The Annual Quality Assurance Report (AQAR) of the IQAC
1st July 2014 - 30th June 2015

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Amritsar College of Engineering and Technology

1.2 Address Line 1

> 12 km. Stone, Amritsar-Jalandhar, G.T Road, Amritsar-143001(Pb) India.

City/Town

> Amritsar

State

> Punjab

Pin Code

> 143001

Institution e-mail address

> principal@acetedu.in

Contact Nos.

> 0183-5069536

Name of the Head of the Institution:

> Dr.Vijay Kumar Banga

Tel. No. with STD Code:

> O: 0183-5069534
> R:0183-50695431

Mobile:

8196952000

9417800072

Name of the IQAC Co-ordinator:

Er. P.S Sidhu

Mobile:

9915599663

IQAC e-mail address:

iqac@acetedu.in

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*

NAAC/A&AOC/EC-59/11/2012

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

EC/59/A&A/11

1.5 Website address:

www.acetamritsar.ac.in

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.91	2012	2017

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

08/06/2012

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

2014-2015

1.9 Institutional Status

| University | State | - | Central | - | Deemed | - | Private | - |

| Affiliated College | Yes | ✓ | No | - |

| Constituent College | Yes | - | No | ✓ |

| Autonomous college of UGC | Yes | ✓ | No | - |

| Regulatory Agency approved Institution | Yes | ✓ | No | - |

Type of Institution   Co-education ✓   Men -   Women -

Urban ✓   Rural -   Tribal -

Financial Status   Grant-in-aid -   UGC 2(f) ✓   UGC 12B -

Grant-in-aid + Self Financing -   Totally Self-financing ✓

1.10 Type of Faculty/Programme

Arts -   Science ✓   Commerce ✓   Law -   PEI (Phys Edu) -

TEI (Edu) -   Engineering ✓   Health Science -   Management ✓

Others   (Specify)   . -

1.11 Name of the Affiliating University *(for the Colleges)*

I.K.G.Punjab Technical University, Kapurthala

1.12 Special status conferred by Central/ State Government-- ----

Autonomy by State/Central Govt. / University

Central Govt(UGC)

University with Potential for Excellence	--	UGC-CPE	--

DST Star Scheme	-----	UGC-CE	-----

UGC-Special Assistance Programme	------	DST-FIST	-----

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

UGC-COP Programmes	-----

2. IQAC Composition and Activities

2.1 No. of Teachers

7

2.2 No. of Administrative/Technical staff

7

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

2

2. 6 No. of any other stakeholder and community representatives

1

2.7 No. of Employers/ Industrialists

2

2.8 No. of other External Experts

0

2.9 Total No. of members

23

2.10 No. of IQAC meetings held   2

2.11 Chairperson   1

2.12 Coordinator   1

2.13 No. of meetings with various stakeholders: Total No. | 12 | Faculty | 4 |

Non-Teaching Staff | 2 | Alumni | 1 | Others | 1 | Students | 4 |

2.14 Has IQAC received any funding from UGC during the year?   Yes | -- | No | ✓ |

If yes, mention the amount | nil |

2.15 Seminars and Conferences (only quality related)

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

Total Nos. | 24 | International | 1 | National | 2 | State | 10 | Institution Level | 11 |

(ii) Themes

FDP on "Advanced Manufacturing Methods: Future Challenges

Workshop on Campus to Cooperate Training.

FDP on Emerging Trends in Civil Engineering.

Workshop on ethical Hacking.

Workshops on Android and its application.

International Conference on Research and innovation in Engineering and Technology

2.16 Significant Activities and contributions made by IQAC

- Workshop on Importance of Business Correspondence
- Workshop on Human Values & Professional Ethics
- Workshop on Campus to Corporate Training
- Workshops on Big Data Analytical.
- Workshops on" Cyber Security and Ethical Hacking"

2.17 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
- To apply for NBA - Organize International Conference - Departments to apply for PTU sponsored FDP / seminar . - Establishment of secrecy cell and appointment of controller of examination after attaining autonomy. - To organise events in coordination with industries. - To ensure the quality of question paper , min30% question paper to be prepared from outside subject experts in all branches. - To maintain fair evaluation in evaluation sheets section wise marking to be done by multiple experts. - To maintain time bound declaration of results after completion of final examination. - To establish centre of excellence having tie ups with various industries.	- Successfully applied for NBA in tier 2 - Organised ICRIET on 19-20 Dec 2014 by department of ECE - Organised PTU sponsored 5 day FDP by Department of CSE/IT and organised one day national seminar by department of CE - Successfully established secrecy cell and appointed controller of examination in the month of Aug 2014 - Organised HACKATHON in Jan 2015 in coordination with Honeybell. - Complied - Each subject paper was evaluated by 3 evaluators . - Complied - MOU signed with Sedulity Solution new Delhi in Feb 2015 by department of CSE/IT/MCA

2.18 Whether the AQAR was placed in statutory body   Yes ✓   No -

Management ✓   Syndicate -   Any other body -

Provide the details of the action taken

AQAR was found upto mark.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	4	-	-	-
UG	6	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	10	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	10
Trimester	
Annual	

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

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

*Please provide an analysis of the feedback in the Annexure

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

No

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

Big Data Analytics

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
216	174	26	16	-

2.2 No. of permanent faculty with Ph.D.

14

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
16	0	2	0	2	0	-	-	20	0

2.4 No. of Guest and Visiting faculty and Temporary faculty   06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	21	0
Presented papers	30	13	0
Resource Persons	3	4	1

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

- Challenging assignments and projects are given to them to hone up their intellectual calibre, sharpen their inquisitiveness, induce them to experience the thrill of learning and enjoy the pleasure of achievement.
- Peer teaching to the slow learners by the advanced learners, the disadvantaged and the physically challenged students is encouraged to broaden their knowledge and humanitarian outlook towards the fellow students.
- Promotion of faculty empowerment activities and professional development programmes was done at regular intervals all through the session
- Skill development programmes for enhancing communication and employability skills.
- Frequently guest lectures are organised.
- FDP are organised to enhance the technical skills of the faculty, so that they can further impart this knowledge to students
- Frequent industrial visits are organised.
- Industrial interactions are being organised.
- E-Lectures

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

168

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

We follow PTU norms for examination and evaluation.

- Separate printing cell has been established for printing question papers.
- Section wise marking of the answer sheets has been inculcated.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

BOS	Faculty	CDW
55	216	

2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction % >75%	I % 60-74.9	II % 40-59.9	III %	Pass %
B.Tech IT	224	8.5	52.6	12.4	NA	73.5
B.Tech ECE	541	18.5	41.6	11.4	NA	71.5
M.Tech ECE	18	33.4	52.9	8.3	NA	94.6
B.Tech CSE	680	14.5	47.3	16.7	NA	78.5
B.Tech CE	430	17.6	38.5	16.4	NA	72.5
B.Tech EE	168	22.9	39.7	9.5	NA	72.1
B.Tech ME	582	15.9	40.5	13	NA	69.4
MCA	167	32.6	56.1	4.1	NA	92.8
MBA	97	35.2	45.5	12.4	NA	93.1
M.Tech CSE	18	33.9	49.5	10.2	NA	93.6

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

- Students are encouraged to use well stocked library for extensive learning.
- Before going to practice teaching demonstration lessons are given to the students by the teachers
- Individual projects are assigned to the students with relevance to the course content like case study, action research and book reviews.
- College has Wi-Fi campus and relevant information about websites related to research and course content is provided to the students.
- Through Mentor-Mentee system in which teachers identify the abilities of the students and encourages them to participate in different activities. They also diagnose the problems of the students and try to solve them.

- Apart from this, IQAC adopts the following measures to get feedback on the institute's activities, implementation of different plans and policies and performance of faculty members, non-teaching staff and students:
o Through alumni meetings
o Through community links
o Through feedback proformas
o Through personal contacts with the students and staff.

o Direct supervision of class work with special emphasis on reflective learning.
o Students are free to interact with their mentors during the tutorial classes and provide first hand feedback on a variety of issues ranging from effectiveness of teaching-learning process, teacher behaviour, infrastructure, evaluation and discipline.
o Suggestion boxes have also been put up to invite feedback and suggestions.
o Interaction with teaching practice school heads and faculty members.

The IQAC adopts continuous and comprehensive system of evaluation. It is done through internal as well as external assessment, on regular basis.
Internal Assessment includes:

Attendance of each student is recorded

- o Participation in various curricular and co-curricular activities etc.
- o Assignments
- o Inter tutorial Seminars and workshops
- o Mid semester test are conducted time to time.
- o Project work both group and individual
- o Discussion lessons of the students

External Assessment includes practical's and theory exams as conducted by the college itself.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	0
UGC – Faculty Improvement Programme	18
HRD programmes	0
Orientation programmes	15
Faculty exchange programme	0
Staff training conducted by the university	2
Staff training conducted by other institutions	8
Summer / Winter schools, Workshops, etc.	79
Others	60

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	35	-	-	-
Technical Staff	56	-	1	-

Criterion – III

3. Research, Consultancy and Extension

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

Yes, there is a research committee in the college.

- ➢ Its activities are:
  - To motivate faculty members and students to undertake Research.
  - To facilitate the faculty and students to formulate Research Proposals for onward submission to Funding Agencies i.e. AICTE, UGC, DST etc.
- ➢ Major Decisions during the last year are:
  - Non Ph. D. Faculty members have to complete Ph.D. in five Years.
  - Each faculty member has to publish at least two research papers/articles in a year.
  - Submission of three research projects and proposals for to AICTE.
- ➢ Composition of Research Committee:

  List of members of Research committee is as below:

1.	Dr. Surjit Singh	Dean
2.	Dr. Amit Sarin, HOD Applied Science	Convenor
3.	Dr. Gaurav Tejpal, Dean Admissions, HOD ME	Member
4.	Dr. M. S. Gill, HOD MBA	Member
5.	Dr. Tanupreet Singh, HOD ECE	Member
6.	Dr. Jyoti Mehta, HOD Applied Science	Member

- Granting of Study Leave.
- Use of Internet and computer Labs.
- Library facility beyond college hours.
- Establishment of Research Labs.
- Funding for Research Publications.
- Granting Special Leave for attending conferences/seminars and workshops.
- Payment/Funding of registration fee for attending conferences /seminar/workshops.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	2	-	-
Outlay in Rs. Lakhs	-	27 Lakhs 14.9 Lakhs	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	32	3	-
Non-Peer Review Journals	24	-	-
e-Journals	45	-	-
Conference proceedings	100	67	-

3.5 Details on Impact factor of publications:

Range [-]   Average [✓]   h-index [-]   Nos. in SCOPUS [-]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-2015 ECE	AICTE	14.9 Lakhs	-
	3 years	DST, New Delhi	27 Lakhs	22 Lakhs
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No.   9   Chapters in Edited Books   2

ii) Without ISBN No.   -

3.8 No. of University Departments receiving funds from

UGC-SAP   -   CAS   -   DST-FIST   Applied

DPE   -   DBT Scheme/funds   -

3.9 For colleges   Autonomy   ✓   CPE   -   DBT Star Scheme   -

INSPIRE   -   CE   -   Any Other (specify)   -

3.10 Revenue generated through consultancy   NIL

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	1	4	-	-	-
Sponsoring agencies	PTU	PTU, Local Industry, ACET	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons   15

3.13 No. of collaborations   International   -   National   8   Any other   -

3.14 No. of linkages created during this year   5

3.15 Total budget for research for current year in lakhs :

From Funding agency   -   From Management of University/College   2095200

Total   2095200

3.16 No. of patents received this year

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

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

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

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

11

38

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

1

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

JRF   -   SRF   -   Project Fellows   -   Any other   -

3.21 No. of students Participated in NSS events:

University level   36   State level   44

National level   -   International level   --

3.22 No. of students participated in NCC events:

University level   -   State level   -

National level   -   International level   -

3.23 No. of Awards won in NSS:

University level   3   State level   -

National level   -   International level   -

3.24 No. of Awards won in NCC:

University level   -   State level   -

National level   -   International level   -

3.25 No. of Extension activities organized

University forum [-]   College forum [-]

NCC [-]   NSS [6]   Any other [-]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- **NSS Event: Celebrated Independence Day, Blood Donation Camp**

- **Lecture on First Aid, Celebrated Republic Day, Celebrated "Raksha Bandhan" to Boost the Moral of Our soldiers deployed at Wagah Border .**

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10.52 acres	-	ACET	10.52 acres
Class rooms	43	3	ACET	46
Laboratories	44	2	ACET	46
Seminar Halls	1	-	-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		12	ACET	-
Value of the equipment purchased during the year (Rs. in Lakhs)		35,17,623	ACET	-
Others	-	-	-	-

4.2 Computerization of administration and library

Partially computerised

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	63172	-	4546	-	67718	-
Reference Books	4907	-	205	-	5112	-
e-Books	159	-	96	-	255	-
Journals	45	-	46	-	91	-
e-Journals	200	-	-	-	200	-
Digital Database	-	-	-	-	-	-
CD & Video	365	-	15	-	380	-
Others (specify)	DELNET	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	550	405	501		50	11	22	-
Added	107	230	156	-	12	4	0	-
Total	657	635	657	-	72	15	22	-

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

> NPTEL Lectures and teachers register for online certifications like course era, edx and NPTEL,
> FDP

4.6 Amount spent on maintenance in lakhs :

 i) ICT
41.09`

 ii) Campus Infrastructure and facilities
118.49

 iii) Equipments
15.85

 iv) Others
22.35

Total :
197.78

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Placement cell.
- Counselling cell.
- Awareness programmes about higher education.

5.2 Efforts made by the institution for tracking the progression

- Annual inspection
- Internal and external audits
- Faculty Feedback
- Mentorship meetings

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2625	300	-	-

(b) No. of students outside the state

297

(c) No. of international students

58

Last Year(2013-2014)						This Year(2014-2015)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2522	51	-	227	-	2800	2455	112	-	358	-	2925

Men

No	%
2152	73.57

Women

No	%
773	26.42

Dropout %: **For UG**= 0.049%   **For PG**= 0.038%

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

- Faculty provides support and guidance as and when students ask for help.
- Special Workshops for Preparation of competitive exams are arranged time to time.
- Classes for aptitude and communication skills are organised by the institution.

No. of students beneficiaries | All |

5.5 No. of students qualified in these examinations

NET | 1 | SET/SLET | - | GATE | 36 | | - |

IAS/IPS etc | 1 | State PSC | - | UPSC | - | Others | 8 |

5.6 Details of student counselling and career guidance

- Guidance and Counselling done regularly by the Principal and MD .
- Guidance and Counselling done by faculty during tutorials
- Centralised training and placement cell with full time experienced placement officer and supporting staff
- Preparation and maintenance of eligible students database for companies.
- Training for CV improvement.
- Organize seminars for guidance on higher education like GATE, CAT, GRE.

No. of students benefitted | ALL |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
33	560	195	59

5.8 Details of gender sensitization programmes

- Women's day celebrated
- Awareness about gender sensitization is done in Mentor groups.

5.9 Students Activities

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

State/ University level | 55 | National level | 1 | International level | |

No. of students participated in cultural events

State/ University level | 45 | National level | | International level | |

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

Sports : State/ University level | 3 | National level | | International level | |

Cultural: State/ University level | 5 | National level | | International level | |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	65	390000
Financial support from government	52	4260350
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level | 3 | National level | 2 | International level | |

Exhibition: State/ University level | 1 | National level | 1 | International level | |

5.12   No. of social initiatives undertaken by the students | 14 |

5.13 Major grievances of students (if any) redressed:
* Provisions of E class room facility as per student demand.
* Air conditioning of labs/class rooms
* Quality assurance of college canteen and hostel mess, through regular inspections.
* Construction of gym.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **VISION**
>
> To produce engineers with highest calibre by imparting Technical Education through Innovative and Analytical approach with an objective to create valuable resources for industry and Society
>
> **MISSION**
>
> 1. To provide Latest infrastructure conducive to innovative learning.
> 2. To Establish Centres of Excellence to enhance Academia Industry Partnership.
> 3. Focus on specialized Practical oriented teaching to develop analytical ability among students.
> 4. To empower students with the required skills to encourage Entrepreneurship and enhance Employability

6.2 Does the Institution has a management Information System   Yes

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

6.3.1   Curriculum Development

> * Curriculum is done keeping in mind the institutional goals and objectives.
> * Curriculum was developed by a defined process having relevance to the national and global development needs

6.3.2   Teaching and Learning

> * Academic calendar is prepared in the beginning of academic session.
> * The entire plan like time table, teaching plans are made thereafter
> * Teachers prepare their lectures plans date wise and make the IP plans accordingly
> * It is mandatory for every teacher to prepare course file before the start of course.
> * The course file includes nominal list of students, syllabus, course blowup, tutorial sheet, previous year papers, subject notes, assignments and content beyond the syllabus

6.3.3 Examination and Evaluation

Cumulative comprehensive approach is adopted in examination and evaluation is made totally transparent.

6.3.4 Research and Development

- Encouraging faculty for book writing.
- Paper publication by faculty in reputed journal only
- Patents and invention by Faculty
- Membership in Regional and national committees by the faculty
- Faculty participation as resource person in continuing education

6.3.5 Library, ICT and physical infrastructure / instrumentation

The best available with latest ICT and physical infrastructure is provided by the institute.

6.3.6 Human Resource Management

- There is emphasis on team building and involving all in taking decisions and implementing them.
- A course on Human Values and Professional Ethics and Environment Science have been made mandatory for all the students during first year of their graduation.

6.3.7 Faculty and Staff recruitment

- Faculty selection process is as prescribed by PTU/AICTE
- The qualification and promotion rules etc are also as per PTU/AICTE norms
- The advertisements for teaching posts appear in regional and national dailies as well as on college website and employment oriented websites
- Some faculty is appointed on contract basis for short duration in case of emergencies.

6.3.8 Industry Interaction / Collaboration

- Setting up a chair for industrial R & D
- Periodic exchange/ visit of faculty and industry professional
- Appointment of adjacent faculty from industry
- Organizing joint seminar/ workshop/ special lectures
- Participation in evaluation of thesis and research topics

6.3.9 Admission of Students

- The college is running technical and professional courses.
- Admission process is given wide publicity through news papers, hoardings, electronic media and on college website.
- The admission is done on the basis of common entrance test on the basis of JEE through centralized counselling by IKG-PTU.
- The management quota seats are also filled on the basis of common entrance test through JEE and also on merit basis in the qualifying examinations i.e. +2 marks.

6.4 Welfare schemes for

Teaching	FDPs and workshops, conferences and seminars
Non teaching	Workshops, seminars
Students	Guest lectures, conferences and seminars

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done   Yes ✓   No ---

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes	PTU/AICTE	yes	ACET
Administrative	yes	PTU/AICTE	yes	ACET

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

For UG Programmes   Yes ✓   No ---

For PG Programmes   Yes ✓   No ---

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

Periodic meetings are conducted by the college to look into grievances/suggestions

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

NA

6.11 Activities and support from the Alumni Association

The Alumni association provides the information about the availability of jobs in various organisations where they are working and the latest technology demand in market.

6.12 Activities and support from the Parent – Teacher Association

Feedback from parents is need of the society, accordingly we can monitor the students effectively.

6.13 Development programmes for support staff

Technical programmes /workshops are conducted frequently for the enhancing the technical knowledge of Lab instructors.

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

Energy conservation
- Paper less communications are followed by the departments.
- Energy efficient 5 star rating equipments are used in the campus.
- Flat LCD screens are installed with computers that consume less energy.

Use of renewable energy
- Solar water heaters are installed in hostels.
- The College is in the process of installing solar plant of 100KW.
- Rain water Harvesting System is installed in the institute

Recycling of treated sewerage water

Treated water is stored into tanks and is being used for watering of plants and lawns.

Efforts for Carbon neutrality
- Flower pots in building areas.
- Minimum water wastage.
- Use of paper is minimized.
- For carbon neutrality, the focus of the management on greenery with lawns and trees.

Plantation

Sufficient number of trees have been planted in the campus.

Hazardous waste management

Hazardous chemicals used in labs are diluted and safely taken out of the reach of students and has no hazardous impact on the campus environment.

e-waste management

Unused old computers, printers, other electrical and electronics appliances etc are being stored in environment friendly manner in accordance with the provision of hazardous waste (management and handling rules.)

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

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1. Women Grievance cell,

2. Feedback mechanism

3. Use of ICT in teaching

4. Remedial coaching to slow learner

5. Organizing seminar or talk on emerging topic

6. Preparing newsletter for the department activities

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

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➤ National conference on advancement in computer & Business Studies organised.

➤ NET preparation classes organised by the teacher.

➤ Skill development classes were conducted.

➤ NSS unit of the college is strengthened through different activities inside and outside the college campus

➤ Remedial classes were conducted to help the slow learners improve their academic performance.

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

- Continuous evaluation in labs
- Effective implementation of student mentor programme

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

7.4 Contribution to environmental awareness / protection

> 1. Plantation in association with municipal cooperation Amritsar by the students and faculty members of various branches during April 2014
>
> 2. Awareness programme on environmental pollution in association with Punjab Polloution control Board at Amritsar. during Jan 2015.
> 3. NSS
> 4. Swach Bharat Abhiyan in response to the awareness programme initiated by govt of India during sept 2014

7.5 Whether environmental audit was conducted?   Yes ✔   No –

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

SWOT Analysis
Strength
☐ Optimum infrastructure and space for development

☐ Qualified and experience permanent faculty

☐ Co-ordial relationship among the stakeholders

☐ Rich past and good reputation

☐ Central library with good number of books and internet facilities

☐ Good student enrolment

☐ Good pass percentage in university results

☐ The department focuses on organizing more and more of inter college activities

☐Various aptitude tests are being conducted in within the department to prepare the students for competitive exams.

Weakness
☐ Efforts have been made to sign MOU with various industries.

☐ Participation of faculties in research is not upto the mark

☐ NSS need strengthening

☐ The department can smooth conduct research work if a research lab is infrastructure

Opportunities

☐ Developing scientific temper and research culture

☐ Business summit will be organized by the department soon

☐ Strengthening interdisciplinary study to enhance creativety

☐ Offering need based and short term career orientation programme

☐ More FDP's are going to be conducted

Threats

☐ Migration of students to other part of the state as well as country

☐ Absence of career based vocational courses

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

- To get NBA accreditation .
- Filing of NAAC Report for Cycle 2.
- To start new programme.
- To increase training and placement opportunities for the student.
- To forward fresh proposal to PTU to conduct faculty development Programme entitled" Research Methodology and data analysis Using SPSS".
- To work on Minor research project entitled " Performance of Cooperative societies in border area of Punjab.
- Institute has planned to organize National level Conference on Paradigms in Management.
- To conduct international Conference in the institute on MOOC's innovation and technology in education
- To enrich the practical knowledge of the students by increasing the number of presentations, case studies, demonstration through software's.
- To arrange a guest lecture of renowned personalities from industrial cum recreational trips to make them understand practical applicability of the concepts.
- Institution has planned the business summit on the topic of "Punjab Economics: Challenges & Future Prospects.