YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	D.A.V. COLLEGE MALOUT
• Name of the Head of the institution	Subhash Gupta
• Designation	Officiating Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01637265288
• Mobile No:	6284253110
• Registered e-mail	principaldavcmlt@gmail.com
• Alternate e-mail	
• Address	Sekhu Road
• City/Town	Malout
• State/UT	Punjab
• Pin Code	152107
2.Institutional status	
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Panjab University Chandigarh**	
• Name of the IQAC Coordinator	**Brahma Ved Sharma**	
• Phone No.		
• Alternate phone No.	**7009514109**	
• Mobile	**8146168900**	
• IQAC e-mail address	**iqacdavmlt@gmail.com**	
• Alternate e-mail address		

3.Website address (Web link of the AQAR (Previous Academic Year)	https://davcollegemalout.com/documents/AQAR19-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://davcollegemalout.com/documents/AC20-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.3**	**2017**	**23/01/2017**	**24/01/2022**

6.Date of Establishment of IQAC	**20/02/2016**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**00**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**4**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been	**Yes**

uploaded on the institutional website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

NIL	1. Meetings of IQAC were held to enhance the admissions of the college and pre admission counselling program was also held to enlighten the teachers. 2. A webinar on the topic Managing Professional Ethics in Academic was held on 22.05.2021. 3. An international webinar on the topic managing stress in pandemic period was held on 06.06.2021. 4. An E-Workshop was held on the subject Computer Aided Accounting. 5. Training Session on News and Information Literacy was held on 5.11.2020.	

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes	
To make college campus eco friendly with sustainable development by use of solar biodiversity and rain water harvesting. Pre admission counselling Program will be initiated to enhance the strength of college. Mental Health awareness program would be organize. Placement drives in campus.	In Covid-19 Pandemic Period teaching was shifted to online mode and in this period following webinars/workshops/programs were held-1. Party Makeup (25.05.21-30.5.21). 2. Advance Basics of Accountancy (26.05.21-31.5.21). 3. Personality Development Workshop (30.5.21-05.6.21). 4. Stage Anchoring (02.6.21-07.6.21). 5. C-Programming (08.6.21-13.6.21). 6. Spoken English (15.6.21-21.6.21).	
13.Whether the AQAR was placed before statutory body?	**Yes**	

- Name of the statutory body

Name	Date of meeting(s)
IQAC	**03/07/2021**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	**24/02/2022**

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **5**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **617**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **0**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3   **198**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **20**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **29**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**5**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**617**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**0**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**198**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**20**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**29**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**26**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**87.24**
4.3 Total number of computers on campus for academic purposes	**32**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institution ensures effective curriculum delivery by following the academic calendar provided by Panjab University, Chandigarh. The head of every department submits a workload statement at the beginning of every semester, over which the general time-table is prepared. Accordingly, each department prepares its own teaching plan allotting term-wise topics to be taught within the stipulated time. Through a series of interactive activities like classroom teaching, group discussions, power point presentations, quiz, debates, academic tests, etc. the students are given practical insight into the curriculum that helps them to develop their higher order cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. The periodic tutorial and class test are conducted in order to assess the understanding of the students. The examination results are reviewed and the weaker students are taught by giving extra time. Practical, theoretical & oral examinations are conducted to evaluate the understanding of the students. The new examination pattern introduced by

affiliating university is being strictly adopted by the college. All the laboratories and Library are upgraded and updated annually as per requirement of the curriculum. Skill-oriented courses are offered to the students for enhancing their skills and access to jobs in national/international job markets.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	[NIL](NIL)

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Institute is affiliated to Panjab University, Chandigarh and implements the curriculum prepared by the BoS of Panjab University, Chandigarh. The institute has developed a structured and documented process for implementing the curriculum. It is as follows:

• Before the commencement of the semester, the faculty members prepare an academic calendar based on the calendar prepared by the affiliating University.

• The HOD prepares the class time-table and course plan for the semester. The course plan containing class timetable, semester calendar prepared by affiliated university and syllabus is given to all the students.

•Concern faculty meets the students after the last University examination, reviews the semester completed, and discusses with them about the next semester. They incorporate the suggestions and prepare the course plan and distribute them to the students.

•Faculty members revise the COs of their courses, and prepare/update their lecture materials. The syllabus is enriched by adding contents beyond syllabus, to ensure achievement of the COs. • IQAC periodically monitors the coverage of syllabus, quality of question papers and assignments, preparation of answer schemes, progress of the lab sessions, etc.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	[NIL](NIL)

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

00

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

66

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

66

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Subjects, such as Zoology, Botany, Environment Education, Political science, Commerce, English, are introduced in the curriculum (provided by above mentioned affiliated University) to integrate issues related to Environment, Human Values, Gender and professional ethics. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Co-curricular and Extracurricular Activities also. Every year N.S.S. units undertake a host of activities in the adopted villages and organizes various environment related programs including tree plantation, village cleanliness, poster competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and

sustainability. World Environment Day, N.S.S. Day, etc are organized in the college every year. The college has taken active participation in Swachhta Pakhwada Programs started by the government. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under N. S. S., N.C.C. and YWD help to inculcate human values among students. National festivals like Independence Day and Republic Day celebration serve as a platform to enliven patriotic values. Different social activities have been initiated by college like Voter's Awareness Program, Road Safety Campaign, Blood Donation camps, etc are organized from time to time.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	<u>View File</u>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

1.3.3 - Number of students undertaking project work/field work/ internships

15

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	D. Feedback collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://davcollegemalout.com/pages/sss2021

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

617

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

227

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Our institution has adopted both formal and informal modes to judge the learning level of students joining from different socio-economic backgrounds. During admission, they are handed over compact written information in the form of Prospectus so as to choose their favorite course of study. After that the select team of the college counsel and motivate them to adopt a particular stream to enable them to perform not only academically but also to cater their professional needs. At entry level there is a mentor mentee mechanismwhere the mentors segregate the learning capacity of the studentsthrough different ways such as class discussions or class tests thereby facilitating the mentors to pay attention to needs ofboth the the slow learners as well as advanced learnersinside or outside the classroom. The advanced learners are earmarked to enable them to excel their holistic personality whereas remedial classes are arranged to fasten the learning process of slow learners. Advanced learners are academically motivated to studyfor reference books tofurthertheir professional options. Formally, aspree of activities like extension lectures, study tours, assignments, relevant projects, debates and seminars on current issues are organized to enable them to excel their

capabilitylevel.

File Description	Documents
Link for additional Information	[NIL](NIL)
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
617	**20**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our institution has chalked out various well planned student centric methods to encourage participation and enhance their learning process. The institution has constituted a number of Committees such as Career guidance committee,Cultural committee,Sports to shell out their qualities, to foster spirit of Cooperation and leadership skill. Regular participation is ensured through panel discussion, field visits,educational tours, seminars, debates and extension lectures. The students learn basic life skills such as yoga, first aid, NCC Training, Various skills through NSS and above alllegal services awareness for this purpose. Students seek the help of rich library, Wi-fi system, research center, computer labs, Laboratories and sports department to enhance their learning and problem solving intelligence.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[NIL](NIL)

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In the institution, the faculty focusses on quality teaching not only through traditional method but also resorts to ICT tools to modernise the teaching. The faculty uses Zoom,whatsupp, Google classroom,Facebook, youtube, mobile, different online sites ,online newspapers,online journals and books to teach andtransmit subjectrelated information to the students. Even the students motivated to visit library themselves to assembleonline information and material through wi fi facility available in college library. Even similar e-resources are also used to periodically assess the students through virtual discussion on relevant topics. During corona period the faculty and students banked upon these various ICT tools to strengthen their teaching learning and communicative process. The students also provide online feedback to improve the quality and capability level of the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://davcollegemalout.com/documents/ict tools.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

20

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

7

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our institution has constituted internal transparent assessment mechanism to shellout the true potential of the students. To have robust method the institution commits itself toadoptdiagnostic, formative, summative and career oriented guidance methods.As the academic session progresses, our institution works upon internal evaluation mechanism. To prepare the studentsformative method is adopted to test their intelligence not only academically but also in co-curricular and extra-curricular genre. To accomplish this goal, class tests, Class discussions, projects, Extension lectures, seminars, Written assignments, debates ranging from subject specific issues to general management issues and current affairs and internal midterm semester exams are timely conducted to monitor the progress of the students and motivate them to expand their horizon. Even ICT tools such as power presentation, online class discussion are used periodically assess the students.The institution also reliesupon summative evaluation of the students through proper university guided mechanism of final theory as well as practical examinations.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	NIL

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Our institution has formally constituted the office of Dean Exams to address the examination related grievances within time limit. For this purpose the students can directly approach the Dean Exams or related Examination clerk. To have efficient and error free mechanism the internal assessments are cross checked and even if it has any discrepancy, it is immediately addressed. The students while filling their University exam forms can seek the help of Examination Branch of the College. Even in the class roomdifferent queries concerning nature of attempting paper are solved so as to motivate them to score high in final exams. Mock practical exams are conducted at class level as a practice test. After the final exams any discrepancy regarding Marks sheet,internal assessment ,Reappear or Result late is satisfactorily addressed in complete coordination with the University authorities.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[NIL](NIL)

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Our institution has aptly planned PO CO learning mechnism.In the era of globalization, the faculty inculcates and promotes ethical tenets, professional excellence and leadership skill among the students through successful implementation of this programme. The faculty has proper communication processto sharelearning information with the students through formal as well as informal communication process. Even the hard copy of syllabi and PO CO are available for instant reference in the library as well as in the concerned departments to help teacher student learning process.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	[NIL](NIL)
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Our institution focuses upon POCOprogramming not only fromtheoretical viewpoint but also works upon their practical outcome through various modes. The institution keeps formalrecord of degree holders and also preserves formal as well as informal placement records in different professions. PO CO programmes enable the students to attainpletheora ofawards, honours and marks weightageat University, District, State and National level.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	[NIL](NIL)

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

197

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	NIL

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://davcollegemalout.com/pages/sss2021

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	[NIL](NIL)

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

12

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

NIL

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	**No File Uploaded**

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

NIL

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	**No File Uploaded**

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry,

community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

18

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

18

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

NIL

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

NIL

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college is spread over 22 acres of eco friendly lush green campus. College is well connected to bus stand and railway station.Institution has 16 classrooms & 9 laboratories catering to the needs of various departments, seminar room, multipurpose hall, lawns, separate staff room for male and female staff members, General Office, Fee Counter, Examination office, separate toilet facility for staff and students. For the safety and security of the campus, CCTV cameras have been installed. Administrative block is fully equipped with Wi-fi and computerized for carrying out daily routine on smooth basis. Classrooms are well ventilated, having proper light arrangements in addition to natural sunlight. All the labs are well equipped with latest equipment and seating

arrangement. College library and learning resource centre is equipped with well stocked collection, other reading material, provides access to e-resources, air conditioned reading hall and E-Library with 10 computers with wi-fi connectivity. Music lab are well maintained with sitar, Table, Harmonium etc. Three computers labs are equipped with IT infrastructure to catre to the requirements of the students. Indoor Games faultiest is there with badminton court, Table Tennis and other games. Health Zone facility is available for the staff and students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	NIL

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

D.A.V. College has made immense contribution in the field of cultural activities and has good track record of securing prizes, positions in the field of sports and cultural activities. The notable alumnae from this field is Gurdass Mann and many more personalities. The college has a multipurpose hall with proper lighting with a seating capacity of approximately 400 plus students in the main hall. College has a seminar hall with projector with rolling screen to carry out seminar, various cultural events & activities of the college.

- Open stage with green lawns for outdoor cultural events.

Outdoor Facilities

400 meter track, Basketball Court, Volleyball Court, Cricket Pitch.

Indoor Facilities

- Badminton Court
- Table tennis Court
- Sports store room to keep the sports equipment. Fee concession are given to players for participation at State & National Level Competitions.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NIL](NIL)

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NIL](NIL)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

5.31

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

- Nature of ILMS Software-E-Granthalaya
- Nature of automation (Partially)
- Version 3.0(2007)
- Year of automation:2010

College library is the foundation of a educational establishment. College library is the heart of college activities. Library has a collection of 26785volumes. Library provide OPAC facility in the library, subscribes to journals and magazines to cater to the needs of the faculty and students in addition to newspapers. Library day to day operation is managed by the integrated library automation software E-Granthalaya 3.0(2007). Library has a membership of INFLIBNET. It helps teachers and students to access 6000+e-journals and 31, 35000 plus e-books on N-List by INFLIBNET. User name and password is issued to every teacher & they can access this resources from anywhere by using the internet.

Library has centrally air-conditioned reading hall with seating capacity of 70 plus students. Library has a projector with screen where videos are shown to students on famous personalities and related to prevalent issues, to make students aware. Library Network Resource Centre facility is provided to the faculty and students to provide access to e-resources and other valuable information catering to their needs.New Books arrivals, employment alert is displayed on the Notice board of the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	NIL

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.10625

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

147

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college allocates funds for procurement, up gradation and maintenance of computer and other IT facilities. College websites license has been renewed every year to keep website up to date & get students informed about the ongoing events in the institution. Due to covid-19 epidemics, students were not allowed to come to

the college. In order to bridge this educational vacuum and smooth functioning of the on-line classes, hi speed internet access to the whole college upto 100 mbps was provided. Internet facilities was made available through Wi-Fi to faculty members.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NIL](NIL)

4.3.2 - Number of Computers

32

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

5.31

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

D.A.V. College, Malout follows a standard procedure for augmentation, upgradation and maintainence of infrastructure for physical, academic and administrative facilities. For the maintenance of campus facilities, college has separate committees for carrying out specific tasks andthere are well established procedures for utilizingfunds for general maintainance. College has in charges for electricity, construction and cleanliness to tackle the problems of repair and maintenance.

Classrooms: Classrooms are allocated according to the class strength in time table by Dean Time table. HODs and teachers of their respective departments take care of the teaching of the students.

Laboratories: Lab assistant of different laboratories prepare record of stock, consumption and write off of the material and equipments under the supervision and guidance of concerned HODs. Stock verification is done at the end of the academic year and submitted to the office.

Sports facility: Incharge of the sports department with the help of attendant looks after the maintenance of college grounds as well as sports activities.

Library: Library Advisory committee discuss the rules and regulation ofpurchase of library material, issue and return.

Administrative Block: All administrative work is automated .All the offices incampus have computersfor the day to day work.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>NIL</u>

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

121

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

136

File Description	Documents
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to institutional website	https://www.davcollegemalout.com
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

68

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

68

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

NIL

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

16

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

00

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student Council, acts as a link between students and administration, and engages the students in developing leadership skills. There are student representative of

every department as well as club and societies.

Student Council help in maintain discipline, organize and carry out activities and projects in the true spirit for community welfare. The members of the Student Council actively participate in all major events. The students actively engage in planning and

execution of all the activities of the college under the guidance of their Club/Society faculty in-charges. The students organize Farewell parties, Teachers Day, International Women's day, and arrange awareness programs.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

00

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

No registered Alumni Association.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

DAV College, Malout envisions that all young people should be inspired to reach the apex level of education they are capable of Institution which has been established in the sacred memory of his Holiness Swami Dayanand Sarawati is torch bearer of his Great Principles and ethics.The vision of the college is "College developing into an institution of excellence and a lighthouse of genuine, reliable and unbaised knowlegde, leading to enlightening of minds and help students to meet economic, social and environmental challenges and to become active participants in shaping the future world". The lasting mission of DAV fraternity is 'The What I Can Give' to the motherland by training the younger generation to serve as true servant of not only the nation itself but the world and humanity at large. It will work for unique blend of what is best in traditionalism and Modernism. It depicts through imparting quality education for all round development of students. College is committed to inculcate moral values and leadership quality among students. It has been promotingpeace and harmony for better work which is being translated through effective governance.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Principal Level

Principal's the nominee of the employers and authorized for the financial powers to run the institution. In additionto this, there is a local management approved by DAVCMC, New Delhi. The Principal, being an administrator, constitutes SAC comprising six senior teachers and senior most is designated as Vice Principal. Any matter regarding students/staff is undertaken by SAC is discussed with the Principal and finally Principal brings the matter in local committee for approval and forwards the same to employer DAVCMC for conclusive and final decision. As per NAAC guidelines he is the chairperson of IQAC.

Faculty level

For the decentralizationand participative management purpose, the college has adopted the method of formation of various committees comprising the members of the teaching staff members from the different departments of the college. The purpose behind the formation of these committees is to ensure the smooth functioning of the various administrative works in the college.

Non-teaching staff level

There is an active participation of non-teaching staff in IQAC. The views and suggestions of non-teaching staff are given due consideration during the formation of various policies and decisions.Besides the teaching staff, tasks and responsibilities are also assignedto members of non-teaching staff.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution has a perspective plan. The aspects considered for inclusion are;

1. Quality enhancement and improved teaching-learning environment.

2. Enhancement of student support systems.

3. Improved student success rate.

4. To be more innovative, industry-relevant in curriculum design and be more creative in academic deliverywith a strong emphasis on effective integration of technology in the teaching-learning process.

5. The teacher to be more of a facilitator and mentor than just a full time tutor.

6. To establish a research facilities and to nurture and develop research culture among the students and staff.

7. Life skills will be an integral part in curriculum development and delivery.

8. To emphasize on multi-dimensional evaluation of student learning and to enable that student learning outcomes match with their employers expectations.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	NIL
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Our College is governed by Higher Education Department of Punjab and DAVCMC, which has the responsibility to take care of all the colleges in the state of Punjab. However, the administration of DAV College, Malout is the responsibility of the Principal who is directly accountable to the Department of Higher education.The Principal is involved in overlooking the implementation of plans of the College. He ensures that regular day to day operations are properly conducted, through feedback from conveners', teaching and non teaching staff. Heads of Departments.The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically. Committees for cocurricular activities The committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the curricular activities that enhance overall development of students. Administrative Committees [Examinations, Scholarships, Purchase, Discipline, Sports, Admissions, Library, etc.] For the

smooth conduct of all administrative activities according to requirements of academic bodies and government rules, are committees headed by senior faculty to guide the function.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the Institution webpage	https://davcollegemalout.com/documents/organogram.pdf
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**E. None of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Teaching

- **Residence of Principal in College Campus**
- **Group insurance Accidental Benefit Schemes.**
- **Medical leave**
- **Maternity leave**
- **Free education to wards of teaching staff.**
- **Duty leaves to attend/RC/OC/ FDPs etc.**
- **PF and gratuity facility.**

Non teaching

- Group insurance, Accidental Benefit Schemes.
- The non-teaching staff drawing a salary less than Rs.15,000/- are provided ESI facility.
- PF facility
- Fee concession to children of non-teaching staff.
- Medical and maternity leave.
- Free summer and winter uniform for class IV employees.
- Free education to wards of non-teaching staff.
- Accommodation facility to few class IV staff members.
- Uniforms are provided to IV class employees.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

00

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal for teaching faculty Following the UGC regulation 2010 and amendments thereof, the institution monitors performance appraisal system through submitting of APR (Annual Progress Report) of the teaching staff. The APR reflects the

details of refresher / orientation course/ workshops etc that the teacher attended during a particular period as it is deemed mandatory for promoting in next grade. The stock of teaching performance is computed by reflecting the involvement of the teacher in curricular, co-curricular and extra-curricular activities. The evaluation of courses taught and average number of clock works in a week are computed. Due consideration is given to the evaluation of innovation for special contribution made by the teacher. The involvement in the welfare of students and community work is given due weightage for monitoring performance. During appraisal the teacher is given opportunity to pen down any special achievement made by him in the field of his subject, that can upgrade his overall performance. Teacher is given opportunity to note down the difficulties that he is facing while discharging his assignment. Not only this, his valuable suggestion/ measures are also sought for evaluating his observation for the betterment of Institution.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Every Year the external and Internal audit of the institution has been done by DAVCMC New Delhi.Another External audit has been done by authorized Internal Audit organization (Mall) Faridkot and Accounts general Punjab. During session 2020-21DAVCMC conducts the external audit of the institution and found everything in order. No internal audit has been conduct so far in this session.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution is run by the government so the funds to be utilized are primarily allotted through the Higher Education Department of Punjab and DAVCMC. Funds to be allotted for the institution go through the exercise of forming annual budget as per requirement. The same is being discussed with chief Accounts Officer / Financial Advisor for allotment of funds under different heads.Optimum end use of the funds is made as per the rules and regulations and is subjected to audit by the government Within the institution funds are mobilized out of a specific percentage of the fee collected from the students. To ensure the optimum end use of these funds college development and purchasing committees are framed.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

All the faculty members are encouraged and supported to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research.The poor and needy students are provided with financial aid out of the college local fund and the affiliated university

does not charge any examination fee to the orphan and disabled students. The college also provides platform for the students to participate in Intra- College and Inter –College level debates, competitions, seminars etc. Several skill enhancement ability courses have been introduced for various subjects and students are free to choose any one as per their will in the respective stream. Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC for improvement and better implementation of curriculum. All the teachers are encouraged to use audio-visual teaching aids, charts, models etc. for effective teaching-learning processes. Almost all the laboratories are provided with charts, models etc for effective teaching- learning process.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Curriculum Development

- As the College follows the Syllabus/Curriculum of Panjab University therefore the college has no scope of internal curricular designing. However every department has its own academic calendar to run and complete the syllabus within the stipulated time.
- Curriculum Development is undertaken by the affiliating University. The various teaching departments of the college forward their inputs through the faculty members who are nominated as members of Board of Studies by the University.

Teaching and Learning

- The College provides infrastructural support to improve teaching learning process as required by the teaching departments. The Staff and the students are encouraged to adopt non-conventional and latest pedagogical practices.
- The faculties of each department meet at the beginning of each academic session for term-wise allocation of syllabus,

- assignments and class tests/evaluation process for the semester and follow the academic calendar of that session prescribed by Panjab University.
- Technology enabled Teaching Learning process practiced in college. LCD projectors, overhead projectors, are used for teaching regularly. Field study and Practical file work carried out by some of the departments of the College.
- To enlighten students on diverse aspects of knowledge, Seminars and guest lectures are organized by different departments.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://davcollegemalout.com/documents/Minutes2020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Annual Gender Sensitization action plan:

Our institute is ensuring equal concern for girls and boys in the institution in all curricular, co-curricular and extracurricular activities, through its proactive faculty, staff and student programs will look into the following:

Annual Gender Sensitization action plan:

Our institute is ensuring equal concern for girls and boys in the institution in all curricular, co-curricular and extracurricular activities, through its proactive faculty, staff and student programs will look into the following:

Sr. No.

Action

Organised by

Date

1.

National Unity Day

IQAC

31/10/2020

2.

International Women Day with theme "Women in leadership"

Mrs. Tajinder Kaur and Mrs. Iqbal Kaur

08/03/2021

3.

Blood Donation camp on the occasion of International Women day with the support of Sehyog Jansewa Sanstha, Malout and Mr. Manoj Asijja

IQAC

08/03/2021

4.

International webinar titled "Managing Stress in Pandemic Period"

Dr. Mukta Mutneja

13/06/2021

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	a. Safety and security I. The Institute provides CCTV surveillance throughout the campus for safety and security purpose II. The Institute campus is gated and entry is regulated through verification of Identity cards III. Anti-Sexual Harassment cell is formed in the Institute to address the complaints filed by the Girl students IV. NCC wing is established for girls V. NSS unit is functional and active. One of the program officers is women-teacher. b. Counselling I. Counselling is conducted to help the students to know himself/herself for better his/her interest, abilities, aptitudes, opportunities and develop special abilities and right attitudes, Mental Health Day raising awareness of mental health issues around the world and mobilizing efforts in support of mental health c. Common Rooms I. Common room is available for girls in the campus. These rooms are well-ventilated. The students utilize these for having lunch and also for common discussions. They may rest, relax and refresh there. The purpose of common room facility for girls is to create a stress free environment.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy

D. Any 1 of the above

Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

NIL

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	[NIL](#)
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered**	**D. Any 1 of the above**

> **vehicles**
> 3. **Pedestrian Friendly pathways**
> 4. **Ban on use of Plastic**
> 5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- **The Cadets of NCC Unit of College, affiliated to 20 Pb BN NCC, Bathinda performed Swachhta Activity on 16/12/2021**
- **Oath taking Ceremony organized under 'Road Safety Month' as per guidelines of Govt. of India with theme 'Sadak Suraksha Jeevan Raksha' on 10/02/2021**
- **Basant Utsav Celebrated on 16/02/2021**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

NIL

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	**E. None of the above**

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- Gandhi Jayanti Celebrated by N.S.S. Units of College, under Swachh Bharat Mission of Government of India on 02/10/2020
- Quiz competition on 'Quantitative Aptitude' organised by Dr. Megh Raj Goyal on the occasion of National Mathematics Day on 22/12/2020.
- National Voter's Day Observed on 25/01/2021
- Celebrated National Science Day by Science Faculty on 27/02/2021
- 'The Swarnim Vijay Mashal' (Victory Flame) reached College on 07/03/2021
- Science faculty of D.A.V. College, Malout organized an 'Online Poster Making Competition' with the theme 'Save Earth, Save Life'' on Occasion of World Earth Day on 23/04/2021
- 'Corona Awareness Champion' competition organised by NSS department of college on 30/05/2021
- Online Poster Making and slogan writing Competition as a part of 'Anti Drug Campaign' by NCC Officers on 02/06/2021

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

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Best Practices of D.A.V. College, Malout in 2020-21

website URL:https://davcollegemalout.com/pages/best202021

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

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Institutional Distinctiveness

Vision of DAV College, Malout is to educate, empower and promote intellect through holistic learning towards individual growth and social progress. The mission is to provide need based quality higher education to youth of rural and semi urban areas maintaining ethical standards and values. In order to educate, empower and promote intellect through holistic learning the college emphasizes the need to mainstream the marginalized and

weaker sections of students and ensure justice and equity in society. The students belong to economically and socially challenged backgrounds. The mission is to empower them with quality education as per employability options available in region. The college adapted immediately to online teaching and provided support to staff and students virtually to achieve the goal of providing need based quality higher education. To enhance the quality of higher education, higher academic standards were maintained in pandemic period and along with live google meet classes; audio lectures were sent to students living in rural belts with low bandwidth. Moral Values Cell of college is working tirelessly to inculcate ethics among students. The planning of workshops on Women Empowerment, Legal Literacy, Extension activities, job opportunities and personality development keeps on imbibing holistic education as an integral part of personality of students of rural and semi-urban area.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Development of green culture and authentication of the same through green audit will be done.
- Gender equity initiatives will be taken.
- Grievance redressal will be ensured through grievance redressal committee.
- Water conservation strategies will be explored.
- Alternative energy sources will be explored.
- Safety of campus through CCTV surveillance will be ensured.
- Disabled friendly software addition and infrastructure amendments will be made.
- Screen Reader access will be given to website for divyangjans.
- Energy saving strategies will be explored.
- Skill based education will be developed and offered.
- The institution plans to more towards popular office with due course of time.
- Students will be encouraged to understand universal values by analyzing different programs from time to time.
- Vedic culture will be promoted to disseminate the values of Arya Samaj by organizing various programs.