



Sri Guru Gobind Singh College of Commerce

(University of Delhi)
Pitam Pura, Delhi-110034

IQAC Action Taken Report 2017-18

Plan of Action/Proposal	Action Taken
A way to disseminate information/tests/assignments to a particular class/section should be devised.	Google groups for each class/section were created for easy sharing of data/ assignment/feedback form with the students on GSuite.
Conducting Training/workshops for Faculty members	IQAC in collaboration with Research committee organized three workshops for imparting technical skills to the faculty members: <ol style="list-style-type: none">1) 'Train-the- Trainers at SGGSCC: World Bank Open Data for Research' by World Bank Group.2) Basic MS-Excel3) Advanced MS-Excel
Filling up all ranking Forms	IQAC has been actively involved in filling up various college ranking forms, such as India Today ranking, NIRF ranking and Ranking for Drishti.
Need for new computer lab...all courses have computer practical subjects....B.Sc(Hons)Computer Sc. has 4-5 practical subjects with every semester.	Keeping in line with the importance of Information and Communication Technology based teaching and learning, the College established a new Computer laboratory. The lab was inaugurated on 15 January 2018 by Capt. L.S. Behl. The lab is installed with 46 Personal Computer systems which are of i3 7th generation and i7 6th generation. The operating system installed is Windows 10 Pro, 64 Bit. The computer systems are enabled with Wi-Fi and LAN connectivity with 8GB RAM. There are two latest technology printers and a projector with has wireless connectivity.
Technology	The college has adopted <i>SmartProf</i> Application developed by Mobiquel. A custom application and second to none, is used to feed and display real time internal



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	<p>assessment records of all the students in the college. The application was installed for all faculty members including their timetables and student lists. It is being used by students through their personal logins. The application is available on iOS as well as Android platforms and works on mobile phones, iPads alongside a custom web interface.</p>
	<p>College is using <i>SmartProf App</i> to benefit students as well as teachers. SmartProf is the easiest way to manage attendance, internal assessment, e-notices, placements, time-table etc.</p> <p>In-house training workshop for faculty members has been organized by the trained faculty members of the college to use SmartProf app.</p>
	<p><u>Solar and Wind power Initiative</u></p> <p>A number of high quality solar panels have been set up to cater to energy requirements of the college. To begin with, it is ready to be used for water heating for the girls' hostel, but would soon be expanded to replace other conventional sources of electricity.</p> <p>The college has also established wind panels for saving electricity and opting for clean energy. The college has always endeavoured to be at the fore of innovation, and already has 20 solar lamps operational for the last 7-8 years for lighting the campus.</p> <p>The current solar and wind panels are going to augment the capacity of energy generation within the college premises.</p>
	<p><u>Mata Sahib Kaur Girls Hostel</u></p> <p>The college is ready with its state-of-the-art girls' hostel with 43 well-equipped rooms. The hostel will be able to house 130 outstation girl students from the next academic session. Each room is air conditioned and furnished with a set of 3 beds, cupboards, chairs and tables. Every floor has a laundry room and drinking water facility. The hostel will use solar power for water heating. The hostel provides multiple recreational spaces that</p>



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	<p>include a girls' common room and a lounge. Indoor sports like chess, carom and other board games facilities would be available to the students. Round-the-clock mess will serve delicious and nutritious food to the students. The hostel will also have lush green lawns in the premises and ground for various outdoor sports that would ensure overall development of the students. The girl students would be well cared for under the guardianship of an experienced warden. The premises will be guarded by three full-time duty guards. In addition, three attendants and three safai charis karam will be available to assist the residents.</p>
	<p><u>Parking Lot</u> This year saw the successful concretization of the parking lot of the college. With the gravelling of the parking space, the college campus now has the parking capacity for 130 vehicles. The parking of staff and guests' vehicles has become easier with the expansion of the parking area. In addition, the college has laid the foundation of the rain water harvesting system. For the purpose, ground drainage system has been spread and one of the pits for water collection has already been set up. The inter-linkage of reservoir and drains is in progress and the network would be soon operational.</p>
Promote Research	<p>The research committee organized a 'Lecture Series by Faculty Members' with the objective to motivate and familiarize the teaching staff with the research work being done by different departments. Two of the faculty members from our college Ms. Harpreet Kaur and Ms. Kajleen Kaur presented their papers on , "Impact of Climate Change on Agricultural Production and Food Security in South Asia" and, "Monetary Policy in India during Crisis: Impact on Inflation" respectively.</p>
Faculty feedback from the students should be conducted.	Faculty Feedback conducted.



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Internship opportunities for second year students to encourage skill building. Endorsing the incentive to increase class participation and reduce absenteeism	Minimum attendance of 50% in aggregate for enabling student for Society benefit strictly implemented and followed.
For inclusive growth, involvement of parents for improving student performance. Appraising the student details and sharing it with parents on regular basis	A monthly text message was sent to parents of those students who had attendance less than 67% with subject wise details. This message can be sent automatically from the app every month.
Meeting with stakeholders – Students	A meeting of IQAC and IQAC student cell was conducted on 9th January, 2018 to discuss about the role of IQAC Student Cell with the students.
Time-Table creation and availability well before the start of the semester	A sub-committee was formulated to enter the lists and time table of the next semester in SmartProf app. Entering the lists of all Optional papers/ Core papers, along with their codes and complete time table with teacher details and room number was done on priority to enable teachers take online attendance on the SmartProf App in this semester. The sub-committee constituted of Head of the Dept. of all dept and Time Table Committee Convenor.
National Level Symposium	National level Symposium was also organised in the college by IQAC for this purpose. Theme of symposium was " <i>Quality in Higher Education: Road to Employability</i> ". Experts were invited from various companies like, FICCI, Deloitte, KPMG, Earnest & Young etc.
To create a mechanism for employability assessment of students by industry experts and preparing them for future roles.	Pre-placements talks were organised regularly to guide students about employability options and how to prepare for them.
	Society convenors were requested to ensure that all meetings to be scheduled post 1 PM.



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	Technical committee was constituted under the aegis of IQAC for creating and maintaining website, creating domain based email ids for college and digitalizing Provident Fund Records.
Digitization of Provident Fund Records	Work started.
	Placement Cell is also using SmartProf Application for placements related information and notices.
	BMS and B.A.(Hons) Punjabi introduced
	The staff is encouraged to adopt technology based methods for teaching. Along with Routine Teaching Methodology, they are using LCD projectors, PowerPoint Presentations, Group Projects, Case studies, Open Book assignments, still and video photography, documentary making and printing of newsletters for the respective departments.
	As a joint initiative with the Internal Assessment committee of the college, the IQAC framed fixed schedule for assignments and tests. Open book assignments were introduced.
	Sanitary napkins were placed in the girls' washrooms.
Book Bank facility for students belonging to economically weaker sections.	Don't know if it was there in 17-18 or not
	Online college Fee submission is available.
	Free Health checkup camps are organized regularly in the college.

PRINCIPAL
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