INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 2)

PEER TEAM REPORT ON

INSTITUTIONAL ACCREDITATION OF
DAV COLLEGE BATHINDA

Bathinda
Punjab
151001

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

Section I:GENERAL INFORMATION	
1.Name & Address of the institution:	DAV COLLEGE BATHINDA Bathinda Punjab 151001
2.Year of Establishment	1969
3.Current Academic Activities at the Institution(Numbers):	
Faculties/Schools:	3
Departments/Centres:	16
Programmes/Course offered:	29
Permanent Faculty Members:	23
Permanent Support Staff:	11
Students:	2941
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. The college caters primarily to the educational needs of rural area. 2. The college is having UGC 2 (f) and 12 (b). 3. Good academic environment with sufficient infrastructure, offering UG and PG Diploma.
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 24-09-2019 To : 25-09-2019
6.Composition of Peer Team which undertook the on site visit:	

	Name	Designation & Organisation Name
Chairperson	DR. SHUKLA MAHANTY	Vice Chancellor,KOLHAN UNIVERSITY
Member Co-ordinator:	DR. RAMA NAND RAI	FormerProfessor,BANARAS HINDU UNIVERSITY
Member:	DR. SUBHASH BHADANGE	FormerPrincipal,Shri Shivaji College of Arts Commerce and Science Akola
NAAC Co - ordinator:	DR. VINITA SAHU	

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrices of the key Indicator under the respective criterion(This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QlM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QlM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QlM	Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

The D.A.V. College, Bathinda is affiliated to Punjabi University, Patiala . The significant number of students belonging to the socially under privileged and economically weaker sections are enrolled in the college. Being affiliated, the college follows the curriculum designed and developed by the parent university. The college follows the academic calendar prepared by the university. For its effective implementation the college has constituted different committees. Meetings are held in the departments to discuss the academic calendar and plan the lessons accordingly for each academic session. College follows the semester system. The plan so prepared is circulated among the faculty members and also placed on the notice boards for wider information. The affiliating university and also the Department of Higher Education of the State organise the workshops occasionally on the curriculum, if some changes are to be made for its effective delivery. The College runs 19 U.G., 09 P.G. and 01 P.G. Diploma courses. Two add on courses - Risk Management & Insurance and Office Management & Secretarial Practice are run by the college. Two new courses – Music Vocal and Sociology have been introduced in the current session. In each session, a class test, mid semester examination and university level examination is held. The college collects the feedback about curriculum from the stakeholders. The college needs to strengthen the feedback system,

The college integrates the cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics in the curriculum. The college also runs the subject of Drug Abuse at the degree level. The Environmental Studies Course is compulsory and every student has to complete this course successfully to obtain the Graduate Degree. Computer awareness is elective U.G. level. Similarly, the Computer Awareness course is also compulsory and everyone is required to pass it for getting the degree. The college provides the safe and secure environment to the girl students. The various programmes including extension lectures are arranged to sensitise the students on the gender issues.

The human values are invoked through several programmes such as Seminars, Workshops, Case Studies, Cultural Activities and extension talks. The social responsibility is well invoked through the various activities carried out by NSS and NCC units.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)		
2.1	Student Enrollment and Profile	
2.2	Catering to Student Diversity	
2.2.1 QlM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners	
2.3	Teaching- Learning Process	
2.3.1 QlM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences	
2.3.4 QlM	Innovation and creativity in teaching-learning	
2.4	Teacher Profile and Quality	
2.5	Evaluation Process and Reforms	
2.5.1 QlM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level	
2.5.2 QlM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety	
2.5.3 QlM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient	
2.5.4 QlM	The institution adheres to the academic calendar for the conduct of CIE	
2.6	Student Performance and Learning Outcomes	
2.6.1 QlM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students	
2.6.2 QlM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution	
2.7	Student Satisfaction Survey	

Qualitative analysis of Criterion 2
The college has developed the mechanism to assess the learning levels of students after their admission. The rules prescribed by the university and the state government are followed by the college for admissions. The eligibility is based on the marks scored by the students in the lower examination. Prior to the admission, counselling is carried out by the Admission-cum-Counselling Committee comprising of senior faculty members. After admission, students are assessed for their academic potential and allowed to change the subject or faculty of study. Apart from this, the college identifies the fast learners and slow learners. Special classes are regularly held for both the fast learners as well as slow learners. Every mentor is assigned around 30 students for proper guidance.

Although the college encourages the participatory and experimental learning, it follows predominantly

the traditional method of teaching. The internet facility is provided in the college. The use of ICT in teaching is confined to P.G. Classes and needs to be enhanced to a great extent. Academic activities such as project work, case studies, mock teaching, debate and other activities are regular features in the college. The science and computer laboratories are well equipped.

The component of innovation and creativity in teaching-learning process needs to be added. However, the

Smart Board available in the conference room is used for teaching. DLP Projector is also used for teaching. The students are encouraged to visit the e- Pathsala, e-Journals and e-books. The College has strong base for E-contents for this purpose. College has created Google Class Rooms in which every faculty and Students are involved.

Being an affiliated college, it follows the guidelines related to the evaluation issued by the university. One class test is mandatory for each subject. The evaluated answer sheets are shown to the students. Similarly, the evaluated assignments are also shown to the students. Apart from this, a class test of 20 - 25 minutes duration is conducted and preferably evaluated on the spot.

The college follows the internal assessment system directed by the university. The marks obtained in the tests and assignments are displayed on the notice board. The evaluated answer sheets and assignments are distributed to the students in the class room which enable them to interact with concerned teacher and seek clarification or discuss related issues including discrepancies. A special chance is given to a student to appear in the test which she or he missed due to unavoidable reason.

The academic calendar is provided to the students for the entire academic session in co-ordination with the university, including schedule of assessment modules and sessional examinations. It would be appropriate to adopt an outcome based and skill based education system for all UG and PG programmes for developing more employment potentials.

	Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrices(QlM) in Criterion3)	
3.1	Resource Mobilization for Research	
3.2	Innovation Ecosystem	
3.2.1 QlM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge	
3.3	Research Publications and Awards	
3.4	Extension Activities	
3.4.1 QlM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years	
3.5	Collaboration	

Qualitative analysis of Criterion 3
The faculty and students are encouraged to attend the training programmes and faculty development programmes. Six teachers are recognized as research guides. Five research projects have been sanctioned during this period. College magazine 'Sandeep" is published annually. Sixty Five workshops have been organized and two Ph. Ds awarded during this period. 203 research papers and 09 chapters in anthologies and 61 Books have been published by the teachers of the college. However it is necessary that the entire faculty should publish papers in UGC recognized and indexed journals. There are five MOUs signed by the college. However specific collaboration of advanced training of students and faculty and industry is the need of the hour. More collaboration and MOUs can be undertaken for further academic development of the college.

It is worth noting that one teacher Dr. K.S. Mann in Physics is providing free of cost consultancy to the army of Bnagladesh regarding Software Strategy.

NCC, NSS, Red Ribbon Club, Ani Ragging Cell, Arya Smaj and Women's Cell undertake various extension activities such as Blood Donation, Health and Sanitation, Swacch Bharat Abhiyan, Water Conservation, Tree Plantation, Aids Awareness, Beti Bachao, Disaster Management, and Voters' Awareness in the neighbourhood community. Govt. of Punjab is running Anti Drug Campaign known as Buddy Progamme to eradicate the drug menace among youths of Punjab. Principal of the College is the Nodal Officer of this programme in Bathinda District. The college organises such programmes jointly with the outside reputed organisations for holistic development of the students. College celebrates all national festivals, great leaders, Independence and Republic Day.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrices(QlM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QlM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QlM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QlM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QlM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QlM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QlM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The college has adequate facilities for teaching-learning. The class rooms are normally spacious and well ventilated. The Science laboratories as well as Physical Education and Computer Science laboratories are well equipped and have an adequate space. The Science Departments have a common seminar Hall. The college has one Conference Room equipped with projector and audio-visual aids alongwith Multi-Purpose Auditorium.

The college has adequate facilities for the sports, games both indoor and outdoor, gymnasium, yoga centre, and cultural activities. Sports complex is well maintained. The college seriously undertakes various sports activities. Consequently it has produced State Level, National Level, International Level Sportspersons. The annual sportmeet is organised by the college. The following sports facilities are available in the college: (a) athletic big track. One Badminton Court, One Volleyball Court, Cricket Ground, Hockey Ground, One Kabaddi Ground, Chess Facility, Carrom Board, Table Tennis Court and facilities for cultural activities. The college participates every year in the youth cultural festival organized by the university. The college also organises the Talent Search Show to identify the potential of the students. The conference room and auditorium are used for the cultural activities.
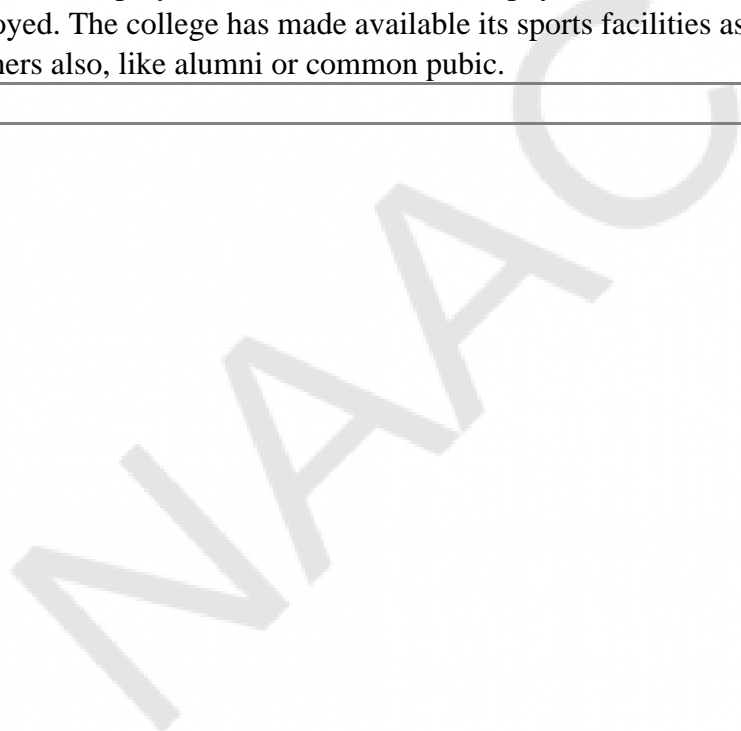
The library is wi-fi enabled. Electronic resources like e- books, e-journals and databases are available. It is equipped with the Library Management System software, named BIBLIOSOFT INFLIBNET facility is available for the students and staff for accesses of e-resources.

The library collection includes the encyclopedias and general reading books in the reference section. The library also has biographies of eminent personalities from various fields in its collection. The religious books like Bhagwat Gita, Vedas, Puranas, Upanishads are available in the library. The library has the collection of 35577 Text Books, 1085 Reference Books, 150 Rare Books and 53 manuscripts.

Every year the college assesses the requirement for replacement, upgradation and addition to the existing IT

infrastructure. One class room is maintained with the help of latest ICT tools. All the systems and softwares' are upgraded periodically. The college is planning to expand its infrastructure.

The college has adopted the procedure for the maintenance and utilization of physical, academic and support facilities like laboratories, library, sports complex, computers and class rooms. However, this mechanism needs more clarity. The college has kept aside sufficient funds for the upgradation of laboratories and other facilities. Adequate man power is deployed for the maintenance of physical facilities. For the laboratories, skilled attendants are employed. The college has made available its sports facilities as well as auditorium and conference rooms to the others also, like alumni or common pubic.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QlM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QlM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QlM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

The college has adopted a good practice of student support activities, particularly for academic development, training, career counselling and progression of the students. A good number of students are provided with scholarships and freeships by the state government and staff. The management and alumni are providing some scholarships to the needy students. The students are provided yoga training and facility for vocational education training. However, these have to be intensified as per the requirements of the students.

The college has a transparent mechanism for redressal of student grievances including sexual harassment and ragging cases and counselling for students. The college is making efforts for campus placement for students.

The Students' Welfare Association exists in the college. It empathises with the woes and worries of the students. It organize sports events, socio-cultural activities, various events of the college and literary and debating activities etc. and participates in organization of Republic Day, Independence Day and Teachers Day celebrations. The students' representatives are provided opportunity to be members in various committees of the college. Renowned persons of the locality and the country happen to be the Alumni of this institution.

There is no registered Alumni Association but it exists and is actively engaged in logistic help to students; however it is to be formally registered. It organizes some in-house lectures, awareness programs and guides the institution in bringing awareness of employment opportunities and helping in placement of the students, some donations for better infrastructure and help for poor and needy students. The college organizes meetings with the alumni and deliberates on various issues. The suggestions and feedback given are used for planning the development of the college.

The college has very good sports facilities of National and International Level and doing exceptionally good in the sports activities. It has received 30 Gold Medals, 25 Silver Medals and 11 Bronze Medals at the International, National, State and inter University Level. The sports facilities of the college are made open to everyone from the town with supportive coach. College is running Cricket and Kabaddi academy. One NCC cadet scaled Bhalgirathi and Kanchanjanga mountain.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrices(QlM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QlM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QlM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QlM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QlM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QlM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QlM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QlM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QlM	Institution conducts internal and external financial audits regularly
6.4.3 QlM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QlM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QlM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QlM	Incremental improvements made during the preceding five years *(in case of first cycle)* Post accreditation quality initiatives *(second and subsequent cycles)*

Qualitative analysis of Criterion 6
The governance of the college is reflective of an effective leadership in tune with the vision and mission of the college. The management is active and takes interest in the activities of college. Freedom is provided to the Principal in the matters of running the affairs of the college. All issues related to the college are discussed, debated and decided in the Local Committee of the college. The teachers and Non-Teaching staff are given the representation in the Governing Body of the college

The college practises decentralisation and participatory management. The teaching and non-teaching staff nominate their representatives on the Governing Body. The Principal is given the freedom which enables him to run the college smoothly and effectively. |

The Principal as a head of the college provides the academic and administrative leadership. The college has an Advisory Council and other committees. The college is governed by the service rules prescribed by the

Punajbi University and Directorate of Higher Education of Punjab. The Recruitment and promotion rules and procedures are followed as prescribed by the State Government and UGC guidelines. The college has a Grievance Redressel Cell .

The college provides emergency medical services to the staff as well as students. The fee concession is given to the wards of the college employees. Financial assistance is provided to the teaching and non-teaching staff members to attend the seminars, conferences, workshops and training programmes. The college provides the financial assistance to the employees in case of exigency. There is provision for the maternity leave for the female employees.

The internal audit is conducted by the Chartered Accountant hired by the college and the external audit is conducted by the audit cell of the DGHE and the affiliating university on regular basis.

The college needs to develop strategies for the mobilization of funds from the Funding Agencies like UGC, DST, DBT, and ICSSR. The financial aid received from the state Government is the main source of its funds. The fees charged from the students as per the government norms are another source. The college also receives the financial assistance from the management and the alumni.

The IQAC conducts the meetings of students and teachers to review the teaching-learning process and other related matters. Seminars and workshops are conducted for the teachers. The learning outcomes are assessed from the results of mid-term examination and final examination. The IQAC needs to be made more active and effective.

Four Computer Laboratories are established with 111 terminals, Faculty members are encouraged to use lap top and ICT facilities in teaching; Library is equipped with four broadband connected computer terminals and cyber zone; Administrative wing is automated; Entire campus is wi-fi enabled; Emergency health care facility is made available and has a tie up with neighbouring hospital.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QlM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QlM	1. Institution shows gender sensitivity in providing facilities such as: 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QlM	Waste Management steps including: • Solid waste management • Liquid waste management • E-waste management
7.1.6 QlM	Rain water harvesting structures and utilization in the campus
7.1.7 QlM	Green Practices • Students, staff using a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QlM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QlM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QlM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QlM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7
The college is sensitive towards the gender issues. The Prevention of Sexual Harassment Cell is in place to address the grievances and other related issues. The separate common rooms for girls with all necessary facilities are available in the college. Separate section in the canteen and separate space for parking is made available for girl students. The college has a Women Cell which, apart from sensitising people on the issues related to gender, undertakes various programmes such as facility of sanitary pad vending and incinerator machine. Every student on roll has the insurance cover of Rs. Two lakhs with hospitalization of Rs. 20,000/-.

The solid waste is collected in the dustbins. The separate dustbins are arranged for the degradable and non-degradable solid waste. The degradable waste is placed in the bio-composed pit and converted into organic manure. The wet waste is disposed off in the municipal sewer. The Laboratory waste is disposed off with care. The college follows the government disposal norms for the e-waste.

The college has initiated the rain water harvesting process. The water pumps are installed in the campus to utilize ground water during the emergency.

The college has green lawns and varieties of trees and plants on the campus. NCC and NSS units undertake plantation drives. The college has Botanical garden with medicinal as well as ornamental plants. The sport grounds are surrounded by the lush green trees. The use of plastic is banned on the campus. The students mainly use public transport. Use of bicycles is promoted among students, teaching and non-teaching staff.

The college celebrates national festivals like the Independence and Republic Days. On such days several cultural and sports events are organized. The college also observes the birth and death anniversaries of great sons of India.

The college maintains transparency in its financial, academic, administrative and other matters. Accounts are audited internally by the CA and externally by the government agencies. In academic matters college is governed by the rules and regulations of the University and the State Government. The college comes under the RTI and all informations are made available on its website. The staff are recruited as per government rules and regulations. All the directives received from the office of the Director General of Higher Education are strictly followed by the college.

Mentoring Classes are held on every Sunday for all the students.

Eco Friendly generator of 82.5 KV, two generators of 15 K.W. and one generator of 7 K.W. are installed in the College.

Ideal teacher-taught relationship is being maintained.

The college provides scholarships and freeships to around 190 needy and meritorious students from its own resources.

Section III:OVERALL ANALYSIS based on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)
Strength

Strength

1. Centrally located

2. Supportive Management.

3. Most of the teaching and non-teaching posts filled up.

4. Excellent sport facilities of National and International level

5. Adequate land and building

6. Green and clean campus.

Weaknesses

1. Lack of adequate research activities.

2. No adequate mobilization of funds from the funding agencies.

3. Limited use of ICT in the teaching-learning.

4. Lack of Internal Annual Appraisal mechanism for faculty.

5. No coaching facilities for SC/ST/OBC and other students.

6. Limited linkages with industry.

Opportunities

1. Scope to start locally suitable more PG Courses.

2. Introduction of CBCS

3. Spreading education in the rural masses.

4. Further strengthening the IQAC for improvement of quality education.

5. Introduction of sport related courses to harvest the sport talents from the region.

Challenges

1. Attaining self sufficiency in the financial matters.

2. Attract and maintain the enrolment in the traditional subjects.

3. Mobilization of funds from the funding agencies.

Competition from the neighbouring academic institutions.

Section IV:Recommendations for Quality Enhancement of the Institution
(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Need to start coaching classes for the SC/ST/OBC and other students.

- Teachers to be motivated and encouraged to apply for the minor/major research projects

- College may take initiative for autonomous status

- The college needs to procure more e-resources in the library

- IT infrastructure needs to be augmented and used in teaching learning process

- Teachers of the college need to be research conscious and efforts be made to promote research culture

- Academic Audit of Departments could be done by the IQAC and further initiative for quality enhancement be initiated

- More PG programme(s) suitable for local situation may started

- A course in Spoken English can be started. If possible, language laboratory may be developed

- Alumni Association should be registered for the meaningful interactions.

- Hostel facility for boys and girls to attract the bright students of the area.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. SHUKLA MAHANTY	Chairperson	
2	DR. RAMA NAND RAI	Member Co-ordinator	
3	DR. SUBHASH BHADANGE	Member	
4	DR. VINITA SAHU	NAAC Co - ordinator	

Place

Date

Sl.No	Name		Signature with date
1	DR. SHUKLA MAHANTY	Chairperson	
2	DR. RAMA NAND RAI	Member Co-ordinator	
3	DR. SUBHASH BHADANGE	Member	
4	DR. VINITA SAHU	NAAC Co - ordinator	