YEAR: 2018-2019

S.No	Plan of Action	Description of Plan of Action	Action Taken	Deployment Document
1.	**Formulation of policies**	• To formulate policies with regard to Research, Placement and sports to steer the efforts in the right direction • To re-evaluate the Code of conduct for staff and students	• The following policies were formulated: a) Research Policy b) Placement Policy c) Sports Policy d) Maintenance Policy for Infrastructure. e) Code of Conduct for Teaching and Non-teaching staff and Students of the College was formulated	• College Website • Policy Documents
2	**Augmentation of Infrastructure**	• Repair & maintenance of existing Infrastructure • Purchase of computers/accessories and software • Purchase of electrical appliances • Provision of housekeeping facilities	• Renovation of 15 and 12 washrooms in Hostel Block D (GF and FF/SF respectively). One washroom on each floor was designed to accommodate Divyang users. • Renovation of staff washrooms in college campus carried out. • One washroom for mess staff was constructed in the hostel. • Infrastructure augmented by adding 44 Computers, 119 Windows Software, and 39 Dotnet software for computers • 7 Benq projectors added • Aquaguard water purifiers, office steel almirahs, LED floodlights, Refrigerators 200 Ltrs and Solar Power Grids added • Wooden Mesh Doors, Sintax doors with frames, refilling of fire extinguishers in the hostel • Rainwater Harvesting System installed to utilise the rain water accumulation of four hostel blocks.RWHS, RCC Tank	• Construction/Repair and Maintenance Files

			cum Injection Well, Drilling of the Tubewell up to a depth of 100M BGL and construction of Rainwater Chamber along with the Main Chambers were completed. • Water Boosting System installed in A and B blocks of the Hostel. An underground water reservoir of 10000-gallon capacity constructed with RCC walls of 9 inches' thickness. 3 HP Single Phase Submersible motor pump having 32 mm dia suction installed for boosting up the level of water with the help of 750 ft Distribution pipe. • Laundry Room and Child Care Centre are under construction	
3	E-initiatives	• MIS to be strengthened • To collect Staff related data through Google sheets to make the process and compilation of record keeping more efficient. • To design Online feedback forms regarding curriculum for all the stakeholders • To augment online services and extend their scope	• MIS for examination module used to ensure error free effectiveness and speed. • Online entry of in house examination results was streamlined. • Google Sheets were put into use. • Online Feedback forms regarding Curriculum designed by the IQAC and collected from teachers, students, parents, and employers and analysed. • Online Activity Feedback designed by the IQAC and put into use • Online Centralised Admisssion was undertaken for M.Com, B.Com, BBA, BSc (Medical and Non-Medical, Computer Application and MFT)	• MIS Documents
4	Faculty upgradation	• To enhance the skills of the teaching staff in the areas of Curriculum Development and	The IQAC and other committees conducted activities to upgrade/update the knowledge	• IQAC Newsletter

		Content creation • To create a system of self-analysis for teaching and non-teaching staff through Performance Appraisal	of Teachers on the following topics: • Curriculum Development • Skill enhancement in Computational Mathematics • Stress Management • New NAAC Methodology Addressing New metrics under IQAC • Workshop on MOOCs Performance Appraisal Proforma was designed for teaching and non-teaching staff	
5	**Collaborative Endeavours**	• To sign MOUs with other institutions and industries to supplement the teaching learning process and to give a better exposure for students.	• Agreement for purchase of E-waste with Ramky Enviro Engineers Ltd., Derabassi, Mohali. • Industrial field visits to impart firsthand experience and skill enhancement. MOU signed with Bonn Nutrients Private Ltd, Ludhiana	• MOUs File
6	**Research and Development**	• Undertaking Research oriented activities including enrollment of research scholars by the PG Department of English	• A Research Centre in the PG Department of English sanctioned by the Panjab University. 7 PhD research scholars were enrolled under 4 faculty members of the Department. • 7 Student Research projects under the guidance of teachers have been sanctioned with the Seed Money of Rs. 20 lakhs, earmarked by the DAV MANAGING COMMITTEE to promote research. • A One Day Workshop on 'Basics of Research Methodology' sponsored by RUSA organised by the Department of Economics • A One Day Workshop on 'Research and	• Administrative Office Files

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			Ethics' organised by PG Department of English • 81 undergraduate and postgraduate students presented and published papers in journals • The British Library membership taken by the College	
7	**Student Support System**	• To create an interactive platform to enable the students to share their concerns and discuss topics of collective significance outside the classroom scenario	• Campus Mentorship Programme was started. A special hour-long slot once a month was created for every UG and PG class under this programme. This year, the sessions were focused on stress management, handling exam fear and anxiety, career challenges and dilemmas, boosted self confidence, ethics and values, time management, need for self discipline etc.	• Mentorship Committee Files