

**ANNUAL QUALITY ASSURANCE REPORT (AQAR)**

**SESSION 2015-16**

**D.A.V. COLLEGE, SADHAURA**

**ACCREDITED WITH GRADE B+ BY NAAC**

**(Estd. 1968)**

**SUBMITTED TO:**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**The Annual Quality Assurance Report (AQAR) of the IQAC  
Year: 2015-16**

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2014 to June 30, 2015)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution	D.A.V. COLLEGE, SADHAURA
1.2 Address Line 1	SADHAURA
Address Line 2	YAMUNA NAGAR
City/Town	SADHAURA
State	HARYANA
Pin Code	133204
Institution e-mail address	dav_dav2007@rediffmail.com
Contact Nos.	01735-271230
Name of the Head of the Institution:	Dr. Ranpal Singh
Tel. No. with STD Code:	01735-271230

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)EC/32/190 dated 17-05-2004

1.4 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	77.70	2004	5 Years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

1.7 AQAR for the year (*for example 2010-11*)

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2013-14 submitted to NAAC on 12-10-2011))

- i. AQAR 2010-11
- ii. AQAR 2011-12
- iii. AQAR 2012-13
- iv. AQAR 2013-14
- v. AQAR 2014-15

1.9 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

(e. g. 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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

. PG Courses namely; M.Com and M.A.English

1.11 Name of the Affiliating University (for the Colleges)

Kurukshetra University,  
Kurukshetra

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

Autonomy by State/Central Govt. / University	N.A.		
University with Potential for Excellence	N.A.	UGC-CPE	N.A.
DST Star Scheme	N.A.	UGC-CE	N.A.
UGC-Special Assistance Programme	N.A.	DST-FIST	N.A.
UGC-Innovative PG programmes	N.A.	Any other ( <i>Specify</i> )	N.A.
UGC-COP Programmes	N.A.		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	08
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	02
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	
2.8 No. of other External Experts	
2.9 Total No. of members	14
	02

2.10 No. of IQAC meetings held

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

- Department of Political Science organized Two day DHE sponsored National Seminar on 'Impact of 2014 Parliamentary Elections on Federalism in India' on 20-21 March, 2016.
- Department of Mathematics organized One Day DHE Haryana sponsored National Seminar on 'New Advances in Mathematics' on 13-02-2016.

2.14 Significant Activities and contributions made by IQAC

- Regular monitoring of existing programmes
- Suggestions for making teaching and learning more effective by using ICT
- To give innovative ideas for making NCC/NSS and other fora/clubs/societies more effective
- To review the results of each department and suggest remedial measures
- Organisation of Remedial Coaching classes
- Motivating teaching departments to organize National/International seminars
- Preparation of AQAR

## 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
To organise Talent Show for Students	Talent show was organised in the college campus and more than 400 students participated with great zest and zeal.
To strengthen Remedial classes for slow learners	Remedial classes were organized for weak students by the Department of Commerce.
To organise Workshop/Seminar/Conferences in the college	<p>Department of Mathematics organized One Day DHE Haryana sponsored National Seminar on 'New Advances in Mathematics' on 13-02-2016.</p> <p>Department of Political Science organized DHE Haryana sponsored Two Day National Seminar on 'Impact of 2014 General Elections on Federalism in India' on 20-21 March, 2016.</p>
To organize Annual Blood Donation Camp	Annual Blood Donation Camp was organized on 1 <sup>st</sup> October, 2015 on the occasion of National Voluntary Blood Donation Day. 108 volunteers donated blood in the camp.

\* Attach the Academic Calendar of the year as Annexure.

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	02		02	
UG	04		02	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	06		04	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06 (UG,PG)
Trimester	NIL
Annual	NIL

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

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



*\*Please provide an analysis of the feedback in the Annexure*

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

Syllabus as per Kurukshetra University, Kurukshetra

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

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
14	08	06		

2.2 No. of permanent faculty with Ph.D.

09

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
04	02								

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL	NIL	14
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers		4	
Resource Persons			

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

- Teaching faculty and students are encouraged to use latest technology such as internet in the teaching learning process.
- Teachers' provide study material to students. Use of technology like Whatsapp groups have been formed through which students can contact their teachers any time and the teachers also also send extra information related to various topics through these groups.
- The session plan is prepared for each subject well before the commencement of each semester along with the course and outs which are made available to all students on the start of academic year.

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

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

KUK norms are followed regarding exams/evaluation
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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 

NIL	NIL	NIL
-----	-----	-----

2.10 Average percentage of attendance of students 

79%
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2.11 Course/Programme wise  
distribution of pass percentage : (List Attached)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %

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

Members of IQAC interact with the faculty, other staff members and students regularly and hold meetings

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes(Seminars sponsored by DGHE Haryana)	
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 Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	01	01	03
Technical Staff	NIL	NIL	NIL	01

## Criterion – III

### 3. Research, Consultancy and Extension

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

- IQAC encourages faculty members to register for Ph. D.
- IQAC motivates teaching departments to organize seminars in the college.
- Faculty members are also motivated to present papers in various seminars/conferences and to get their papers published.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil			
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		
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

#### 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		02			
Sponsoring agencies			DHE Haryana		

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	Nil
	Granted	
International	Applied	Nil
	Granted	
Commercialised	Applied	Nil
	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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

01

01

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 Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level Nil State level Nil  
National level 300 International level Nil

3.22 No. of students participated in NCC events:

University level Nil State level Nil  
National level 25 International level 131

3.23 No. of Awards won in NSS:

University level Nil State level Nil  
National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level Nil  
National level Nil International level Nil

### 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

- Celebration of Tree Plantation week in the college from ? In this camp 1200 trees were planted by NSS volunteers.
- Rural Sanitation Awareness Rally was organized in Sadhaura by NCC and NSS units
- Legal Literacy Cell of the college organized lecture on Legal Empowerment of Women.
- Drive for removal of congress grass around the college campus is regularly done.

## 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	8Acres			8Acres
Class rooms				
Laboratories	02	03	Mgt.	05
Seminar Halls	01		Mgt.	01
No. of important equipments purchased ( $\geq$ 1.0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

Well stocked, fully computerized,  
Library with internet facility  
Subscription process UGC.N-List

#### 4.3 Library services: ???

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22904	1461883.54	99	18292	23003	1480175.54
Reference Books	2740	548000	26	5200	2766	553200
e-Books		Subscribed N List Date Base				
Journals & Magaz.	13	14363				
e-Journals						
Digital Database		Subscribed N List Date Base				
CD & Video						
Others (Newspaper)	08					

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	52	02	10			05	05	03
Added			10					
Total								

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

Networking has been done in Computer Labs and Library as well.

#### 4.6 Amount spent on maintenance in lakhs:

i) ICT

74856

ii) Campus Infrastructure and facilities

96965

iii) Equipments

NIL



iv) Others

19487

191308

**Total:**

## **Criterion – V**

### **5. Student Support and Progression**

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Regular display of information on Notice Boards affixed at prominent places
- Ensuring circulation of important notices in class rooms
- Grievance Redressal Cell
- Provision o Complaint/Suggestion box

#### 5.2 Efforts made by the institution for tracking the progression

Regular feedback is obtained from students and other stakeholders regarding teaching and other infrastructural facilities and suitable steps are taken for improvement.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
876	84	Nil	Nil

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

No	%
----	---

513	53
-----	----

Men

No	%
447	47

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
332	210		361	01	904	325	232		402	01	960

Demand ratio

Dropout %

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

NA
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No. of students beneficiaries

NA
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## 5.5 No. of students qualified in these examinations

NET	<table border="1"><tr><td>Nil</td></tr></table>	Nil	SET/SLET	<table border="1"><tr><td>Nil</td></tr></table>	Nil	GATE	<table border="1"><tr><td>Nil</td></tr></table>	Nil	CAT	<table border="1"><tr><td>Nil</td></tr></table>	Nil
Nil											
Nil											
Nil											
Nil											
IAS/IPS etc	<table border="1"><tr><td>Nil</td></tr></table>	Nil	State PSC	<table border="1"><tr><td>Nil</td></tr></table>	Nil	UPSC	<table border="1"><tr><td>Nil</td></tr></table>	Nil	Others	<table border="1"><tr><td>Nil</td></tr></table>	Nil
Nil											
Nil											
Nil											
Nil											

## 5.6 Details of student counselling and career guidance

Career counselling cell of the college organizes lectures on career awareness regularly.
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No. of students benefitted

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## 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

## 5.8 Details of gender sensitization programmes

Sh. Atul Bansal, Advocate District Courts Jagadhri, delivered a lecture on "Women Empowerment" on 17 <sup>th</sup> October, 2015 and informed the students about various laws that are in force to empower women.
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## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	200	1206474
Financial support from other sources		
Number of students who received International/ National recognition		

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

Vision

DAV College, Sadhaura, envisages a society that ensures peace, harmony, dignity, justice and equal opportunities for development of individuals and communities. Besides, the institution aims at empowerment through higher education to all strata of society.

Mission

- To provide quality education to all irrespective of caste,

## 6.2 Does the Institution has a management Information System

- The college sends information to the management from time to time. All the important achievements are sent to the management immediately.
- All the achievements of the college are presented in the meeting of the Governing Body held from time to time. The management takes note of this information and even suggests improvement.

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

### 6.3.1 Curriculum Development

For curriculum development various academic activities like workshops, debates and declamations, lectures from experts etc. are organized in the college from time to time.

### 6.3.2 Teaching and Learning

- Class tests are conducted to evaluate the performance of students.
- Students are motivated for making use of library and internet facilities available in the college.
- To increase the use of modern teaching practices like internet and ppts etc.

### 6.3.3 Examination and Evaluation

In this regard Kuruskhetra University is the sole authority for implementation of reforms. But faculty members who are the part of academic bodies of the university actively campaign for reforms.

### 6.3.4 Research and Development

- The college has started publishing annual Online research Journal entitled 'DAV Academic Review' from the month of December 2015.
- The faculty is encouraged to go on research activities by participating in various national and international level seminars. For this purpose the college facilitates the faculty members by reimbursing registration fee paid by them.
- The faculty members are also encouraged to publish research papers.
- The college encourages the staff to pursue Ph. D. Degree from any recognised university.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Computerised library
- Smart Class room facilities
- Regular updating of physical infrastructure

### 6.3.6 Human Resource Management

The college makes strenuous efforts to attract, retain and nurture best faculty in each department. The college provides full opportunity to all faculty members to give their best in teaching by providing them latest tools.

### 6.3.7 Faculty and Staff recruitment

The college has two kinds of staff:

1. Sanctioned posts: To fulfil the vacancy against sanctioned posts both in teaching and non teaching, a structured process is followed as per UGC, Haryana Government and KUK norms.
2. Non Sanctioned Posts: The governing body of the college has constituted a recruitment cell to fulfil the vacant positions both in teaching and non teaching categories.

### 6.3.8 Industry Interaction / Collaboration

NIL

### 6.3.9 Admission of Students

- Teams comprising different faculty members visit nearby villages and motivate both parents and 10+2 pass children to take admission in our college.
- At the start of the session, counselling desk is put up by each faculty to give first hand information to admission seekers.

6.4 Welfare schemes  
for

Teaching	Facility of taking one month salary as advance in case it is not received in time from Govt.
Non teaching	Facility of taking one month salary as advance in case it is not received in time from Govt.
Students	Fee concession Provision of payment of fee in instalment Provision of scholarships other than Govt

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) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	KUK	Yes	IQAC
Administrative	Yes	Haryana Govt	Yes	IQAC

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?

NA

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

NA

6.11 Activities and support from the Alumni Association

Alumni members share their knowledge and expertise with the present students free of cost.

6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

Computer training to all  
Participatory contribution in various committees as members

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

- Annual tree plantation drive in the college
- Removal of Congress grass regularly
- In order to reduce emission of harmful contents in the atmosphere, normal bulbs have been replaced by LED bulbs.

## 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.

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

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

- In order to ensure safe passage to girl students the college provides the bus facilities to the girl students from Sadhaura and nearby villages to the college.
- The college provides books and fee concessions to the students belonging to poor sections of the society.

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*



7.4 Contribution to environmental awareness / protection

- Tree plantation is a regular feature
- Removal of congress grass from in and around the campus
- Organisation of Rural Sanitation Awareness Rally in Sadhaura

7.5 Whether environmental audit was conducted? Yes  No

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

**8. Plans of institution for next year**

- Conduct alumni association meetings more frequently
- Enhancing the number of courses and student strength on the campus
- Promotion of teacher research incentive and recognition schemes
- To modernise and update Physics, Chemistry and Computer labs



Name: Dr. Ankeshwar Prakash  
Associate Professor of Commerce  
Signature of the Coordinator, IQAC



Dr. Ranpal Singh  
Principal

Signature of the Chairperson, IQAC

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