YEARLY STATUS REPORT - 2021-2022

Part A
Data of the Institution

1.Name of the Institution	Devki Devi Jain Memorial College for Women
• Name of the Head of the institution	Dr.(Mrs.)Sarita Bahl
• Designation	Dr.(Mrs.)Sarita Bahl
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01612224682
• Mobile No:	9417420999
• Registered e-mail	ddjainldh@rediffmail.com
• Alternate e-mail	drsaritabahl@gmail.com
• Address	Near Suffian Chowk, Kidwai Nagar
• City/Town	Ludhiana
• State/UT	Punjab
• Pin Code	141008
2.Institutional status	
• Affiliated / Constitution Colleges	AFFILATED
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Panjab University
• Name of the IQAC Coordinator	Mrs. Anupam Gupta
• Phone No.	01612224682
• Alternate phone No.	9417420999
• Mobile	9417412628
• IQAC e-mail address	iqac_ddjaincollege@rediffmail.com
• Alternate e-mail address	ddjainldh@rediffmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://ddjaincollege.org/iqac/19594.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://ddjaincollege.org/documents/revised_academic_calendar_2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.03	2016	05/11/2016	04/11/2021

6.Date of Establishment of IQAC	08/11/2016

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
Institutional	95% deficit	State Govt.	2020-21	2,14,66,837

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	04
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
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)

* Webinars were organized

*Various online competitions were organized

*Placement drives were organized

*Covid vaccination camps were organized

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 Organise Webinar	webinar on universal Brotherhood on 22nd sept,2021
To Organise Essay writting competition	National essay writting competition organise sept 14,2021
To Organise workshop	WORKSHOP ON ENTERPRENURESHIP and innovation as carrer opportunity on 4th feb ,2022
To Organise covid vaccination camp	3rd and 4th Covid 19 vaccination camps were organise on August 18, & Sept 26 2021
To Organise Placement drives	Placement drives were organise on may 27, & June 2 ,2022.
To Organise visits	Visits to Guru Nanak Bhawan November 24,2021
To Organise FDP	FDP was organise on Women health and cancer awareness on JUNE 10,2022
To organise yoga camp	Three day yoga camp was organise from June 18 to june 21.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
COLLEGE MANAGEMENT COMMITTE	25/05/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	13/01/2023

15.Multidisciplinary / interdisciplinary

The college aims at imparting education for the overall development

of the students. It has arranged several disciplinary seminars, webinars and competitions. Important days like yoga day, Environment Day, Women's Day etc. are celebrated bringing together all the disciplines of the college. The University has made it compulsory to study Environmental Education in their regular syllabi. Various areas of community engagement and service also provides a holistic and multi- disciplinary education

16.Academic bank of credits (ABC):

As the college is affiliated to Punjab University the college does not fullfil the requirements of ABC.

17.Skill development:

 The college lays emphasis on the skill development of the students by arranging lectures of eminent persons from different fields and encourages entrepreneurship through different programs. The college is already conducting vocational courses as designed by affiliating University.

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

The college makes several efforts to integrate the Indian knowledge system by using bilingual methods in teaching. The college celebrates many days to make students aware of Indian culture and heritage. During the pandemic, various competitions, webinars were organized online.

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

The college keeps a record of the results of every student. There are tutorial classes and a mental mentee system that gives priority to outcome based education. Course outcomes and program outcomes discussed by faculty members and displayed on the website. Students are made aware of the course specific outcomes through orientation programmes, classroom discussion, expert lectures and practical

20.Distance education/online education:

During the Covid-19 pandemic, the college has successfully implemented online teaching. Online classes are taken by teachers on and when necessary for the betterment of the students. Assignments and evaluations were also done online. Several activities were organized online. Our college is the member of N-list, Inflibnet for scholarly content to extend e-resources.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**9**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**1420**

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	**15**

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	**481**

File Description	Documents
Data Template	[View File]

3.Academic

3.1 Number of full time teachers during the year	**69**

File Description	Documents
Data Template	[View File]

3.2 Number of Sanctioned posts during the year	30

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	50
4.2 Total expenditure excluding salary during the year (INR in lakhs)	17,20,433
4.3 Total number of computers on campus for academic purposes	125

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 college plans the curricular and extra-curricular activities at the beginning of each academic session and prepares or chalks out academic calendar to ensure good learning outcomes .The college follows the curriculum designed by the affiliating university i.e. Panjab university Chandigarh and various time tested and innovative teaching methods are employed by the faculty for the effective implementation of the curriculum .The teachers prepare the teaching plan of their subjects and follow it to deliver the curriculum well in time.The time table is finalized at the institutional and departmental level.Seminars, Workshops , Extension lectures , Study tours are organized from time to time to facilitate the learning and give the students exposure to even growing field of knowledge. Class tests, assignments, discussions and mid semester exams comprise the evaluative tools used to assess the understanding of the students.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Our college follows the academic calendar issued by Panjab university strictly and plans all its activities accordingly. Institute level calendar is prepared at the commencement of the session and the academic activities , CIE and all co-curricular activities are conducted in complete adherence to the calendar . The faculty members plan their lesson and under the guidance of head of their department , they deliver the curriculum by adopting different methods and aids . Syllabus to be covered for each CIE is decided well in advance and faculty members adhere to it . MSTs / final examinations / Practical exams are conducted as per the Panjab university academic calendar and guidelines. In addition to university exam , class tests , presentations, assignments ,projects etc are the methods used for continuous evaluation of the students.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	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	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<u>View File</u>
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

0

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)

0

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

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

1420

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

166

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

Our institution integrates cross cutting issues relevant to professional ethics, Gender, Human values and Environment Sustainability as they are integral and inseparable part of curriculum. The environment issues are dealt in detail as environment, Road Safety education , Violence against women and Drug abuse is a Compulsory subject in all the streams. Anti Women Harassment Cell, Centre for Value Education, N.S.S , Innovation Cell and N.C.C engage the students in various activities which sensitize them to the issues pertaining to gender equality , moral and ethical values and environment concerns. These important issues are integrated or incorporated in the curriculum content of subjects like Political Science , History , Literature , Sociology and facilitate Interdisciplinary thinking and collaborative learning .List and description of courses addressing these cross cutting issues.

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

04

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	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

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

129

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

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	**C. Any 2 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

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

1874

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

143

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

The students admitted in our college belong to variegated economic sections and communities of the society. The college is aware about the overall growth and social upliftment of students. After admissions, advanced learners and slow learners are identified on as per their responses in the class room as well as the performance in the unit tests, internal examinations. After knowing slow and advanced learners, the teachers prepare separate list of slow and advance learners and conduct extra lectures for weaker students. Bilingual explanation and discussions are imparted to the slow learners for better understanding. Provision of simple and standard lecture notes/course materials is also done. Faculty members are available beyond the classroom teaching hours to clarify doubts and to counsel the slow learners. Advanced learners are encouraged to ask their concern freely and frequently with the teachers, in a formal way. Students are encouraged to refer advanced textbooks, journals and for their advanced studies. The academic achievements of the students are extremely motivated and highly praised. Students, who secure ranks in the university examination, are honoured on convocation. Encouragement and Orientation provided to the students in developing enthusiasm to participate in multi-skilled activities such as curricular, co-curricular and extra-curricular.

File Description	Documents
Link for additional Information	**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
1420	68

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

The faculty members use Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning etc. for enhancing learning experiences. The Teaching – learning activities are made effective through illustrations. Lessons are taught through presentations to make learning interesting. This method facilitates the teacher to interpret, explain and revise the content of a text for better understanding of the subject by the learners. The faculty members make learning interactive with students by motivating students to participate in group discussions. ICT enabled teaching includes Wi-Fi enabled class rooms with LCD, Smart Class rooms and E-learning resources. The institution adopts modern pedagogy in line with emerging trends to enhance teaching-learning process. Regular practical sessions, Use of LCD projectors for seminars and workshops and Productive use of educational videos

The faculty members foster learning environment by engaging in rich experiential content of teaching through experience, demonstration, visual aids, Periodical industrial visits, Organizing exhibitions, Presenting papers, and conducting quiz on theory topics. After completion of every two semesters, students are required to engage in summer industrial training. At the completion of training students are required to submit a report of the same. Summer internships teach valuable on-the-job skills and provide excellent networking opportunities to the students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The Institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , online sources, to expose the students to advanced knowledge and practical learning. General ICT Tools used by faculties are: Desktop and laptops, Projector, Digital cameras, Printer, Photocopier, Pen Drive, Scanners, Microphones, interactive white board, DVDs and CDs,

Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.

Various online platforms like Zoom, Google classrooms, etc. are used along with various software and e-resources. Entire campus of the institution is covered with Wi-Fi and LAN based facilities. ICT enabled teaching methodologies like e-mail, animated or live video demonstrations, online lectures; e-mails etc are regularly used by faculty. Computer-Assisted-Learning (CAL) methodology is used to show videos and other educational materials to the students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

68

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
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

68

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

11

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

818

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.

mode

Mechanism of Internal Assessment, Schedule of Class Assessment, Test & Sessional Examination and assignment is given in Academic calendar which is displayed well in advance before commencement of session. Evaluation method comprises of internal examinations held progressively during the semester and is designed to check and report the periodic performance of the student. All the records and data bank of attendance in internal Examinations, Question papers, valued answer sheets/copies, summary of marks sheets, are properly maintained by the teachers for academic monitoring/academic audit. There is complete transparency in the internal assessment.

Class Assessment Test: After Valuation, marks are displayed on dates mentioned in the academic calendar by faculty members. Valuation is done by the respective subject teacher. Answer sheets are shown to all the students and answers are also discussed with the students.

Practical Examination: Evaluation is done with transparency based on different parameters like Teachers Assessment, Practical Records, Performance and Viva-Voce.

Assignments: Assignments questions are discussed with students. The students submit two assignments.

Internal Assessment Marks: Internal Assessment Marks which comprises teacher assessment Assignments and sessional exam marks are conveyed to students.

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

Departmental Level: The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The midterm marks are allotted based on defined strategies and displayed on notice board. Query if any is discussed with faculty and HOD.

College Level: The grievances during the conduction of online/theory examinations are considered and discussed in consultation with the Principal and if necessary forwarded to the university by examination section.

Redressal of grievances at University level: The queries related to results, corrections in mark sheets, other certificates issued by university are handled at PU examination section after forwarding such quires through the college examination section. Students are allowed to apply for revaluation, recounting and challenged evaluation by paying necessary processing fee to university if they are not satisfied with the university evaluation through college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	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.

Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program. POs incorporate many areas of inter-related knowledge, skills and personality traits that are to be acquired by the students during their graduation.

The POs of the programmes are published through the college website

http://www.ddjaincollege.org

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

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

Our Institute is affiliated to Panjab University, Chandigarh. We offer Under Graduate and Post Graduate courses under the Faculty of Arts, Commerce, management and Computer Science. For these programs and courses, the institute follows the curriculum designed by our affiliating university. The institute follows the Academic Calendar of the affiliating university. All the subject teachers maintain Academic Diary in every academic year. All the subject teachers prepare Semester-Wise evaluation Reports. The attainment of programme outcomes is kept in mind while preparing academic plan for every academic session. The academic plan is enriched by inclusion of extracurricular activities. Institute also considers Feedback from the students. The mid-semester exams, end of semester exams, periodical tests, assignments and projects etc are used to evaluate the performance of students in the light of programme outcomes.

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

388

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://docs.google.com/forms/d/e/1FAIpQLSdVz-eoRfyv7IHQOhu_d3NVKu5y65p9PGzg2Zjv_6Yu4E_LPA/viewform?usp=sf_link

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)

0

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

0

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**

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

112

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

07

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

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

Our college laid its foundation on the values of Behn Devki Devi ji. Devki Devi ji lived her life with a motto to serve the society. Same values are inculcated in our students. The extension activitiesinculcate sense of community belongingness and social responsibility in students which sensitizethe young minds and other stakeholders about the relevant social issues. The College proactively engages in several extension activities, such as Cleanliness Drives, Awareness Campaigns on relevant social issues, Donation Camps, Self Defense Workshop, Waste Collection Drive, Beautification of Neighbourhood, Celebration of Poshan Maah, Plantation drive, Yoga, Rallies, Cleanliness drive and vaccination camps for the society amongst others to involve students in pertinent social & environmental concerns. This has resulted in creating strong relationships with the local community, local administration, schools, neighbourhood organizations and non-profit organizations.

Learning outcomes of the activity:

1.Enlarge the knowledge of societal issues and problems and to search solution by getting involved with their lives.

2.Build up relation and tie up with organizations/NGO to carry forward humanitarian work in future.

3.Develop a passion and brotherhood towards community, affected people/animals and destitute.

4.Develop skill and aptitude for problem solving.

File Description	Documents
Paste link for additional information	**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

05

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	<u>View File</u>
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

19

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)	<u>View File</u>

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

2017

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

27

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

9

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	View File

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.

Devki Devi Jain Memorial College For Women has a well developed college campus in an area of 7271 sq mts.

It is equipped with many facilities and learning resources to achieve academic excellence according to its vision and mission.

1. **The infrastructure facilities and learning resources are categorized as under Learning resources include resources and infrastructure required for classroom teaching, laboratories, computer center, library, events, meetings and conferences.**
2. **Support facilities include canteen, seminar hall, general hall, sports ground, gymnasium, meditation centre.**
3. **Utilities include safe drinking water, restrooms and power generators.**

Classes are scheduled for optimal utilization of the available physical infrastructure.

The institute continuously strives to create and enhance infrastructure both in terms of buildings and other facilities to provide a good teaching-learning environment

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.

The institute has adequate facilities for sports, games and cultural activities. The total area of sports and games fields is 2373.77 square metres.

Our college has provision for multiple games such as basketball, badminton, Athletics, Kho-Kho. Indoor sports facility is available for games like Badminton, Table-Tennis, TaeKwondo, Chess, Judo ,

Karate, Wushu

There is a well-equipped auditorium for organizing annual functions and cultural events are also organized at Atam Hall.

Annual sports meet is organized every year for students. Students are specially trained for participation in Zonal and inter Zonal Youth festival competition. Our college has excelled at these events by winning prizes and awards in individual and group events.

Gymnasium facility is provided to staff and students. It can be used in free lecture orbreak.

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

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

54

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

54

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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)

7,19,337

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)

- **Name of ILMS software -Icon's Library Software**
- **Nature of automation (fully or partially) -Partially**
- **Version- 1st**
- **Year of Automation -2014**

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	**B. Any 3 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)

12752

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

07

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 institution plays an important role for infrastructure development in the college premises. The college provide the efficient teaching and learning program with the latest upgradation in the infrastructure & technology.

As the start of the session the head of Department, system Administration and lab technician review the course requirements, and check the systems accordingly the need of the course and then upgrade the system or infrastructure.

Some awareness programs or sessions are conducted to ensure the optimal utilization of new technology that is being deployed. Institution have permanent IT-LAB Technician, System Administrator for deployment of software applications, UPS & LAN, system maintenance and Hardware Troubleshooting. The institute also review the current needs and accordingly the internet bandwidth is upgraded from time to time.

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

4.3.2 - Number of Computers

125

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

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)

17,20,433

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.

The institution obtains the necessary requirements of classrooms, laboratories and other infrastructural resources from each HOD well before the beginning of the academic year. Any new facility to be constructed/ acquired is provided by the management before the semester begins. The various blocks are maintained for their up-keep and repaired on a regular basis. All procedures and policies for utilizing physical, academic and support facilities are shared with students through prospectus, college website and briefing them about standard operating procedures of institution during student orientation programme. Wherever there exists a situation that a facility (classroom or laboratory) is required by more than one department, suitable adjustments in the time table are made to make optimum use of facility. Standard operating procedures are reviewed and amended as and when required.

College Website :- www.ddjaincollege.org

Web Links :- http://ddjaincollege.org/infrastructure.html

http://ddjaincollege.org/library.html

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

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

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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

File Description	Documents
Upload any additional information	**No File Uploaded**
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	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

`100`

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

`156`

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)	<u>View File</u>

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	**No File Uploaded**

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

11

File Description	Documents
Self-attested list of students placed	View File
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

34

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

0

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.

09

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 university/state/national/international level (During the year) (Data Template)	[View File](#)

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)

Our students remain always active in both academic and administrative bodies. A student council is formed every year under the supervision of faculty which includes the President, Vice President, Secretary etc. Moreover , class representatives are also there to assist teachers and help them in various academic and non-academic events held in college from time to time

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

03

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)	[View File](#)

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

Alumni association has a pivotal role in shaping and preserving a lasting relationship between the former and existing students on the one hand and the institution and the society on the other.The alumni have contributed liberally toward the development of the institution through scholarship, endowment, organizing lecture etc. Our alumni is perfect many roles effectively such as promoting institutional brend,providing mentoring to on going students, facilitating internships,career opportunities, job placement for outgoing students and so on . Intellectual activities are to be conducted periodically and will include memorial ,extension and guest lectures on contemporary academic matters. Alumni also facilitate workshops for students to develop their written skills ,presentation skills and other soft/behavioural skills to promote opportunities for their employability.

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

Keeping in line with the aphorism from JAINISM "Parasparopagraho J?v?n?m" (????????????? ????????) meaning "souls render service to one another", the Vision of the college is to impart quality education, by stimulating positive energy through right values for the welfare of students, families, organization and the society. MISSION: The mission of the college that very much aligns with our vision is to start and consolidate career oriented programmes in order to make female section of society economically independent and self-reliant leading to women empowerment. We strive for the all-round development of the students by inculcating values through academics as well as curricular activities. Our mission is to bring the intellectual and human transformation through quality education whereby the special efforts are done to uplift the girls from the less privileged backgrounds. The college ensures a system of participative management whereby information flows and decision making processes are systematized and channeled through all the key constituents of the college. The suggestions given by the governing body, the management committee are implemented under the leadership and guidance of the principal.The heads of the departments ensure the smooth functioning of the activities of the departments in collaboration with other members of the departments.

File Description	Documents
Paste link for additional information	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.

Devi Jain Memorial College for Women, Ludhiana celebrated its Golden Jubilee "CELEBRATING THE PAST…SHAPING THE FUTURE - A Journey of Golden 50 Years" with great enthusiasm on April 9, 2022. Hon'ble Justice, Punjab and Haryana High Court, Shri Arvind Singh Sangwan along with his wife Smt. Geeta Singh graced the occasion as the Chief Guests of the day. Sh. Ashok Prashar, MLA Ludhiana Central was the Guest of Honour on the occasion. For the grand celebration of the successful completion of 50 years of academic excellence since

the inception of the institution in 1971, the meticulous planning and participative management was required. The wheels started rolling months ago, in which all teaching,non teaching staff and students participated enthusiastically. A grand cultural extravaganza was prepared and presented by students and staff. Apart from this, a plethora of activities like an elaborate power point presentation on the fifty years journey of the college, many cultural items were prepared and presented by teachers, students and principal. On this auspicious occasion, the Chief Guests released a granth " Yug Pravartika on the life and teaching of saintly lady Behan Devki Devi Jainji , "Kuch Samriti,Kuch Abhivyakti – a collection of alumni's views" and College Anthem "Gaurav Gaan" and all these had not been possible without the diligent and dedicated participation of the students and 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

During session 2021-22, the college started a hundred hour certificate program in Banking, Finance and Insurance (CPBFI) which includes interview practice as well as guidance through a HR workshop. The idea behind this innovative and the most in- demand learning method is to develop learners into independent thinkers and prepare them for coping with the professional challenges in the future. For the better placement of the students, a tally course in collaboration with Tally Education Private Limited (TEPL), the educational division of tally solution, India's leading business management software company, has also been started to train and certify the students in tally. This will provide a platform to students to sharpen their employability skills and simultaneously offer assurance of skilled human resources to the potential employers. Communicative Skills and Personality Development The college started a one month certificate course in communicative skills to its students. The main objective of this short term course is to equip the students with life skills, employability skills and groomed personality. This course is open to all the students of all the streams.

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.

Management

 Governing Body

 Principal

IQAC

Committees Cells/Centre Staff Secretary House Exam Administration NCC

 Rusa Institutional HOD Controller/ Registrar Superintendent NSS

 Skill Development Innovation Cell Faculty Clerks

 & Vocational Guidance Legal Literacy cell Student Council Supporting Staff

 Social Media Anti Women Harassment

 Feed Back Committee Harassment Cell

 Grievance Redressal Career Counseling & Placement Cell

 Research Advisory First Aid & Health Centre

 Newsletter & Activity Record Centre for Value Education

 Anti-Ragging

 Student Council Election

Website Development/update

Scholarship

Cultural Programme

Library Advisory

Alumni

Time table

Cleanliness

Beautification

Internal Assessment

Online Education training

Prospectus

Fee Concession

Parent teacher Association Committee

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	<u>View File</u>

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All 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

The institution has effective welfare measures for teaching and non-teaching staff Provide the list of existing welfare measures for teaching and non- teaching staff within a maximum of 200 words Teaching Staff • Fee concessions are given to the wards of all employees. • Loans from the Employee Provident Fund for marriage, higher education of children, purchase of vehicle, and construction of house are available. • Maternity Leave • Duty Leave facility for attending seminars/conferences and other faculty development programmes • Access to e-resources through N-List facility of Inflibnet • Free Covid 19 vaccination camps were organized.

Non-teaching • Fee concessions are given to the wards of all permanent employees. • Staff accommodation has been provided. • Advance Loans from the Employee Provident Fund for marriage, higher education of children and purchase of vehicle, and construction of house are available. • Uniforms are provided to Class IV employees. • Bonus and gifts are given on special occasions. • Maternity leave to the female staff

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

NIL

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

0

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)	**No File Uploaded**

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

10

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

All the teachers fill the Annual Self-Assessment Performa issued by DPI,

(Directorate of Public Instructions). Teachers are required to fill the details of results of their classes, pass percentage. They give the details of the Seminars, workshops or any other course if attended or paper presentation or publication or any other professional achievement done by them during the year. Apart from that they are required to give the details of various duties performed in the institutions. Teachers fill the details if any reform or new strategy they have adopted in the teaching process. This Performa is sent to DPI after duly signed by the Head of Department and Principal.

File Description	Documents
Paste link for additional information	**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

yes, financial audits carried out during the year.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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)

606112

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 college campus was used for venue for CDS exam held on April 4,2022 The College Campus was Venue for the top notch UPSC Preliminary examination held on June 5, 2022.

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

During session 2021-22, the college started a hundred hour certificate program in

Banking, Finance and Insurance (CPBFI) which includes interview

practice as well as guidance through a HR workshop. The idea behind this innovative and the most in- demand learning method is to develop learners into independent thinkers and prepare them for coping with the professional challenges in the future.

For the better placement of the students, a tally course in collaboration with Tally

Education Private Limited (TEPL), the educational division of tally solution,

India's leading business management software company, has also been started to

train and certify the students in tally. This will provide a platform to students to

sharpen their employability skills and simultaneously offer assurance of skilled

human resources to the potential employers.

Communicative Skills and Personality Development

The college offers a one month certificate course in communicative skills to its

students. The main objective of this short term course is to equip the students with

life skills, employability skills and groomed personality. This course is open to all

the students of all the streams.

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

(For first cycle - Incremental improvements made for the preceding year with regard to quality

For second and subsequent cycles - Incremental improvements made for the preceding year with regard to quality and post accreditation quality initiatives)

Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 200 words each

During session 2021-22, the college started a hundred hour certificate program in

Banking, Finance and Insurance (CPBFI) which includes interview practice as well as guidance through a HR workshop. The idea behind this innovative and the most in- demand learning method is to develop learners into independent thinkers and prepare them for coping with the professional challenges in the future.

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life skills, employability skills and groomed personality. This course is open to all

the students of all the streams.

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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)	No File Uploaded

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

Gender Equity refers to equal opportunity for males and females in terms of economic, social, cultural and political developments. The institution aims to achieve gender equity by providing safe and

secure environment to the girl students. For this CCTV surveillance has been maintained in college. It helps to a check on anti-social activities and maintaining discipline. The institute keeps visitor log register to record the details of any person entering the college premises. Anti-women Harassment. Cell has been established to provide a healthy and congenial atmosphere to the students. Awareness programs and workshops on Gender sensitivity are regularly organized in the college to make the students aware towards women issues in order to enhance women empowerment. 'Women's Day' was celebrated in the college campus with full zeal and enthusiasm by organizing poster making competition. The female faculty members, staff and students are informed about various laws and rights available for their empowerment. Students are always encouraged to go on industrial visits and exhibitions. The institution maintains separate rooms i.e., common room, for rest and recreation among girl students. The common room is provided with chairs, tables and reading material to suit various needs of the students.

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	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
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

Waste management, weather it is solid waste, liquid waste and E-waste, is one of the major tasks to accomplish. During the disposal of waste, emphasis is given to adopt eco-friendly measures with '3R' approach i.e., Reduce, Reuse and Recycle. For proper solid waste management, dustbins are placed at suitable sites in the college campus for collection of solid waste. Waste water from the water purifiers/R.O. systems installed in the college is recycled and used to water the plants in the college campus. Waste waters of the air conditioners is also recycled and utilized. No biomedical, hazardous chemicals and radioactive wastes are generated in the college as there are no Biology and Chemistry labs in the college. For proper E-waste management, e-waste components are appropriately stored in a safe place and then screened to separate the reusable components. The remaining waste is sold to junk dealers. As a part of waste recycling system, plant litter is regularly collected in a pit and used as compost and manure for the plants.

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

A. Any 4 or all 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:

A. Any 4 or All of the above

    1. Restricted entry of automobiles

2. **Use of Bicycles/ Battery powered 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	**No File Uploaded**
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	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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 institution believes in equality of all cultures and traditions as is evident from the fact that the students belonging to different castes, religions and regions are studying without any discrimination. Various initiatives are undertaken in the form of celebration of days of eminent personalities, national festivals and other such activities to provide for an inclusive environment. These functions help in developing tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. In the year 2021-22, 'Rashtriya Ekta Diwas 'was celebrated on 30th October 2021, by the NSS unit of college by conducting Pledge Taking Ceremony on 25th November 2021. 'Constitution Day' was celebrated in the institution by reading of the Preamble, online quiz competition and poster making competition.

"National Hindi Diwas" was celebrated on 11th January 2022 by organising online essay writing competition for students by department of hindi.

"Antar Rashtriya Matra Bhasha Diwas" was celebrated on 21st February 2022 by Department of Hindi. On this occasion, various competitions named Essay writing, Poem recitation and Creative writing were organised for the students

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
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

Various events and programs are organised by the institution to motivate the students and staff to become responsible citizens of the country by sensitizing them to the constitution of the country.The student council is elected every year to inculcate leadership qualities among students and make them responsible citizens.The institution takes many initiatives like conducting awarners campaigns,organising orientation programs,seminars

and workshops to sensitize the future leaders to human values coping with consititional obligations. In the year 2021-22,"Rashtriya Ekta Diwas" was celebrated on 30th October 2021 by conducting Pledge Taking Ceremony."Constitution Day" was celebrated by NSS unit of the college on 26th November 2021.NSS unit is activity involved in conducting different activities for inculcating values for being responsible citizens."Gandhi " Chhadi-Cleanliness Drive" was organised in the campus from 27th December 2021 to 31st December 2021. Internal Quality Assurance Cell celebrated "World Environment Day" on 4th June 2022 by organizing a webinar on Sustainable Development and Environmental Issues.

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, 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	**B. Any 3 of the above**

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	View File
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

The institution makes tremendous efforts in celebrating the national and international days, events & festivals throughout the year. National festivals play important role in planting seeds of nationalism and patriotism among the people of India. In the year 2021-2022,following national & international commemorative days were celebrated in the college campus-

- **"Rashtriya Ekta Diwas " was celebrated 30th October 2021 by conducting a pledge taking ceremony**
- **"Constitution Day" was celebrated on 25th November 2021 by NSS unit of the college by reading of the Preamble, online quiz and poster making.**
- **"National Consumer Day" was celebrated on 23rd December 2021 by the institution by conducting. Online slogan writing competition for students.**
- **"International Hindi Diwas" was celebrated in the college premises on 11th January 2022 by P. G. Department of Hindi.**
- **"National Youth Day" was celebrated by the NSS unit of college on 12th January 2022 by conducting Poster making competition.**
- **"National Science Day" was celebrated by Department of Computer Science on 28th February 2022.**
- **"International Women's Day" was celebrated by Internal Quality Assurance Cell of college on 7th March 2022 by organizing Online National level Paper Reading Competition on the topic "Women in leadership".**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
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.

Click on the link below to view the file

http://ddjaincollege.org/iqac/best_practices.docx

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	<u>View File</u>

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

http://ddjaincollege.org/iqac/institutional_distinctiveness.docx

Institutional Distinctiveness

Inspired by the motivating principles of women education and women development,as lived and preached by the great saintly lady Behan Devki Devi ji,the college aims at intellectual and human transformation through quality education following its quality statement i.e, from effort to excellence.To realise the vision of making female section of the society stand on their own feet and be economically independent,the college started three skill based certificate courses .

A hundred hour certificate program in Banking,Finance and Insurance (CPBFI) has been started during the session 2021-22, which includes interview practices as well as guidance through HR workshop.The idea

behind this innovative and the most in -demand learning methods is to develop learners into independent thinkers and prepare them for coping with the professional challenges in the future.

For the better placements of students, a Tally course in collaboration with Tally Education Private limited (TEPL),has also been started to train and certify the students in Tally. This world provide a platform to students to sharpen their employability skills and simultaneously offer assurance of skilled human resources to the potential employers .

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- **More activities towards environment consciousness.**
- **Stress will be laid on endeavours to inculcate moral values among students.**
- **Enhanced efforts towards career guidance and organising placement drives.**
- **Activities will be organised to develop entrepreneurial skills among students.**
- **Organising more national seminars.**