an isolated concept of scientific study and concern.

2. Polythene free zone:

- Strict instructions are given to the tuck shop, college canteen, Nescafe outlet and juice shop in the college campus against the use of polythene bags which are strictly prohibited
- Jute, paper and cloth bags are promoted through exhibitions organized during the celebration of major festivals like Diwali

3. Alternate energy sources:

- Solar panels installed in the hostel provide heated water to residents
- Bio fuel is used for preparation of food in the hostel mess

4. Eco-Cultural endeavours:

- Herbal Holi and Cracker-free Diwali are celebrated on the campus
- Seasonal festivals like Basant and Teej are celebrated to establish a profound sense of belongingness and oneness with nature
- Use of herbal cosmetics is promoted
- Hawan and Yajnas are organized to promote a spiritual connection with nature
- Promotion of planting medicinal and ayurvedic herbs and plants such as tulsi, peepal, neem, bel etc.

5. Audio-Visual aids and Infotainment:

- Screening of documentaries, presentations and science fiction movies to highlight the urgency of environmental action

6. Faculty initiatives:

Faculty research ventures into contemporary relevant issues like

- Green Packaging
- Green consumerism
- Green marketing

To cite examples:

- Dr. Pooja Sabarwal presented a paper on “Food Bio-packaging: An Emerging Green Packaging” at UGC Sponsored National Seminar on “Biotechnology Revolution – its socio-economic Impact” at Government Post Graduate College for Girls, Sector 42, Chandigarh. It was also published in *Biospectrum*, Volume 12(1-2), ISSN 0972-8023, March, 2012.
- Ms. Disha Sharma co-authored and presented a paper “Consumerism to Green Consumerism: Role of Government in the Changing Scenario” at the two-day National Seminar on “Consumer Awareness as an Emerging Force in India” organized at PG Government College, Sector 46, Chandigarh.
- Dr. Kiran Jindal presented a paper titled “Green Marketing: Issue and Challenges” in National Seminar on “New-Age Business: Changes and Challenges” organized by Department of Commerce, GCG, Panchkula.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

Energy conservation:

- Sensitization of stakeholders through national and international workshops and seminars
- Collaboration with social outreach groups, offering donations and material help to the victims of environmental disasters
- Lifestyle changes like switching off fans, lights and other equipments when leaving class rooms and turning off taps after usage are inculcated among students
- Blinds and curtains have been installed to ensure cool indoor environment to reduce dependence on non-renewable energy resources
- Air-conditioners are regularly serviced to ensure optimal energy efficiency and equipments are used on “Economy” mode.
- Vehicle pooling is encouraged among faculty members and students.
- Hygienic attitude is inculcated through Cleanliness Drives.
- Phasing out existing electrical light fixtures and replacing them with LEDs

Use of renewable energy:

- Solar water heating systems for hostel residents.
- A Green House in the Rishi Vatika
- Vermi-composting unit in the Botanical Garden
- A vermin culture unit also propagates earthworms.
- Trips to organic farms for demonstration of vermi-culture and organic farming.
- Vermi-compost prepared in the college campus from the fallen leaves is sold on campus during various events to promote domestic use

Water harvesting:

- Sensitization through lectures and presentations by international scholars

Check dam construction: NA

Efforts for carbon neutrality:

- Industry-Academia interaction is provided with an aim to train the students in energy efficient consumption of fuels and LPG, marketing organic food, reducing carbon footprints and adopting a healthy approach to life.
- Activities to make Best-out-of-the-Waste are held regularly
- Car pooling, solar energy utilization, vermi-composting, medicinal plants, green campus
- Rough prints are taken on used A-4 sheets, printed pages are used for rough work, specimen books are distributed to students
- Annual events for generation of environment consciousness

- Sensitization of women students goes a long way in ensuring future social change as women have a pivotal role in guiding family values and behaviour.

Plantation:

- Tree plantation drives are organized by Environment committee, Science association, NSS, Rotaract etc.
- Medicinal and herbal plants like Bel Pati, Aloe vera, Lemon grass, Tulsi, Neem, Peepal, and Jatropha etc. are not only planted on campus but also distributed among faculty members and students free of cost to establish a greener future.
- Aquatic eco-system pond has been set up in the botanical garden with the help of Department of Zoology, Panjab University,
- Field trips and interactions with experts are organized for students to spread awareness about the impact of invasive weeds, and the methods of eliminating them with natural oils and plants

Hazardous waste management:

- Old equipment from sports department constituting leather and wooden items are donated to Class IV employees and not burnt or thrown
- Sinks discarded after renovation of Chemistry laboratories are used as flower beds.
- Re-use or recycling of waste items is encouraged on campus.

e-Waste management:

- Old computers etc. are donated to other institutes
- Students are encouraged to use e-waste to develop working models, and non-working ones for decorative purposes
- E-waste bins have been installed in the college premises and students are encouraged through various informative and entertaining events to dispose off e-waste in them

7.2 Innovations

7.2.1 Give details of the innovations introduced during the last four years which have created a positive impact on the functioning of the college.

The college is consistently geared towards developing innovative methods which are in line with the fast paced global scenario. Innovative techniques are employed to smoothen the functioning of the college and to create an environment conducive to growth of the stakeholders.

1. Student and Staff support

- Group insurance for staff
- Group insurance for students
- Appreciation of staff and students on achievement of important milestones

2. Student Participation in Management:

- Students are encouraged to take up organizational responsibilities in various events

- The college endeavours to create job providers and entrepreneurs rather than job seekers
- A recent success story was “Everlit 2015”, a literature based event, entirely designed and executed by students

3. Gurudakshina:

- As a part of holistic education, a feeling of giving back to one’s alma mater is inculcated in our students.
- 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.

4. Project Ashirwaad and Spiritual Empowerment:

- Project Aashirwaad: Realizing the social malaise of broken homes and parents being disowned by their children, the college organizes Hawan before exams in which citizens from old age homes are invited to the hostel to bless students who are away from their families. These students adopt grandparents and receive their blessings.
- Hawan ceremony at the beginning of every academic session is held to inculcate in students a spirit of the divine and to promote its foundational goal of imparting an education that is both up to date in terms of modernity and rooted in traditional value system
- The college also promotes Ayurveda as a holistic system of maintaining good physical and mental health and organizes lectures in tandem with the induction ceremony to impart to stakeholders a healthy and energizing lifestyle.

5. Technological advancement:

- Teaching with latest teaching aids,
- Computerized database of all its examination results and Internal assessments maintained
- Access to Infilbnet to its faculty members to promote research based education.
- Access to e-journals through INFLIBNET
- E-mail groups of Honours and Postgraduate students are created for the dissemination of notes and other relevant information to them.
- Whatsapp and Facebook Groups with contemporary and past students for quick communication

6. New Age Courses and Vocational Training and Employment:

- The college has started many new courses to address the various demands of education and the professional world.
- In affiliation with the Panjab University, the college offers, besides traditional Under Graduate and Post Graduate courses:
 - a. B.A. Vocational in Office Management and Secretarial Practice
 - b. B. Com Honours in E-commerce and Business Economics
 - c. Bachelor of Business Administration

- d. Post Graduate Diploma courses in Computer Application, Mass Communication and Cosmetology and Beauty Care
- e. Innovative course: B. Sc. Microbial and Food Technology
- f. Promoting entrepreneurial skills through Vocational and Add-on Diploma, Certificate and Advanced Diploma Course in Cosmetology and Beauty Care, Video Reporting, Communicative English, Interior Designing and Decoration and French offered vertically to establish specialization, and horizontally to establish variety in learning
- The college also organizes Annual Maha Job Fest to provide employment opportunities to the students.

7. Personalized Student Care

- The students enjoy a personalized relationship with their respective teachers
- Formal and informal counselling is offered to the students when required
- Expeditious grievance redressal mechanism is in place
- Academic time-table for students is created taking into consideration individual situations like place of residence, transportation arrangements etc.
- Allocation of rooms in the hostel is based on student preference in terms of choice of room-mates.
- Previous rooms occupied are taken into consideration for allocation in a new session so as to rotate the floors of students for equal privileges.

7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format on page no. 98 (of the naac manual), which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

I. Title of the practice

Project Ashirwaad, Hawan Ceremony and Induction Programme

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.
- Hawan is organized to start a new session with pure thoughts and sustain balance and harmony for the benefit of the whole: the individual, the family and the community.
- The Induction programme aims to introduce newcomers to the rich traditions of MCM. It creates a bond among newcomers with their seniors and staff and inculcates a feeling of discipline and loyalty to their institution.

Context

Project Ashirwaad

- The problem of nuclear families, broken homes and lack of moral and spiritual bonding in the modern age.

- Problem of abandoning parents and senior members of the family to old age homes.
- Rampant self-centeredness eroding the moral build-up

Hawan

- Imperative to counter the mechanization of the materialistic society
- Lighting the holy flame and offering samidha, ghee and herbs is a symbolic act of giving, and teaches one not to be selfish.
- Recitation of prayers in a group teaches harmony

Induction Programme

- The problem of ragging is turning into a life-threatening menace in our country.
- Induction Programme is a means of laying a healthy foundation of a relationship between seniors and freshers.
- Provides a platform to ease new students into the value system of the college
- Provides a space of interaction and healthy exchange between different stakeholders.

The Practice

Project Ashirwaad entails

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

Hawan

- Hawan is a harmonious and healthy practice followed since the inception of the institute in 1968.
- The aromatic oils and herbs offered to the sacred fire in the hawan yajna burn to create chemical substances such as ketones and aldehydes, which produce disinfectants like Formaldehyde. It is a kind of fumigation process, which cleanses the air of harmful germs.
- Its spiritual corollaries lie in disciplining the mind and kindling the inner spiritual light.
- Through the Hawan ceremony, the miniscule presence of an individual in the cosmos is underscored.
- The symbolic significance of Hawan in marking a victory of light over darkness, knowledge over ignorance and prosperity over poverty cannot be overstated.

Induction Ceremony

- Students are made aware of rules and regulations about examination system and anti-ragging cell through skits and songs
- Freshers are welcomed warmly by seniors with flowers
- Deans and Heads of main committees and Clubs are introduced to the freshers

Evidence of success

Project Ashirwaad

- Students of MCM exhibit a more reverential attitude towards their seniors
- The high level of discipline, respectfulness and moral values among the students

Hawan

- High spiritual quotient of stakeholders
- Better vibes on campus
- Holistic development of personalities
- Recitation of Shlokas during all the major functions and programmes helps in creating a better environment on the campus

Induction Ceremony

- Compliance of rules: All new comers are apprised of and updated with rules and regulations of the institution
- The college has received zero report of ragging since the system has been put into practice.

Problems Encountered:

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

II. Title of the Practice

Students for Society (SFS)

Goal

- To generate a sense of social responsiveness and philanthropy
- To give back to the society
- To help the weaker and needy sections

Context

- Education is a means of creating a better future
- Equal development of various sections of the society is imperative for national development
- Philanthropy is an essential, but unfortunately, diminishing virtue
- Significance of engaging the youth in social outreach

The Practice

The college is actively involved in social outreach programmes:

- Annual Blood Donation Camps
- Medical Camps
- Donations to the physically ailing
- Donations to the victims of natural disaster
- Interaction with Senior Citizens
- Activities for the children from the Society for the Rehabilitation of the Mentally Challenged (SOREM), Sector 36, Chandigarh
- Sensitization rallies, flash mobs and nukkad nataks on socially relevant themes like female foeticide, traffic rules, safety against crime etc.

- Interactions and collaborative efforts with organizations like Help Wildlife, Ecosphere, Art of Living, PFA etc.
- Tree plantation drives

Evidence of success

Through various groups and clubs, MCM is constantly involved in philanthropic activities.

2014-15

MCM Rotaract Club (RID 3080)

- Awarded for making highest donation and maximum registration at the District Assembly
- Donation of Rs. 1,31,000/- for the treatment of cancer patients
- Donated Rs. 93, 846/- for heart surgery of Baby Avni, d/o Sapna, at PGI
- Celebrated Independence Day at Mother Teresa Charitable Trust, Sector 23, Chandigarh
- Celebrated Parents' Day at Satya Sai Ashram in Sector 19, Chandigarh
- Celebrated Children's Day with poor children
- Blanket Distribution Drive for Rickshaw Pullers
- Nukkad Natak on "Literacy for Better Future" in the slums of Sector 38 (West), Chandigarh
- Hygiene and Cleanliness Awareness Drive in Sector 38 (West), Chandigarh
- Donation of 300 packets of sanitary napkins to women of slums
- Warm Clothes Collection Drive
- Distribution of newspaper bags in markets
- Active participation in Swachh Bharat Abhiyan
- Anti-Cracker Initiative
- Celebration of International Girl Child Day
- Anti-smoking awareness campaign
- Cancer Awareness sessions with MAX Hospital
- Rally, street play, flash mobs and human chain in Sector 17, Panjab University and Elante Mall on the theme of Child abuse

NSS

- Donated 240 units of blood during Annual Blood Donation Camp
- Lecture by Ms. Payal Sodhi from PFA (People for Animals)
- Cleanliness Drive under Swachh Bharat Abhiyan
- 7-day-night camp on "Health and Hygiene"
- Poster Rally on AIDS, Blood Donation and Cleanliness
- Women Two Wheeler Safety Helmet Rally in collaboration with Chandigarh Traffic Police
- Interactive session with SSP Sukhchain Singh Gill on "Crime Against Women"

2013-14

MCM Rotaract Club (RID 3080)

- Awarded for Best Project, District Function Hosting, and Membership Development at the Rotary District Award function

- Celebration of Eid at Senior Citizen Home in Sector 15
- Drawing competition for slum children of Sector 38 West
- Fund raiser “Dandiya Night” celebrated
- A donation of Rs. 50,000/- to Sh. Iqbal Singh for urgent kidney transplant
- Sewing machine presented to a young woman to empower her
- Rs. 8,600/- donated to Sh. Sonu for his son’s treatment of ruptured food pipe
- Selling of candles made by children from SOREM at MCM Diwali Mela and proceeds given to them
- Children’s Day celebrated at Mother Teresa Home in Sector 23, Chandigarh
- Clothes and Toys Collection drive for slum dwellers in Sector 38 (West), Chandigarh

Student Council

- Cracker free Diwali Awareness Signature Rally: 700 signatures received

NSS

- 612 volunteers donated 226 units of blood at Annual Blood Donation Camp
- 200 herbal saplings planted during Plantation Drive
- HIV AIDS Rally in adopted Badheri Village
- 15-day Self Defence Training Drive for college students in collaboration with Chandigarh Police

MCM Arya Samaj Committee

- Project Ashirwad: Interaction with senior citizens from Old Age Home, Sector 15

2012-13

MCM Rotaract Club (RID 3080)

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

NSS

- Honoured by PGIMER for regular blood donation drives
- 200 units of blood during Annual Blood Donation Camp
- 200 herbal saplings planted during Plantation Drive
- Celebrated Sadbhawana Diwas
- Donated woollens 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 for the faculty, students and support staff in collaboration with Fortis Hospital, Mohali
- Organized a lecture on Benefits of Good Nutrition

2011-12

MCM Rotaract Club (RID 3080)

- Pre-Diwali visit to Old Age Home, Sector 15, Chandigarh
- Stall to sell candles, bags, diyas and pouches made by children of SOREM. The proceeds were handed over to them
- 'End Polio Now' Road Show
- Teaching underprivileged children of Bapu Dham Colony

NSS

- 301 units of blood donated during Annual Blood Donation Camp
- 7-day camp on constructing a Self-Sustaining Society
- Plantation Drive
- Workshop on Anger Management
- Awareness drives on Eye Donation and Water Conservation
- "Young Youth for Safe Society" in collaboration with Chandigarh Police
- Door to door campaign by 500 student volunteers for senior citizen safety
- Adoption and education of marginalized children of Jagatpura village
- Educative movie and infotainment activities for underprivileged children
- 600 volunteers from college went on a door to door safety campaign accompanied by members of Chandigarh Police to apprise the public of safety measures
- Peace rally
- Workshops on restricting use of mobile phones, stress management, best out of waste, tree plantation and blood donation
- Road Safety Week in collaboration with Chandigarh Traffic Police
- Scooter Rally for the promotion of the use of helmets
- Bus Rally to promote public safety

2010-11

MCM Rotaract Club

- Donated Solar Lanterns worth Rs. 50,000/ to Ladakh Flash flood victims in collaboration with MCM Science Association
- Celebrated Friendship Day with children of 'The Missionaries of Charity'
- Art competition for children from SOREM
- Independence Day, Janamashtami and Dusshera celebration at Old Age Home, Sector 15
- Positive channelization of Youth energy workshop
- Participation in District Peace Campaign

- Halloween and Rotaract Princess Charity events
- 4-day 'Art of Living' workshop for students

NSS

- 192 units of blood donated at Blood Donation Camp
- Sadbhawana Diwas celebrated
- Performed a Skit "Sulagti Dharti" to generate awareness about global climate change, in collaboration with ZEE News and NYKS
- Planted 450 saplings of medicinal herbs
- 7-day camp on "Environment" with 100 student volunteers
- Peace rally
- Workshops on mobile addiction, best out of waste and stress management
- Lectures on blood donation, AIDS, breast cancer, carbon footprint, female foeticide, tree plantation etc.
- Quami Ekta Week and Hindi Diwas celebrated
- Candle rally on World AIDS Day

MCM showcased the "Help Wildlife" foundation at UGC Sponsored National Seminar and it received a spot donation of Rs. 1, 00,000/- from the Art of Living Foundation

Problems encountered

Although MCM is forever geared for social outreach and philanthropic activities, at times, certain plans need to be shelved for paucity of funds.

F. Post Accreditation Initiatives

The first cycle of the Accreditation of the college by NAAC was carried out in January 2006 and the college was awarded Grade 'A.' The recommendations of the Peer Review Committee have been implemented and incorporated in the system in a phased manner. MCM is an institution which has always believed in determining high targets for itself in all its ventures and incessantly raising them to newer heights in the pursuit of excellence. With that in view and in keeping with the suggestions given by the Peer Committee, the college has upgraded itself to the status of a Postgraduate college with the introduction of Postgraduation programmes in 5 new disciplines. Apart from several new units in the already running classes, new subjects at undergraduate level have also been included in the curriculum.

Each constituent of the institution believes in going beyond constraints. The role of teachers in the present scenario has shifted from being a mere provider of knowledge to a facilitator in its acquisition. Every member of the faculty has, since the last accreditation, has been dedicatedly undertaking the mission to come up to these expectations through active engagement in research and research based activities. The fact that the faculty now has a handsome number of National and International publications to its credit is a validation of the same. The number of research bodies that they are associated with, is also on a steady ascent.

Striving to provide the latest infrastructural support to meet the needs and aspirations of the stakeholders, the college has been augmenting its facilities periodically. Some recent additions have been the construction of a spacious PG block, a disabled-friendly ramp, installation of a lift and upgradation of the laboratories. The library has also enhanced its stock of knowledge resources by providing access to INFLIBNET, DELNET and relevant journals.

With women empowerment as its prime focus, MCM constantly endeavours to place its students on a firm global pedestal by gearing them to contribute to the society and nation meaningfully. This is achieved through improving their employability quotient by supplementing their degrees with additional skills acquired through innovative courses. The students are regularly given formal and informal guidance on the career options at the time of admission and throughout the session. They are further inspired through frequent interactions with the well placed alumni of the college from diverse fields. All these efforts are directed towards etching out globally competent women cut out to be able and confident managers, administrators and policy makers at top levels and even effective home managers as the college strives for gender-equality and gender-justice in our social system. The inclusion of the names of a large number of the college alumni in the highest echelons of the country corroborates these efforts.

Although after nearly five decades of its glorious existence, MCM takes pride in its past accomplishments, yet it is not in the culture of the institution to rest on its laurels. Its journey is that of a continuous reinvention of its strengths along with an introspective analysis of its weaknesses, in a consistent quest for quality and excellence in all its facets, for the benefit of its stakeholders.



MCM DAV College for Women

SECTOR 36-A, CHANDIGARH - 160 036 PHONE : 2603355 FAX : 0172-2613047
E-mail: principal_mcmdavcollege@yahoo.com Website : www.mcmdavcw-chd.edu.

Ref. No. 2283/MCM

Dated 25/11/15

H. Declaration by the Head of the Institution

I certify that the data included in this Self-Study Report (SSR) is true to the best of my knowledge.

This SSR is prepared by the Institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer Team will validate the information provided in the SSR during the Peer Team visit.


Signature of Head of Institution
With Seal

Place: Chandigarh
Date: 25-11-2015

ANNEXURE – I

Affiliation Letter (Courses)

87

Col. G.S. Chadha (Retd.)

M.Tech., MBA, PGDM (IR & PM), PGDM (PR)

Registrar



DEWAN ANAND KUMAR HALL,
PANJAB UNIVERSITY,
CHANDIGARH-160014 (India)

PANJAB UNIVERSITY, CHANDIGARH

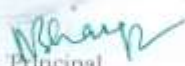
NO. Misc.A-5/ 11767

Dated 17/11/2015

To Whom It May Concern

This is to certify that Mehr Chand Mahajan DAV College for Women, Sector-36, Chandigarh is affiliated with Panjab University, Chandigarh since 1968. The college is presently running the following course/subject:-

Sr. No.	Name of the course and duration	Affiliation Permanent/ Temporary	Period of validity for the year(s)
1.	Three Year B.A., B.Sc.,(Medical & Non-Medical), B.Com., Computer Application	Permanent	-
2.	Three Year BBA, BCA & B.Sc. Microbiology & Food Technology	Temporary	2015-16
3.	M.A. English, Economics, Sociology, Psychology	Temporary	2015-16
4.	M.Com, M.Sc. Mathematics and M.Sc. Chemistry	Temporary	2015-16
5.	Post Graduate Diploma in Computer Application	Temporary	2015-16
6.	Post Graduate Diploma in Mass Communication	Temporary	2015-16
7.	Post Graduate Diploma in Cosmetology & Beauty care	Temporary	2015-16
8.	B.A./ B. Com. Hons English, Political Science, Sociology, Hindi, Economics, History, Psychology, E-Commerce, Public Administration & Business Economics	Temporary	2015-16
9.	Add-on -courses Cosmetology & Beauty Care, Communicative English, Interior Designing & Decoration, Video Reporting, Web Designing & Multimedia	Temporary	2015-16


Principal

Mehr Chand Mahajan DAV College for Women, Sector-36, Chandigarh


Registrar,
Panjab University,
Chandigarh

Telephones : (0172) 2541716, 2534867 (Off.) FAX : (0172) 2783335

e-mail : regr@pu.ac.in

Panjab University
Chandigarh

ANNEXURE – I(a)
UGC 2(f)/12(B) Letter

23236735/ 23239437/23235733 23232701
23237721/ 23232317/23234116/ 23236351

EXTN. No. 413

UGC Website : www.ugc.ac.in



UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAGAR MARG
NEW DELHI-110002

विश्वविद्यालय अनुदान आयोग
बहादुरशाह ज़ागर मार्ग
नई दिल्ली - 110 002

F.No.8-63/2014 (CPP-I/C)

June, 2014

The Principal
Mehr Chand Mahajan D.A.V.
College for Women
Sector-36, Chandigarh – 160 036
Chandigarh

26 JUN 2014

Subject: Recognition of Mehr Chand Mahajan D.A.V. College for Women, Sector-36, Chandigarh, Chandigarh under Section 2(f) & 12 (B) of the UGC Act, 1956.

Sir,

With reference to your letter Ref No.9375/MCM dated 01.05.2014 on the above subject, I am directed to say that the name of **Mehr Chand Mahajan D.A.V. College for Women, Sector-36, Chandigarh – 160 036** established the year of **1968**, affiliated to Punjab University, Chandigarh is included in the list of Colleges maintained under Section 2(f) & 12(B) of the UGC Act, 1956 under the head **Non-Government** College teaching upto **Master's** Degree.

Yours faithfully,

Charan Dass
(Charan Dass)
Under Secretary

J.M DAV College for Women, Chandigarh	
Date	26/06/14
Principal	P. Bedi
Head Clerk	Mr. Tirtha Ram
Section	Extol.
No.	2671(a)

To affiliation file

ANNEXURE – I(b)

Star College Status Letter

11/24/2015

Regarding: Review by 3rd Expert Committee Meeting - Yahoo Mail

Q Quikr.com/Free-Classified From Garima | Quikr.com - Buy/Sell/Rent Anything Get Best Deals, Quick, ... Sponsored

Regarding: Review by 3rd Expert Committee Meeting Thursday, September 10, 2015 11:23 AM

From: "Garima Gupta Scientist D" <garima.g@nic.in>
To: mails4gweets@gmail.com
Cc: principal_mcmdavcollege@yahoo.com

Dear Dr. Mehra,

This is with reference to the presentation made by your college, in the "3rd Expert Committee Meeting to Review Colleges Supported Under Star College Scheme of DBT held on 2nd and 3rd July 2015, DBT."

In this regard, please see the recommendations of the committee as follows:

"The Expert Committee appreciated excellent progress made by the college. In view of outstanding performance, it was decided to upgrade the college and award **Star Status** with one-time non-recurring grant of ₹ 10 Lakhs and recurring grant of ₹ 3 Lakhs per year for a period of three years for all applicable science departments currently benefited under the scheme."

The financial approval is under process; meanwhile you are requested to check if the following relevant documents have been sent to DBT. We have been emailing coordinators individually, in case any deficiency has been observed either in the financial documents or MOA. In case you have been able to rectify the documents, please send them at the earliest for further processing of release of subsequent budget.

1. UC/SE financial year wise i.e. (01.04.20.....) to (31.03.20.....) and not calendar year wise (please check that the "interest earned" has been indicated.
2. Asset acquired certificate
3. MOA on Rs 100 legal paper duly signed on each page by the college principal and coordinator.

All the documents have to be as per the DBT format.

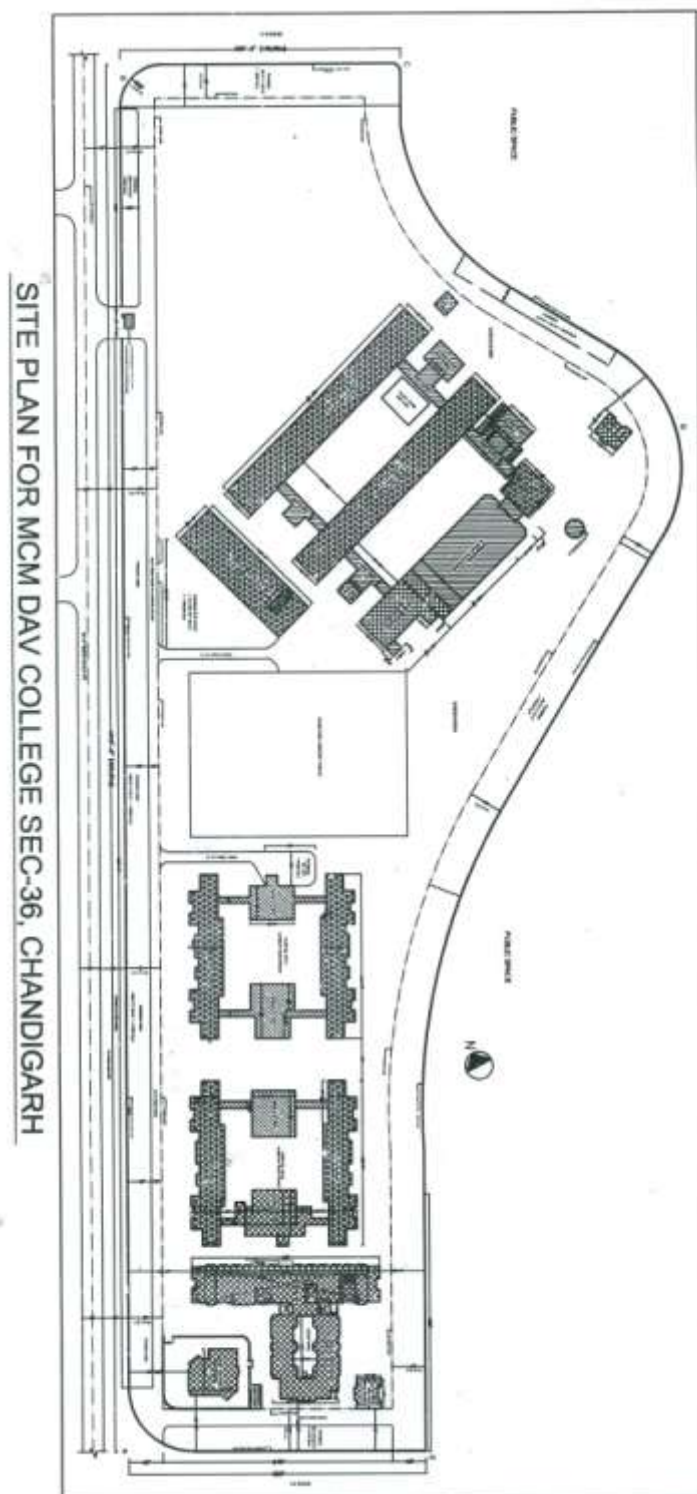
Note: You are requested to reply to our reminder email sent on 17.08.2015, for UC/SE for the period 2014-15.

This is for your kind information.

With regards

Dr Garima Gupta
Scientist D/
8th Floor, Room No. 814
Department of Biotechnology
CGO Complex, Lodi Road
Delhi 110 003

ANNEXURE – I(c)
Institutional Site Plan




ANNEXURE – I(d)
NAAC Accreditation Certificate



ANNEXURE – I(e)
Peer Review Report - 2006

<h2>Quality Profile</h2>			
<p>Name of the Institution : Mehr Chand Mahajan D. A. V. College for Women Place : Sector 36-A, Chandigarh, Punjab</p>			
Criterion	Criterion Score (Ci)	Weightage (Wi)	Criterion X Weightage (Ci x Wi)
I. Curricular Aspects	85	10	850
II. Teaching-learning and Evaluation	86	40	3440
III. Research, Consultancy and Extension	70	05	350
IV. Infrastructure and Learning Resources	90	15	1350
V. Student Support and Progression	85	10	850
VI. Organisation and Management	85	10	850
VII. Healthy Practices	85	10	850
		100	$\Sigma C_i W_i = 8540$

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{8540}{100} = 85.40$$


Director

EC/38/178

Section 3: Overall Analysis.

Adhering to the mission of the Guru, the college since its inception is striving to provide quality education the wards of this region. With a modest number of 250 in 1968, today the college caters to 3120 students. The peer team after going through the self-study report and after its visit to various academic and infrastructure facilities is impressed by the progress of the college in imparting education to the girls. The college has earned a name for regularity, order and discipline amongst the colleges in the neighborhood. The college has a transparent process of admission and the teaching and learning cater to individual requirement. There is a well conceived plan for monitoring the student progress and in some departments there is provision for vertical mobility. Though the College has not achieved much in research, it is very responsive to community needs. Appreciating the progress and achievements of the college, the Peer team suggests the following for consideration by the Management for further growth of the college for achieving excellence in higher education.

- The college must try to obtain autonomy status.
- The management may consider the institution of courses like Biotechnology and Women's studies, BBM and MBA at the undergraduate and post-graduate levels so that the wards of this region are exposed to greater opportunity for employment.
- The management may consider to provide admission to children of weaker section of the society to enable them to join the main stream in higher education.
- Encourage teachers to apply for major and minor research projects so that research culture is developed in the college.
- Encourage teachers register for Ph.D and avail the UGC FIP schemes.
- Encourage teachers to publish papers in refereed journals.



- Explore the possibility of national and international linkages for the benefit of students and teachers in teaching, learning and research.
- Formalize the consultancy services provided by the teachers.
- Upgrade the laboratory equipments in the Science departments.
- Encourage students to appear for competitive civil service examinations.
- Strengthen career counseling.

Before concluding, the Peer Team would like to thank the Management, Principal, teachers, students and non-teaching staff for their assistance and cooperation extended in our work. The team places on record its best wishes for the progress of the college towards achieving the defined goals.

Date: 30th January, 2006

Prof. G. Nancharaiah (Chairman)

G. Nancharaiah
30/1/06

Prof. S. Ravichandra Reddy (Member)

S. Ravichandra Reddy 30.01.06

Prof. S.C. Choksi (Member)

S. C. Choksi
30/1/06

I have read the report in every detail and agree with the statements made.



Puneet Bedi 30/1/06
DR. (MRS) PUNEET BEDI
Principal
Mehr Chand Mahajan
D.A.V. College for Women
Chandigarh

ANNEXURE – I(f)
Upgradation from UG to PG

Ph. 23236351, 23232701, 23237721
23234116, 23235733, 23232317
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)
UGC Website: www.ugc.ac.in
F. No. 8-155/2011 (CPP-UG)



SPEED POST

बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
SAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

August, 2013

27 AUG 2013

The Registrar,
Punjab University
Chandigarh – 160 014
Punjab

Sub: Upgradation of College from UG to PG level "Mehr Chand Mahajan D.A.V. College for Women, Sector – 36, Chandigarh".

Sir,

With reference to the letter no. 6145/MCM dated 10.06.2013 received from the Principal, MCM DAV College for Women, Sector 36-A, Chandigarh – 160 036 on the above subject, I am directed to say that name of the above College already included under Section 2 (I) & 12 (B) of the UGC Act, 1956 in the directory of the College prepared as on 31-03-2004 at P. no. 682, S. no. 76 has been upgraded in the above list from the head Non-Government Colleges teaching upto Bachelor's degree to Master's degree.

Date	7/7/13
Place	1 Bero
Name	SAD
Copy to:	1666

Yours faithfully,

(P.K. Sharma)
Under Secretary

1. The Principal, MCM DAV College for Women, Sector 36-A, Chandigarh – 160 036.
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, Shastri Bhawan, New Delhi-110 001.
3. The Secretary, Department of Higher Education/Finance, State Govt. of Punjab, Chandigarh.
4. The Director of Higher Education/Commissioner of College of Education, State Govt. of Punjab, Chandigarh.
5. Publication Officer, UGC-Website, New Delhi.
6. Section Officer, FD-III Section, UGC, New Delhi.
7. Guard file.

(Sunita Gulati)
Section Officer

P. Bero
Principal
MCM D.A.V. College for Women,
Chandigarh

P. Bero
Principal
Mehr Chand Mahajan
D.A.V. College for Women
Chandigarh

ANNEXURE – II (a)
Subject Combinations*

S. No	Class	Subjects (Compulsory)	Subjects (Elective)
1	B.A.	<ul style="list-style-type: none"> English General Punjabi (General) / History & Culture of Punjab Environmental studies 	<ul style="list-style-type: none"> English, Hindi, Punjabi Functional English Economics Fine Arts History Mathematics Sociology Psychology Public Administration Home Sciences Philosophy Political Science Sanskrit Police Administration Physical Education Music (V) Music (I)
2	B.Sc I (Medical)	<ul style="list-style-type: none"> Punjabi(General)/ History and Culture of Punjab Environmental Studies 	<ul style="list-style-type: none"> Chemistry Botany Zoology
	B.Sc I (Non Medical)	<ul style="list-style-type: none"> Punjabi(General)/ History and Culture of Punjab Environmental Studies 	<ul style="list-style-type: none"> Chemistry Physics Mathematics
	B.Sc I (With Computer Applications)	<ul style="list-style-type: none"> Punjabi(General)/ History and Culture of Punjab Environmental Studies 	<ul style="list-style-type: none"> Physics Mathematics Computer Applications
3	B.Sc (Microbial And Food Tech.)	<ul style="list-style-type: none"> Punjabi (General)/ History and Culture of Punjab Environmental Studies 	<ul style="list-style-type: none"> Principles of Microbiology & Microbial Technology Principles of Food Biochemistry Preservation Chemistry

*In BBA, BCA, B.Com, M.Sc., M.A., there are fixed subjects.

ANNEXURE – II (b)

Skill Development Activities

Efforts are made through institutional activities as well as by the staff to help the students to develop the skill, academic mobility, progression to higher studies and improved potential for employability.

Skill development activities for students carried out by various departments:-

1. Department of Microbial and Food Technology

- The Department organized a visit to the Central Institute of Post Harvest Engineering and Technology (CIPHET), PAU, Ludhiana (2009-10).
- An educational trip to “Nestle India Limited” Moga (2010-11) was organized.
- A UGC funded industrial visit to the Little Bees Food Products, Doraha was carried out (2011-12).
- The students visited World’s No.1 International Flight Catering Unit – Ambassador’s Sky Chef at Delhi International Airport, New Delhi where they were taken to its Production House, Quality Control Department and Effluent Treatment Section (2012-13).
- In 2014-15, the students undertook educational visits to Hotel Taj Chandigarh, CII Agrotech 2014 at Parade Ground Chandigarh, 41st Jawaharlal Nehru Science Exhibition 2014, and Central Scientific Instrumentation Organisation, Chandigarh.

2. PG Department of Psychology

- The Psychology Society of the college organize regular visits to the Arya Neuropsychiatry Centre, Manimajra, Children Hospital, Panchkula and Amritsar Mental Hospital, Amritsar to acquaint the students with the therapeutic techniques being used for the treatment of mentally ill patients and to provide practical exposure to the students in the area of Clinical Psychology.
- Graduate and Undergraduate Psychology students are encouraged to pursue Internship at reputed Institutions at Chandigarh and New Delhi to gain practical experience in relevant areas as Interface between Industry and Education including IPAT (Institute of Personality and Aptitude Testing), Chandigarh, ISHH Guidance Counselling Centre, Panchkula, VIMHANS, New Delhi and RIMH (Regional Institute for Mentally Handicapped), Sector 31, Chandigarh and ODEPQ (Optimising Development in Emotional and Personality) Panchkula.

3. Department of Chemistry

- The Department in 2013-14 organized an industrial visit to “Streax” and students acquired the different techniques of making dyes.

4. Department of Cosmetology and Beauty Care

- The Department organized research based fashion show “MCM Warm Style” (2012-13) showcasing the styles of fashion in winter and Mega fashion fiesta “MCM Khoobsurat” (2011-12) with an aim to channelize the youth energy for a promising future in the fashion industry.

- In the session 2013-14, the students attended an Industrial training program organized by Paragon Cosmecikal Company where they learnt about the advanced approaches to various skin treatments.
- Students also took part in industrial training cum workshop organized by makeup artist Anurag Jaiswal to learn new techniques of bridal makeup.
- An industrial training cum seminar by MakeUp Studio was hosted for the students to gain hands-on experience in the field (2014-15).

5. Department of Interior Decoration and Design

- In the session 2011-12, students visited showrooms, spa lounges and malls of the city to gain practical experience in the field, updating themselves with various trends in architecture and material used.
- The students attended a 3-days industrial training session at 'The Young Architects' Festival-2011 to harness creativity nurtured by the college.
- A field trip to Government Museum and Art Gallery, Chandigarh and a visit to an exhibition on Building Materials and Technology at Himachal Bhawan, Chandigarh were organized, where they learnt about Chandigarh's architecture and international level building and interior/exterior decoration material .
- In the session 2013-14, students put up an exhibition-cum-sale of home decor articles like mirrors, candles, diyas, glass paintings, rangoli, prepared by them at the Chandigarh Street Art Fest at Sukhna Lake, Chandigarh.

6. Department of Music

- Students are taken to classical music concerts, and explained the intricacies and nuances of Indian music to make them knowledgeable. For example, students of the department were taken to Kala Gram to take part in a seminar and performance held on Patiala Gharana in August 2014.
- To increase the skills of the students they are asked to explore the internet to listen and gather songs/compositions/shlokas to make class more interactive and make the teaching and learning process more experiential.
- The students are made aware of the collection of various media (recordings, cassettes and records) available with the college. Personal collection of rare books and media of faculty are also shared with the students.
- To develop the skills of the students the department holds annual talent contests for students of music department as well as other students.
- Students are encouraged to develop musical skills in the different fields of music like folk singing, choir singing, devotional singing which is otherwise not a part of the course curriculum.
- Performing skills, knowledge of sound system, composing music are also inculcated according to the capacity of the student.
- Senior students are encouraged to organize the functions and events of the department to hone their organizational and team building skills.
- Students are guided to take part in various state, inter-state, and national level programs, including radio, TV and other shows national repute.
- Students are encouraged to become performing artists and faculty provides help in all possible ways to impart training, facilitate the interaction of

students with established professionals in the industry, to gain exposure and build their professional network.

- Differently abled students are encouraged to take up music as a subject, to develop their skills in fine arts field.

7. Department of Mass Communication

- In session 2011-12, the Photography Club was inaugurated with a vision to recognize the talent of budding photographers.
- The Department also organized a field trip to a photo exhibition in art gallery to provide comprehensive industrial and field training and gain experience from eminent photographers.
- Auditions for campus RJ were held in college wherein RJs from local radio station 94.3 My FM shared their technical skills with the students.
- The Department organized a field trip to a Photo Exhibition – “Random Clicks” by Pixel Pallete group at Punjab Kala Bhawan, Chandigarh.
- In the session 2013-14, the students had a media visit to Hindustan Times office in Mohali to familiarize the budding journalists with the culture of print media and interacted with the Editor of HT, Mr Ramesh Vinayak.
- The students also visited the studios of 92.7 BIG FM, Manimajra in order to acquaint themselves with the studio set up of a FM radio station and interact with radio jockeys.
- In the Chandigarh Street Art Fest at Sukhna Lake Chandigarh, the students of the college had put up an innovative “Click and Share” counter showing their skills at capturing moments and making creative frames.
- In 2014-15, the students were also exposed to the industry with their visit at Hindustan Times, 92.7 BIG FM and Kalagram.
- Students of mass communication go for on the job training in second year.

The college has actively participated every year and has won best stall awards at the Chandigarh Carnival and CITCO Fest where the students are encouraged to prepare hand made products and are involved in the marketing of these products. The Add On courses and PG Diplomas in the Department of Mass Communication, Beauty Care and Cosmetology and Interior Designing have taken several initiatives in strengthening the applied approach of their courses to achieve this objective.

Industrial Visits

Industrial visits and educational trips organized by the following departments help the students in terms of academic mobility. The department-wise details are mentioned underneath.

1. Department of Botany

- In session 2012-13, the Department organized a visit to the Dept of Botany, Panjab University, and held an interactive session with the teaching faculty, research scholars and alumni of the college. They visited the Biotechnology Lab wherein they were given live demonstration of procedures followed in the laboratory.
- They visited the Global Lab Expo-2012 held under PHD Chamber of Commerce at Ambala Cantt.

- The Department organized a series of visits to organic farm at village Tira, Kharar, fish farm at Village Phaganmajra, Fatehgarh Sahib, Nepli Forest and Sukhna Wildlife Sanctuary flora (2013-14).
- The Department took the initiative to organize an Entrepreneurship Boot Camp in collaboration with CMA (Chandigarh Management Association) and SAAC (Startup Accelerator Chamber of Commerce) where Dr. Anshu Kataria, President CMA and Founder, Aryans Group; Mr. Charanjeet Singh, President SAAC, and, Mr. Sumeer Walia, Executive Director, SAAC encouraged the students to become entrepreneurs and job providers (2014-15).
- The department organized a field trip of students to Y.S Parmar University, Solan, Nauni and arranged interaction with experts from Departments of Forestry, Food Technology, Horticulture, Apiculture and Biotechnology.
- A trip to Vikas Mushroom Cultivation Farm at Solan was also organized for the students (2014-15).

2. Department of Physics

- A visit to the “Science Express”, a train mounted exhibition promoted by the Ministry of Science and Technology, Government of India was organized.
- A visit to Global Lab Expo-2012 held under PHD Chamber of Commerce at Ambala Cantt. was arranged.
- For academic mobility, visit to “Cyclotron”, “Solid State Physics Lab” and “High Energy Physics Lab” at Panjab University, Chandigarh was arranged.
- In session 2013-14, the students of B.Sc. III carried out project work wherein they undertook training of 5-7 days in various industries to gain practical knowledge about the technical aspects.
- A series of industrial visits were undertaken by the students to various esteemed organizations like Central Scientific Instrumentation Organization (CSIO), Sector 30, Chd; IMTECH, Sector 39, Chd; Central Forensic Science Laboratory (CFSL), Chandigarh and Cyclotron.
- The Department organized Eureka Fest on 24th Sep 2015 to enable students to exhibit their talents in various academic and cultural activities.

3. Department of History

- A one-day educational trip to Sanghol, an archaeological site, 40 kms from Chandigarh was organized in 2011-12.
- The Department organized one day trip to the museum, “Viraasat-e-Khalsa”, Anandpur Sahib in 2012-13 to acquaint the students with culture and history of Punjab.

4. Department of Fine Arts

- The students visited an exhibition of artifacts by various artists in the museum at Indian Academy of Fine Arts, Amritsar in the session 2010-11.
- An educational trip to Government Arts Museum and Gallery, Sector 10, Chandigarh was organized to explore the Ajanta paintings, Gandharava sculptures, Mughal and Rajasthani miniatures and contemporary paintings by renowned modern artists in the session 2012-13.

5. Department of Economics

- An industrial visit for the Postgraduate students to Class India Pvt Ltd, Morinda was organized in 2013-14 and in 2014-15 Morinda to provide a

unique learning experience for the students with regard to different aspects of industrial productivity like R&D, process efficiency and quality control.

- A guest lecture on Emerging issues in Indian Public Finance was organized on 16 Oct 2015.

6. Department of Computer Science & Applications

- An industrial visit to CSIO, Chandigarh was organized in the session 2014-15.
- DST sponsored Inter-college Paper Presentation competition on “Changing Paradigms in IT” was held on 23 Sep, 2015.

7. Department of Microbial and Food Technology

- The students are facilitated for on the job training in second year of their degree course.
- An Interactive session was organized on “Risk, Science and Sociology: A perspective development of regulation” on 29th Aug 2015.

8. Department of Chemistry

- The Department organized a workshop along with IISER, Mohali on Hands on Spectroscopy on 15-16 Nov, 2013. This was for the training of the students on some new instruments like, UV, IR.
- Students were taken to the Pushpa Gujral Science City, Kapurthla on 13 Sep, 2015.
- The Department organized UGC sponsored National Seminar on Spectroscopy and immense tool in Chemistry on 21st Aug 2015.

9. Department of Sociology

- The Department organized Clean India Movement in session 2015-16 involving students of the campus to spread awareness among them.

Faculty members and students attend/present research papers in various seminars and conferences exchanging ideas and innovations in their respective fields. The academic mobility is well maintained through our foreign students who in symbiotic relation with the native college students share their ideas, culture and tradition with each other leading not only to academic but, cultural and empathetic mobility also.

ANNEXURE – III (a)(i)

Research Projects Assigned to Students

Department	Research Project
Chemistry Department	<ul style="list-style-type: none"> • Spectroscopic determination of Strength of the Fe^{3+} ion in a substance • Synthesis and purification of Acetanilide by Green Chemistry • Synthesis and purification of Aspirin by Green Chemistry • Calorimetric determination of pKa of Salicylic acid • Essential Oil in Aromatherapy • Synthesis and Characterization of a substituted Amide
	<ul style="list-style-type: none"> • Fish and Fisheries • Basic Techniques used in organic Chemistry • Protein Folding and Misfolding • Research project on Tissue Culture
	<ul style="list-style-type: none"> • Mushroom Cultivation
	<ul style="list-style-type: none"> • Soil Analysis
	<ul style="list-style-type: none"> • Flora Studies
	<ul style="list-style-type: none"> • Preparation of plant models(both 2-dimensional and 3-dimensional)
	<ul style="list-style-type: none"> • Development of Instant Kheer Mix and Weaning Food using Makhana (Lotus Seed).
	<ul style="list-style-type: none"> • Development of Instant Kheer Mix and Weaning Food using Samo Rice
	<ul style="list-style-type: none"> • Development of functional multigrain cake and its Physicochemical and sensory attributes.
	<ul style="list-style-type: none"> • Development of MATAR-RUBRI and to extend its shelf life.
Botany Department	<ul style="list-style-type: none"> • Preparation of antioxidant rich whey and fruit drink and to determine its shelf life. • Isolation, screening and optimization of biofilm producing bacteria from water distribution systems. • Screening of soil bacteria for their plant growth promoting activities.
	<ul style="list-style-type: none"> • Development of Fruit Chutney using Stone Fruits
	<ul style="list-style-type: none"> • Development of fibrous cookies and to check its stability.
	<ul style="list-style-type: none"> • Development of Instant Kheer Mix & Weaning Food using Rice.
	<ul style="list-style-type: none"> • Development of Instant Kheer Mix and Weaning Food using Tapioca Pearls.
	<ul style="list-style-type: none"> • Isolation and characterization of probiotic bacteria.
	<ul style="list-style-type: none"> • Utilizing the nutritional value of oats in the making of chocolate bars.
	<ul style="list-style-type: none"> • Development of fibrous cookies and to check its stability.
	<ul style="list-style-type: none"> • Development and analysis of pomegranate and amla RTS Beverage.
MFT Department	

	<ul style="list-style-type: none"> • Development and study of the physicochemical characteristics and sensory attributes of flaxseed cookies. • Development of functional multigrain cake and its physicochemical and sensory attributes. • Preparation of antioxidant rich whey and fruit drink and to determine its shelf life. • Development of an Intermediate Moisture Food (IMF) from Guava and its physicochemical and sensory attributes. • Development of Health Bar using Amaranth Seeds • Microbial diversity in vermicomposting. • Role of Temperament, Psychopathy and Aggression in Drug Abuse among Youth. • To study the relationship of anxiety, self-harm, perceived stress, loneliness and locus of control with body image dissatisfaction among female college students. • To study the relationship of self esteem, aggression, delinquency, interpersonal support and personality with alcohol abuse in college students.
Psychology Department	<ul style="list-style-type: none"> • To study smoking dependent individuals in relation to life satisfaction, procrastination, self esteem, sensation seeking and anxiety. • To study Obsessive Compulsive Disorder and its relationship with loneliness, locus of control, self esteem and self efficacy in young adulthood. • Love and Gender in Donne's Poetry • 'The Nation of Endamonia' by Aristotle • A Study of the "Yellow Wallpaper" from a psychological perspective • A Comparative Analysis of the Upnishads and Aristotle's 'Poetics' • Science without Conscience : Dr Faustus' Study • Hazards of Love in Shakespea • Affective Disposition Theory of re Drama
English	<ul style="list-style-type: none"> • Marlowe's Faustus and Rowlings' Lord Voldemort • Contrast between King Lear and Shakuntala • Comparative Analysis of King Lear with raja Dhuni Chand • Position of women in Donne's Poetry • Faustian idea in the Frankenstein • Portrayal of women in 'The Rape of the Lock' • 'Nichomachean Ethics' by Aristotle • Leftist traits in the Poetry of the Thirties • Personification of Death in Donne's 'Death Be Not Proud' and Dickinson's 'I Could not Stop for Death' • English Graveyard Poets and Influence on Persian Poetry • Yeats – the last Romantic or first Modernist • Sufism and Metaphysical Poetry – A Comparative Analysis

Music

- Life and contributions of great musicians
- Changing trends in Music
- Film Music vs Classical Music
- Study of different 'Gharanas'
- Study of 'Rag Prakar'

ANNEXURE – III (a) (ii)
Seminars/Conferences/Panel Discussions held in the College

Year	Department	Activity	Topic
2010-11	Commerce	Panel Discussion	Women Entrepreneurship: Opportunities & Challenges.
		Lecture	Career Guidance In Insurance And Banking.
	Computer Science & Applications	Lecture	E-Learning Using Open Source Software For Digital Content
		Lecture	Career Choices In Computers
	Economics	Inter College Quiz	Quiz-E-Biz
		Lecture	New Prospects After Post Graduation
	English	International Seminar On	“Scholars In Shakespeare: A Post Modern Scrutiny”
		Inter College Spot Creative Writing Competition	Chandigarh Festivals Of Letters
	Fine Arts	Workshop	Pottery
		Visit	Exhibition Of Artifacts By Various Artists In The Museum
		Participation In Carnival At Leisure Valley, Chandigarh	Making of Personalized Marbling Cards, Bookmarks And Paper Flowers.
	French	Educational Tour	Le Corbusier Center, Chandigarh
		Lecture	Contemporary Literary Issues
	Hindi	Interaction	Madhav Kaushik Ke Saath-Ek Mulakat
		Screening Of Movie ‘Shatranj Ke Khiladi’.	Tribute To Munshi Prem Chand
	History	Declamation Contest	Reconstruction Of History
	Home Science	Hands On Workshop	Tie And Dye, Fabric Painting and Preparation Of Utility Articles
	Food Science	Workshop	Fermentation Technology For Enzyme Production
		Extension Programme	Food Products Development such as Jams, Pickles and Beverages

		Lecture and Quiz	Nutrition Day Celebration
		Cookery Competition	Healthy Food Products
		Educational Trip	Nestle India Limited, Moga
		Carnival Participation	Stalls for Food Adulteration and Water Testing, Body Mass Index Evaluation, Yummy Mummy Contest, Health Tips and Knowledge of Food Habits
	Philosophy	Interactive Session	Bio-Ethics
	Psychology	Panel Discussion	'Technological Addictions: Adolescents Under the Arrests of Internet and Mobile'
		Workshop	Improve Emotional and Personality Quotient of Students
		Carnival Participation	Handwriting Analysis, Doodle Decoding
	Public Admn.	Lecture	'NGO And Development'
	Music	Jitender Kumar memorial National level seminar	'Changing trends in Indian Music' was organized and practical musical demonstrations were presented by eminent scholars from all over North India.
		Workshop	Music as a professional subject
	Punjabi	Lecture Cum Interaction Session	Editor Of The Amritsar Times
		National Seminar	'Youth Subculture'
		Lecture	'Awareness On HIV'
		Workshop	Training On Organic Facial, Pedicure, Manicure And Party Hairstyles To Home Makers
	Interior Decoration And Design	Pot Decoration Workshop	Environment Consciousness
		Industrial Visits To DT Mall, IT Park	To Study the Latest Patterns of Interior Designing and Decoration.
	Mass Comm	Interactive Session	Electronic Media Scope and

			Challenges
2011-12	Commerce	Seminar	‘Incorporation of Companies and Related Issues’
		UGC sponsored National Seminar	‘Value Metamorphosis: Ethics and Morality in Business and Governance’
		Panel Discussion	‘Paying Tax is Your Real Income’
		Lecture	‘Valuation Under Central Excise Act’
	Hindi	Showcasing of stories of Munshi Prem chand	‘Budhi Kaki’, ‘Nairashya’ and ‘Stri-Purush’
		Hindi Diwas	Awareness of Scope and Challenges of Hindi
	History	Educational visit	Sanghol, an archaeological site, 40 kms from Chandigarh
	MFT	Workshop	“MCM Annapurna” to acquaint the students to industrial exposure in culinary skills
		Awareness Drive	“Food Facts & Myths”
		Industrial Visit	The Little Bee Food Products, Doraha
		National Seminar	‘Emerging Trends in Food Science & Technology’
	Psychology	Educational visit	Arya Neuropsychiatry Centre, Manimajra
		Workshop	Career Planning and Life Skills Management
		Inter-class Competition	Psycho-Fiesta
	Punjabi	Lecture	‘Importance of digitization of Literary Texts and Manuscripts, Historical Monuments and Heritage’
	Sociology	Lecture	‘Awareness regarding Urban Issues’
	Cosmetology	Workshop	Skill based training
		MCM Khoobsurat Fest	Enlightenment on future of fashion industry
	IDD	Workshop	Workshop for underprivileged students
		Visits	Visits to various showrooms, spa lounges, malls of the city
	Mass Comm.	Visit	Photo exhibition in Art gallery

		Seminar	‘Emerging Trends in Broadcast Journalism’
	Office Management and Secretarial Practice	Workshop	How to face Job Interviews
2012-13	Commerce	Panel discussion	‘Women Entrepreneurship: Opportunities & Challenges’
		Lecture	‘Career Guidance in Insurance and Banking’
		Industrial visit	MAHLE Filter Systems (MFSI), India
		Inter college fest	Apratim- activities like Acumen, Quiz-mania, Paint your Imagination and Corporattire were conducted along with some cultural extravaganza
	Computer Science & Applications	The Annual IT Fiesta	Presentations on topics such as Mobile Technology, Cloud Computing and Android Operating System. E-waste models
	Economics	Inter College Quiz	Economics Business Quiz
	English	Lecture	American Studies and American Dream: Economic Concerns during the Period of Great Depression
		Workshop	Explore creative writing
	Fine Arts	Workshop	Reuse of eco-friendly waste material
		2 Day Workshop	Art of landscape painting and portrait making
		Educational tour	Government Arts Museum and Gallery, Sector 10, Chandigarh
	Hindi	Screening of Telefilms on Sh. Prem Chand’s work	Two national level Telefilms ‘Mukti Marg (Part I and II)’ and ‘Mata ka Hriday’
		Workshop.	Hindi Aaj, Hindi Kal
		Lecture	‘Hindi ki Vartaman Sthiti aur Sambhavnaen’
	History	Discussion	‘Partition of Punjab’ and ‘World Wars’
	Home Science	Lecture	‘Art of garnishing beverages and salads’
	Microbial and	Educational visit	Ethnic & Organic Food Festival

	Food Tech.		at Punjab Kala Bhawan, Chd
		Workshop	Traditional methods of food preparation
		Educational visit	International Flight Catering Unit-Ambassador's Sky Chef at International Airport, New Delhi
	Philosophy	Discussion	Indian Philosophy and culture
		Educational visit	Arya Neuropsychiatry Centre, Manimajra; Children's Hospital, Panchkula; Amritsar Mental Hospital, Amritsar
		Workshop	Careers in Psychology
	Political Science	Demonstration	The Application of Contemporary Innovative Training Methodologies
		Competition	-Presentations and posters on the topic - 'Duty to Vote' -Paper presentations on 'Right to Vote: Not Only a Right but also a Duty'
	Music	Jitender Ji Memorial Function	'Jasrangi', a Mumbai based group of disciples of Pandit Jasraj gave a performance and undertook a workshop.
	Punjabi	Workshop	'Tradition of Love Legends: Creative Expression and Contemporary Society'
	Sanskrit	Discussion	Naturopathy
		Lecture	'Ikkiswin Sadi Mein Vedon ki Prasangigta'
	Sociology	Awareness lecture	'Abuse of drugs among youth'
		Lecture	'Guidance for UGC Examination'
		Lecture	'Best Models of Development in Contemporary India'
		Awareness Program	Declamation on corruption, need for a revolution, violence against women and the changing face of India.
	Botany	Educational visit	Department of Botany, Panjab University
	Physics	Lecture	'God Particle'
		Lecture	'The Science of Explosive Detonics'
		Lecture	'Grid Failure'
		Informative visit	'Science Express', a train mounted exhibition promoted by

			the Ministry of Science and Technology, Government of India.
		Informative visit	Global Lab Expo, 2012 held under PHD Chamber of Commerce at Ambala Cantt
		Informative visit	Cyclotron, Solid State Physics Lab and High Energy Physics Lab at PU, Chandigarh
		Two day workshop	Automation and Controls -Presentation on Role of Sensors and Instrumentation in Precision Farming for Sustainable Agriculture Production
	Zoology	Educational visit	Natural History Museum and Art Gallery, Sector 10, Chandigarh
		Workshop	Entomological Techniques
	Cosmetology	Industrial Training cum workshop	Organized by 'Matrix' on hair coloring, haircuts and bridal makeover
		Research based Fashion Pageant	Journey to Women Empowerment
	Mass Comm.	Field Training	Photo Exhibition – "Random Clicks" by Pixel Pallete Group at Punjab Kala Bhawan, Chandigarh
	Office Management and Secretarial Practice	Workshop	-How to Face Job Interviews? -Lecture on Communication Skills and Pronunciation
2013-14	Commerce	Panel discussion	A Penny Saved and Invested is Two Pennies Earned
		Lecture	Balanced Scorecard and its Perspectives
	Computer Science & Appltions	Interactive session with young CEO'S	Information technology
		Seminar	How to crack competitive exams
		National Seminar	The research prospective in the field of information technology
	Economics	Inter-college Economics Business Quiz	Quiz-E-Biz
		Industrial visit	Visit to Class India (P) Ltd., (Pb.)
	English	Interactive session	Meet the Author
		Lecture	'Contesting Tradition and

			Modernity: In Search Of Her Voice and Space'
		Lecture	Good governance
		Declamation contest	'How to implement a good governance to reduce the poverty, disparity to eliminate casteism and illiteracy from the society'
		Lecture	'Modern Poetry'
	Fine Arts	Awareness drive through paintings	Female foeticide, water wastage, pollution and women empowerment
		Two Day Workshop	Clay Modelling and Applied Art
		One day workshop	Landscape
	History	Interactive session	Importance of history
		Inter college competitions	Journey of the Kohinoor, The Lost Cities Taxilla/ Vijaynagar, The Great Wall of China/Berlin Wall, Medieval Historiography, Origins of Dictatorship in Modern Times, etc.
	Mathematics	Workshop	Utility of mathematics in our daily lives
		National Seminar	'Mathematics: Beyond Classroom'
	Food Science	Departmental Seminar Series	Seminar Series for the training presentations
		Lecture	'Growth Trends of Biotechnology for Society'
		Participation in International Coffee Festival	Coffee talk, Coffee tasting, Coffee cuisine preparations and Coffee slogans
		Educational visit	IMTECH, Sector 39, Chandigarh
		Educational visit	Chatha Food Pvt. Ltd, Lalru
		Awareness Programme	Food Adulteration
		Food Fest	Competitions like Foodscapes, Aharika and Food Realm to create awareness about healthy food
	Philosophy	Play	Death of Socrates
	Psychology	Visit	-Visit to Govt. Mental Hospital, Amritsar with a view to provide practical exposure in the area of

			Clinical Psychology -Visit to the Arya Neuropsychiatry Centre, Manimajra, to acquaint the students with the therapeutic techniques
		Workshop	Self Hypnosis and the Power of Subconscious Mind
	Political Science	Interactive session	Role of Youth in National Development
		(Poster Making and Slogan Writing event)	Awareness drive for students to register themselves as voters
	Punjabi	Lecture	‘Contesting Tradition and Modernity: In Search of Her Voice and Space’
	Sociology	Screening of two documentary movies	‘India Untouched’
		Panel Discussion	‘Consequences of fraud NRI marriages: Socio-Psycho Case Analysis of Fraudulent NRI Marriages’
	Botany	Visit	Department of Botany, Panjab University
		Lecture cum Practical demonstration	Techniques involved in mushroom cultivation
		Venture	To establish Plant Tissue Culture Laboratory for budding researchers
		National Seminar	‘Glimpses of Research in Plant Sciences’
		Educational visits	-Organic farm at the village Tira, Kharar (for demonstration of Vermiculture and Organic farming) -A fish farm at the village Phaganmajra, Fatehgarh Sahib -Nepli Forest -Sukhna Wildlife Sanctuary flora
		Lectures	-‘Plants for Women’s’ Health’ -‘the life of renowned Scientists’
		Workshop	Plant tissue culture
	Zoology	Visit	-Fish farm at the village Phagan majra, -Fatehgarh ‘fish farming and

			induced breeding
		Lecture	Awareness about “Viral hepatitis”
		Motivational Interactive session	To perform minor research projects on the fruit fly, Drosophila
		Debate, Poster making and Power-point presentation competition	Awareness on genetically modified foods
		National Seminar cum workshop	‘New Dimensions in Eco-Management’
	Chemistry	Talk	‘Engineering Protein Structure, Function and Stability’
		Visit	‘Streax’ ‘techniques used in hair dyes’
		Talk	Symmetry and Structure
		Workshop	Spectroscopy- An Immense Tool in Chemistry
		National Seminar and Workshop	‘Expanding Horizons: Interdisciplinary approach to Chemistry’
	Physics	Workshop	Instrumentation
		Lecture	‘Universe and God Particle’
		Industrial training	Gain practical knowledge about the technical aspects of various industries
		Industrial visits	<ul style="list-style-type: none"> • Central Scientific Instrumentation Organization (CSIO), Sec 30, Chandigarh • IMTECH, Sector 39, Chandigarh • Central Forensic Science Laboratory (CFSL) Chandigarh Cyclotron.
		National Seminar	‘Recent Advances in Physics’
	Cosmetology	Industrial training-cum-workshop	New techniques of bridal make-up
		Seminar	Role of aroma-therapy
	Interior Decoration and Design	Field trips	<ul style="list-style-type: none"> • The Interior Show at Kisan Bhavan, Chandigarh • Crafts Mela at Kala Gram
	Mass Comm.	Lecture	‘Insight on photography’
		Visit	Hindustan Times office in Mohali to familiarize the budding journalists with the culture of print media
		Visit	The studios of 92.7 BIG FM,

			Manimajra to study studio set-up
		Workshop	Landscape and Close-up Photography
		Seminar	'The Changing Face of Indian Media'
	Office Management and Secretarial Practice	Workshop	<ul style="list-style-type: none"> • Personality development • 'How to Face Job Interviews?'
2014-15	Botany	Workshop	Plant Physiology
		Hands on training	Biofertilizers as sustainable fertilizers
		Screening of a movie & Discussion	What plants talk about?
		Field Trips	Y.S Parmar University, Solan, Nauni, Vikas Mushroom Cultivation Farm, P.A.U. Ludhiana
		Lecture	Stem Cells and Regeneration: Ethics all the way
		Lecture	Cybercrime against Women: Security, Information and Protection
		A Talk	Youth and Sustainable Development
	Chemistry	Workshop	Spectroscopy Application in Chemistry
		Lecture	Career Planning and Stress Management
		Discussion	Corporate Communication Session
	Commerce	Workshop	Motivation
	Computer Science & Applications	Workshop	Cyber Crime Against Women, Security and Information Protection
		Workshop	Developing Applications with VB.Net
		Lecture	Encouraging Adoption of F/OSS software among Computer Science students
	Economics	Industrial visit	Claas (India) Pvt. Ltd at Morinda
		Lecture	Measures of Market Concentration
	English	Littrazia 2015	A research based fashion show
		EVERLIT 2015	Literary fest to expose blend of art and literature
		Lecture	Women Mathematicians

	Mathematics	Workshop	Vedic Mathematics
		Lecture	Career options after Masters in Mathematics
	MFT	Workshop	Molecular Tools and Techniques
		Workshop	Entrepreneurial Opportunities in Food Industry
	Philosophy	Periodical Lectures	Sponsored by Indian Council of Philosophical Research
		World Philosophy Day	Lectures on various angles of Philosophy
	Physics	Workshop	Young Intellect and Electrostatics
		A Talk	Thinking about Democracy in India
	Psychology	Lecture cum Interactive session	Specific Learning Disability
		Workshop	Biometric Psychological Analysis
	Music	Mausique-E-MCM	To showcase the talents of budding artists of Music Vocal
	Sanskrit	Lecture	Swami Vivekanandparivarajak
		Workshop	Vedic Mathematics
		Lecture	Bhartiyadarshankiprasanigta
	Zoology	Workshop	Basics and Applications of Dermatoglyphics
		Lecture	An overview of Histopathological Services in PGIMER
		Lecture	Bees of India(na)
		Lecture	Entreneurship in Apiculture
		National seminar cum workshop	Trends in Animal Behavior Research
		Workshop	Histotechniques
		Workshop	Basic Haematological Techniques

ANNEXURE – III (a) (iii)

Areas of Research and Expertise of the Faculty

Department	Name	Research Area
English	Dr. Harpreet Gill	Cinematic Research and Feminism
	Dr. Mridula Sharma	Indian English Literature
	Dr. Neha Soi	Third World Identity in works of Edward Said & Homi Bhabha
	Dr. Komil Tyagi	Transgressing Gender Boundaries: A critique of Mahesh Dattani's selected plays.
	Dr. Supriya Chowdhary	Faiz Ahmed Faiz (Urdu Poetry in Translation)
Hindi	Dr. Manisha Priyamwada	Fiction
	Dr. Prasoon Prasad	Contemporary Plays
	Dr. Sarita Chauhan	Kabir ki Ulatvansiyan
Punjabi	Dr. Minakshi Rathore	Fiction (Femotics)
	Dr. Jatinder Kaur	Poetry
Mathematics	Dr. Neela Pawar	Double Diffusive connection in Fluids and Plasma
Zoology	Dr. Neetu	Mosquito Cytogenetics & Molecular Biology
	Dr. Sarabjeet Kaur	Fish & Fisheries
Botany	Dr. Vini Arora	Interaction between light and growth hormones on growth and development of plants.
Chemistry	Dr. Neera Verma	Organic Chemistry
	Dr. Chander Mohini	Inorganic Chemistry
	Dr. Kiran Sehgal	Physical Experimental Chemistry
	Dr. Shefali Dhiman	Bio organic Chemistry
	Dr. Sagarika Dev	Theoretical Physical Chemistry
Physics	Dr. Renu Bedi	Solid State Physics
Music	Dr. Simmi R.Singh	Musciology
	Dr. Meera Madan	Music Instrumental in Punjab after 1947
Sociology	Dr. Bhavna Sood	Adolescents-(Career Aspirations and lifestyles, Educational and Social Influences)
	Dr. Bindu Dogra	Single Child families in Chandigarh
Economics	Dr. Praerna Sharma	Intra Industry Trade Theoretical & Empirical Evidence
Phy. Edu.	Dr. Gurpreet Kaur	Shooters
	Dr. Anju Lata	Health related fitness, self-concept, and demographics of college level women in relation to intelligence.
Pub. Admn	Dr. Vibha Sharma	Government Policy and Administration of

		Child Welfare in Haryana
	Dr. Gurvinder Kaur	Public Enterprises Reforms in India: A Case Study of National Fertilisers Limited (NFL)
Psychology	Dr. Geeta Bhagat	Clinical Psychology
	Dr. Nitasha Khehra	Clinical and Neuro-Psychology
	Dr. Akanksha Tripathy	Positive and Cognitive Psychology
	Dr. Neha Pandeya	Clinical psychology
	Dr. Manjit	Child and Adolescent Psychology
Commerce	Dr. Gunjan	Accounting & Finance (Corporate Social Responsibility)
	Dr. Kiran Jindal	Financial Derivatives, Price Discovery in stock market analysis
	Dr. Gagandeep Kaur	Banking and Finance
	Dr. Mamta Ratti	Accounts
MFT	Dr. Geeta Mehra	Food Science
	Dr. Vandana Sharma	Microbiology
Fine Arts	Dr. Pooja Sharma	Art of Architecture

ANNEXURE – III (a)(iv)
Eminent Visitors and Scientists

2014-15

SNo	Name	Designation
1	Prof Suman Bala Beri	Dept. of Physics, PU, Chandiarh
2	Prof. Suresh Chadha	UBS, PU, Chandigarh
3	Prof. Prince Sharma	Dept. of Microbiology,PU
4	Prof. K.S. Viswanathan	IISER, Mohali
5	Prof. N. Sathyamurthy	Director, IISER, Mohali
6	Prof. IBS Passi	IISER Mohali
7	Dr Sudhir Baweja	USOL, PU
8	Dr. Paramjit Singh	Director, RCED, Chd
9	Prof. Jayanti Dutta	Dy. Dir., ASC, PU, Chd
10	Dr. K P Singh	IISER, Mohali
11	Mr. Dharamveer	IAS SPST, Chandigarh
12	Prof. Atamjeet	Noted Punjabi Playwright
13	Prof. A.K. Bhandari	DUI, PU
14	Prof. Neena Caplash	Head, Dept. of Biotech, PU
15	Prof. Keya Dharmvir	Co-ordinator, Nanoscience, Dept. of Physics, PU
16	Prof. Dharmanand Sharma	Dept. of Philosophy, PU
17	Prof. Asha Moudgil	Dept. of Philosophy,PU
18	Prof. E.Arunan	IISC, Bangalore
19	Prof. S.L.Kansra	Dept of Economics, PU
20	Prof. Neera Grover	Dept of Music, PU
21	Prof. Sanjeev Puri	Dept. of Biochemistry, PU
22	Dr. S.S.Marwaha	CEO, Pb. Biotech Incubtors
23	Mr. Bikram Rana	State Liasion Officer, NSS
24	Acharya Dev Vrat	Head Gurukul
25	Ms. Payal Sodhi	Head, Chd. Chapter of PFA

2013-14

SNo	Name	Designation
1	Sh.Onkar Nath	Principal Accountant General Audit, Haryana
2	Ms.Pooja.M.Kohli	Executive Director, Ludhiana Stock Exchange
3	Ms.Seema Rathore Gill	Deputy Manager in Learning and Development, HDFC Life
4	Dr. Suveera Gill	Associate Professor, University Business School, PU, Chandigarh
5	Dr. D.K Singla	Professor, Department of Computer Science and Applications, Panjab University, Chandigarh
6	Dr Sonal Chawla	Chairperson and Associate Professor, Department of Computer Science and

		Applications, Panjab University, Chandigarh
7	Sid Bahri	Debutant writer of The Homing Pigeons
8	Dr. Pankaj K Singh	Former Dean Languages and Chairperson of Department of English, H.P University, Shimla
9	B.D. Thapar	General Secretary, National Awareness Forum
10	Mr. G.S. Oberoi	President All India Bankers Association
11	Dr. M.L Raina	Former Professor, PU, Chandigarh.
12	Dr Ravinder Sharma	HOD, History of Art, Government College of Art, Sec-10
13	Dr. Ishwar Dayal	Professor in Graphics, Government College of Art, Sector – 10, Chandigarh
14	Professor Madhu Raka	Department of Mathematics, Panjab University, Chandigarh
15	Ms. Mamta	Deputy Director, Export Inspection Council, Pune
16	Ms. Sukhmani Kaur Chahal	System support Ludhiana Bevarages Pvt. Ltd.
17	Dr. Swaranjit Singh	Cameotra Sr. Principal Scientist at IMTECH, Chandigarh
18	Dr. Dapinder.K.Bakshi	Principal Scientific Officer (Biotechnology), Punjab State Council for Science & Technology, Chandigarh
19	Dr. Amanpreet Kaur	Horticulture Development Officer, Department of Horticulture, Punjab
20	Dr. Anil Sood	Chief Scientist, CSIR Palampur
21	Dr. Manjit Singh	Director, Directorate of Mushroom Research, Solan
22	Dr Prince Sharma	Department of Microbiology, Panjab University, Chandigarh
23	Prof Purnand Guptasharma	IISER Mohali
24	Dr. Padma Kumar Nair	Director of Thapar University
25	Dr D.S Mehta	IIT Delhi
26	Dr Manjeet Singh	Director TRBL, DRDO, Chandigarh

2012-13

SNo	Name	Designation
1	Dr. Pam Rajput	a social activist and member, High Level Committee on Status of Women, Government of India
2	Justice Ajay Tiwari	Judge, Punjab and Haryana High Court

3	Dr. Indu Chhabra	Chairperson, Department of Computer Sciences and Application, Panjab University
4	Mr. David Lees	Cultural Attaché' at the American Embassy
5	Ms. Mandeep Kaur	All India Principal Programme Advisor, Public Affairs Section at American Centre, New Delhi
6	Dr. Brahm Ved Sharma	Associate Professor at DAV College, Malaut
7	Neeta Mehta	Nutritionist
8	Prof. Sudhir Baweja	Co-ordinator, Department of Philosophy and Centre of Vivekananda Studies, USOL, Panjab University
9	Mr. Rajneesh Kumar	Career and Mind Expert, and Director, IPAT
10	Dr. Dev Vrat	Head Gurukul, Kurukshetra
11	Prof. Suchet Kumar	Rayat College of Law
12	Prof. Sherry Sabharwal	Panjab University
13	Mr. B. D. Thapar	General Secretary, National Awareness Forum
14	Mr. G.S. Oberoi	executive director of the National Awareness Forum
15	Prof. Suman Beri	Department of Physics, Panjab University, Chandigarh

2011-12

SNo	Name	Designation
1	Dr. Raj Singh	Registrar of Companies of Punjab, H.P. and Chandigarh
2	Ca. S.P. Babuta	Director of Punjab and Sind Bank
3	Ms. Ranjana Shahi	Advocate of Punjab and Haryana High Court, Company Secretary and Senior Panel Counselor to Government of India
4	Ca. Rakesh Khanna	Member of Regional Advisory Committee of NIRC, Delhi
5	Ms. Manpreet Kaur	Assistant Professor in Institute of Legal Studies, P.U
6	Dr Renu Vig	Director, UIET
7	Dr. Paramjit Singh	Director, Regional Centre for Entrepreneurship Development
8	Dr. S.S.Marwaha	CEO, Punjab Biotechnology Incubators, Mohali
9	Dr. Swaranjit Singh Cameotra	Deputy Director, IMTECH, Chandigarh
10	Dr. A.K. Singh	Sr. Scientist, NDRI, Karnal

11	Mr. S.K.Sarkar	Joint Director, Indian Institute of Packaging, New Delhi
12	Dr. Monika Garg	Scientist, National Agri Food Biotechnology Institute, Mohali
13	Dr. S.K. Soni	Professor, department of Microbiology, PU, Chandigarh
14	Dr. Paramjit Singh Panesar	Professor, SLIET, Longowal
15	Dr. D.N.Yadav	Sr. Scientist, CIPHET, Ludhiana
16	Dr. U.S. Shivhare	Professor, Dept. Of Chemical Engineering & Technology, PU, Chandigarh
17	Mr. Rajneesh Kumar	Director, IPAT
18	Dr. Ashu Priya	Clinical Psychologist and Head of Guidance and Counseling, Department of IPAT GUIDE
19	Prof. B.S. Chavan	Head of the Department of Psychiatry, GMCH – 32
20	Dr. Ritu Nehra	Additional Professor Psychiatry, PGIMER
21	Dr. Ruby Ahuja	Clinical Psychologist, Arya Hospital, Pkl
22	Ms. Sangeeta Gupta	Drama Director
23	Dr. Manjit Indra	Asstt. Director, DPI Colleges, Punjab (Retd.)
24	Mr. Daljeet Ami	Renowned journalist
25	Mr. Davinderpal Singh	Director, Punjab Digital Library

2010-11

SNo	Name	Designation
1	Padamshree R.K.Saboo	Chairman, Saboo Business Group
2	Ms. Sonal Chawla	Assistant Professor, Panjab University
3	Dr. Cecilia Antony	Chairperson of the Department of French and Francophone studies, Panjab University
4	Dr. Surinder Jathaul	Professor, and Panjab University
5	Dr Surinder Jathol	Prof. Retd .Dept of French and Francophone Studies, Panjab University
6	Dr. K.K. Talwar	Director, PGI
7	Dr. Uday Sinha	Associate Professor in Clinical Psychology, IHBAS, Delhi
8	Dr. Paramjeet Jaswal	Vice Chancellor, Rajiv Gandhi National University of Law, Patiala
9	Dr. Simmi Waraich	Consultant Psychiatrist, Fortis Hospital
10	S. Gulzar Singh Sandhu	former editor, Punjabi Tribune
11	Mr.Daljit Ami	Assistant Editor of Punjabi Tribune
12	Mr.Daljeet Singh Saran	Editor in Chief of The Amritsar Times
13	Jyoti Kamal	Chief of Bureau, Network 18

ANNEXURE – III (b)
Laboratory Equipment Acquired
(2012-2015)

Computer Sc. & Application Department		
Sr.No	Current Status of Computer Configuration-2015	Units
1	ACER DESKTOP CoreI7 4th Gen. Processor, 8GB RAM, 1 TB HDD, Intel Chipset mother Board, Keyboard,Optical USB Mouse, DVD RW, 18.5" Wide LED TFT, PCI Slot, Serial Port,, Parallal& DVI Port,10/100/1000 Onboard graphics.	5
2	HCL Desktop 1164N Intel Core i7, with 8 GB DDR3 RAM, 500 GB Sata Hard Disk, Intel Chipset mother Board, DVD Writer, 18.5" Wide LED TFT, Optical USB Mouse,ATX Cabinet, Multimedia PS/2 Keyboard,10/100/1000 Onboard graphics.	5
3	HCL Desktop (Core 2 Duo) , CPU (IC2D E7500) Intel core 2 Duo 2.93 GHz , Intel Chipset mother Board, 3GB DDR2 RAM, DVD Writer, 320 GB Sata HDD, 18.5" Wide LCD TFT with speaker, Optical USB Mouse, Multimedia PS/2 Keyboard, 10/100/1000 Onboard graphics, EC2 Dos Preloaded Software, & Speakers	35

Department of Psychology

S.No	Equipment Name (Model no.)	Quantity
1.	Chronoscope Electronic Digital	1
2.	Tambour	1
3.	Sphygmanometer	1
4.	Induction Coil	1
5.	Depth Perception Apparatus	1
6.	Brightness Discrimination Apparatus	1
7.	Kinesthetic Figural Apparatus	1
8.	Apparent Movement Apparatus	1
9.	Sound Cage	1
10.	Audio Generator Manual Metronome	1
11.	Skinner Box	1
12.	Hand Withdrawal Conditioning	1
13.	HaufmannKasanin	3
14.	Voice Reaction timer	1
15.	Pulse Biofeedback Apparatus	1
16.	Electromyographic Recorder	1
17.	Shuttle Box	1
18.	Rod and Frame Apparatus	1
19.	Digital Stop Watch	10
20.	Audio Signal Generator	1
21.	Electronic Time Sense Apparatus	1
22.	Air Puff Apparatus	1

Department of Home Science

S.No	Equipment Name (Model no.)	Quantity
1	Food processor(Inalsa)	1
2.	Mixie (Blender/Grinder)	1
3.	Electric Blender	1
4.	Geysors	2
5.	OTG	2
6.	Sewing Machine(Pedal)	2
7.	Storage/Lockers (Cookery Lab)	
8.	Cookery Board installed (Cookery Lab)	
9.	Wash Area Constructed (Clothing and Laundry Lab)	
10.	Sinks installed (Clothing and Laundry Lab)	

ANNEXURE – III (c)
Contribution of Research towards Product Improvement

Department	Research topic
Chemistry and Cosmetology	Essential Oil in Aromatherapy
Botany	Mushroom Cultivation
	Soil Analysis
	Skin friendly herbal soaps made by the students are sold to the public
Microbial and Food Technology Department	Development of Instant Kheer Mix and Weaning Food using Makhana (Lotus Seed).
	Development of Instant Kheer Mix and Weaning Food using Samo Rice
	Development of functional multigrain cake and its physicochemical and sensory attributes.
	Development of MATAR-RUBRI and to extend its shelf life.
	Preparation of antioxidant rich whey and fruit drink and to determine its shelf life.
	Development of Fruit Chutney using Stone Fruits
	Development of fibrous cookies and to check its stability.
	Development of Instant Kheer Mix and Weaning Food using Tapioca Pearls.
	Development of fibrous cookies and to check its stability.
	Development and analysis of pomegranate and amla RTS beverage.
	Development and study of the physicochemical characteristics and sensory attributes of flaxseed cookies.
	Development of functional multigrain cake and its physicochemical and sensory attributes.
	Preparation of antioxidant rich whey and fruit drink and to determine its shelf life.
	Development of an Intermediate Moisture Food (IMF) from Guava and its physicochemical and sensory attributes.
	Development of Health Bar using Amaranth Seeds

ANNEXURE – III (d)

Institute-Industry Interface

DEPARTMENT	YEAR	ACTIVITY
Department of Microbial and Food Technology	2009-10	Visit to the Central Institute of Post Harvest Engineering and Technology (CIPHET), PAU, Ludhiana
	2010-11	Educational trip to “Nestle India Limited” Moga
	2011-12	UGC funded industrial visit to the Little Bees Food Products, Doraha
	2012-13	Visited World’s No.1 International Flight Catering Unit – Ambassador’s Sky Chef at Delhi International Airport, New Delhi
	2014-15	Educational visits to Hotel Taj, Chd., CII Agrotech 2014 at Parade Ground, Chd., 41 st Jawaharlal Nehru Science Exhibition 2014, and, Central Scientific Instrumentation Organisation, Chd
PG Department of Psychology	2011-13	Regular visits to the Arya Neuropsychiatry Centre, Manimajra, Children’s Hospital, Panchkula and Amritsar Mental Hospital, Amritsar
	2010-15	Internship at reputed Institutes including IPAT (Institute of Personality and Aptitude Testing), Chandigarh, ISHH Guidance Counselling Centre, Panchkula, VIMHANS, New Delhi and RIMH (Regional Institute for Mentally Handicapped), Sector 31, Chandigarh and ODEPQ (Optimising Development in Emotional and Personality) Panchkula.
Department of Botany	2012-13	Visit to the Dept of Botany, Panjab University and held an interactive session with the teaching faculty, research scholars and alumni of the college
		visit to the Biotechnology Lab
		Visit to the Global Lab Expo-2012 held under PHD Chamber of Commerce at Ambala Cantt
	2013-14	Visits to organic farm at village Tira, Kharar, fish farm at Village Phaganmajra, Fatehgarh Sahib, Nepli Forest and Sukhna Wildlife Sanctuary flora
	2014-15	Entrepreneurship Boot Camp in collaboration with CMA (Chandigarh Management Association) and SAAC (Startup Accelerator Chamber of Commerce)
		Field trip of students to Y.S Parmar University, Solan, Nauni and arranged interaction with experts from Departments of Forestry, Food Technology, Horticulture, Apiculture and Biotechnology

	2014-15	Trip to Vikas mushroom cultivation farm at Solan
Department of Physics	2012-13	Visit to the "Science Express" a train mounted exhibition promoted by the Ministry of Science and Technology, Government of India, visit to Global Lab Expo-2012 held under PHD Chamber of Commerce at Ambala Cantt, "Cyclotron", "Solid State physics Lab" and "High Energy physics Lab" at Panjab University, Chandigarh
	2013-14	BSc III students were given project work wherein they undertook training of 5 to 7 days in various industries
		series of industrial visits were undertaken by the students to various esteemed organizations like Central Scientific Instrumentation Organization (CSIO), Sctor 30, Chd, IMTECH< Sector 39, Chd, Central Forensic science Laboratory (CFSL), Chandigarh and Cyclotron
Department of Zoology	2012-13	Educational visit to Natural History Museum and art Gallery, Sector 10, Chandigarh to observe the replica models of dinosaurs and humans depicting the course of evolution
	2013-14	Series of visits to organic farm at village Tira, Kharar, fish farm at Village Phaganmajra, Fatehgarh Sahib, Nepli Forest and Sukhna Wildlife Sanctuary flor
Department of Chemistry	2013-14	Industrial visit to "Streax" and were given insight in different techniques of making dyes
Department of History	2011-12	Educational trip to Sanghol, an archaeological site, 40 km from Chandigarh
	2012-13	One day trip to Anandpur Sahib to visit the museum, Viraasat-e-Khalsa
Dept of Office Management and Secretarial Practice		Organizes training programmes for its students during summer vacations for four weeks
Department of Fine Arts	2010-11	Visited an exhibition of artifacts by various artists in the museum at Indian Academy of Fine Arts, Amritsar
	2012-13	Educational trip to Government Arts Museum and Gallery, Sector 10, Chandigarh
PG Department of Commerce	2012-13	Industrial visit to a manufacturing plant of MAHLE Filter Systems (MFSI), India, a joint venture of the MAHLE Group of Germany and Anand Group, India
PG Department of Economics	2013-14	Industrial visit for the Postgraduate students to Class India Pvt Ltd, Morinda

	2014-15	Industrial visit for the Post Graduate students to Class (India) Pvt. Ltd at Morinda
Department of Computer Science & Applications	2014-15	Industrial visit to CSIO, Chd
Department of Cosmetology and Beauty Care	2012-13	Research based fashion show “MCM Warm Style”
	2011-12	Mega fashion fiesta “MCM Khoobsurat”
	2013-14	Industrial training program organized by Paragon Cosmecikal Company
		Industrial training cum workshop organized by make up artist Anurag Jaiswal
	2014-15	Industrial training cum seminar by MakeUp Studio
Department of Interior Decoration and Design	2011-12	Visited showrooms, spa lounges and malls of the city to gain practical experience
		3 Day Industrial Training session at The Young Architects’ Festival-2011
		Field trip to Government Museum and Art Gallery, Chandigarh and visited an exhibition on Building Materials and Technology at Himachal Bhawan, Chandigarh
	2013-14	Students put up an exhibition-cum-sale of home décor articles like mirrors, candles, diyas, glass paintings, rangoli, etc in the Chandigarh Street Art Fest at Sukhna Lake, Chandigarh
Department of Mass Communication	2011-12	Inaugurated the Photography Club with a vision to recognize the talent of budding photographers
		Field trip to a photo exhibition in art gallery to provide comprehensive industrial and field training and gain experience from eminent photographers
		Auditions for campus RJ and RJs from local radio station 94.3 My FM shared their technical skills
		Field trip to a Photo Exhibition – “Random Clicks” by Pixel Palette group at Punjab Kala Bhawan, Chandigarh
	2013-14	Media visit to Hindustan Times office in Mohali and interacted with the Editor of HT, Mr Ramesh Vinayak
		Visit to studio of 92.7 BIG FM, Manimajra
		Chandigarh Street Art Fest at Sukhna Lake, Chandigarh they had put up “Click and Share” counter

	2014-15	Visit at Hindustan Times, 92.7 BIG FM and Kalagram.
Placement Cell		College organizes a Job Fest every year to provide the students an opportunity for campus recruitment & helps to identify relevant directions for academic programs based on up-to-date feedback from industry partners

- The college has actively participated every year and has won best stall awards at the Chandigarh Carnival and CITCO Fest where students are encouraged to prepare hand made products and involved in marketing of these products to enriching the learning experience of the students from the department of Beauty Care and Cosmetology and Interior Designing, Fine Arts, Microbial Food Technology and Psychology. The Add On courses and PG Diplomas in the Department of Mass Communication, Beauty Care and Cosmetology and Interior Designing have taken several initiatives in strengthening the applied approach of their courses to achieve this objective.

ANNEXURE – III (e) (i)
Budgetary Details of Outreach Programmes

CLUB	DONATION	SOCIAL WELFARE
MCM Rotaract Club	Rs 26,350	For drinking water cooler to JeevanMuktNishulkVidyalaya for slum children
	Rs. 5000	White boards and durries Kitabghar School in Bapudham Colony.
	Rs. 10,000	To the PGI Poor Patients Welfare Fund.
	Rs. 50,000/-	Donated to Sh. Iqbal Singh, who was in need of an urgent kidney- transplant.
	Rs. 1,31,100/-	For cancer patients
	Rs. 93,846/-	For a heart surgery of baby Avani at PGI
	Rs. 8600/-	To Master Vivek (aged 4 years) who is undergoing treatment for a ruptured food pipe at PGI, Chandigarh.
MCM College	380,907/-	Flood relief fund for victims in J&K

ANNEXURE – III (e) (ii)
Awards/Recognitions Received by the Institute

YEAR	CLUB	AWARDS
2012-13	Rotaract Club	<ul style="list-style-type: none"> • Membership development award • Award for hosting of the district function • Best project award for 'Dandia night'. • Award for maximum fund raising.
2013-14		<ul style="list-style-type: none"> • Award for maximum enrolments for memberships • Award for maximum fund raising and donations. • The best rotaractor award to the college student
2014-15		<ul style="list-style-type: none"> • Award for maximum participation to the district assembly. • Award for maximum participation in the rotaract training program • Award for appreciation. • Award for maximum participation in the intercity fest 'Milap'. • The best stall award in the Rotaract fest. • Award for maximum donations and • Award for maximum registration during the District Assembly for its altruistic vision and social outreach activities • Award for maximum participation to the district assembly.
2012-13	NSS	PGIMER, Chandigarh awarded Dr.SaritaChauhan, NSS Co-ordinator for her contribution in Blood Donation
2013-14		<ul style="list-style-type: none"> • Lions Club Chandigarh awarded Dr.SaritaChauhan, NSS Co-ordinator for her contribution in Service for Humanity • Puneet Virk got State NSS Award for Excellent work in Community Development

ANNEXURE – III (f)
Eminent Speakers in National/International Seminars /Conferences

Year	Dept.	National and International conferences	Eminent Scientists/ Participants
2014-15	Zoology	National Seminar cum workshop on Trends in Animal Behaviour Research	<ul style="list-style-type: none"> • Prof. M.S. Johal • Prof. Mewasingh • Dr. A.J. Urfi • Dr. N.G. Prasad • Dr. Rhitoban Ray Choughury
2013-14	Zoology	DBT Sponsored National Seminar cum Workshop on “New Dimensions in Eco Management”	<ul style="list-style-type: none"> • Mr. Kuldeep Sharma, IFS • Dr. Prince Sharma, Professor of Microbiology • Dr. Adarshpal Vig • Dr. Ravindra Khaiwal • Dr. Surendra Suthar • Dr. Jaswinder Singh
	Botany	National Seminar on "Glimpses of Research in Plant Sciences"	<ul style="list-style-type: none"> • Dr. Neelam Gulati Sharma • Professor A.S. Ahluwalia • Dr. Anil Sood • Dr. Manjit Singh
	Chemistry	National Seminar on 'Expanding Horizons: Interdisciplinary approach to Chemistry'	<ul style="list-style-type: none"> • Dr. Padma Kumar Nair • Mr. Yuvraj
	Computer Science & Application	National Seminar on Research Prospective in the field of Information Technoloty	<ul style="list-style-type: none"> • Dr. D.K. Singla • Dr. Sonal Chawla
	Mathematics	National Seminar on 'Mathematics : Beyond Classroom'	<ul style="list-style-type: none"> • Professor Madhu Raka • Dr. S.L. Saini • Dr. Tejwant Singh
	Physics	National Seminar on 'Recent Advances in Physics'	<ul style="list-style-type: none"> • Dr. Manjeet Singh • Dr. J.K. Goswami • Professor O.P. Pandey • Dr. D.S. Mehta • Professor Sehajpal • Dr. Soumenduyama
2012-13	Commerce	National Conference on "Women Empowerment- Still an Illusion or Reality"	<ul style="list-style-type: none"> • Dr. Pam Rajput • Justice Ajay Tiwar
2011-12	Commerce	National Seminar on 'Value Metamorphosis : Ethics and Morality in Business and Governance'	<ul style="list-style-type: none"> • Sh. V.K. Singh, IAS • Professor H.L. Verma
	Chemistry	National Seminar on 'Bridging the Gaps between Science, Nature and Society'	<ul style="list-style-type: none"> • Sh. D.K. Tiwari, IAS • Mr. Santosh Desai, MD • Dr. Ramesh Kapoor
	Microbial	National Seminar on 'the	<ul style="list-style-type: none"> • Dr. S.S. Marwaha

	and Food Science	emerging Trends in Food Science and Technology'	<ul style="list-style-type: none"> • Dr. Prince Sharma • Dr. Swaranjit Singh Cameotra • Dr. V.S. Shivhare
2010-11	English	International Seminar on 'Scholars in Shakespeare : Postmodern Scrutiny'	<ul style="list-style-type: none"> • Sh. Randeep Singh Surjewala • Prof. R.S. White • Prof. BhimsinghDahiya, • Prof. Lisa Hopkins • Prof. Stuart Sillars • Prof. AbhayMaurya
	Science Association	National Seminar on 'Global Environmental issues and Climate Change'	<ul style="list-style-type: none"> • Sri SriRavishankarji • Dr. P.K. Srivastava • Mr. R.M. Khanna • Gen. V.P. Malik • Dr. Ram BoojhYadav • Dr. SabyasachiSarkar • Dr. P.K. Srivastava • Mr. HenrikValuer • Mr. reminder Chaughary • Mr. Ramesh Vinayak • Mr. Sunil Chauhan • Mrs. Simmi Hans
	Music	National Seminar on 'Changing Trends in Indian Music'	<ul style="list-style-type: none"> • Dr. Hukam Chand • Dr. Nivedita Singh • Dr. Neelam Paul • Dr. Harvinder Sharma

ANNEXURE – IV
Equipment Acquired Under Star College Scheme
2012-2015

Department of Botany

S.No	Equipment Name (Model no.)	Quantity
1.	Laminator Air Flow	1
2.	Room Temperature Controller	1
3.	Distillation Apparatus	1
4.	Electronic Weighing Balance	1
5.	Autoclave	1
6.	Compound Microscopes	10
7.	Computer and Printer	1
8.	Air Conditioner	1
9.	Seed Germinator	1
10.	PH Meter-Digital	1
11.	PH Meter-Pocket	4
12.	Dissection Microscope	9

Department of Zoology

S.No.	Equipment Name (Model no.)	Quantity
1.	HCL Computer INTEL-DUAL CORE	1
2.	APC UPS 1100 VA	1
3.	CANON Laser 3 in 1-3010	1
4.	BOD Incubator Make NSW (6.1CU.FT; 171 LTS) (505X 415X 830 mm.)	1
5.	Precision Rotary Microtome A.O. Spencer type (with accessories)	2
6.	Hot air oven Make NSW(45 LTS, 355X355X355 mm.)	1
7.	Benchtop Centrifuge Make Remi C-854/8 (8X15 ml.)	1
8.	Hot plate MakePerfit Rectangular (Code 989/A)	1
9.	Students' Microscope Make Olympus Model HAS	5
10.	Laboratory Monocular Microscope Make Olympus Model HB	10
11.	Inverter 850VA Sinewave	1
12.	Invertubular 500 battery	1
13.	Aquarium with accessories	1

Department of Chemistry

S.No	Equipment Name (Model no.)	Quantity
1.	UV-VIS spectrophotometer with HP desktop and 1KVA UPS	1
2.	pH analyser(PHAN) with pH glass electrode	2
3.	Pico Conductivity meter	1
4.	Revolutionary Centrifugation machine with glass test tubes	2
5.	HP Laserjet Printer M1136	1
6.	UPS APC00 VA	2
7.	Double distillation unit	1

Department of Food Science

S.No	Equipment Name (Model no.)	Quantity
1.	Melting Point Apparatus(MAX)	1
2.	Anaerobic Jar (Hi-Media LF003)	1
3.	Compound Microscope (Olympus)	1
4.	Refractometer (0-100)	1
5.	Single Beam Spectrophotometer(MAX ME 29)	1
6.	Digital pH meter (MAX ME 63)	1
7.	Karl Fischer Titrimeter ((MAX 883)	1
8.	Fibrotron(FRB-2)	1
9.	Distillation Unit (Bhanu 2DQ)	1
10.	Water bath (HSH)	1
11.	Electrophoresis (Tarson)	1
12.	Electrophoresis Power Supply (Tarson)	1

Department of Physics

S.No	Equipment Name (Model no.)	Quantity
1.	HP 88A laser Toner	1
2.	Toner Refill Ink	1
3.	Thermometer for Energy Band Gap	9
4.	Glass Disc for Lees Experiment	12
5.	Search Coil 31 mm	1
6.	Search Coil 47 mm	1
7.	Sodium Lamp Slit Box	6
8.	Chok for Mercury Lamp	6
9.	Transformer for Sodium Lamp	2
10.	EDF Prism Ordi 32*32*32 mm	12
11.	Defferaction Grating ORD	4
12.	Quartz Prism	12
13.	Stop Watch(Digital)	12
14.	Sodium Lamp 35 Watt	12
15.	Repair Component	
16.	Refill of Toner	
17.	EDF Prism Superior	6
18.	Differaction Grating	8
19.	Quartz Prism	6
20.	Hollow Prism	12
21.	Stagable Banana Leads	200
22.	AC Milliammeter	4
23.	AC Voltmeter	4
24.	Round Bottom Flask Condenser 12", Guard Tube	1
25.	Magnetic Stirrer	1

ANNEXURE – V Illustrious Alumni	
Civil Services	Armed Forces
(Ias, Irs, Ies)	Namrita
Reena Makkar	Supriya
Palka Sahni	Kannupriya
Juhi Mukkerjee	Radhika Kaushal
Khuoboo Goel	Suman Godara
Isha Kalia	Sonia Sangwan
Sarika	Vaishali Pathania
Palak Sahni	Kiran Nain
Baljinder Kaur Bajwa	Harita Deol(Late)
Harsimran Kaur	Ruchi
Sharandeep Brar	
Deepti Uppal	Engineering / Architecture
Vandana Malik (Late)	Anupama Mahajan
Anu Aggarwal	Simmi Hans
Charu Bali	Neha Gupta
Deepa Nair	Sheena Bakshi
Sonia Narang	Swati Sharma
Shaveta Dhankar	Sunita Dua
Parul Kush	Shalini Aggarwal
Sunita Puri	Anvita
Samriti Saran	Pawan
Mamta Bansal	Pooja Bhusari
Manisha Bansal	Aanchal
Ritika Narula	Upasana Arora
Kamaljot Brar	Venus Kalra
Amrita Dhingra	Harneeta Randhawa
Anju Dhankar	Kriti Verma
Abha Beniwal	Law
Barjinder	Amteshwar Kaur
Madhvi Kataria	Payal Chibber
Pooja Syal	Shivani
Barjinder Kaur	Madhubala
Garima Singh	Arts/Films
Kranti	Mita Vasisht
Jaishree Sharma	Pooja Tondon
Smriti Goel	Rinku Kalia
Medicine	Mass Communication
Dimple Monga	Aashima Arora
Pooja Puri	Muskan Kapoor

Bhavneet Bhatti	Punita Sahni
Poonam	Megha Sondhi
Shikha Mirchia	Charu Gupta
Renu Chakroborthy	Manvin Grewal
Seema Grover	Neelima
Rupinder K Arora	Prachi
Sareena Malhi	Shelja Kaushal
Poonam Kinger	Abhijita
Pardeep	Manoj
Shreen Bakshi	Pashneet Kaur
Aarika	Anisha Guglani
Amanpreet	Aakriti Dutta
Monica Sharma	Gurnaaz Kaur
Parul Bansal	Jasleen Kaur
Bhavneet Uppal	Anureet Sethi
Shikha Singal	Yashaswika Malhotra
Arupam	TV
Shikha Singal	Rubina Shergill
Dipti Bhandari	Shikha Chaudhary
Kanan Gupta	Ragini Verma
Mandeep Sahota	Arts/Culture
Manjari Banerjee	Malkiat Kaur
Archna Sharma	Satwinder Bitti
Bhavneet Bharti	Rupinder
Shreen Bakshi	Meeta Vashisht
Preeti Aggarwal	Priya Gill
Swati Bansal	Seema Madan
Rohini	Ashima Arora
Shalini Grover	Punita Sahni
Pratima Duggal	Shina Palta
Seema Grover	Rinku Kalia
Aman Sahota	Richa Sharma
Mandeep Sahota	Sukhana
Puneet Cheena	Jaspinder Pal Kaur
Neetu	Muskan Kapoor
Deepshikha	Rupa Vohra
Deepika Mahajan	Librarian
Sonia Bector	Mona Paul
Ruchika	Sunaina Khanna
Dimple Monga	Nishi Kumar
	Chetna Chopra

ANNEXURE – VI (a)
Departments and Functional Committees

Departments

1. Department of English
2. Department of Hindi
3. Department of Punjabi
4. Department of Sanskrit
5. Department of Mathematics
6. Department of Zoology
7. Department of Botany
8. Department of Chemistry
9. Department of Physics
10. Department of Music (Vocal)
11. Department of Music (Instrumental)
12. Department of History
13. Department of Sociology
14. Department of Political Science
15. Department of Philosophy
16. Department of Economics
17. Department of Home Science
18. Department of Physical Education
19. Department of Fine Arts
20. Department of Microbial & Food Technology
21. Department of Public Administration
22. Department of Psychology
23. Department of Computer Science
24. Department of Commerce
25. Department of Typing & Shorthand

ADD ON Course

1. Communicative English
2. Cosmetology & Beauty Care
3. Video Reporting
4. Interior Designing & Decoration
5. French

Committees

1. A/F Committee
2. Academic Council
3. Advisory Council
4. AIDS Awareness Committee
5. Alumni (AMDA)
6. Anti-Ragging Cell
7. Arya Samaj Committee
8. Bursar

9. Canteen Committee
10. Cell for prevention of Sexual Harassment
11. CII-Coordination
12. Cleanliness Committee
13. Committee for Folk Dances, Giddha & Luddi Team
14. Committee for CCTV & LED Display
15. Committee for College Magazines
16. Construction & Repair Committee
17. Cultural Committee for College Functions
18. Debating and Creative Writing Club
19. Decoration Committee
20. Drama Committee
21. Editorial Board for Research Journal "New-Horizons"
22. Environment Committee
23. Horticulture & Landscaping Committee
24. Hostel Committee
25. International Linkages Committee
26. Lab Maintenance Committee
27. Library Extension and Up-gradation
28. MCM Counselling and HelpLine
29. Medical Committee
30. MIS Committee
31. NCC Naval Wing Coordinator
32. NSS Coordinator
33. Parents-Teacher Association(PTA)
34. Placement Cell
35. Press Committee
36. Purchase Committee
37. Quiz Committee
38. Registrar:
39. Renewable Energy Committee
40. Research Committee
41. Scholarship & Fee Concession
42. Sports Committee
43. Staff Grievance Redressal Cell
44. Stage Management Panel for College Functions
45. Student Council
46. Students' Grievance Redressal Cell
47. Team for RUSA
48. UGC Affairs Committee
49. Website Committee
50. Youth Welfare Committee

ANNEXURE – VI (b)
Audit Report (2014-15)

2014-15

PART B – ANNEXURE A

FORM NO. 10BB

[See rule 16CC]

[Audit report under section 10(23C) of the Income-Tax Act, 1961, in the case of any fund or trust or institution or any university or other educational institution or any hospital or other medical institution referred to in sub-clause (iv) or sub-clause (v) or sub-clause (vi) or sub-clause (via) of section 10 (23C)]

We have examined the Balance Sheet as at 31st March, 2015 and the Income and Expenditure for the year ended on that date attached herewith of **MCM DAV COLLEGE FOR WOMEN, SECTOR 36-A, CHANDIGARH.**

We certify that the Balance Sheet and the Income and Expenditure Account or Profit & Loss Accounts are in agreement with the books of account maintained by the institution at **SECTOR 36-A, CHANDIGARH.**

Subject to comments below

1. As the institution is Government aided Cash basis of accounting is followed in the preparation of final accounts for the year ended on 31.03.2015 which is in contravention of closing audit Guidelines of DAVCMC and AS-9, 'Revenue Recognition' of ICAI.
2. Since Cash Basis of accounting is followed in recording transaction As-10, 'Accounting for Fixed Assets' of ICAI is not being followed to record the Fixed Assets of the institution.
3. Grants received from government are taken as income on receipt basis. As a result revenue is not Matched with associated costs which the grant is intended to compensate. Hence AS-12, 'Accounting for Government Grants' issued by ICAI is not being followed.
4. AS-15, 'Accounting for retirement Benefits in the financial Statements of Employers' is not being Followed as the retirement benefit fund is being maintained by the DAVCMC and the guidelines of DAVCMC is being followed in this regard.
5. Balances shown under the head "Current assets and Loan and Advances, Current Liabilities are Subject to confirmation. In the absence of third party confirmations we can't comment on the Balances shown under these heads.
 - a) We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of the audit.
 - b) In our opinion, proper books of account have been kept by the head office and nil branches of the above-named trust, or institution or other educational institution so far as appear from our examination of the books of account.



PART B – ANNEXURE A

- C) In our opinion and to the best of our information and according to the information given to us, the said accounts read with notes thereon, if any, give a true and fair view --
- (1) In the case of the Balance Sheet, of the state of affairs of the above-named trust, or institution or other educational institution as at 31st March, 2015 and
 - (2) In the case of Income and Expenditure Account, surplus / deficit or profit or loss for the year ended on that date.

The prescribed particulars are annexed herewith.

PLACE : CHANDIGARH
DATE: 08.9.2015


For NITIN MAHAJAN & ASSOCIATES
CHARTERED ACCOUNTANTS
C.A. VISHAL SHARMA
Partner
Membership No. 503245

PART B - ANNEXURE B

MCM DAV COLLEGE FOR WOMEN
SECTOR -36 A, CHANDIGARH
ESTABLISHMENT ACCOUNT

Balance Sheet as at 31 March, 2015

Previous Year	Liabilities	Schedule No.	Current Year	Fixed Assets	Assets	Schedule No.	Current Year
291,250.50	Capital Fund	1	(28,722,433.50)	9,406.00		7	7,995.00
*	Reserve & Surplus	2	-	-	Investments	8	-
*	Secured Loans	3	-	12,781,844.50	Current Assets Loans & Advances	9	12,734,845.48
*	Unsecured Loans	4	*				
*	Security Deposits	5	*				
12,500,000.00	Current Liabilities	6	41,465,273.98				
12,791,250.50			12,742,840.48	12,791,250.50			12,742,840.48

As Per Our Report On Even Date
For NITIN MAHAJAN & ASSOCIATES
Chartered Accountants

VISHAL KUMAR, Partner
Membership No. 503245
Place: CHANDIGARH
Date : 08/09/2015

For MCM DAV COLLEGE FOR WOMEN

ndk
Supdt. Account
Supdt. (Accts.)
MCM DAV College for Women,
Chandigarh

NDhanwan
Principal
Principal
MCM D.A.V. College for Women,
Chandigarh

ANNEXURE – VI (c)

Grants Received from UGC

Merge Scheme 2010	2750000/-
Gen Development Grant (PG) 2011	600000/-
Total	3350000/-
UGC Grant Received for Seminars	
2010-2011	191994/-
2012-2013	117381/-
Total	309375/-

ANNEXURE – VI (d)

IQAC – 2015-2017

Member of Managing Committee	:	Sh. H.R Gandhar
Chairperson	:	Principal - Dr. Nisha Bhargava
Coordinator	:	Dr. Renu Bedi
Senior Administrative Officers	:	Registrar – Mrs. Rama Kashyap Bursar - Mrs. Madhvi Bajaj Dean (Exam) – Dr. Neela Pawar Dean (Cultural Affairs)– Mrs. S. 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. Vibha Sharma Ms. Suditi Jindal
Industrialists/Stakeholders	:	1. Mr. Sat Pal Gupta (Swarna Industries Ltd., Ph-II, Ind. Area, Panchkula) 2. Mr. N.S. Brar (PAGRO Frozen Foods Ltd., Sirhind) 3. Dr. Anil Angrish (Director, Ludhiana Stock Exchange)



Mehr Chand Mahajan

D.A.V. College for Women

Sector 36-A, Chandigarh – 160036

Tel : 2603355 Fax: 2613047

Ref. No. 2723/Mem

Date 4/1/16

Certificate of Compliance

This is to certify that Mehr Chand Mahajan D.A.V. College for Women, Sector 36-A, Chandigarh fulfils all norms

1. Stipulated by the Panjab University, Chandigarh.
2. The affiliation is valid till date.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.


Dr. Nisha Bhargava
[Principal]
Mehr Chand Mahajan
D.A.V. College for Women,
Sector 36-A, Chandigarh

website : www.mcmdavcw-chd.edu

email : principal_mcmdavcollege@yahoo.com