

**AQAR PROFORMA
SESSION - 2010-11**

Details of the Institution

Name of Institution : Govt. College, Malerkotla
Year of Establishment of the Institution : 1926
Address Line 1 : Government College, Malerkotla
148023
Address Line 2 : District Sangrur, Punjab
Postal Code : 148023
E-mail Address : **gcmalerkotla@gmail.com**

NAAC Accreditation/ Reaccreditation Details

Year of Accreditation : 2004
Current Grade : 'A'

Institutional Status

Contact Person Details

Name of Head of Institution : Prof. Neelam bhardwaj
Phone Email : 01675-253016 **gcmalerkotla@gmail.com**
Website URL : www.gcmalerkotla.com
Name of IQAC Coordinator : Prof. Manzoor Hassan
Phone & Email : 01675-253016 **gcmalerkotla@gmail.com**

College Vision :

To improve the quality of education so that students may become well civilized and responsible citizens of society.

To be a student-centred, dynamic and innovative college, promoting excellence in teaching and learning, serving diverse communities and producing lifelong learners who can compete globally.

College Mission :

Government College, Malerkotla serves as a gateway to the future by welcoming all students from different backgrounds of our district. We prepare our students for the next stage of their lives by providing the following:

- A supportive environment.
- Committed and caring faculty, staff, and leadership.
- Mutually beneficial community partnerships.
- State-of-the-art facilities.
- The latest technology.

To achieve our mission this institute focus on the following points:

- **Student Success:-** We focus on student access and success.
- **Supportive Atmosphere:-** We support an atmosphere of trust where communication and teamwork cultivate a rich environment for teaching and learning.
- **Proactive:-** We utilize agility, innovation, and responsible risk-taking to create our preferred future.
- **Partnering:-** We actively partner with the community to respond to cultural, educational, economic development, and technological needs.
- **Diversity:-** We embrace diversity as a strength of our community and celebrate it in our institution.

Section - I

Number of Academic Programmes existing:

Undergraduate : 4 Faculties, BA /B.Sc.(Non-Med. & Medical) /B.Com.
B.C.A. (SF)

Post Graduate (MA) : Urdu, Punjabi, Economics & Political Science.

Certificate Programmes : 3

Professional Programmes : 3

Diploma Courses : 3

1.Urdu Translation

2. Urdu Journalism

3.Environmental Study

Details on Programme Development / New Courses :

New Programmes / New Courses added during the year : 0

Interdepartmental collaborative Programmes : 0

Faculty Details

Total faculty strength required as per norms for all programmes : 69+1

Total faculty Regular : 32+1

Total faculty (Part Time) : 13

Total faculty (Guest Faculty) : 24

Vacant : Nil

Faculty qualification improvement

PhD awarded to existing faculty : 01

MPhil awarded to existing faculty : Nil

Qualification of Faculty

PhD and Above : 14

MPhil : 18

Masters : 37

Administrative Staff Details

Administrative staff (total sanctioned) : 20

Administrative staff (Actual strength) : 15

Technical Support Staff Details

Technical Support Staff (Total sanctioned strength) : 26

Technical Support Staff (Actual strength) : 11

Number of posts vacant : 15

Section - II

Establishment details

Year of establishment of IQAC :2004

Composition of IQAC

Coordinator Prof . Manzoor Hassan

Convener Prof . Rajinder Singh

Member Prof . Tersaim Singh Rana

Member Prof . Nitin Sood

Student Member : Mohd Hanif

Student Member : Shahid Parvez

IQAC Meetings

Meeting held on 20.09.2010. The agenda of the meeting :

Admissions on Merit and as per government rules. Formation of Parent Teacher Associations.

Unitization of Syllabus

Meeting held on 19.01.2011. The agenda of the meeting :

Co-curricular activities and programs. Academic activities by the individual departments.

Progress reports of monthly tests. Preparation for House Exams.

Meeting held on 31.03.2011 The agenda of the meeting :

Review of House Exam's performance.

Conduct of Special Tests for the improvements of the students.

Participating in National Days like Republic Day.

Preparing for Annual Sports Meet and Prize Distribution Function.

Whether Calendar of Activities of IQAC formulated for the academic year : Yes

IQAC Plans for development & Implementation

Number of academic programmes proposed :3

Number of value added programmes proposed :2

Number of skill oriented programmes proposed :1

Number of faculty competency and development programmes proposed :2

Number of student mentoring programmes proposed :5

Number of co-curricular activities proposed : 4

programmes proposed :2

IQAC Seminars and Conferences

Number of seminars/ conferences/ workshops organized

by IQAC within the institution : 0

Did IQAC receive any funding from UGC during the year ? : No

Significant contribution made by IQAC on quality enhancement during current year

Organized Remedial Classes for weaker and needy students

Section - III

Academic Programmes

Number of new academic programmes developed or designed by faculty : 00

Number of faculty members involved in curriculum

restructuring/revision/syllabus development : 5

Number of active teaching days during the current academic year : 125

Average percentage of attendance of students : 75

Percentage of classes engaged by guest faculty and temporary teachers : 53.62

Number of self financed programmes offered : 01 (MCA)

Number of aided programmes offered : Nil

Number of programmes discontinued during the year : 1

Whether any systematic student feedback mechanism is in place ? : Yes

Feedback Details

Courses where student feedback is taken : 08

- B.A.-III B.Sc-III B.Com- III, BCA, M.A Urdu, M.A. Punjabi, M.A. Political Science & M.A. Economics.

Is feedback for improvement provided to the faculty? : Yes

Faculty Research, Projects, and Publication details for the year

Achievements, Activities & Conference / Seminar / Symposium in which faculty of the Department participated / presented papers of Faculty Members

1.Principal Neelam Bhardwaj:

- Honoured by Shaheed Baghat Singh Youth Club on 27th September, 2010.
- Honoured by Indian Red Cross Society, Chandigarh on 25th October, 2010 at Tara devi, Shimla.
- Honoured by Punjabi University, patiala on 1st December, 2010 on the occasion of Annual Athletic Meet.
- Honoured by Academic Staff Colleges, Punjabi University, patiala on 1st 17 March, 2010 .
- Honoured by Youth Welfare Department, Punjabi University, patiala .

2.Dr. Mohd. Iqbal(Urdu)

- Honoured by N.N.S.Department, Punjabi University, Patiala.
- Paper Published in the Seikh Farid Chronicles Published by District Culture Society, Fridkot.
- Research Paper on the topic of “farsi zaban ka mazhab ke literature par asar” presented in the National Seminar on the theme of “Historical Linguistic, Cultural and Literary relation between Persian and Punjani” organized by Nawab Shar Mohammad Khan Institute of Advanced Studies of Punjabi University, Patiala at Malerkotla
- Appointed as **Secretary, Punjab Urdu Academy**, Govt. of Punjab (additional charge) on 26-03-2011.
- Member of Revision/Reconstruction of the Syllabus as 'Board of Studies'. Department of Urdu, Persian & Arabic, Punjabi University, Patiala.
- Member of new academic programmes as board of studies Department of Urdu, Persian & Arabic, Punjabi University, Patiala.

3.Dr. Manzoor Hassan (Urdu)

- **Book:-Aaina-e-Tanz-o-Mazah-(Tehqeeqi-wa-Tanqeedi Mazameen Punjab ke Hawlae Se**” Published by Education Publishing House, New Delhi.
- Seminar:**
- Research Paper presented in the two day National Seminar on the topic of “**Aalmi Yakjehti Aur Urdu Adab**” organized by Dept of Urdu , Govt College Malerkotla
- Research Paper presented in the National Seminar on the topic of **Azadi ke Bhad Punjab ka Adab** organized by Nawab Shar Mohammad Khan Institute of Advanced Studies of Punjabi University, Patiala at Malerkotla
- Research Paper presented in the National Seminar on the topic of **Historical Linguistic, Cultural and Literary relation between Persian and Punjani**” organized by Nawab Shar Mohammad Khan Institute of Advanced Studies of Punjabi University, Patiala at Malerkotla
- Member of Revision/Reconstruction of the Syllabus as 'Board of Studies'. Department of Urdu, Persian & Arabic, Punjabi University, Patiala.
- Member of new academic programmes as board of studies Department of Urdu, Persian & Arabic, Punjabi University, Patiala.

4. Abdul Rasheed (Urdu)

- Member of Revision/Reconstruction of the Syllabus as 'Board of Studies'. Department of Urdu, Persian & Arabic, Punjabi University, Patiala.
- Member of new academic programmes as board of studies Department of Urdu, Persian & Arabic, Punjabi University, Patiala.

5. Tarseem Singh Rana (Punjabi)

- Special Speech on releasing ceremony of Novel “Sanaj di nih” by Dial Kawal organized by Preet Saihat Sabha, Phagwara.
- Member Language Faculty at Punjabi University Patiala on 23-09-2010.
- Honoured by Gazetted/Non- Gazetted Employees Fedration, Kapurthala on the occasion of “Teacher day” dated 02-10-2010
- Attended Special Meeting of “Punjabi Likhari Sabha” Khana dated 05-10-2010
- Participated as delegate in the 27th International Punjabi Development Conference, Punjabi University, Patiala on the theme “ Punjabi bhasa vikas de nawe pasar” dated 31-10-2010.

6. Rajinder Singh (Punjabi)

- Member Language Faculty at Punjabi University Patiala on 23-09-2010
- Member Lok Aadalat at Judicial Court Malerkotla.

7. Sarbjeet Singh Ghuman

- one candidate registered in Ph.D on the topic of Anthropological Linguistics, Department of Punjabi, Punjabi University, Patiala
- Participated as delegate in the 27th International Punjabi Development Conference, Punjabi University, Patiala on the theme “ Punjabi bhasa vikas de nawe pasar” dated 31-10-2010.

8. T.A. Khan

- Honoured by Gold Medal by N.S.S. Department, Punjabi University, Patiala on 26th May 2010.
- Participated as delegate in the 27th International Punjabi Development Conference, Punjabi University, Patiala on the theme “ Punjabi bhasa vikas de nawe pasar” dated 31-10-2010.

9. Dr. Mohd. Irfan (Psychology)

Publication:

- A Study of Life satisfaction, General health and Well-being of students. *Indian Journal of Psychology and Mental Health, Vol.4, No.6.(Aug.)2010*
- The Impact of organizational justice on organizational citizenship behaviour among University Employees. *Indian Journal of Psychology and Mental Health, V.4, No.2, 2010*

Conference:-

- **Resource Person & Chair a session 111** in the National Conference at Department of Psychology Maharaja Sayajirao Gaikwad College, University of

Pune, on the topic of New Dimensions of Positive Psychology in promoting Psychological Health dated January 27th – 29th 2011.

- **Organizing Secretary:** National Conference organized on the topic of “Women Works & Wellbing” 23th 24th Oct. 2010 by Dept. of Psychology at Govt. College, Malerkotla Sponsored by UGC, New Delhi

Telecaste the lesson :

- To telecaste the lessons of B.A. II & B.A.III of Psychology at EduSet office Mohali.

Editing:

- Chief-Editor:- Indian Journal of Psychology and Mental Health (Reviewed Research Journal), ISSN0 9737286
- Associate Editor, Indian Journal of Psychological Sciences, By Indian Psychological Science Congress, Chandigarh.
- Assistant Editor, The Punjab Heritage, Review Research Journal in Social Sciences and Languages, Patiala, INDIA. www.punjabheritage.com.

10. Dr. Mohd Jameel (Psychology)

- Honoured by C.M. Parkash Singh Badal, Govt. of Punjab for “State of Award” on the special occasion Independence day at Ferozpur.
- Participated as delegate in the 27th International Punjabi Development Conference, Punjabi University, Patiala on the theme “ Punjabi bhasa vikas de nawe pasar” dated 31-10-2010.
- Participated as delegate in the 4th Sarb Bharti Punjabi Conference, Punjabi University, Patiala on 30 April to 1 May, 2011

Books :

- 1. General Psychology for B.A Ist year (Text Book),
- 2. Experimental Psychology for B.A IInd year (Text Book), Published by A.A Publication, Malerkotla

11. Sarla Mittal (Pol. Science)

- Prof. Sarla Mittal attended Brigade Camp on 'First Aid & Home Nursing' on 25th to 28th Nov. 2011 held at Shimla by St. John Ambulance, Punjab State Branch, Chandigarh.

12. Dr. Surinder Kaur Dhaliwal (Political Science)

- Awarded Ph.D. degree on the topic of “ Rate of S.G.P.C. in Sikh Politics at Punjabi University, Patiala.
- Book “ Indian Political thought” Punlished by Publication Bureau, Punjabi University, Patiala.
- Honoured by Harinder Kaur Josh, Parliamentary Secretary, Govt. of Punjab on the occasion of World Women Day at Sangrur Club, Sangrur.
- Honoured by Harkesh Singh Sidhu, Deputy Commissioner, Sangrur on special occasion of Independence day at Sangrur.
- Being Youth Coordinator and Incharge of Gidha team got Gold Medals and 11 Silver Medals .
- Honoured by Mohider Singh Dagori Memorial Cultural Youth Club, Punjab

13. Arvind Sohi (English)

- Orientation Course at Punjabi University, Patiala From 15/06/2011 to 12/07/2011.
- In 2010-11, was the Co-incharge of the college "Giddha Team" and under my guidance and the team got the Second Position in Zonal Youth Festival and participated in Inter Zonal Youth Festival at Patiala.

14. Nitin Sood (Physics)

- Dielectric and Electrical Investigations in Pure and Dyed Short Pitch High Spontaneous Polarization Liquid Crystals Molecular Crystals And Liquid Crystals Volume 524, Issue 1 Pp. 119-130, 2010.

Conferences:

- Presented paper in national conference Nanoscience and Nanotechnology- A Revolutionary Discipline by HMV Jalandhar on 9-10 Aug, 2010.
- Attended the state level conference on Global Warming & Biodiversity Conservation by JCDAV College, Dasuya on 27-28 Jan, 2011.

15. Dr. Neelam Bhardwaj: (English)

- Workshop attended on the theme of "Capacity Building of Women Managers in Higher Education" on 17-21 Jan. 2011 at Punjabi University, Patiala.
- Paper presented on the topic of "Method For Teaching English For General & Specific Purposes" in National Seminar at Lyalpur Khalsa, College Jalandhar on 25-26 Feb. 2011.
- Paper presented on the topic of "Evolution & Development of Indian Drama" in National Seminar at A.P.J, College Jalandhar on 4-5 March 2011.
- Paper presented on the topic of "Privatisation of Higher Education" in National Seminar at S.D. College Jalandhar on 11-12 March 2011.

16. Kuldeep Kumar (English)

- 9 Day camp (12-21 December 2010) attended at Tara Devi Shimla organized by Youth Services Punjab.

17. Monika Sethi (English)

- Attended the orientation course (18-06-2010 to 15-07-2010) at Academic Staff College, Punjabi University, Patiala.

18. Rahat Ali Shah (Economics)

- Worked as Registrar House Exam.
- Deputy Controller Uni. Exam.
- Convener Legal Matters & Court Cases.
- PTA Bursar.
- Convener I.T. Returns Checking.
- Arranged Annual Prize Distribution & Convocation Function.
- Member of HEIS.

19. Iradeep (Economics)

- Paper published in the journal of Mass Communication dated March 2010.

- Attended the International Conference at Regional Centre Department Of Management, Punjab University, Ludhiana on 10-11 December 2010.

20.Renuka Bajaj (Economics)

- Paper presented in the National Seminar on the theme of Agriculture Sector and Allied Sectors at Public College, Samana.
- Registered for Ph.D at Department of Economics, Punjabi University, Patiala.

Career Guidance: Prof. Incharge- Rahat Ali Shah

- Extension Lecture series was organized by the Economics Society with the collaboration of Employment Office, Malerkotla on 11/11/2010. Employment Officer Malerkotla, Manager Arihant Spinning Mill Malerkotla & District Manager Small Scale Industries Malerkotla delivered the lectures to students on the topic of "Employment Opportunities in Public & Private Sector".
- 15 Students were selected for one month training to "Vardhman Spinning Mills" Ludhiana.
- Various Insurance Companies and Banks invited the students for placement.

Cultural Positions / Names of students / Items

A. National Level : Nil

B. State Level : Yes

C. Inter Zonal : Yes

D. Zonal Youth Festival : Yes

E. Cultural (International) : Nil

- Sangrur Zone Festival was organized in this College after 14 years . in this festival 40 colleges participated. The college participated in 21 items in this festival.

Sangrur Zone Youth Festival at this Govt. College, Malerkotla :

Serial No.	Item/Student	Position
1.	Gidha	Ist (Gold Medal)

Serial No.	Item/Student	Position
1.	Dance	Over all Trophy
	Classical Dance	IInd (Silver Medal)

Serial No.	Item/Student	Position
1.	Fine Arts On the Spot Painting Clog	Over all Trophy in Dance

Serial No.	Item/Student	Position
1.	Music in all items	Over all Trophy in Dance

In all items got IInd Over all Trophy

Inter Zonal Youth Festival :

Serial No.	Item/Student	Position
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1.	Gidha	IInd , Trophy, 11 Silver Medals
2.	Clog	IInd (Silver Medal)
3.	Mimicry	IInd (Silver Medal)

Lok Mela at Punjabi University, Patiala

Serial No.	Item/Student	Position
1.	Chiku/ Sandeep Kaur	IInd (Silver Medal)
2.	Sammi Team	IIIrd
3.	Rasa watan	IIIrd
4.	Folk Song	Fourth Place

Inter- College Competition

Serial No.	Item/Student	Position
1.	Slogan competion/ Pankaj Chauhan	Ist (Gold Medal)
2.	Painting/ Pankaj Chauhan	IInd (Silver Medal)

RIMT National Festival

Serial No.	Item/Student	Position
1.	Declamation / Shabana Azam	Ist (Gold Medal)
2.	Declamation / Mohd Riasat	IIIrd
3.	Debate/ saifi	IIIrd

Jasmeer Singh Jeji College Competition

Serial No.	Item/Student	Position
1.	Poetry/ saifi	IIIrd
2.	Lok Song /Gulab Singh	IIIrd

F. Sports achievements

Students participated in international sports and games events : Nil

Students participated in national level sports and games events : Nil

Students participated in state level (Inter-college) sports and games events : YES

Students participated in university level sports and games events :NIL

Prizes won by students in international sports and games events :NIL

Prizes won by students in national level sports and games events : NIL

Prizes won by students in state level sports and games events : NIL

Prizes won by students in university level sports and games events : YES

Sports and games events conducted by the institute for the students : YES

Inter-college) sports

Badminton :

Serial No.	Name Of The Student	Competition	Position
1.	Damanpreet Kaur	Inter-college Sports	Ist (Gold Madel)
2.	Tajinder Kaur	Inter-college Sports	Ist (Gold Madel)
3.	Minakshi	Inter-college Sports	Ist (Gold Madel)
4.	Rabia	Inter-college Sports	Ist (Gold Madel)

Judo :

Serial No.	Name Of The Student	Competition	Position
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1.	Danish Saddiqui	Inter-college Sports	IIIrd (Kansi Madel)
2.	Aarif Shafique	Inter-college Sports	IIIrd (Kansi Madel)

Body Building :

Serial No.	Name Of The Student	Competition	Position
1.	Sukhveer	Inter-college Sports	Ist (Gold Madel)
2.	Mohd Akram	Inter-college Sports	Ist (Gold Madel)
3.	Mohd Ashraf	Inter-college Sports	IInd (Silver Madel)
4.	Mohd Sabir	Inter-college Sports	IIIrd (Kansi Madel)

Boxing :

Serial No.	Name Of The Student	Competition	Position
1.	Mohd Ramzan	Inter-college Sports	Ist (Gold Madel)
2.	Mohd Hashim	Inter-college Sports	IInd (Silver Madel)
3.	Rupinder Singh	Inter-college Sports	IInd (Silver Madel)
4.	Jasveer Singh	Inter-college Sports	IIIrd (Kansi Madel)

Power lifting :

Serial No.	Name Of The Student	Competition	Position
1.	Mohd Shezan	Inter-college Sports	IIIrd (Kansi Madel)

Weightlifting :

Serial No.	Name Of The Student	Competition	Position
1.	Mohd Hafiz	Inter-college Sports	Ist (Gold Madel)

Athletics :

Serial No.	Name Of The Student	Competition	Position
1.	Makhan Singh	Inter-college Sports	Ist (Gold Madel)

Composition of students

Total Students	:	2889
Percentage of Scheduled Caste	:	23.57
Percentage of Scheduled Tribe	:	Nil
Percentage of other backward communities	:	18.44
Percentage of Girl students	:	38.24
Percentage of physically challenged	:	0.34
Percentage of rural students	:	64.25
Percentage of urban students	:	35.75

Student Supports and Mechanisms

	Total	Girls	Pass	Girls	Total 60%	Girls
B.A IIIInd	582	280	560	268	75	45
B.Com IIInd	27	04	26	04	12	03
B.Sc IIIInd	23	13	22	13	15	09
M.A IIInd Eco.)	23	18	23	18	04	03
M.A IIInd (Pol.)	34	20	34	20	28	19
M,A IIInd (Punj.)	19	15	19	15	10	08

Student initiatives

Number of community upliftment programmes initiated by students : 04

Number of literary programmes initiated by students : 05

Number of social action initiatives based on science/environment initiated by students: 06

Community Upliftment Programmes Initiated by Students :

1.NCC

- 53 Cadets Admitted in NCC at Govt. College, Malerkotla Under the Supervision of Major Mangat Singh.
- Combined Annual Training Camp (Govt. College, Ludhiana) 04/10/2010 to 23/10/2010.
- Combined Annual Training Camp (Govt. College, Ludhiana) 06/11/2010 to 25/11/2010.
- Directive Annual Training Camp (Jirkehpur) 07/12/2010 to 26/12/2010.
- Combined Annual Training Camp (Gajanmajra) 05/01/2011 to 14/01/2011.
- 18 cadets participated in “B” & 9 cadets participated in “C” certificate.

2.NSS

- 7 NSS Units are working of Govt. College, Malerkotla. Among 7 NSS Units, One Special Unit for Girls is working.
- 2 self finance units are working in this camp.
- Prof. Mohd Iqbal as a Coordinator.
- NSS camp arranged dated 19/12/2010 to 25/12/2010.
- Different- Different competitions arranged by college like Debate & Speech Competition.
- DSP Shree Sukhdev Singh Virk delivered a lecture on the topic of “Roles of Traffic” for students.
- In the end of this camp a Prize Distribution Function arranged by College. This Function’s President Madam Neelam Bhartwaj.
- A Blood Donation Camp organized by NSS Unit with the help of Govt. Hospital.
Unit No.1 : Dr. Mohd Iqbal
Unit No.2 : Dr. Manzoor Hassan
Unit No.3 : Prof. T.A. Khan
Unit No.4 : Surinder Kaur Dhaliwal
Unit No.5 : Prof. Sharla Mittal
Unit No.6 : Prof. Mujahid Hassan
Unit No.7 : Prof. Rajinder Singh

3.Youth Red Cross Society

- 6 students of our college attended the youth Red Cross Society under observation of Prof. Bali Mohammad dated 20th to 25th October 2010.
- Our students participated in State Level Youth Red Cross Training Cum Study Camp. Pankaj Chauhan got first position in Poster Making Competition.
- Our college’s Principal Madam Neelam Bhartwaj selected for Award of Honour & Prof. Bali Mohammad selected as Letter of Appreciation by Indian Red Cross Society Punjab State Branch, Chandigarh.

- The amount of 2700 Flags deposit in the Chandigarh Branch with the help of Youth Red Cross Counselor Prof. Sarla Mittal & our college's students.
- 6 students(girls) of our college with Prof. Sarla Mittal participated in Study Cum Training Camp at Hariduaar.
- Our students Mariyam got first position in Mehndi Competition, Mubashra got second position in Poster Making & Sandeep Kaur got third position in Spoon Race.
- Youth Red Cross Counselor Prof. Sarla Mittal as a Secretary & got Award of Honour by Indian Red Cross Society Punjab State Branch, Chandigarh.
- Prof. Sarla Mittal Participated in Capacity Building and Fund Raising Workshop organized by Punjab Red Cross Branch, Chandigarh.
- Youth Red Cross Society In charge Prof. Sharla Mittal & Prof. Tanveer Ali Khan.

4..Edu-SET Progamme

- Punjab Government Provided a Edu-set System for students for a Better Education.

Literary Programmes:

- **National Conference** organized on the topic of "Women Works & Wellbing" 23th-24th Oct. 2010 by Dept. of Psychology at Govt. College, Malerkotla Sponsored by UGC, New Delhi

Extension Lecture

1. Punjabi Sahit Sabah : Prof. In charge-Tersem Singh Rana, Student In charge - Sukhpal Kaur M.A IInd (Punjabi).

- To motivate the students of Punjabi language for writing & creating poetry and prose.

2. Urdu Study Centre

- Urdu Study Centre Arranged for Urdu Language by National Counsel. In this year 63 students admitted in Centre. For Providing books and other Materials, arranged a festival on 7th Aug. 2010 in this festival Madam Neelam Bhartwaj Books providing for Urdu students.

3. Urdu (Bazme Aadab) : Prof. In charge- Manzoor Hassan.

- Extension lecture delivered by Anees Mehrathi on the topic of "Mirza Galib Ki Nasar Nigari" dated 18/01/2011.

4. Economics Society :

- Economics Society of department conducted group discussion on the topic of "Economic Liberalization or Control".

Social action initiatives based on science / environment initiated by students :

1. Science Vist: (Prof. In charge- Shukhwinder Kaur)

- Medical Students visit at FCI Godown Malerkotla on 04/02/2011. To acquire the knowledge ,How the wheat prevent from insects ?

2. Education Tour: (Prof. In charge- Shukhwinder Kaur)

- Education Tour of Medical Students on 16/02/2011 at Chhatbir Zoo Mahendra Chaudhary Zoological Park to get knowledge about the habitat and habits of animals.

3. NSS Unit No. 4 Tour: (Prof. In charge- Shukhwinder Kaur)

- The girl students of NSS Tour went to Shri Naina Devi, Fatehgarh Sahib, Anandpur Sahib, Roza Sharif Sirhand

4. Teej Festival :

- According to Punjabi Culture, Teej is known as *teeyan* in Punjab and is seen as a seasonal festival. This fair was organized in the college on 11 August 2010. the competition among girl students was very interesting.

5. Talent Search Competition:

- To find out the cultural talent among girl students, this competition was organized on 8th to 10th August, 2010.

6. National Voter Divas

- Inter- College Completion was organized . Gurloveleen Singh Sidhu was the Chief Guest .

Section - V

Is a Management Information System (MIS) in place ? : Yes

Details of MIS applied to

1. Administrative procedures including finance
2. Student admission

Perspective plan for overall developmental activities is created:

1. The policy programmes for the participation of each and every student /department of the college in the developmental and extension activities for quality assurance and enhancement was also devised.
2. The various departments , clubs, societies working in the college were directed to organize extension lectures by distinguished personalities on various topics of specific and general interests.

Infrastructure Development and welfare spending

Books / Journals, Equipments and recurring items :

Books, Equipments and furniture = Rs. 15,76,021/-

Scholarship

SC Scholarship Paid	BC Scholarship Paid
Rs. 378055	Rs. Nil

Scholarship to lower Income group students = Rs. 115500/-

Delegation of authority practiced

1. In the very beginning of Academic Session, committees are formed and staff members are assigned different duties according to their seniority, experience and their potentially.
2. Senior staff members act as Conveners and there is uniform delegation of power.
3. In some committees student / representatives are also involved for their welfare.

Grievance Redressal Cell :

There exists a Grievance Redressal Cell which solves the complaints and problems of the students effectively. Besides, Women Welfare Cell also exists in the institution for gender related issues.

Number of grievances received from students and resolved: 04

Self Review and Analysis by the college:

Areas of Strengths :

- > Sincerity of the students towards their studies in the institution.
- > Academic environment free from external interference.

Areas of Weaknesses:

- > Need of total renovation and up gradation of library related facilities.
- > Lack of Infra-structure including class rooms and equipments.
- > Dwindling number of regular faculty members.

The role of NAAC in the quality development of the institution

- > As a competent monitoring authority. Promoting higher education goal.