

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

R.R.M.K Arya Mahila Mahavidyalaya Pathankot

1.2 Address Line 1

Shahpur Chawnk

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. Jyoti Bindra

Tel. No. with STD Code:

0186-2220092

Mobile:

9814173205

Name of the IQAC Co-ordinator:

Dr. Sunita Dogra

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

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

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

1.8 AQAR for the year

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)

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 (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Comp. Sc., Fashion Designing

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

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

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

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Parent Teacher Association
- Alumni
- Eco Club
- Tutorial Classes
- Spoken English Classes

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
Tutorial Classes to be conducted during academic session	Conducted

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	5	-	5	-
UG	3	1	2	-
PG Diploma	2	-	-	-
Advanced Diploma	-	-	-	-
Diploma	2	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	12	1	7	-
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	✓

1.3 Feedback from stakeholders* Alumni Parents Employers Students

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

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

Yes, to Improve the Quality of Education

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

Yes , B.Sc(FD)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
16	5	9	-	2

2.2 No. of permanent faculty with Ph.D.

7

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
5	-	9	-	-	-	34	-	48	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil	Nil	48
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	10	-	-
Resource Persons	-	-	-

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

Communication Skills
Upgrading of Computer Labs

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

177

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

2	-	-
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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	808	2	24	32	40	96
B.Sc(Eco)	106	-	36	15	45	98
BCA	221	3	65	31	2	93
B.Sc(FD)	13	-	9	69	-	69
PG DIP DD&T	7	100	100	-	-	100
PGDCA	17	18	100	-	-	100
UG Dip S& T	7	100	100	-	-	100
UG Dip Cosmetology	11	73	100	-	-	100
MA Punjabi	22	-	-	18	77	95
MA Hindi	39	-	13	43	82	82
MA English	19	-	5	53	21	78
MA Economics	32	-	15	-	-	90
MA Pol.Sc	27	-	70	26	-	96

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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
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.	3 Workshops
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	15	-	-	02
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

Our teachers act as guide for M.Phil students.

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	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	1	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
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 : Nil

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

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

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

Nil

-

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

Nil

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level 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 Any other

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

AIDS Awareness Seminar,Campaign,Poster Making Competition Orgained

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.62 In Acre	0.10 In Acre	College Management	1.72 In Acre
Class rooms	30	-	College Management	30
Laboratories	7	-	College Management	7
Seminar Halls	-	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	11		-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

Yes

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	14463	1477948	828	231952	15291	1709900
Reference Books	2718	-	127	17102	2845	17102
e-Books						
Journals	54	18519	-	18519	54	18519
e-Journals						
Digital Database						
CD & Video	152+11	1100	-	-	152+11	1100
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	68	4	1	1		6	1	
Added	8	Nil	Nil	Nil		Nil	Nil	
Total	76	4	1	1		6	1	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (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	360688
ii) Campus Infrastructure and facilities	76430
iii) Equipments	9108
iv) Others	0
Total :	446226

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

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1200	155	-	46

(b) No. of students outside the state

-

(c) No. of international students

Nil

Men	No	%	Women	No	%
	Nil	Nil		1401	100

Last Year 2008-09						This Year					
General	SC	S T	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
776	236	-	219	-	1231	856	285	-	260	-	1401

Demand ratio 6:7

Dropout % -Nil

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

Nil

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance

Meetings 1) Guest Faculty from NIIT, 2) Dinanagar for Career Guidance

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	40	2	3

5.8 Details of gender sensitization programmes

Seminars and lectures organised on various problems of the girl students discussed in detail and solution sorted to tackle those problems.
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5.9 Students Activities

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

State/ University level	<input type="text" value="45"/>	National level	<input type="text" value="4"/>	International level	<input type="text"/>
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No. of students participated in cultural events

State/ University level	<input type="text" value="15"/>	National level	<input type="text"/>	International level	<input type="text"/>
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level	<input type="text" value="22"/>	National level	<input type="text" value="3"/>	International level	<input type="text"/>
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Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	90	51,000
Financial support from government	148	10,55,645
Financial support from other sources	13	42,500
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

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 Empowerment

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

6.3.2 Teaching and Learning

Computers Labs, Projector, Internet access

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 provided to lecturers and research scholars to help them fruitfully in their research projects. Introduction of E-Journals and E- Books through INFLIBNET .

6.3.5 Library, ICT and physical infrastructure / instrumentation

NIL

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 organising seminars on career counselling 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

NIL

6.3.9 Admission of Students

Meritorious and the students who have excelled in sports and other co-curricular activities recommended by the cell for special aids and attention.

6.4 Welfare schemes for

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

6.5 Total corpus fund generated

Nil

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	No	No
Administrative	Yes	i)Internal Audit organization (Revenue) Punjab ii)Accountant General (Audit) Punjab	Yes	M/S V.B Aggarwal & Co.Chartered Accountants

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

For UG Programmes Yes No

For PG Programmes Yes No

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

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

6.12 Activities and support from the Parent – Teacher Association

Meetings Conducted

6.13 Development programmes for support staff

NIL

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

- 1) Formation of the Eco Club
- 2) Seminar on “Prevention of Poly Bags”
- 3) Seminar on “Tree Plantation”.
- 4) Placement of Dustbins for Degradable and Non- Degradable 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

Proposed work is done.

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

Details Enclosed please refer Annexure (i) & (ii)

7.4 Contribution to environmental awareness / protection

Formation of the Eco-Club
Tree Plantation Camp organised annually.

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, Puppet show organised to rejuvenate Indian culture and heritage.

8. Plans of institution for next year

To start B.Com(Prof) Course, Communication Lab from next session.

Name Dr. Sunita Dogra

Name Dr. Veena Sharma

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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Abbreviations:

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