



**GOVERNMENT HOME SCIENCE COLLEGE  
SECTOR-10, CHANDIGARH**



**ANNUAL QUALITY ASSURANCE REPORT  
(INTERNAL QUALITY ASSURANCE CELL)  
2015-16**

**Submitted To**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

**विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

**The Annual Quality Assurance Report (AQAR) of the IQAC  
July 01, 2015 – June 30, 2016**

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 is for the Academic Year July 1, 2015 to June 30, 2016)

Part – A

**1. Details of the Institution**

**1.1 Name of the Institution**

Government Home Science College

**1.2 Address Line 1**

Sector-10 D

Address Line 2

Chandigarh

City/Town

Chandigarh

State

Union Territory

Pin Code

160010

Institution e-mail address

homescience-chd@nic.in

Contact Nos.

0172-2740387

Name of the Head of the Institution:

Dr. (Mrs.) Sudha Katyal

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0172-2740387

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Name of the IQAC Co-coordinator:

Dr. Nirupa Marwaha

Mobile:

09501005001

IQAC e-mail address:

homescience-chd@nic.in

1.3 NAAC Track ID(For ex. MHCOGN 18879)

**CGCOGN122677**

1.4 NAAC Executive Committee No. &amp;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/35/225 dated 28.2.2005

1.5 Website address:

www.homescience10.org

Web-link of the AQAR:

<http://www.homescience10.org/index.php?module=iqac-aqar>For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sr.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	83.30	2005	5 years
2	2 <sup>nd</sup> Cycle	-	-	-	-
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC:

27-10-2014\*

\*Though IQAC was formally established on 27.10.2014, before this period there was a core committee for ensuring and enhancing excellence in diverse aspects related to the college.

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

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR\_\_\_\_\_2010-11\_\_\_\_\_ (19/10/2015)
- ii. AQAR\_\_\_\_\_2011-12\_\_\_\_\_ (19/10/2015)
- iii. AQAR\_\_\_\_\_2012-13\_\_\_\_\_ (19/10/2015)
- iv. AQAR\_\_\_\_\_2013-14\_\_\_\_\_ (19/10/2015)
- v. AQAR\_\_\_\_\_2014-15\_\_\_\_\_ (19/10/2015)
- vi. AQAR\_\_\_\_\_2015-16\_\_\_\_\_ ( 25/07/2016)

1.10 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

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (PhysEdu)   
 TEI (Edu)  Engineering  Health Science  Management   
 Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives 2.5 No. of Alumni 2.6 No. of any other stakeholder and  
Community representatives 2.7 No. of Employers/ Industrialists 2.8 No. of other External Experts 2.9 Total No. of members 2.10 No. of IQAC meetings held 2.11 No. of meetings with various stakeholders: Total  Faculty Non-Teaching Staff  Students  Alumni  Others 2.12 Has IQAC received any funding from UGC during the year? Yes  No If yes, mention the amount 

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level 

(ii) Themes

- The Expanding Society: Psycho-Social, health and nutrition aspects.
- Cyber Crimes
- Stress management through meditation
- Safety & Self Defense
- Start-up India
- Personality Development and soft skill building
- Developing life and aesthetic skills
- General finance rules for procurements and budgeting.
- Vocational skill orientation

- Infilbnet and e-resources
- Capacity building on holistic skill enhancement
- Poultry Entrepreneur Development
- Benefits of Breast feeding
- Increasing efficacy at the work place
- Techniques of fabric painting and rendering of fabric textures
- Draping and Block printing effects

#### 2.14 Significant Activities and contributions made by IQAC

An effort was made to impart skills related to capacity building, life style modifications, health, safety and entrepreneurship.

- Organized several workshops and outreach activities.
- Organized talks and counselling on related topics.

#### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year is described below:

<b>Plan of Action</b>	<b>Achievements</b>
<ul style="list-style-type: none"> <li>• College being shortlisted as a Model College under RUSA, courses for various departments were planned for implementation.</li> <li>• Counselling cell for nutrition and personal, educational, vocational and marital counselling for college students as well as general public.</li> </ul>	<ul style="list-style-type: none"> <li>• See Annexure-IA (Proposed Courses Under Component 5 of RUSA Model College Scheme)</li> <li>• See Annexure-IB(Proposals for Vocationalisation of Higher Education under RUSA-2016)</li> <li>• Counselling room has been set up to render the counselling services and timings have been fixed for the same.</li> <li>• Career counselling for 17 school students was undertaken (Annexure II).</li> <li>• Nutritional counselling for a large number of beneficiaries has been undertaken.</li> <li>• Screening and intervention for mental health problems was carried out for 140 resident student of the college.</li> </ul>

<ul style="list-style-type: none"> <li>• Thrust on developing entrepreneurial skills of students</li>   <li>• Focus on developing efficacy of non teaching and laboratory staff</li> </ul>	<ul style="list-style-type: none"> <li>• A booklet for effective parenting skills for parents of pre-schoolers has been developed by the department of HDFR.</li>   <li>• One day workshop was organized on Entrepreneurship Skill Development for College Students.</li> <li>• One day workshop on Personality Development and Soft Skill Building for students.</li> <li>• Four day workshop on Developing Life and Aesthetic Skills for resident- students.</li> <li>• Two day Workshop on Vocational Skill Orientation for resident students.</li>   <li>• Seven - Day Capacity Building Workshop on Holistic Skill Enhancement for faculty.</li> <li>• Two day workshop on Enhancing Efficacy in Functioning at Workplace for Teaching Staff/Faculty and Non-Teaching Staff.</li> <li>• Sessions related to the following were held             <ul style="list-style-type: none"> <li>– Stress Management</li> <li>– Service Rules</li> <li>– Disaster Management</li> <li>– Work Ethics.</li> </ul> </li> </ul> <p>List of workshops along with the dates when they were held have been furnished in Appendix III A &amp; B.</p>
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\* Academic Calendar of the year Attached as Annexure IV

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management  -      Syndicate  -      Any other body  -

Provide the details of the action taken



**Criterion –I****I. Curricular Aspects**

## 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of Self-financing programmes	Number of value added/Career Oriented programmes
PhD	01	--	--	--
PG	03	--	--	--
UG	06	--	01	--
PG Diploma	03	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
<b>Total</b>	13	--	01	--

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

Choice Based Credit System	No
Core	Yes
Elective Option	No
Open Options	No

## (ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	All three M.Sc. Courses since their inception Two UG courses-B.Sc.(H.Sc)I,II; B.Sc. Fashion Designing-I, II. Three Post Graduate Diplomas
Trimester	--
Annual	Two UG Course B.Sc. H.Sc-III ; B.Sc. Fashion Designing-III

## 1.3 Feedback from stakeholders\*

Alumni  Parents  Employers  Students

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

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

Yes,  
The syllabi of B.Sc. H.Sc. Part (I, II), B.Sc. FD part (I, II) and PG Diplomas have been revised and updated with the introduction of semester system. The syllabus was revamped keeping in mind the needs of the industry, placement opportunities, compatibility with syllabus of other national universities and international levels, applicability in practical life and in tune with latest trends and research.

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

No

**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	22	11	10	01	--

2.2 No. of permanent faculty with Ph.D.

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
	02*	--	--	02	--	--	--	--	--	--

\*Regularized through court case.

2.4 No. of Guest and Visiting faculty and Temporary faculty

## 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	30	10	01
Presented papers	10	08	--
Resource Persons	03	03	03

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

For promoting teaching and learning, innovations in teaching methodology have been introduced.

- **Modern teaching techniques and aids** such as Power point presentations, use of Computers, e-assignments, Audio visual aids and browsing the internet are used in classroom instructions. Focused group discussions, role plays, newspaper clipping files and displays are regularly practiced.
- **Research-based assignments** using Project, Survey and case study method have been used by the students which further require making use of combination of materials from text books, internet and Journals. Study of research trends has been made part of major subjects as well as part of the revised syllabus.
- **Guest lectures, workshops and seminars** by experts in the field have been organized in the various departments to acquaint the students with the latest technology, activities and concepts.
- **Industrial trips, field visits and tours** have been conducted with the aim of giving practical exposure to students regarding various theoretical topics.
- **Periodical tests** have been conducted has been introduced to bring about improvement in academic performance of students. Quiz Competitions have been held from time to time.
- Students have been encouraged to prepare power point presentations and present them in class on varied topics pertaining to the syllabus and applied areas.

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

212\*

Refer Annexure IV

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

The major evaluation reforms of the university that the institution has adopted are at par with Panjab University.

The reforms instituted by the institution in internal evaluation process are:

- Transparency in Internal assessment.
- Self study projects given weightage in internal assessment.
- Power point presentations assessed for their quality and content.

- Organization ability for class seminars evaluated.
- MCQs made part of question paper.
- Regular class assignments marked.

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

BOS: 15

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the programme	Total no. of students appeared	Division				
		Distinction %	I%	II%	III%	Pass %
B.Sc. Home Science 1 <sup>st</sup> semester	112	21.43	47.32	12.5	--	81.25
B.Sc. Home Science 2 <sup>nd</sup> semester	108	--	--	--	--	RA
B.Sc. Home Science 3 <sup>rd</sup> semester	114	14	57	4.4	--	75.4
B.Sc. Home Science 4 <sup>th</sup> semester	113	--	--	--	--	RA
B.Sc. Home Science 3 <sup>rd</sup> year	92	20.6	56.6	11.9	--	89.1
B.Sc. Fashion designing 1 <sup>st</sup> semester	23	17.39	47.82	13.04	4.34	72.6
B.Sc. Fashion designing 2 <sup>nd</sup> semester	22	--	--	--	--	RA
B.Sc. Fashion designing 3 <sup>rd</sup> semester	27	33	56	04	04	97.0
B.Sc. Fashion designing 4 <sup>th</sup> semester	27	--	--	--	--	RA
B.Sc. Fashion designing 3 <sup>rd</sup> year	28	35.71	15	7.14	--	92.85
M.Sc. Food and Nutrition	13	--	--	--	--	RA
M.Sc. Clothing and Textiles	12	--	--	--	--	RA
M.Sc. Human Development and Family Relations	12	--	--	--	--	RA
P.G. Diploma in Nutrition and Dietetics 1 <sup>st</sup> semester	25	24	64	--	--	88.0
P.G. Diploma in Nutrition and Dietetics 2 <sup>nd</sup> semester	25	--	--	--	--	RA
P.G. Diploma in Fashion Designing 1 <sup>st</sup> semester	12	17	83	-	-	100
P.G. Diploma in Fashion	12	--	--	--	--	RA

Designing 2 <sup>nd</sup> semester						
Post graduate Diploma in Child Guidance and Family Counseling 1 <sup>st</sup> semester	17	59	35	-	-	94
Post graduate Diploma in Child Guidance and Family Counseling 2 <sup>nd</sup> semester	17	--	--	--	--	RA

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

- Strict discipline is maintained so that students attend classes regularly.
- House examinations and evaluation of practical assignments and files is done twice a year.
- 75% attendance is a must for being eligible to appear in the university examination.
- The quality of teaching is evaluated by taking feedback from the students and also on the basis of terminal examination results.
- Teachers are expected to reflect the results of student performance in their ACR.

### 2.13 \*Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	0
HRD programmes	03
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	01
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	39
Others	-

\*All these programmes organised in different universities, institutions, educational bodies including the college to benefit the above number of faculty.

## 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	05	--	--	01
Technical Staff	17	--	--	--

**Criterion – III****3. Research, Consultancy and Extension:**

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

- Faculty development programs and workshops were conducted under RUSA for the staff and students.
- Faculty members were encouraged to participate and present papers in national and international workshops and conferences.
- An International seminar was held in the college for the benefit of the staff and students.

## 3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay	--	--	--	--

## 3.3 Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay	--	--	--	--

## 3.4 Details of research publications

	International	National	Others
Peer Reviewed Journal	33	23	6
Non-Peer Reviewed Journal	--	--	--
e-journal	--	--	--
Conference proceedings	--	2	--

## 3.5 Details on impact factor of publications

Range  Average  h-index  Nos. in SCORPUS

## 3.6 Research funds sanctioned and received from various funding agencies, industry and organizations

	Duration year	Name of the funding agency	Total grant sanctioned	Received
Minor Project	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry Sponsored	--	--	--	--
Projects Sponsored by the University /College	--	--	--	--
Student Research Projects (other than compulsory by University)	--	--	--	--
Any other (Specify)	--	--	--	--
Total	--	--	--	--

## 3.7 No. of books published

i) With ISBN No.  Chapter in Edited Books

ii) Without ISBN No.

## 3.8 No. of University Departments received funds from

UGC-SAP  CAS  DST-FIST

DPE  DBT Scheme/funds

## 3.9 For College

Autonomy  CPE  DBT Star Scheme

INSPIRE  CE  Any Other (specify)

## 3.10 Revenue generated through consultancy:

\*Being a government organization, normally services cannot be charged without following proper procedure for taking permission from the higher authorities. Hence, all counselling and consultancy services are non-income generating and conducted free of cost.

\*Revenue is generated through consultancy during Chandigarh Carnival which is spent on students' refreshment.

3.11 No. of Conferences organized by the Institution:

**Note: Details of workshops, trainings, sensitization conducted/organized by the institution**

Level	International	National	State	University	College
Number	01	--	08	--	--
Sponsoring agency	Ramanuja Mission Trust Chennai And Indian Association of Health, Research and Welfare, Hissar	--	RUSA	--	01-IDA 01-IFB co. 01-Fortis Hospital 01-Central Poultry Development Organisation 01-Pidilite 01-Pearl academy 01-Alumni Association

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

9

3.13 No. of collaborations:

International

01

National

01

Any other

30\*

\*Thirty organizations mentioned above have collaboration for internship of the students

3.14 No. of linkages created during this year

02

3.15 Total budget for research for current year in lakhs

From funding agency

--

From Management of University/College

--

Total

--

3.16 No. of patents received this year- NIL

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



Commercialized	Applied	--
	Granted	--

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

National  International

3.18 No. of Faculty from the Institution/ Department:

Who are Ph.D. Guide

Students registered under them

\*Registered Students

\*\*Enrolled students

3.19 No. of Ph.D. awarded by faculty from the institution/department –

3.20 No. of Research scholars awarded Fellowships

JRF  SRF  Project Fellows  Any other

3.21 No. of Students participated in NSS event

University level  State level

National level  International

3.22 No. of students participated in NCC events

University level  State level

National level  International

3.23 No. of Awards won in NSS

University level  State level

National level  International

## 3.24 No. of Awards won in NCC

University level	<input type="text" value="--"/>	State level	<input type="text" value="02"/>
National level	<input type="text" value="--"/>	International	<input type="text" value="--"/>

## 3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="12"/>
NCC	<input type="text" value="07*"/>	NSS	<input type="text" value="15*"/>
		Any other	<input type="text" value="--"/>

\*For detail of NCC and NSS, see Annexure VA& V B

## 3.26 Major activities during the year in the sphere of extension activities and institutional social responsibilities

- ❖ Regular counselling sessions were conducted at the diet clinic for lifestyle modifications and therapeutic modifications of the normal diet.
- ❖ Students participated in the Chandigarh Carnival and conducted personality tests, handwriting analysis and fun games like try your luck, color and personality and horse dice race and also sale of nutritious low cost snacks was conducted.
- ❖ Students and Faculty members of Department of Foods and Nutrition regularly conducted diet counseling sessions in the diet clinic catering to all members of the college as well as outsiders.
- ❖ The Students of P.G. Diploma in CGFC has been conducting counseling sessions with students of B.Sc. and M.Sc. (primarily hostel students) as per their need. The clients have been administered various Psychological tests, e.g. Adjustment inventory, Depression scale, and Self-esteem inventory, in order to screen need based students for counseling.
- ❖ To make Chandigarh green ,students actively participated in planting trees and saplings as well as flower arrangement and Rangoli competitions held by Resident welfare Association, sector-10,Chandigarh in March,2016.
- ❖ Village ladies were given demonstration on gift wrapping and trousseau packing on 7<sup>th</sup> September, 2015.
- ❖ Extension outreach activity was organized for rural women on the topic “Importance of breast feeding” on November 4, 2015.
- ❖ Outreach activity was organized by the students for urban women on the topic “Developing income generating skills” on November 23, 2015.

- ❖ Extension activity was organized by students for the young girls on the topic “Girls safety and self defense” on March 22, 2016.
- ❖ Extension activity by the students was organized to generate awareness on Cyber crimes on March 4, 2016.
- ❖ Awareness activity was organized by the students to generate awareness regarding the issue of Eve teasing on March 15, 2016.

#### 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	17 Acres	-	-	17 Acres
Class rooms	16	-	-	16
Laboratories	35	-	-	35
Seminar Halls	01	-	-	01
<b>No. of important equipments purchased (<math>\geq</math> 1-0 lakh) during the current year.</b>				
Classroom/laboratory Furniture and Equipment	<b>Newly Created Items</b>		<b>Source of fund</b>	<b>Value of the equipment purchased during the year (Rs. in Lakhs)</b>
	<ul style="list-style-type: none"> <li>• Sets of wooden chairs and tables (40)</li> <li>• Chairs with Wrought iron frame (40)</li> <li>• Wooden stools (40)</li> </ul>		Chandigarh Administration	(Approx. 4 Lac)
	<ul style="list-style-type: none"> <li>• Psychological Tests,</li> <li>• Books &amp; Journals,</li> <li>• Fridge(2),</li> <li>• Microwave,</li> <li>• Printers (2),</li> <li>• Paper Shredder (2)</li> </ul>			(Approx. 5 Lac)
ICT	<b>E-Campus Management Software</b>		Chandigarh Administration	Rs. 7,44,250
<b>Others:</b>			Chandigarh Administration (CREST)	<b>Rs 72.90 Lacs</b>
<ul style="list-style-type: none"> <li>• <b>INSTALLATION of 90 KWP SPV Power plant on the college building generating minimum of 1,17,000 KWh (units) per year and cost of electricity produced</b></li> </ul>				

<ul style="list-style-type: none"> <li>• <b>of Rs. 54,000(in a month).</b></li> <li>• Administrative approval for incurring expenditure for installation of copper pipelines for LPG system in 5 laboratories in Foods and Nutrition department</li> <li>• Permission to construct ramp has been given by Chandigarh Administration</li> </ul>		
	Chandigarh Administration	Rs.2.68 lacs
	Chandigarh Administration	--

#### 4.2 Computerization of administration and library

<ul style="list-style-type: none"> <li>• <b>E-Campus Management Software has facilitated the improved administration.</b></li> <li>• The Library and administrative office are fully automated.</li> <li>• The Library is equipped with eight computers, three printers, three bar code scanners, thirteen colour CCTV cameras along with LIBSYS Software.</li> <li>• The administrative office of the college has been provided with eight computers and ten laser printers for all kinds of administrative work.</li> </ul>
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#### 4.3 Library Services: Name of the Department

	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25664	--	39	15294	25703	15294
Reference Books	6000	--	--	--	6000	--
e- Books	INFLIBNET	--	--	--	--	5725
Journals	23	107179	18	69680	18	69680
e- journals	INFLIBNET	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	200	--	--	--	200	--
Grand Total						90699

## 4.4 Technology up gradation (Overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments		Others	
							Name of the department	No. Of Comp.	Printers	Scanners
Existing	95	02 College computer lab.  Clothing and Textiles department lab	2 Mbps  ISP- BSNL  Connection type - Broadband			01 (Photocopier machine) 08- Computers 08- Laser Printers	Computer	28	05	00
							Clothing and textiles	14	05	06
							Family Resource Management	13	10	--
							Human Development and Family Relations	12	04	--
							Library	08	03	03(Bar code)
							Chemistry	01	01	--
							Physics	01	01	--
							Zoology	01	01	
							Botany	01	01	
							Foods & Nutrition	03	03	
							Principal's Office	01	01	
							Steno's Office	01	01	
							Bio chemistry	01	01	
							Chaitanya nursery school	02	01	
Office	08	08								
Added	--	01 Family Resource Management computer lab					Office		02	
							Computer lab		01	
Total	95							95		

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

- E Campus Management system facilitates the e-Governance in many ways such as
  - Reduction of administrative costs,
  - Assist in automated registration of students,
  - Manage student information efficiently
  - Trace student and staff attendance
  - Create Student Grade Book
  - Automated Examination Management System
  - User Friendly
  - SMS Feature
  - Individual Student Data Base
    - Improved Online Service
    - Enhanced Communication with staff and students.
- Licensed Software such as MS Office, Antivirus, Window Operating System, LIBSYS Software,

<p>Adobe Photoshop, AutoCAD, Tuka CAD, Rich Peace (Fashion and textile designing studio software, are upgraded online in liaison with Manufacturer.</p> <ul style="list-style-type: none"> <li>• Inlibnet facilitates access to Shodh Ganga which further give access to various e-resources, e-books and e-journals.</li> <li>• Various workshops and extension lectures by eminent experts were held on the topics such as Cyber Crime, E-Resources, Inlibnet and Intellectual property Rights to update the staff as well as students.</li> </ul>
--

#### 4.6 Amount spent on maintenance in lakhs

i) ICT	<ul style="list-style-type: none"> <li>• Rs.16,530/-AMC of EPABX system(Intercom system)</li> <li>• Rs.39,326/- AMC/ Website Support Service.</li> <li>• Rs. 1,27,824 AMC for E-Campus Management.</li> </ul>
ii) Campus Infrastructure and facilities	Rs.24.56 lacs Renovation of toilet block in B.Sc. hostel in new and old wing in progress
iii) Equipments	Maintenance of all the equipments in various departments is undertaken by the respective departments only, as and when required.
iv) Others	--
Total :	Rs.26,39,680/-

#### Criterion – V

##### Student support and Progression

5.1 Contribution of IQAC (if any at department level) in enhancing awareness about Student Support Services.

<ul style="list-style-type: none"> <li>• The college conducted orientation programmes for the newcomers in the beginning of the session. They were informed about all the rules and regulations of the college. Examination system was also explained to them in detail.</li> <li>• Workshops were conducted for personal and career guidance.</li> <li>• Direct Elections (by voting) were conducted for the selection of the Student's Council.</li> <li>• The information about curricular and co-curricular activities is disseminated through College Website, notice board and college prospectus.</li> </ul>
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5.2 Efforts made by the Institution/Department for tracking the progression

<ul style="list-style-type: none"> <li>• Regular staff and departmental meetings were held</li> <li>• Terminal exams and class tests were conducted</li> <li>• Tutorial classes were held</li> </ul>
--

- Attendance records were maintained
- Parents of students falling short of attendance and those who were not doing well in academics were called.
- Feedback forms were obtained
- Assignments and presentations were evaluated.

## 5.3 (a) Total Number of students

UG		PG		Ph.D		Others		Total	
Men	Women	Men	Women	Men	Women	Men	Women	Men	Women
--	412	--	126	--	--	--	--	--	538

(b) No. of students outside the state

196

(c) No. of International students

---

Men

No	%
---	---

Women

No	%
---	---

(d)

Last year											
General		SC		ST		BC/OBC		Physically Challenged		Total	
M	F	M	F	M	F	M	F	M	F	M	F
-	452	-	52	-	07	-	22	-	01	-	534

(e)

This year											
General		SC		ST		BC/OBC		Physically Challenged		Total	
M	F	M	F	M	F	M	F	M	F	M	F
-	459	-	61	-	03	-	15	-	-	-	538

Demand ratio:

S. No	Courses	Demand Ratio(approx)
1	B.Sc. Home Science	1:1.8
2	B.Sc. Fashion Designing	1:3.9
3	M.Sc. Clothing and Textiles	1:4.08
4	M.Sc. Foods and Nutrition	1:12.08
5	M.Sc. Human Development and Family Relations	1:6.6
6	Post graduate diploma in Fashion designing	1:2.2
7	Post graduate diploma in Nutrition and Dietetics	1:4.5
8	Post graduate diploma in Child guidance and Family Counseling	1:3.9

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

- Information about various competitive examinations is regularly put up on student's notice boards.
- Faculty members guide the student with regard to various competitive examinations and related books available in the library.

No. of students beneficiaries

126

## 5.5 No. of students qualified in these examinations

NET	SET/STET	GATE	CAT	IAS/IPS	STATE PSC	UPSC	OTHERS
05	–	–	–	–	–	–	–

## 5.6 Details of student counseling and career guidance

- In the month of December P.G students of HDFR department visited various Institutes like Family Counselling Centre, Institute for the Blind, Olive Green, ISHH Guidance and Counselling Center and Women Helpline Centre, to get first hand information on counselling techniques
- A Career Counseling Workshop were held in the HDFR Department from 4<sup>th</sup> to 6<sup>th</sup> February,



2016. It included sessions on, ‘Importance of Personality Development, Career Options and Empowerment through Entrepreneurial Skills’.

- Various workshops were conducted under the aegis of RUSA:
  - ‘Entrepreneurial Skill Development, Personality Development and Soft Skill Building’ were organized for U.G. Students on March 9<sup>th</sup> and 10<sup>th</sup>, 2016 respectively.
  - A four day workshop was organized for resident students of the college from March 11<sup>th</sup> -14<sup>th</sup>, 2016, on ‘Developing Life and Aesthetic Skills’.
  - A two day workshop was organized for resident students of the college from March 18<sup>th</sup> -19<sup>th</sup>, 2016, on ‘Vocational Skill Orientation’.
  - A two day workshop was organized for Post Graduate students of the college from March 28<sup>th</sup> -29<sup>th</sup>, 2016, on ‘E-Resources and Infilbnet: Research and Development’.
- One Day International Seminar on ‘ The Expanding Society: Psycho-Social, Health and Nutrition Aspects’ in collaboration with Sri Ramanuja Mission Trust , Chennai and Indian Association of Health, Research and Welfare on 7<sup>th</sup> April, 2016 was organized for Post Graduate Students as well.
- The HDFR Department runs Guidance and Counselling Cell which addresses the concerns and problems of students and renders them counselling services from time to time throughout the year. The cell organized a number of workshops and interactive sessions for students on building Leadership Skills, Self-esteem, Drug De-addiction and Management of Anger, Stress and Time within the college as well as in various schools of Chandigarh.

No. of students beneficiaries

538

### 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
-	-	-	55-60%

## 5.8 Details of gender sensitization programmes

- Gender specific issues were addressed by the curriculum and course content and revised from time to time.
- Exhibition of posters on gender sensitization was held by B.Sc. 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> year students.

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

State/University level  National level  International level

## No. of students participated in cultural events

State/University level  National level  International level

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

Sports:  
State/University level  National level  International level

Cultural:  
State/University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from Institution/Department	59	83,250
Financial support from government	42*(applied)	Data is not available regarding exact number of recipient and amount as the amount is directly deposited in the account of the beneficiaries.
	64**	22,400
Financial support from other sources	–	–

Number of students who received International/National recognitions	-	-
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\* UT pool no. of scholarships disbursed.

\*\*Books & stationary worth Rs.350/- (Only for SC students of college)

#### 5.11 Student organized/initiatives Fairs:

Fairs: State/University level  National level  International level

Exhibition: State/University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed

- Students wanted enhancement of entrepreneurial skills and knowledge of career options for which workshops on 'Importance of Personality Development, Career Options and Empowerment through Entrepreneurial Skills' were held by Mr. Pangotra, from National Institute for Entrepreneurship and Business Development from 4<sup>th</sup> to 6<sup>th</sup> February, 2016. He enlightened the students about various schemes related to start-ups.

### Criterion VI

#### Governance, Leadership and Management

##### 6.1 State the Vision and Mission of the institution

**Vision:**

The motto of the college, "Knowledge for service" aims to provide comprehensive value based education for enabling students to help serve the society. Development of skills, character building and holistic development of students is the vision of the college

**Mission:**

- To provide quality education and strive for excellence
- To sensitize youth towards being socially responsible, morally upright and intellectually mature to serve the society
- To enhance research and develop innovative ideas
- To keep up with the widening frontiers of knowledge.

## 6.2 Does the Institution have a management Information System?

- The information pertaining to admissions and activities of the college are made available on college website
- Registers and records pertaining to finances, fee collection, examinations, logistics, and attendance are maintained
- Academic and activity calendars are updated and displayed on college notice board as well as prospectus
- Suggestions given by the various committees and departments are implemented from time to time under the leadership and guidance of the Principal
- Heads of departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department
- Regular staff meetings are held to discuss and decide on matters relating to academics and administration
- Feedback received from faculty, students, alumni and other stake-holders are considered for continuous review and revision which are relevant to the changing needs of higher education.

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

### 6.3.1 Curriculum Development

- The College follows the guidelines for curriculum development and restructuring, set down by the UGC and the Panjab University
- Autonomy is provided to the departments for need-based modifications of existing course in tune with employment and market need
- An assessment of the effectiveness of the current curriculum is done through feedback obtained from faculty, students and subject experts. After reviewing suggestions from all stakeholders, changes if any are incorporated. Curriculum is designed, based on the annual and semester system
- Plan has been proposed to work on choice based credit system so that it can be implemented from 2017-18
- Revamping of M.Sc. syllabus to be implemented in 2017-18
- B.Sc. Home Science (Semester)

- B.Sc. Fashion Designing (Semester)
- M.Sc. Home Science (Semester)
- Post Graduate Diploma (Semester)

### 6.3.2 Teaching and Learning

- Emphasis on power point presentations in classroom teaching
- Thrust on application of theoretical knowledge in practical's using latest equipment.
- Conduct of student seminars related to their field
- Encouragement of class projects
- Interactions and discussion are carried out for two way communication
- Extra efforts are made for helping the weaker students
- Participation of faculty for induction programs like orientation, refresher courses and workshops
- Encouragement is given to the staff and students for participation in National, Regional, International conferences, symposium workshops, seminars, group discussions. The organization grants permission to the staff to act as subject experts and resource persons
- It is a practice to review the course material before the commencement of the session by the departmental committees
- Classroom teaching is complemented with the use of audio-visual equipment, and field trips
- Special lectures, workshops, demonstrations, seminars are conducted by eminent academicians and experts to update the students with latest in theory and practice
- Field trips are conducted for practical exposure. Various workshops were organized under Rashtriya Uchhatar Shiksha Abhiyan
  - **For teaching staff:** Capacity Building Workshop on Holistic Skill Enhancement, Enhancing Efficacy in functioning at Workplace, E-resources and Infilibnet: Research and Development
  - **For students:** Workshops on Entrepreneurship Skill Development, Personality Development and Soft Skill Building, Developing Life and Aesthetic Skills for resident students, and Vocational Skill Orientation for resident students.

### 6.3.3 Examination and Evaluation

- For increasing transparency in evaluation, internal assessment is displayed on their respective notice boards
- Fixed schedule is planned and followed for examinations from the beginning of the year. Special tests are conducted for weak students and parents are informed about performance
- For Internal examination, the examination committee under the guidance of principal prepares the schedule as per the academic calendar. These examinations are conducted

for both graduate and postgraduate courses

- Question Papers are designed to assess the achievement of outcomes as defined in course description and Multiple Choice Questions (MCQs) are added to encourage students to study the content thoroughly.

#### 6.3.4 Research and Development

- College is Panjab University approved Research Centre with emphasis on specialized research in M.Sc. Foods & Nutrition, M.Sc. Clothing & Textiles and M.Sc. Human Development & Family Relations
- Post graduate research is being encouraged through dissertation in M.Sc. of the respective departments
- Various interactive sessions are organized to orient the students and to improve their research potential
- Course work on scientific writing was taken up to motivate students to write and publish their research work in reputed journals of national and international level
- Teaching staff is always striving for publishing scientific research papers in reputed journals of national and international repute.

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

**Library:** Library has been computerized and INFLIBNET membership obtained. The college library is equipped with latest books and reference books. Books are issued to students throughout the academic session. Properly ventilated library reading room with adequate seating capacity is made available to the students throughout the academic session. All books are bar coded

**e-Library:** Electronic library is maintained in each department

**ICT:** The ICT facilities and other learning resources are available in the institution for academic and administrative purposes. Well equipped computer laboratory with printers and scanners is available to students, faculty and support staff. Laboratories for practicals provide opportunities for hands-on training at par with the syllabi.

**Physical Infrastructure/Instrumentation:**

- Seminar halls, conference rooms, audio visual rooms, classrooms and smart class rooms, administrative office, staff rooms, well equipped laboratories, library, students' common room, visitor's room and store rooms are available.
- Laboratory Nursery School, Chaitanya catering to 50 children in the age group of 3-5 years, Classrooms in the basement, Auditorium, Conference room, Hostels for UG and

PG students with central cooling system, Music Room, canteen, Residential accommodation for principal and Hostel wardens, Hostel mess, and parking area facilities for students are provided.

- College also has facilities for indoor and outdoor games. College has an excellent sports infrastructure with Badminton hall, gymnasium hall and Sports field.
- In order to ensure safety and security of the campus community, the College hostel is under surveillance with the installation of CCTVs at several locations in hostel.
- Fire extinguishing cylinders have been refuelled on campus and students and staff have been trained in handling the equipment.

### 6.3.6 Human Resource Management

Staff is :

- Motivated to actively participate in policy formulation. Brainstorming sessions and discussions are held for introducing any new programs and activities in the college and bring about reforms in the existing ones.
- Recognition and appreciation of any achievements by staff members is given during staff meetings so as to encourage them as well as the other staff member.
- The staff is encouraged to attend seminars, workshops, conferences and extension lectures.
- Staff members are made coordinators and in-charges of various committees with functional autonomy.
- Group meetings are held so that teaching staff can share their ideas on various topics related to academics and co-curricular activities.
- Training is provided to non-teaching/ Support staff in their respective departments.

### 6.3.7 Faculty and Staff recruitment

- Recruitment through UPSC for regular faculty.
- Candidates invited from employment exchange.
- Additional requirements of staff is met by hiring resource persons from time to time.

### 6.3.8 Industry Interaction / Collaboration

- Internships are organized in related industries and many times the students are absorbed as employees in the same.
- Field visits are arranged so that the students can explore themselves with the outside environment.
- Time to time seminars, workshops are organized for the benefit of students.

## 6.3.9 Admission of Students

- All admissions are done on the basis of merit.
- Merit lists are displayed 24 hrs before the admission date.
- Arrangement of fee counters is made in the campus.
- Information desk/ help desks are organized for the students during the time of admission.
- Different admission committees are formulated for different classes made for helping the students during admission process.

## 6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>• As per govt. Schemes</li> <li>• Counselling, health care &amp; well being</li> <li>• Service to the wards /wives on compassionate grounds.</li> </ul>
Non teaching	
Students	<ul style="list-style-type: none"> <li>• Scholarships</li> <li>• book bank</li> <li>• NSS</li> <li>• NCC</li> <li>• Sports</li> <li>• Fee concession</li> <li>• Counselling sessions</li> <li>• Sexual harassment Committee</li> <li>• Grievance Cell</li> </ul>

## 6.5 Total corpus fund generated

As per government rules.

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	Agency
Academic	Yes	Panjab University and Director Higher Education.	Yes	Principal and IQAC
Administrative	Yes	Director Higher Education and Education Secretary.	Yes	Principal and IQAC



## 6.8. Does the University/ Autonomous College declare results within 30 days?

For UG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

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

- For efficient conduct of practical examinations, examiners are appointed from the institution itself.
- On the spot evaluation has been started to avoid delay in results.
- Semester system was initiated at undergraduate level.
- For transparent and efficient management of examination, Panjab University has initiated filling up of online examination forms.
- Online submission of internal assessment and practical awards.
- Choice Based Credit System (CBCS) is being introduced.

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

- Hiring of human resources
- Examiners appointed for conduct of examination
- Revamping of syllabus under Board of Studies.

## 6.11 Activities and support from the Alumni Association

- Regular alumni meet is held
- Alumni members participated in welfare activities, cultural and literary programs of the college
- Alumni also extend financial help to the needy students of the college and for organizing recreational activities for the underprivileged children of Chaitanya nursery.
- Alumni extend monetary help for the needy students.

## 6.12 Activities and support from the Parent- Teacher Association

- There is no formal Parent Teacher's Association
- Informal Parent Teacher meetings were held before and after the examination so that parents/guardians come to know about their wards performance and their attendance
- They were also briefed about various activities and programs of the college.

## 6.13 Development programmes for support staff.

- Lectures related to life skills were held
- Health and fitness facilities are extended
- An awareness workshop on financial rules was organized for office staff under Rashtriya Uchatar Shiksha Abhiyan(RUSA)

## 6.14 Initiatives taken by the Institution/Department to make the campus eco-friendly

- A tree plantation drive was conducted
- Use of CFL and LED lights
- Use of solar lamps for lighting in the campus
- Use of solar water heating system in the hostel
- Cleanliness drives were taken from time to time.
- Awareness interaction and drives for use of Eco friendly/ Bio degradable material
- Rose garden was developed in the college campus to promote environment friendly practices
- Emphasis on plastic and polythene free campus
- Creating awareness on environment protection by screening of short films related to environment.

**Criterion VII****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.

- **Focus on application of theoretical knowledge in outreach activities:** Apart from imparting academic knowledge to its students, the college encouraged the students to practice and apply the theoretical knowledge in out-reach activities and contribute their bit to the society. Diet clinic and counselling cell for general public was opened.
- **Thrust on developing entrepreneurial skills:** Developing Entrepreneurial skills of students is a significant step for finding them placements and making them economically independent. Thus several initiatives were taken by the college to hone their entrepreneurial skills.

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

- **Action taken for extension activities:** Various workshops, skits and lectures were carried out to help students apply their theoretical knowledge to community outreach activities.
  - A 7 day special residential camp at the Adopted Village-Khuda Ali Sher was organized. Demonstrations on health, hygiene and healthy recipes was given and awareness campaign against social evils like dowry and female foeticide were organized.
  - Dengue awareness drive was conducted by the students.
  - Awareness regarding ‘The Importance of Breast Feeding’ among the Rural Women of Village Khuda Ali Sher and other nearby villages was created.
  - Healthy, low cost and easy to make recipes were demonstrated for better health of pregnant and lactating mothers.
  - Breast Feeding week was organized which included interactive sessions by eminent nutritionists and doctors from PGI.
  - A workshop was conducted for Rural Women on ‘Gift Wrapping and Making of Light Fixtures’ on September 7, 2015
  - A survey was conducted by college students to know the earning pattern of urban women from lower income strata. Thereafter, a workshop was conducted on November 23<sup>rd</sup>, 2015 to teach them different methods of tie and dye, innovative means of printing and traditional embroideries so as to promote income generation skills among them.
  - A workshop on, ‘Draping and Block Printing’ Effects was conducted
  - A Career Counselling Workshop dealing with, ‘Importance of Personality Development, Career Options and Empowerment through Entrepreneurial Skills’ was held
  - Rotaract Club of the college in liaison with Resident Welfare Society of Sector-10 carried out; tree plantation in green belt of sector-10
  - Recreational activities with the elderly in old age homes; activities with children admitted in hospitals and in special schools were conducted by the students..
- **Focus on developing entrepreneurial skills:**
  - Workshops on ‘Entrepreneurial Skill and Personality Development and Soft Skill Building’ were organized to equip the students to start their own business with minimal investment. These workshops dealt with
    - Personality Development
    - Soft Skill Building
    - Medical Communication
    - Career Counseling
    - Beginning a Career
    - Interview Skills
  - A four day workshop was also organized for resident students of the college on ‘Developing Life And Aesthetic Skills’ by teaching them gift wrapping techniques and creating wall decorations, braiding belts and flower making, developing self, behavioural and allied sciences as a career, leadership skills, stress management in everyday life,

social media and cyber crime and smart phone vulnerability

- A two day Workshop on Vocational Skill Orientation was also conducted. Under this, workshops on creation of Non-Fabric Articles and Fusion Glass Painting, Free Hand Fabric Painting and Liquid embroidery, Textile Designing as a Career were organized to provide an opportunity to the students to give insight into various careers options.
- Department of Family Resource Management conducted workshop cum exhibition showcasing the creative production of students related to various projects. Students displayed articles made from scrap and came out with amazing light fixtures, murals, furniture items, furnishings, partitions, garden accessories, decorative articles, wall hangings and wall panels.

### 7.3 Give two Best Practices of the Institution/Department

Give details of any two best practices which have contributed to better academic and administrative functioning of the university.

#### I. 1. Title of the Practice: Counseling Cell

#### 2. Objectives of the Practice:

**What are the objectives / intended outcomes of this “best practice” and what are the underlying principles or concepts of this practice?**

The main objective of running a Counseling Cell was to use the expertise of the staff in providing counselling to the students and general public on issue related to educational, vocational and personal aspects. The students of diploma in child guidance and family counselling got experience of applying the various psychological tests and tools on the clients and got exposure to counselling techniques in real life situation. With rise in mental health problems and adjustment issue of children, adolescents, adults and the elderly it was need of the hour as there is scarcity of good counselling centres in the city.

#### 3. The Context

**What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice?**

The counselling was aimed at providing help to varied age groups and variety of psychological tools and test were needed. Some were already there in the department of Human Development and Family Relations and many more were procured. Another challenge was dealing with more than 2-3 clients on a single day, as it requires individual attention. So when there were more cases they were given special appointment on a day other than the designated one.

#### **4. The Practice**

**Describe the practice and its uniqueness in the context of India higher education. What were the constraints / limitations, if any, faced?**

Counselling services are extended not only to college students but also outside population wherein no fees is charged. Talks, seminars and workshops are conducted regularly for school students, college students, hostellers, defense personnel, parents, and teachers pertaining to personal, educational and vocational problems. Issues such as gender sensitization, sexual abuse, human rights, etc are also dealt with from time to time. In addition talks are given on stress management and ways to deal with behavioral and emotional problems. Staff and students of Diploma in Child guidance and Family Counselling have been involved, so with existing resources community at large is being given the benefit of counselling. The major constraint while implementing this practice was lack of additional financial support to buy more psychological tests and infrastructure to make the counselling room in tune with the modern set up.

#### **5. Evidence of Success**

**Provide evidence of success such as performance against targets and benchmarks, review results. What do these results indicate?**

Record of the students and outsiders taking consultation is maintained and follow up is carried on. The popularity of the counselling cell is gradually increasing.

#### **6. Problems Encountered and Resources Required**

**Please identify the problems encountered and resources required to implement the practice.**

The main problem encountered by the counselling cell was lack of additional finance for infrastructure, publicity and limited time available to the staff to render individual counselling.

### **II.1. Title of the Practice: Yoga sessions for faculty and staff**

#### **2. Objectives of the Practice:**

**What are the objectives / intended outcomes of this “best practice” and what are the underlying principles or concepts of this practice?**

This practice has been undertaken for physical fitness, stress management and general well being of the students and work force. It aimed at preparing the students physically and mentally for the integration of their physical, mental and spiritual faculties, enabling them to become healthier, happier and more integrated members of the society and of the nation.

#### **3. The Context**

**What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice?**

As yoga is a continuous process, it takes practice and consistency to achieve maximum benefits. It was challenging for the mentors to continuously encourage the participation of students and staff. Accommodating yoga classes in the daily routine and time table was also rather challenging. This practice required liaising with other institutions to get good trainers.

#### **4. The Practice**

**Describe the practice and its uniqueness in the context of India's higher education. What were the constraints / limitations, if any, faced?**

Yoga practice was carried out throughout the session to bring self awareness and awaken the mind and soul of the individuals. Yoga sessions proceeded in a progressive way from easy to difficult so that students could become mature enough to understand the complex yoga ideology. Apart from the regular yoga sessions, Yoga Camp was also organised in the college from May 21 to June 20, 2016 for all the interested participants. However, due to vacation period it was difficult to get many students to participate.

#### **5. Evidence of Success**

**Provide evidence of success such as performance against targets and benchmarks, review results. What do these results indicate?**

The students and staff members of both teaching and non teaching fraternity actively participated in all the sessions held in College. Few outstanding members were promoted as mentors. These mentors took yoga sessions for new comers in the college campus as well as in the other centers in the city. Their positive and overwhelming response was duly recorded which led to the participation of college yoga team in National Yoga Camp at Shanti Kunj at sector 16, and International Yoga Day at Capitol Complex, Chandigarh with the Prime Minister of India.

#### **6. Problems Encountered and Resources Required**

**Please identify the problems encountered and resources required to implement the practice.**

The main problem encountered while implementing the practice was the continuous and regular participation of the students and staff due to other activities, vacations and academics.

#### **7.4 Contribution to environmental awareness / protection.**

- To beautify the campus and develop the space around the hostel, a rose garden has been developed.
- As many as 250 rose saplings of different types were planted near the main gate.
- A short documentary film on 'Vanishing Vultures' was shown to the students to develop environment awareness.

- Rotaract Club of the college in liaison with Resident Welfare Society of Sector-10 carried out tree plantation in green belt of sector-10.
- Van Mahotsav was organized and number of sapling were planted.

**Energy Conservation** – The students and the faculty took out an environment rally (walkathon) carrying placards with the slogans on plant more trees, conserve energy, save water and endangered species. Inter class competitions were held on different themes like sustainable lifestyles, best out of waste, collage on endangered species, eco-photography with captions, detox diets and logo designs on environment during the week. 90 KW rooftop solar power plant had been proposed and is currently functioning.

#### **7.5 Whether environmental audit was conducted?**

No formal audit was conducted this year although counting of perennial trees and shrubs has been done in the previous years.

#### **7.6 Any other relevant information the Institution/Department wishes to add. (For example SWOT Analysis)**

##### **a. Strengths**

- Thrust on enhancing competencies of teaching staff, lab staff, office staff and other support staff of the college.
- Community welfare and outreach activity are high on priority list of college agenda.
- Personality and skill development of students are given importance and developed through various curricular and co-curricular activities.
- Regular revision of syllabi and revamping of courses as per the need of students and industry.

##### **b. Weakness**

- Few research projects undertaken by faculty
- Networking with foreign universities for cross cultural research work needs to be strengthened.

##### **c. Opportunities**

- To strengthen placement and capitalize on expertise, greater liaison with industry and NGOs can be worked upon.
- In house production and sale of produce and products can be undertaken.

##### **d) Threats**

- Competition from number of new private institutes offering specialized/ short term diplomas/ courses have led to reduction in applicants seeking admission in our college.

**8. Plans of Institution/Department for next year**

- The college has submitted plans of new courses under RUSA and plans to start the same after getting the approval from the Chandigarh administration.
- Proposal has been made for vocational courses which would be implemented after getting the necessary sanctions.



## Annexure - I A

### Proposed Courses under Component 5 of RUSA Model College Scheme

The college plans to execute the proposal for Proposed Courses under Component 5 of RUSA Model College Scheme in two phases i.e. **Phase-I and Phase-II.**

**The course titles mentioned in the proposal may be approved by the regulatory body of Panjab University and University Grant Commission as per the requirement.**

**The Phase I-** will focus on **maximum utilization of pre-existing infrastructural resources**, renovation of the existing infrastructure to make it suitable for the proposed courses in order to facilitate timely execution of the proposal. Construction of new infrastructure will also be started during this period as per requirement of the courses. Following courses will be started during

#### **Phase-I:**

- **M.Sc. Home Science (Interior Design and Resource Management).**
- **M.Sc. and Ph.D. in Nutrigenomics.**
- **M.Sc. and Ph.D. Applied Genetics DNA Fingerprinting and Molecular Diagnostics.**
- **Post Graduate Diploma in Sports Science, Fitness and Nutrition.**
- **Post Graduate Diploma in Preschool Education.**

**The Phase- II** will be based on completion of the **construction of new infrastructure.** Following courses will be started during **Phase-II:**

- **Five years integrated course in Foods and Nutrition Sciences (B.Sc. and M.Sc.)**
- **Food Processing and Food technology (M.Sc., Ph.D.)**
- **Forensic & Criminal Psychology (M.Sc., Ph.D.)**
- **MBA in Fashion and Retail Management**
- **Advanced Post Graduate Diploma in Applied Genetics, DNA Finger Printing and Molecular Diagnostics.**

#### **Services to be offered**

- **Diagnostic services and counseling**
- **Model OPD Services for counseling: - Monday to Friday 09 AM – 01 PM in Nutrition Management, Psychology and Genetic Disorders to reduce the burden of medical expenditure on exchequer.**
- **DNA Diagnostics: - Basmati rice, DNA Database, Plant DNA analysis, Sequencing, Paternity, Human identification, Sequence specific diagnosis, to generate the revenue to the exchequer.**
- **Creche/ Daycare services.**
- **Skill development:- in all the related fields**

**Annexure - I B****Proposals for Vocationalisation of Higher Education under RUSA-2016****SUMMARY OF THE COURSES**

SL. NO.	NAME OF THE COURSE	TYPE OF COURSE	ENTRY POINT	DURATION	FINANCIAL REQUIREMENT
1	Certificate Course in Protected Cultivation and Hydroponics	Level-I-Certificate	10+2	1 YEAR	Rs.30,50,000/-
2.	Certificate Course Training for Child Care worker	Level-I-Certificate	10+2	1YEAR	Rs. 13,50,000/-
3.	Certificate Course Entrepreneurial Skills in Beauty Culture	Level-I-Certificate	10+2	1YEAR	Rs24,50,000/-
4	Certificate Course on Food testing andProcessing	Level-I-Certificate	10+2(Any Field)	1YEAR	Rs.31,50,000/
		Diploma	Passed Diploma Certificate	2 YEAR S	
		Advanced Diploma	Passed Diploma	3YEAR S	
				TOTAL	1,00,00000/-

**Annexure II****List of School Students who took Battery of Psychological Tests for Career Counselling**

<b>S.No</b>	<b>Investigator</b>	<b>Background information</b>	<b>Age</b>	<b>Administration of the Test</b>
1.	Amanjotkaur	DivyaKhurana	15	<b>1. Comprehensive Interest Schedule by Sanjay Vohra</b> <b>2. Achievement Motivation by Beena Shah (1986)</b> <b>3. High School Personality Questionnaire by Raymond B.Cattell and Merry D.L.Cattellin(1984)</b> <b>4. Differential Aptitude Test by George .K.Bennett, Horold G. Seashore and Alexender G. Wesmnin (1947)</b> <b>5. Raven's Educational Versions of Standard Progressive Matrices-Plus Version and Mill Hill Vocabulary Scale by John C. Raven</b>
2.	KanikaDhiman	Sanjana Sharma	15	<b>-Do-</b>
3.	Sapna	Mayara	15	<b>-Do-</b>
5.	Vanishika Jain	Ashmeet Kaur	16	<b>-Do-</b>
	Malika Sharma	Priya Gupta	15	<b>-Do-</b>
8.	Yashika Gill	Pratham Thakur	16	<b>-Do-</b>
9.	PurvaKashyup	Monisha Singh	16	<b>-Do-</b>
10.	RoopSuhaviSabharwal	Shreya Bajaj	16	<b>-Do-</b>
11.	Tarana Kapoor	Anjali Malhotra	15	<b>-Do-</b>
12.	Ramandeep Kaur	Amandeep Kaur	15	<b>-Do-</b>
13.	SaviDua			
14.	Anuradha	Priya	15	<b>-Do-</b>
15.	Sakshi	Vishakha	15	<b>-Do-</b>
16.	Tanisha Sharma	Shreya Bajaj	16	<b>-Do-</b>
17.	Reetu	Amandeepkaur	15	<b>-Do-</b>

**Annexure – III A****List of Workshops Held**

- **March 09, 2016**  
One day workshop on Entrepreneurship Skill Development for College students
  
- **March 10, 2016**  
One day workshop on Personality Development and Soft Skill Building for students.
  
- **March 11-14, 2016**  
Four day workshop on Developing Life and Aesthetic Skills for Resident- students.
  
- **March 17, 2016**  
One Day Training Programme on General Financial Rules for Non-Teaching and Laboratory Staff.
  
- **March 11-17, 2016**  
Seven - Day Capacity Building Workshop on Holistic Skill Enhancement for Faculty.
  
- **March 18-19, 2016**  
Two day Workshop on Vocational Skill Orientation for Resident students.
  
- **March 21-22, 2016**  
Two day workshop on Enhancing Efficacy in Functioning at Workplace for Teaching Staff/Faculty and Non-Teaching staff.
  
- **March 28-29, 2016**  
Two day workshop on E-Resources and Infilibnet: Research and Development for Teaching and Post Graduate students.

**Annexure –III B**

One day International Seminar on  
**“The Expanding Society: Psycho-Social, Health and Nutrition Aspects”**  
**Government Home Science College, Sector-10, Chandigarh**  
 April 07, 2016  
**Schedule**

<b>Date&amp; Day</b>	<b>Session</b>	<b>Time</b>	<b>Name &amp; Designation of the Speaker with contact detail</b>	<b>Topic</b>	
07/04/2016 Thursday	Registration	9:00 – 10:00			
	Inauguration & Key Note Address	10:00 – 10:30	Dr. Sudha Katyal, Principal, Govt. Home Science College, Sec-10, Chandigarh	Population Growth: Psycho-Social and Health Concern	
	Session I		10:30-11:15	Prof. SARPV ChaturvediSwamiji, Founder – Managing Trustee of Sri Ramanuja Mission Trust	The Expanding Society: Psycho-Social, Health & Nutrition Issues
			11:15-11:30	Tea	
			11:30-12:15	BasuGautam, President, Lumbini World Peace Forum	Contribution towards Peace & Harmony in expanding Society
			12:15-1:00	Arafat Ahmad Said Abu Ras, Birzeit University in Ramallah- Palestine	The Need of the Hour Violation of Human Rights and Separation Wall
			1:00-1:45	Lunch	
	Session II		1:45-2:30	Jason Paul Torreano, Global Youth Connect, New York, New York	Equality v/s Equity in the Expanding Society
			2:30-:3:15	Ari Eisenstat, CEO and Founder of DREAM VENTURES, San Francisco	Achieving The Global Goals
			3:15-3:30	Tea	
	Session III		3:30-3:45	Dr. Ritu Pradhan, Assistant Professor, Deptt. Of Foods & Nutrition, Govt. Home Science College, Sector-10, Chandigarh	Micronutrient Malnutrition: A Barrier to the Expanding Society
			3:45-4:00	Dr. Sudha Katyal, Principal, Govt. Home Science College, Sec-10, Chandigarh Dr. Neha Sharma, Assistant Professor, Deptt. Of Human Development & Family Relations, Govt. Home Science College, Sector-10, Chandigarh	Building Powerhouse for future through Counselling
			4:00-4:15	Mrs. NamrataSethi, Assistant Professor, Deptt. Of Foods & Nutrition, Govt. Home Science College, Sector-10, Chandigarh	Role of Nutritional Labeling for a Healthier Society
			4:15-4:30	Dr. Sudha Katyal, Principal, Govt. Home Science College, Sec-10, Chandigarh Ms. NupurBhatnagar, Lecturer, Deptt. Of Human Development & Family Relations, Govt. Home Science College, Sector-10, Chandigarh	Decline in Physical Activity in Children: A Source of Concern

**Annexure - IV****Panjab University, Academic Calender 2015-16**

Academic Calendar for the session 2015-16 for the Panjab University affiliated Colleges with Under Graduate & Post Graduate courses having Semester System:-

**Summer Vacation**      25-05-15 To                      05-07-15                      (42 days)  
    Monday    Sunday

**Academic Calendar**

**Colleges Open on and normal Admission for ongoing Classes**                      06-07-15  
    Monday

**Admission Schedule**

Normal Admission for ongoing and new classes (except for those classes in which admission is through PU-CET (P.G))                      06-07-15                      To 13-07-15                      (7 days)  
    Monday    Monday

Late Admission for, ongoing classes and new classes) to be allowed by the Principal of the College with late fee of Rs. 525/-per student.                      14-07-15                      To 03-08-15                      (17 days)  
    Tuesday    Monday

**Teaching starts**

(i) For ongoing classes                      08-07-15  
    Wednesday

(ii) For new admission classes (those admitted through PU-CET (P.G) tentative                      14-07-15  
    Tuesday

Late admission in Panjab University, affiliated                      04-08-15                      To 20-08-15                      (17 days)  
    Tuesday    Thursday

Colleges to be allowed by  
the Vice-Chancellor with  
late fee of Rs. 1890/-per  
student

**Academic Term-I (a)** 08-07-15 To 21-10-15 (85 Teaching days)  
**1st& 3rdsemester** Wednesday Wednesday  
**Autumn Break** 22-10-15 To 28-10-15 (07 days)  
Thursday Wednesday

**Academic Term-I(b)** 29-10-15 To 01-12-15 (25 days)  
Thursday Tuesday

**Total Teaching days of Academic Term I=85+25=110 days**

**End Semester** 02-12-15 To 19-12-15 ( 18 days)  
**Examinations** Wednesday Saturday

**Semester vacation**  
**(Winter** 21-12-15 To 03-01-16 (14 days)  
**Break )** Monday

**Academic Term -II 2<sup>nd</sup> & 4<sup>th</sup>semester**

**Colleges reopens after** 04-01-16 To 13-05-16 (106 Teaching days)  
**Semester Examination** Monday Friday

**Total Teaching days of Academic Term II=106 days**

**End Semester** 14-05-16 To 28-05-16 (15 days)  
**Examination** Saturday Saturday

**Summer vacation** 25-05-16 To 06-07-16 (39 days)  
**(tentative)** Wednesday

**Total Teaching days of academic term I & II =110+106=212 days**

**Annexure -VA****Activities of NCC Unit**

The National Cadet Corps in India is a voluntary organization since 1948. The Cadets are given basic military training in small arms and parades for their all round development such as self discipline, leadership qualities, values, gender equality etc.

- Regular Associate NCC Officer: **Capt. Neelam Kumari**
- Enrolled Strength: **65 NCC Girls Cadets**
- Activities : **Regular NCC Training, Social Service Programmes and Camp Activities in liaison with:**  
**1 Chandigarh Girls BN: NCC, Sector-26, Chandigarh**
- Student NCC Incharge: **U.O. Vartika Thakur**  
**Captain Neelam Kumari**
- Attended and assisted in organizing the **Summer Annual Training Camp**, at PG Govt. College for Girls, Sector-42, Chandigarh from June 14 to June 23, 2015.
- Attended and assisted in organizing the **Annual Training Camp at** Dev Samaj College for Women, Sector-45 B, Chandigarh from October 20, to 29, 2015 .
- Acted as a Member for Selection of “ANOs Officers” at Chandigarh Group Commander Office on November 06, 2015
- Acted as a member of Board to conduct “CEE” Certificate Exam held on February 21, 2016 at Post Graduate Government College, Sector-11, Chandigarh



- Supported actively in all the activities organized by Commanding Officer, 1 Chandigarh Girls BN, Sector-26.

*NCC Cadets were encouraged to participate in following activities (2015-16):*

<b>Sr. No.</b>	<b>NCC Activities &amp; Location</b>	<b>Date</b>	<b>Organized</b>
1.	<b>Summer Annual Training Camp, at PG Govt. College for Girls, Sector-42, Chandigarh</b>	<i>June 14 to 23, 2015</i>	1 Chandigarh Girls BN
2.	<b>International Yoga Day</b>	<i>June 21, 2015</i>	1 Chandigarh Girls BN
3.	<b>Enrollment of NCC Cadets</b>	July 21, 2015	1 Chandigarh Girls BN
4.	<b>Organized Lecture on Heritage and Planning of Chandigarh</b>	August 6, 2015	Chandigarh College of Architecture and Tourism Department.
5.	<b>Organized Visit to Heritage Places of Chandigarh</b>	August 8, 2016	
6.	<b>Independence day Celebration</b>	August 15, 2015	NCC Unit of College
7.	<b>Thal Sainik Camp at Ropar</b>	August 17 to 26, 2015 August 27 to September 05, 2015	1 Chandigarh Girls BN
8.	<b>Inauguration of “Mai Bhago Academy, Mohali” by Defence Minister of India</b>	August 25, 2015	1 Chandigarh Girls BN: NCC, Sector-26, Chandigarh
9.	<b>“Organ Donation Day” at Post Graduate Government College for Girls, Sector-11, Chandigarh</b>	September 20, 2015	1 Chandigarh Girls BN
10.	<b>“Commemoration of 50<sup>th</sup> Anniversary of 1965 OPS” flagging in Ceremony Para Motor Expedition, at Railway T.A. Ground,</b>	October 16, 2015.	1 Chandigarh Girls BN
11.	<b>Annual Training Camp at Dev Samaj College for Women, Sector-45 B, Chandigarh</b>	<i>October 20, to 29, 2015</i>	1 Chandigarh Girls BN
12.	<b>“NCC Day” celebration at Group HQ, NCC</b>	November 20, 2015.	Group Headquarter NCC, Chandigarh
13.	<b>Blood Donation Camp at Moti Ram</b>	November 21, 2015	Group Headquarter NCC,

	Arya Sr. Secondary School, Sector-27 A, Chandigarh		Chandigarh
14.	<b>National Integration Camp –I</b> Raipur, Chhattisgarh	December 01 to 12, 2015	MP & CGH DTE, (Madhya Pradesh)
15.	<b>National Voter Day</b>	January 25, 2016	GHSc-10, Chandigarh
16.	<b>BEE Certificate Exam</b>	February 19, 2016	Group Headquarter NCC, Chandigarh
17.	<b>CEE Certificate Exam</b>	February 21, 2016	Group Headquarter NCC, Chandigarh
18.	<b>Inauguration Ceremony of NCC Group Complex</b> at Sector-31 D, Chandigarh	March 01, 2016	Group Headquarter NCC, Chandigarh

## **Annexure –V B**

### **Activities of NSS Unit**

1. 200 students were enrolled as NSS Volunteers in the academic session 2015-1016. NSS Volunteers participated in following activities throughout the year.
2. Breastfeeding Week was celebrated from 1<sup>st</sup> August to 7<sup>th</sup> August 2015. Paper reading contests were also organized by the NSS wing to aware the students and staff about the importance of Breast Feeding.
3. Organized heritage talk and heritage walk on 6<sup>th</sup> and 8<sup>th</sup> August 2015 respectively.
4. A 5 days training of rural associate women worker was organized from 8<sup>th</sup> September to 12<sup>th</sup> September 2015 by the NSS wing of Home Science College sector- 10.
5. Under Swachh Bharat Abhiyan One day camp was organized for Dengue Awareness on 2<sup>nd</sup> October and 9<sup>th</sup> October, 2015.
6. One day regular camp was organized on 12 October, 2015 in the village of Khuda Ali Sher to seek information regarding Direct Benefit Transfer Scheme (DBT) from residents of this village.
7. Motivated NSS volunteers to participate in 'Walkathon' to raise awareness on Smart City Mission at Sukhna Lake on 3<sup>rd</sup> November 2015.
8. Organized Ice card inauguration in collaboration with Mayo hospital on 16 November 2015.
9. Celebrated Constitution day on 26<sup>th</sup> November 2015.
10. Organized various poster making, slogan writing, paper reading and poetry writing competitions throughout the session on various topics.
11. NSS Volunteers took Pledge on Female Foeticide, Anti Dowry, Anti Drug, and Communal Harmony and participated in various HIV/AIDS awareness programmes.
12. Organized National Festivals in the college campus.
13. Organized Seven days NSS Special camp with 105 volunteers in adopted village of khuda Ali Sher from 27.09.15 to 3.10.15.
14. Celebrated Communal harmony week by organizing various lectures and competitions from 19<sup>th</sup> November 2014 to 25<sup>th</sup> November 2015.

15. Organized Candle Light March on 1<sup>st</sup> December, 2015 for HIV AIDS Awareness.
16. Road safety awareness camp was organized with Traffic Police Department.
17. Participated in Traffic awareness week on 20<sup>th</sup> February 2016.
18. Celebrated International women's day on 9<sup>th</sup> March 2016 and organized health mela for students and staff of the college.