

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

SESSION 2016-17

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: 2016-17**

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:	094160-38775

Name of the IQAC Co-ordinator:

Dr. Ankeshwar Prakash

Mobile:

094160-26494

IQAC e-mail address:

ankeshwar.prakash@gmail.com

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

1.4 Website address:

www.davcsadhaura.com

Web-link of the AQAR:

<http://davcsadhaura.com/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 st Cycle	B+	77.70	2004	5 Years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

9-11-2009

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

2016-17

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
- vi. AQAR 2015-16

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 No International National State Institution Level

(ii) Themes

Department of History organized One Day DHE Haryana sponsored National Seminar on 04-03-2017.

2.14 Significant Activities and contributions made by IQAC

- Regular monitoring of existing programmes
- To give ideas for making NCC, NSS and other curricular activities more effective
- To review the results of each department and suggest remedial measures
- To motivate teaching departments to organize seminars and other student centric activities
- Organization of Blood Donation Camp
- 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
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To organize Zonal Youth Festival of Yamuna Nagar Zone in the college	Zonal Youth Festival of Yamuna Nagar Zone was organised in the college on 6, 7 and 8 October 2016. More than 1500 students participated in the youth festival in 43 cultural events prescribed by the University. Our college participated in 11 events and won prizes in 5 of them.
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 organize Annual Blood Donation Camp	Blood donation camp was organized on 21 st March, 2017.
To organize National Seminar/Workshop	One Day DHE Sponsored National Seminar was organized on 4 th March, 2017

* 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				
Total	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
13	08	05		

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
	03								

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		01	
Presented papers		02	
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 even by forming Whats App 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 at the start of academic year

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

160 days

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

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
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2.10 Average percentage of attendance of students

79%

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 national seminars in the college.
- Faculty members are also motivated to present papers in various seminars/conferences and to get their papers published. The college reimburses registration fee paid by any staff member or attending the conference organized by other institutions.

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	4		
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		01			
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

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 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 80

International level Nil

3.22 No. of students participated in NCC events:

University level Nil

State level Nil

National level 100

International level 131

3.23 No. of Awards won in NSS:

University level 01

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 National Unity Week in the college from 31st October, 2016 to 5th November, 2016.
- Rural Sanitation Awareness Rally was organized in Sadhaura by NCC unit on 22nd December, 2016.
- Organization of an awareness rally by NCC and NSS units of the college on 25th January, 2017 on the occasion of National Voters' Day.
- Participation of NCC Cadets in Second International Yoga Day held on 21st June 2017
- Organisation of lectures on legal empowerment of women
- Organization of Blood Donation Camp in which 108 units of blood were donated by students and faculty members.

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	23003	1480175.54	218	38082	23221	1518257.54
Reference Books	2766	553200	44	26325	2810	579525
e-Books		Subscribed N List Date Base				
Journals & Magaz.	15	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 is in working mode

4.6 Amount spent on maintenance in lakhs:

i) ICT	122539
ii) Campus Infrastructure and facilities	213630
iii) Equipments	264193
iv) Others	108336
Total:	708698

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Special Lectures were organised by Career Guidance cell for enhancing career related awareness of the students
- Special coaching classes for slow learners
- Regular display of information on Notice Boards affixed at prominent places
- Ensuring circulation of important notices in class rooms
- Grievance Redressal Cell

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
803	60	Nil	Nil

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	430	50		433	50.2

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
332	210		361	01	863	370	218		274	01	863

Demand ratio

Dropout %

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

NA

No. of students beneficiaries

NA

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 counselling and career guidance

Career counselling cell of the college organizes lectures on career awareness regularly.

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

5.8 Details of gender sensitization programmes

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
	<input type="text" value="45"/>	<input type="text"/>	<input type="text"/>
5.9.2	No. of medals /awards won by students in Sports, Games and other events		
Sports:	State/ University level	National level	International level
	<input type="text" value="1"/>	<input type="text" value="6"/>	<input type="text"/>
Cultural:	State/ University level	National level	International level
	<input type="text" value="6"/>	<input type="text"/>	<input type="text"/>

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	15	41000
Financial support from government	158	1373441
Financial support from other sources		
Number of students who received International/ National recognition		

5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>
Exhibition:	State/ University level	<input type="text" value="Nil"/>	National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

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, creed and socio-economic status.
- To facilitate the overall development of students, to inculcate ethical values and to produce dynamic and able minded youth.

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 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 them any registrations 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

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

At the start of the session, counselling desk is put up by each faculty to give first hand information to admission seekers.
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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

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.

The institution imparts skill development to enable students to get secure and sustained challenging jobs. The institution adequate game and sports facilities to the students

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*)

- The college provides the bus facilities to the girl students from Sadhaura and nearby villages to the college.
- To listen to the problems of parents and students, full time availability of the Principal and staff is ensured.

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

7.4 Contribution to environmental awareness / protection

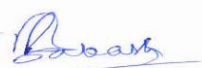
- Tree plantation is a regular feature
- Removal of congress grass from in and around the campus
- Organisation of Rural Sanitation Awareness Rally in Sadhaura

7.5 Whether environmental audit was conducted? Yes No

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

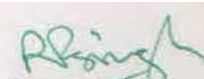
8. Plans of institution for next year

- 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 the 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
