The Annual Quality Assurance Report (AQAR) of the IQAC

Part-A

1. Details of the Institution

1.1 Name of the Institution

> R.R.M.K AryaMahilaMahavidyalaya,Pathankot

1.2 Address Line 1

> ShahpurChowk

Address Line 2

>

City/Town

> Pathankot

State

> Punjab

Pin Code

> 145001

Institution e-mail address

> Principal_rrmkaryacollege@rediffmail.com

Contact Nos.

> 0186-2220092, 0186-2235092

Name of the Head of the Institution:

> Dr. JyotiBindra

Tel. No. with STD Code:

> 0186-2220092

Mobile:

> 9814173205

Name of the IQAC Coordinator:

> Dr. SunitaDogra

Mobile:

| 9417247649 |

IQAC e-mail address:

| Sunitadogra17017@gmail.com |

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

| PBCOGN13905 |

1.4 **NAAC Executive Committee No. & Date:**

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

| EC/49/A & A/61 |

1.5 Website address:

| www.rrmkaryacollege.org |

Web-link of the AQAR:

| http://www.rrmkaryacollege.org/AllItemView.aspx?Type=Page&Id=40064 |

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.38	2009	5 Years
2	2nd Cycle	-	-	-	-
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

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

| 2/11/2007 |

1.8 AQAR for the year

| 2013-2014 |

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

    i. AQAR 2009-2010   (12/08/2014)
    ii. AQAR2010-2011   (12/08/2014)
    iii.AQAR2011-2012   (12/08/2014)
    iv.AQAR2012-2013   (12/08/2014)
v. AQAR 2013-2014   (26/12/2018)

1.10 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes [√]   No ☐

Constituent College   Yes ☐   No [√]

Autonomous college of UGC   Yes ☐   No [√]

Regulatory Agency approved Institution   Yes ☐   No [√]

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

Type of Institution   Co-education ☐   Men ☐   Women √ ☐

                     Urban [√] Rural ☐   Tribal ☐

Financial Status   Grant-in-aid [√]   UGC 2(f) [√]   UGC 12B [√]

                Grant-in-aid + Self Financing [√] Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts [√]   Science ☐   Commerce [√]   Law ☐   PEI (PhysEdu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others   (Specify) | Comp. Sc., Fashion Designing, cosmetology |

1.12 Name of the Affiliating University *(for the Colleges)* | Guru Nanak Dev University Amritsar |

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

Autonomy by State/Central Govt. / University | NA |

University with Potential for Excellence | NA | UGC-CPE | NA |

DST Star Scheme | NA | UGC-CE | NA |

UGC-Special Assistance Programme | NA | DST-FIST | NA |

UGC-Innovative PG programmesAny other (*Specify* | NA | | NA |

UGC-COP Programmes | NA |

2. IQAC Composition and Activities

2.1 No. of Teachers | 5 |

2.2 No. of Administrative/Technical staff | 2 |

2.3 No. of students | 3 |

2.4 No. of Management representatives | 1 |

2.5 No. of Alumni | 2 |

2. 6 No. of any other stakeholder and
   community representatives | 1 |

2.7 No. of Employers/ Industrialists | 1 |

2.8 No. of other External Experts | - |

2.9 Total No. of members | 15 |

2.10 No. of IQAC meetings held   4(July , Oct, Dec, Feb)

2.11 No. of meetings with various stakeholders: No. | 6Faculty | | 2 |

Non-Teaching Staff Students | 1 | mniOthers | 2 | | 1 | | Nil |

2.12 Has IQAC received any funding from UGC during the year?   Yes [ ]   No [√]

If yes, mention the amount   [-]

2.13 Seminars and Conferences (only quality related)

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

Total No.-International [-]   National [-State]   Institution Level   1   [ ]

(ii) Themes   women Empowerment

2.14 Significant Activities and contributions made by IQAC

1. Conducted Seminars on adult education in adopted village Kothe Manwal.
2. Seminars on Gender Inequality sponsored by institution itself.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
➢ Inauguration of New session	• Hawan Yajna at the beginning of the session to encourage teachings of vedic culture and to spread benefits of education to women
➢ Talent Finding	• Fresher students are encouraged to participate in talent hunt to enhance self confidence. • Identify essential skills to be developed in all students, and minimize training costs by focusing on key development areas for youth festivals
➢ Annual Sport Day	• To make student disciplined ,competitive and award them with recognition • Encouragement of students and teachers toward fitness and health

➢ Enhancement of quality education	• Conducted seminars to make students aware about the moral values • Strict monitoring of completion of syllabus as per university syllabus • Evaluation of teaching learning process is done by Class tests, semester and university examination • Teachers are maintaining teachers diary to record their day to day activity which promote them to review their action plans • ICT enabled teaching
➢ Up gradation in existing infrastructure	• Grants were sanctioned from management for extension of college infrastructure • Placement of dustbins for Degradable and non-degradable waste
➢ To increase extension activities	• Seminar on "Prevention of Poly Bags" • Awareness Camps about health and hygiene and tie –die clothes • AIDS awareness camp • Breast Feeding awareness camp

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

Management   √   Syndicate   ☐   Any other body   ☐

Provide the details of the action taken

- Data for AQAR was collected from different sources such as academic departments, office, library, sports and other in-house committees.
- Members of IQAC worked together to analyze and rearrange the data.
- AQAR was written after a series of discussions by the committee members with authorities of the college
- AQAR was presented to Management Representatives.
- Suggestions received in statutory body and by all stakeholders were incorporated

Part-B

Criterion - I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	6	-	6	-
UG	5	-	3	-
PG Diploma	2	-	2	-
Advanced Diploma	-	-	-	-
Diploma	2	-	2	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	15	-	13	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Trimester	-
Annual	1

Semester   14

1.3 Feedback from stakeholders*   Alumni   √Parents   √Employers-   Students   √

(On all aspects)

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

Annexure I attached

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

> It is purely done by the university and some members of the teaching staff who are part of board of studies, give suggestions in the university meetings.

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

> No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
14	8	5	0 1	

2.2 No. of permanent faculty with Ph.D.

7

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

Associate Professors		Assistant Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
10	-	6	---	2	-	18	-		

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	35

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	Statelevel
Attended	-	-	-
Presented papers	1	2	-
Resource Persons	-	-	-

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

Projector driven practical classes.
Field trips.

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

199

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

NIL

2.9 No. of faculty members involved in curriculum
Restructuring /revision/syllabus development

2	-	-

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no.of students appeared	Division				
		Distinction %	I	II	III	Pass %
BA	664	2	92	254	46	96.53
B.Sc. (Eco)	106	-	19	44	15	96.22
BCA	177	2	54	92	21	99.43
B.Sc(FD)	49	14	41	03	02	95.91
B COM(P)	123	-	48	65	07	100
PG Dip GD&FD	7	-	7	-	-	100
PGDCA	16	8	13	-	-	100
UG Dip S& T	7	-	-	1	6	100
UG Dip Cosmetology	6	-	6	-	-	100
MA Punjabi	41	-	7	27	-	100
MA Hindi	54	-	46	9	-	100
MSc (Csc)	56	1	44	9	-	100
MA Economics	27	-	6	14	3	100
MA Pol.Sc	23	-	22	1	-	100
MSc(FD)	39	14	39	-	-	100

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

Interaction is done with the students and the teachers.

Deficiencies spotted and measures for improvement suggested

Compliances of deficiencies pointed out and checked during the session

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-

Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Vacant permanent positions filled	Number of permanent positions filled temporarily	Number of positions filled Employees During the Year	Number of Permanent Positions
Administrative Staff	11	-	-	04
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Nil

3.2 Details regarding major projects

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

- - -

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	12	1	-
Non-Peer Review Journals	-		- e-
Journals	-		-
Conference proceedings	-	42	

Annexure 8 attached

3.5 Details on Impact factor of publications:

Range | 1.0060 | Average | √h-index | Nos.inSCOPUS |

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No.ofbookspublished   i) With ISBN No.   13 Chapters in Edited Books   -

ii) Without ISBN No.   -

3.8 No. of University Departments receiving funds from

UGC-SAP   -   CAS   -   DST-FIST   -

DPE   -   DBT Scheme/funds   -

3.9 For colleges   Autonomy   -   CPE   -   DBTStarScheme   -

INSPIRE   -   CE   -   Any Other (specify)   -

3.10 Revenue generated through consultancy   ---

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations   -   International   -   National   -   Any other   -

3.14 No. of linkages created during this year   -

3.15 Total budget for research for current year in lakhs:

From funding agency   -   From Management of University/College   -

Total | - |

3.16 No. of patents received this year

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

3.17No.ofresearchawards/recognitions receivedbyfacultyandresearchfellows of the institute in the year

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

3.18No. of faculty from the Institution Who are Ph. D. Guides

Nil

And students registered under them

Nil

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

Nil

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

JRF [-]   SRF [-]   Project Fellows [-]   Any other [-]

3.21 No. of students Participated in NSS events:

University level [-]   State level [-]

National level [1]   International level [-]

3.22 No. of students participated in NCC events:

University level [-]   State level [-]

National level [-]   International level [-]

3.23 No. of Awards won in NSS:

University level [-]   State level [-]

National level [-]   International level [-]

3.24 No. of Awards won in NCC:

University level [-]   State level [-]

National level [-]   International level [-]

3.25 No. of Extension activities organized

University forum | - | College forum | - |

NCC | - | NSS | 4 | Any other | 1 | |

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

- Blood Donation Camp, Declamation Contest on "Swami Vivekananda",
  Speech on Social Evils.

Criterion - IV

4. Infrastructure and Learning Resources

4.1

Facilities	Existing	Newly created	Source of fund	Total
Campus Area	1.94	-	-	1.94
Class rooms	34	-	-	34
Laboratories	8	1	College Management	9
Seminar Halls	-	-	-	-
No of important equipment purchased(>1.0lakhs) during the current year	23	-	College Managemaent	23
Value of the equipment during the year(Rs. inLakhs)	6300000	1209482	College Management	1839482
Other	-	-	-	-

4.2 Computerization of administration and library

Administrative work and library works are done on computers, Internet faculty in hi-tech and Advanced.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17087	24942.72	794	391481.33	17881	2885753.33
Reference Books	2906	30391	278	88559	3184	118950
e-Books	5000	5000	500	5000	5500	5000
Journals	53	18650	3	37558	56	37558
e-Journals	3000	-	-	-	3000	
Digital Database						
CD & Video	161+11	5277	66	-	227+11	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	99	4	1	1		6	1	Nil
Added	13	Nil	Nil	Nil		Nil	Nil	1(communication skill –lab
Total	112	4	1	1		6	1	1

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

> Networking is provided so that Internet can be shared. Training is provided to staff in free Lecture.

4.6 Amount spent on maintenance in lakhs :

i) ICT | 374600 |

ii) Campus Infrastructure and facilities | 189780 |

iii) Equipments 23870 | |

iv) Others   408948 | |

Total : | 997198/- |

Criterion - V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> By Seminars and workshops

5.2 Efforts made by the institution for tracking the progression

> Encouragement given to weak students by giving them financial aid , Book Bank Facility, making them participate in seminars , quiz, group discussion conducted on traffic rules, Women Empowerment, Vocational Guidance and Career Guidance. Legal literacy cell

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1224	7039		

(b)No.ofstudentsoutsidethestate NIL

(c)No.ofinternationalstudents Nil

Men

No	%
Nil	

Women

No	%
1535	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
929	337	--	286	---	1552	805	343	---	387	---	1535

Demand ratio: 8:7.5   Dropout % NIL

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

> Nil

No. of students beneficiaries   Nil

5.5 No. of students qualified in these examinations

NET [Nil]   SET/SLET [Nil]   GATE [Nil]   CAT [Nil]

IAS/IPS etc [Nil]   State PSC [Nil]   UPSC [Nil]   Others [Nil]

5.6 Details of student counseling and career guidance

Several companies visited: HCL,NIIT,IIHT,ICFAI and District Employment and Training Officers. They guided to the students how to attempt the paper and interview as well as what are the essentials of improve your caliber.

No. of students benefitted [4]

5.7 Details of campus placement

On campus			OffCampus
Number of Organizations Visited	NumberofStudents Participated	Number of Students Placed	Number of Students Placed
5	130	4	2

5.8 Details of gender sensitization programmes

Seminars and lectures organized on various problems of the girl students discussed indetail and solution sorted to tackle those problems.

5.9 Students Activities

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

State/ University level [9]   National levelsnil Internationallevel [Nil]

No. of students participated in cultural events

State/ University level 19 [ ]   National level [Nil]   Internationallevel [Nil]

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

Sports : State/ University level   4National level   -   International level   -

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

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	265	473105
Financial support from government	217	1) Directly sent by Government Online in concerned students' accounts 2) Fees not charged from SC Students reimbursement claim submitted but received as yet.
Financial support from other sources	-`	-
Number of students who	-	-

Annexure XI attached

5.11 Student organized /initiatives

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

Exhibition: State/University level   National level   International level   -

5.12 No. of social initiatives undertaken by the students   1

5.13 Major grievances of students (if any) redressed:-Nil-

Criterion - VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> To encourage the teaching of Vedic Culture and to spread the benefits of education to women as preached by Swami Dayanand Saraswati
> To impart value based, employment oriented education focused on Women Empoverment

6.2 Does the Institution has a management Information System

> No

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

6.3.1 Curriculum Development

> Number of teachers have participated in the meetings held by GNDU as faculty members and have given the various suggestions regarding the curriculum in the meetings and as curriculum is designed by the GNDU. The Curriculum corresponding to add on courses are designed by concerned departments.

6.3.2 Teaching and Learning

> Computers Labs, Projector, Internet access, black board teaching

6.3.3 Examination and Evaluation

> Oral Test, Class Test, House Test, Re test, special tests for weak students

6.3.4 Research and Development

> Library facility is provided by the initute to the lectuers and research scholar to help them in their research projects effectively E.journals and Ebooks are already introduce in the library.

6.3.5 Library, ICT and physical infrastructure / instrumentation

> 5 Computers, Fax, Scanner and printer

6.3.6 Human Resource Management

> Students of Computer Science and Fashion Designing have been placed in various companies and they have been prepared for interview by the respective departments by organizing seminars on career counseling and practical training.

6.3.7 Faculty and Staff recruitment

> For the recruitment of the staff open advertisements are given in the newspapers and selection is made on the basis of merit.

6.3.8 Industry Interaction / Collaboration

Fashion Designing department (deep industries
Ludhiana).

6.3.9 Admission of Students

Admission is made according to the University Norms.

6.4 Welfare schemes for   .   .

Teaching	EPF,Gratuity Scheme
Non teaching	EPF,Gratuity, Loan Facility
Students	Group Insurance ,Financial aids, Scolarship etc.

6.5 Total corpus fund generated ----

6.6 Whether annual financial audit has been done   Yes   √No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	i)Periodical Inspection by GNDU Amritsar ii)Inspection by GNDU Amritsar before start of new course/subject	Nil	No
Administrative	Yes	i)Internal Audit organization (Revenue) Punjab) ii)Accountant General (Audit) Punjab	Yes	M/S V.B Aggarwal & Co.Chartered Accountants 31/32 Mohan Market Pathankot

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

For UG Programmes   Yes   [ ]   [√]

For PG Programmes   Yes   [ ]   [√]

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

N.A

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

Nil

6.11 Activities and support from the Alumni Association

Meetings held and they highlight the achievements of the institution to the general public

6.12 Activities and support from the Parent – Teacher Association

Meetings are Conducted by the institute so as teachers can assess the performance of students to their parents.

6.13 Development programmes for support staff

Nil

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

1. Seminar on "Prevention of Poly Bags"
2. Seminar on "Tree Plantation".
3. Placement of Dustbins for Degradable and non degradable bio waste

Criterion - VII

7. Innovations and Best Practices

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

Seminars, quiz, debates, cultural ,programmes organized by various departments.

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

- Number of books in english medium were introduced
- Infrastructure maintenance and up gradation

7.3 Give two Best Practices of the institution *(pleases theformatintheNAACSelf-studyManuals)*

1. Scholarship for the poor and needy students
2. To conserve the environment , green activities like tree plantation is frequent activity within and outside the college

7.4 Contribution to environmental awareness / protection

Green activities through Eco-Club

7.5 Whether environmental audit was conducted? Yes [ ] No [√]
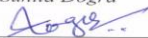
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

The seminars on traffic rules and its security and action.

Making of Driving License

8. Plans of institution for next year

General Development and maintenance of the Institution.

Name Dr. Sunita Dogra

_____

Signature of the Coordinator, IQAC

Name Dr.Gurmeet Kaur

SignatureoftheChairperson,IQAC

Page 22