

Annual Quality Assurance Report (AQAR)

2011-2012



PANJAB UNIVERSITY

Sector 14, Chandigarh – 160014

Prepared By: IQAC/MIS Cell, Panjab University, Chandigarh

Part – A

Details of the Institution

1.1 **Name of the Institution:** Panjab University, Chandigarh.

1.2 **Address Line 1:** Panjab University Campus,

Address Line 2:

City/Town: Sector-14, Chandigarh
State: Chandigarh (Union Territory)
Pin Code: 160014
Institution e-mail address: vc@pu.ac.in

Contact Nos. : 0172-2541945, 0172-2534299
Name of the Head of the Institution : Prof. Arun K. Grover
Tel. No. with STD Code: 0172-2541945, 0172-2534299
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Name of the IQAC Co-ordinator: Prof. L K Bansal, Dean Research
Mobile: 0172-2534535, 0172-2544022
IQAC e-mail address: mis@pu.ac.in

1.3 **NAAC Track ID:** PBUNGN10033

1.4 **NAAC Executive Committee No. & Date:**

Dated Jaunary 29, 2009 reference letter no. NAAC/A&RA/EC-47/11/2009

1.5 **Website address:** www.puchd.ac.in

Web-link of the AQAR: <http://iqac.puchd.ac.in/naac/2?16400728072014>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	Five Star		2004	2004-2009
2	2 nd Cycle	A	3.47 on a four point scale	2009	2009-2014
3	3 rd Cycle	Letter of Intent accepted by NAAC.		2014	2014-2019

1.7 **Date of Establishment of IQAC:** 01/05/2003

1.8 **AQAR for the year:** 2011-12

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

AQAR 2009-10 : 29-09-2014
 AQAR 2010-11 : 29-09-2014
 AQAR 2011-12 :29-09-2014
 AQAR 2012-13 :29-09-2014

1.10 Institutional Status: Inter State Body Corporate

1.11 Type of Faculty/Programme

Faculty	Enter Yes/No
Arts	Yes
Science	Yes
Commerce	Yes
Law	Yes
PEI (Physical Education Institute)	Yes
TEI (Teachers Education Institute)	Yes
Engineering	Yes
Health Science	Yes
Management	Yes
Others (Specify)	Yes (Languages, Design And Fine Arts, Evening Studies - Multi Disciplinary Research Centre, Med & Bio Medical Sci. and Dental)

1.12 Name of the Affiliating University (for the Colleges): NA

1.13 Special status conferred by Central/ State Government:

Special status	Yes/No
Autonomy by State/Central Govt. / University	Yes
University with Potential for Excellence	No
UGC-CPE	2 Centres of Potential for Excellence
UGC-CE	Yes
UGC-Special Assistance Programme	Yes
DST-FIST	Yes
UGC-Innovative PG programmes	Yes
Any other (Specify)	Yes (PURSE-Grant, ICSSR, CSIR, FIST, UGC, DST, DBT, ICMR Etc)

2. IQAC Composition and Activities

2.1 No. of Teachers: 7

2.2 No. of Administrative/Technical staff: 2

2.3 No. of students: 0

2.4 No. of Management representatives: 1

2.5 No. of Alumni:2

2.6 No. of any other stakeholder and community representatives:0

2.7 No. of Employers/ Industrialists: 3

2.8 No. of other External Experts :3

2.9 Total No. of members: 15

2.10 No. of IQAC meetings held :4

2.11 No. of meetings with various stakeholders:

Monthly meeting of chairpersons have been started. Two annual meetings of alumni (AGM and annual function). Meetings with students and non-teaching for feedback take place regularly through elected representatives.

2.12 Has IQAC received any funding from UGC during the year? No

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/Department Level
1061				

(ii) Themes: Miscellaneous

2.14 Significant Activities and contributions made by IQAC

Academic Calendar comprises schedule of activities of University Teaching. For the preparation of various reports of NAAC, IQAC and others, efforts to create MIS/IQAC Cell initiated. Nevertheless, university took special initiatives regarding the Semester System, Online collection of forms/data for entrance examination, and Online results.

2.15 Plan of Action by IQAC /Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year: As per university Calendar.

2.16 Whether the AQAR was placed in statutory body: Yes

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	80	0	1	0
PG and M. Phil	135 (117+18)	0	28	0
UG	49	0	5	0
Professional Programmes	59	0	1	0
PG Diploma	12	0	11	0
Advanced Diploma	0	0	2	0
Diploma	24	0	3	0
Certificate	21	0	3	0
Others (IC)	90		4	0
Total		10	58	40

Interdisciplinary	5			
Innovative	9			

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

Flexibility of the Curriculum	Yes
Choice Based Credit System	Yes
Core	Yes
Elective Option	Yes
Open Options	N.A.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	62
Trimester	0

Annual	224
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1.3 Feedback from stakeholders: NA

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

Appreciating that the academic scenario is fast changing, the Syndicate in its decision dated 30.4.2004 allowed changes in the syllabus every year, if necessary, but made it compulsory to revise it after every three years. Thus, the course curricula revision is a regular feature of the university. Revision in all subjects is a must before the expiry of three years. In addition to the revision of the course content, news papers and schemes are frequently introduced based on the need assessed through feedback mechanism. In addition, several new following Add-on courses were introduced for the benefit of students studying in its affiliated colleges.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
873	369	165	160	Contract -30 Temporary -118 Part- Time – 23 Vice-Chancellor- 1 Director – 1 Tutor – 1 Principal- 1

2.2 No. of permanent faculty with Ph.D.: 494

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
								78	8

2.4 No. of:

Guest faculty	352
Visiting faculty	24
Temporary faculty	118

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	317	744	0
Presented papers	359	620	111
Resource Persons	48	254	0

2.6 Innovative processes adopted by the Institution/Department in Teaching and Learning:

1. Refresher courses
2. UGC – Faculty Improvement Programme
3. HRD programmes
4. Orientation programmes
5. Faculty exchange programme
6. Staff training conducted by the university
7. Staff training conducted by other institutions
8. Summer / Winter schools, Workshops, etc.

2.7 Total No. of actual teaching days during this academic year: 183**2.8 Examination/ Evaluation Reforms initiated by the Institution**

Examination answer books are bar coded to maintain secrecy and scanning is done in-house using OMRs. The results are prepared using computerized examination system software. The DMCs are printed through computer. Supplementary exams for reappear candidates are conducted along with regular exams in odd as well as even semesters. Answer sheets after evaluation are scrutinized by the students to ensure students' satisfaction in science and engineering departments. Some departments follow the open book system too.

2.9 No. of faculty members involved in curriculum restructuring/ revision/ syllabus development

as member of Board of Study	As Faculty	As Curriculum Development workshop
459	571	235

2.10 Average percentage of attendance of students: 75-80%**2.11 Course/Programme wise distribution of pass percentage: NA**

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

Departments in which IQAC contributes by different ways are as follows:-

Seminars/Tutorials/Snap Tests/House Test., Through Internal examination and final examination of the department. Regularly ask for revision of syllabus, It helped to imbibe quality education through power point presentations while teaching. The IQAC of the institution contributes monitors and evaluates the Teaching & Learning processes by way of conducting the periodical meetings. The outcomes of various proposals are recorded for improving the system of the quality of education. It also decides on the measures to be taken to improve and sustain the quality of higher education., Mid Term Exams, Term Paper etc., Through Term Paper presentations, Group/Panel Discussions., The statutory learning of the department keep vigil on the regular teaching process and ensuring that it keep learning progressive., 1. Informal mechanism exists for feedback of the teaching-learning processes through frequent interactions with students.2. Monthly meetings with Class Representatives to identify areas for improvement., By organising Workshops to know the Emerging Trends in Distance Education., Through the regular inputs from students in the form of self appraisal performa of the faculty members.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	279
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	138
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

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	836	652	47	0
Technical Staff	865	488	21	0

3. Research, Consultancy and Extension

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

Students were encouraged to participate and present papers in national, international and state level conferences. Research students are benefitted immensely in this manner., Presently 18 research scholars are pursuing Ph.D. under the supervision of the faculty. Their research is at different stages of progress., Invited lectures from renowned scientists of the country are being regularly organized. National and local meetings in the form of seminars and conferences are being held regularly. Faculty is being encouraged to participate and orientation/ refreshers courses/ conferences / workshops to update themselves., The IQAC meets regularly to discuss various plans to promote research climate and motivate the faculty for academic advancement. The IQAC of the institution encourages the staff members to undertake major and minor research projects and to organize seminars, workshops and conferences, etc. The staff and students are informed about the various fellowships available and they are encouraged to apply for the same., Committee / Faculty, Outreach Programme, IAS Coaching, ASC / UGC TEST/ Selection UPSC., F. Organized special lectures and sanitation drives on 30th January and 2nd October, interaction sessions with the foreign students of Malaysia and Afghanistan., Sustainable practices in research consultancy and Extension leading to superior performance resulting in successful outcome in terms of generating knowledge which will be useful for the learner as well as the community., Constant interactions with the industry experts and eminent Professors of other Departments has ensured focused area research. The Advisory Board consists of members having distinct specializations in the sectoral streams. This has helped undertake interdisciplinary teaching and research,. The Faculty of USOL has been actively engaged in writing, vetting, editing of study material and evaluation of assignments, conduct of PCPs and counseling & guidance to students as well as well as in their research work., Organized special lectures and sanitation drives on 30th January and 2nd October, interaction sessions with the foreign students of Malaysia and Afghanistan., Sustainable practices in research consultancy and Extension leading to superior performance resulting in successful outcome in terms of generating knowledge which will be useful for the learner as well as the community., Constant interactions with the industry experts and eminent Professors of other Departments has ensured focused area research. The Advisory Board consists of members having distinct specializations in the sectoral streams. This has helped undertake interdisciplinary teaching and research,. The Faculty of USOL has been actively engaged in writing, vetting, editing of study material and evaluation of assignments, conduct of PCPs and counseling & guidance to students as well as well as in their research work

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	123	89		136
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted

Number	1	0		3
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	119	575	0
Non-Peer Review Journals	45	510	2
e-Journals	1	1	0
Conference proceedings	55	139	2

3.5 Details on Impact factor of publications:

Range	0-7.396
Average	2.1999
h-index	
Nos. in SCOPUS	

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

Sr. No.	Funding Agency	Grant received in Rs.
1.	UGC :	7724939
2.	DST/GoI/ICMR :	3152950
3.	SAP/CAS:	58595442
4.	DAE/CSIR/AICTE:	2255779

3.7 No. of books published

I. With ISBN No.	48
II. Chapters in Edited Books	18
III. Without ISBN No	

3.8 No. of University Departments receiving funds from

UGC-SAP	25
CAS	1
DST-FIST	14
DPE	0
DBT Scheme/funds	3

3.9 For colleges : N.A.

3.10 Revenue generated through consultancy: Rs. 1900356

3.11 No. of conferences organized by the Institution/Department:

Level	International	National	State	University	College
Number	7	37	22	38	0
Sponsoring agencies					

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

302 (48 International, 254 National)

3.13 No. of collaborations

International	62
National	109
Any other	

3.14 No. of linkages created during this year: 61

3.15 Total budget for research for current year in lakhs:

From Funding agency	
From Management of University/College	
Total	133.70 Lakhs

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	6
	Granted	1
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

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

Total	International	National	State	University	Dist	College/Department
40	14	13	4	9	0	0

3.18 No. of faculty from the Institution/Department

who are Ph. D. Guides	415
students registered under them	1418

3.19 No. of Ph.D. awarded by faculty from the Institution/Department: 281

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

JRF	SRF	Project Fellows	Any other
449	227	95	116

3.21 No. of students Participated in NSS events: --

3.22 No. of students participated in NCC events: --

3.23 No. of Awards won in NSS: --

3.24 No. of Awards won in NCC: --

3.25 No. of Extension activities organized: The department of life-long learning frequently organizes extension activities.

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

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	555.71 Acres			
Class rooms	321			
Laboratories	267			
Seminar Halls	43			

No. of important equipments purchased (≥ 1 -0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

The most of the functions of administration like Payroll, Finance, HR, Diary/Dispatch, Examinations etc are fully computerized. Internet facility has been provided to every teaching, non-teaching department, and the hostels. LANs have been upgraded to the speed of 1 Gbps. Library is fully Automated with RFID, self issue and return, email and SMS facility to alert on late books, return of books, and new arrivals of books.

4.3 Library services: The Library has a collection of over 6.4 lakh publications which include books, bound volumes of journals, theses/dissertations, rare books, reports, government documents, back files of newspapers, and a prized collection of 1490 manuscripts. It has subscribed to many major Journals/e-Journals and library is fully computerized.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	2033	Internet facility is available throughout the university. Computer Centre and Main Library provide browsing centre to students and scholars.						
Added	150							
Total	2183							

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

The faculty members and students are provided with computer, internet, audio-visual aids and computer aided packages to facilitate teaching, learning and e-governance. The central library is equipped with open educational resources like the Information and Library Network (INFLIBNET) for the benefit of the staff and students. One separate smart classroom is also available with the state-of-the art facilities.

Training Programmes are organized by computer centre for the faculties and administrative staff. for anti plagiarism software (Turnitin) and SPSS was conducted. Special training sessions for the intranet (campus Portal) was also conducted.

4.6 Amount spent on maintenance in lakh: --

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The activities to enhance awareness about Student Support Services were conducted at Department Levels. Student Council is constituted every year to enhance awareness about students support services. Information is also disseminated through website and Notice Boards.

5.2 Efforts made by the Institution/Department for tracking the progression

The institution tracks the progression through analysis of the tests, examination results and the pass percentage. Vertical movement of students from one level of education to the next higher level or towards gainful employment is available to Honor School Students. Research Monitoring Committee tracks the progress of the research work.

5.3 (a) Total Number of students

UG		PG		Ph. D.		Others		Total	
Men	Women	Men	Women	Men	Women	Men	Women	Men	Women
13686	6355	4112	6809	176	335	510	485	18484	13984

(b) No. of students outside the state : NA

(c) No. of international students

	In numbers
Men	71
Women	44
Total	115

(d)

This Year											
General		SC		ST		OBC		Physically Challenged		Total	
M	F	M	F	M	F	M	F	M	F	M	F

15655	11838	1702	1424	401	247	657	437	41	19	18484	13984
Last Year											
General		SC		ST		OBC		Physically Challenged		Total	
M	F	M	F	M	F	M	F	M	F	M	F
18628	12688	1638	1155	342	244	548	257	37	22	21193	14366

(e) Demand Ratio: NA, Dropout %=NA

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

No. of students beneficiaries:

Yes, there is an active IAS and Competitive Examinations Coaching Centre.(36 students)
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5.5 No. of students qualified in these examinations

NET	SET/STET	GATE	CAT	IAS/IPS	State PSC	UPSC	Others
179		537					

5.6 Details of student counselling and career guidance:

Yes, 642 Students Participated in counselling and
Percentage of students participated in career guidance programmes is 4.93%

5.7Details of campus placement: Participated 1882, Selected= 1972

5.8 Details of gender sensitization programmes: 27

5.9 Students Activities

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

State/ University level 642
National level 42
International level 19

5.9.2 No. of students participated in cultural events

Level Number of Students
State/ University level 111
National level 636
International level --

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

Level	Number of medals/awards
State/ University level	3
National level	32
International level	2

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from Institution/Department	842	Rs.11614923/-
Scholarship from Institute/ Department	333	
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions	56	

5.11 Student organised / initiatives Fairs: 7

5.12 No. of social initiatives undertaken by the students

Student initiatives Number of community upliftment programmes initiates by students	138
Number of literary programmes initiated by students	76
Number of social action initiatives based on science / environment initiated by students	40
Number of student research initiatives	501

- Pick and Hammer Club of the department initiated steps to bring students and members on a common platform to instil a good confidence through organizing functions, lectures, etc. Students participated in other activities like NSS, NCC, Sports, etc
- Miss. Amandeep Kaur and Group, JRF take classes for slum Children every Sunday and organizes Gender sensitization programme in slum areas
- ENACTUS (NGO)- Large number of students are involved in various activities such as self employment to widows and HIV+ victims
- Survey conducted by the students of disaster management raising consciousness about disaster.
- Students have been active in the various eco- friendly drives and blood camps organized by the University.

5.13 Major grievances of students (if any) redressed:

Number of grievances received	171
Number of grievances resolved	171

The problems of students related to library, water coolers, equipment, results etc were addressed to.

Criterion – VI

6.1 State the Vision and Mission of the institution

The Vision

To attain and retain coveted position as a premier educational institution engaged in creation and dissemination of knowledge, new ideas, perceptions and methodologies; to arrange for quality teaching, research, outreach activities and for developing intellectual capital to meet societal needs and global challenges.

The Mission

In consonance with its Vision, the Mission of Panjab University is to:

1. Promote learning keeping in view the concern for Access, Equity, Quality, Relevance and
2. Value Based Education.
3. Attract brilliant students and to train them to compete in facing global challenges.
4. Search for highly talented and innovative teachers and staff and provide them with congenial
5. work environment to retain them.
6. Undertake and promote basic and applied research.
7. Promote a dynamic, decentralized and transparent Governance System.

6.2 Does the Institution has a Management Information System?:

Yes. Campus Portal is the intranet based solution for almost all the major functions of the university. MIS Cell has been created to manage the information at the central level, and to disseminate information to the university management, UGC, MHRD, AISHE, and other such agencies.

6.3 Quality improvement strategies adopted by the Institution/Department for each of the following:

6.3.1 Curriculum Development

PG and UG syllabi is regularly reviewed and revised, and bibliography of all the papers were updated by holding the meetings of Academic Committees, and Board of Studies. Inputs from in-house faculty, outside expert from industry and academia was taken and incorporated.

6.3.2 Teaching and Learning

New methods are devised for teaching and learning. Lectures from renowned Scientists, feed back from the students, innovations in teaching methodology. With the revision of the curriculum new projects/practical exercises are introduced at a regular level. Modern and classical methods of teaching are being adopted. Quiz activities of the students are arranged from time to time to get them acquainted with the new technology and recent developments in the subject of Mathematics.

6.3.3 Examination and Evaluation

The processing of examination results have been computerized which has enabled the declaration of early results. The use of OMR technology has been implemented in the entrance tests which also helps early results declaration and reduce errors in compilation.

6.3.4 Research and Development

MoUs were signed. Both academic and industrial research are being promoted. All the faculty members (Professors, Associate Professors and Assistant Professors) as per their eligibility are guiding Ph.D./Research Scholars. Seminars, conferences and special lectures are being held from time to time.

6.3.5 Library, ICT and physical infrastructure / instrumentation

6.3.6 Human Resource Management

Placing the human and humane first, apart from adding new posts in both teaching and non-teachings departments, the staff is also updated about the working of the university through various courses conducted for them. Grievance Redressal Mechanism at the central level. Teachers Association and other staff associations are their to take care of the problems of the staff with the employer.

6.3.7 Faculty and Staff recruitment

One professors and 52 assistant professors were recruited in 2011-12 on regular basis. As on date 154 posts were filled on adhoc/temporary basis.

6.3.8 Industry Interaction / Collaboration

The Centre for Industry Institute Partnership Programme (CIIPP) has been active in promoting formal and effective academic-industry interface. For internship, the students visit different allied institutions. Project were undertaken with collaboration of paper and pulp industry. Collaboration with Department of Social Welfare Chandigarh Administration, Central Social Welfare Board Chandigarh, NGO Yuvsatta, Centres for Women's Studies in the region, and others Collaboration with N.G.Os. New MoUs signed.

6.3.9 Admission of Students

Admission to UG courses in science, pharmacy, laws, hotel management take place through entrance tests and online admissions. Admissions to about 40 PG courses are based on entrance tests. B.E, B.Com, B.Ed, M.Ed admissions also take place with the assistance of ICT. Admissions to other courses take place on merit basis. Students passing B.Sc.(Hons. School) are directly promoted to M.Sc. (Hons. School).

6.4 Welfare schemes for

Teaching	<p>Tuition fee waived off for the wards of University employees, Wheat Loan In accordance with University practice As per University Rules and Regulations Medical facilities, PF facilities, Group Insurance, Ex-gratia, mobile allowance, D.A. Allowance, annual Increment, secretarial allowance, local conveyance Time –to Time meetings to improve the teaching Scholarships, Fee Exemptions on Tuition Fee Are being undertaken at centralized level by PU administration Pension Scheme, University accommodation, GIS Scheme, Health Centre Under the Budget Head: ' Improvement of Education "Subsidy for : Purchase of Books, to Attend Seminar/Conferences & Secretarial Assistance ,Re- imbursement of Medical Claim. PF Loan, Housing Loan etc.</p>
Non teaching	<p>Tuition fee waived off for the wards of University employees Wheat Loan As per University rules and regulations As per University Rules and Regulations Medical facilities, PF facilities, Group Insurance, Ex-gratia, mobile allowance, D.A. Allowance, annual Increment, secretarial allowance, local conveyance Scholarships, Fee Exemptions on Tuition Fee At university level Are being undertaken at centralized level by PU administration Pension Scheme, University accommodation, GIS Scheme, Health Centre Re-imbursement of Medical Claim Conveyance Allowance PF Loan, Housing Loan etc.</p>
Students	<p>Medical health service for students Post Matriculation Scholarships SFFC P.U. Rules As per University rules and regulations As per University Rules and Regulations Various Scholarship Schemes Classes being taken by Highly Educated Guest Faculty Scholarships, Fee Exemptions on Tuition Fee and extra coaching At department and university level in form of scholarships Freeships on merit-cum-means basis Merit scholarships for toppers Student Centre, Health Centre Student's Aid Fund Fee Concession Scholarship & stipend</p>

6.5 Total corpus fund generated: NA

6.6 Whether annual financial audit has been done

Yes. The University has a strong mechanism of independent audit both at pre-audit and post-audit stage. Each bill before it is paid is pre-audited by independent Government Auditor i.e. Resident Audit Officer deputed by the Finance Department, U.T. Administration Chandigarh. Besides above, the accounts of the University are being audited on annual basis by the office of C.A.G.

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Govt., Local Fund, University, Central Audit Through University, P.U. Audit Branch, CA, P.U., Chd.	Yes	Govt. RAO, Local Fund, Panjab University, B.O.S., Department, P. U. Audit Branch, P.U. Administration, ACADEMIC COMMITTIEE
Administrative	Yes	Govt., Local Fund, Central Audit Through University, P.U. Audit Branch, Panjab University Chandigarh	Yes	Govt. RAO, Local Fund, Panjab University, B.O.S., Department, P. U. Audit Branch, P.U. Administration, ACADEMIC COMMITTIEE Punjab A.G.

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

For UG Programmes Yes, as per University rules
For PG Programmes Yes, as per University rules

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

Making available the panel of examiners from nearby areas, Coding of answer sheets, • Fixing time limit for re-evaluation, Declaration of Results without RL, Introduction of uniformity in courses of both at College and University level., The answer sheets of final/mid term examination are shown to the students
Complete transparency and assessment of examination system with evaluated answers sheets shown to the students at the department level, Optical Mark Reader Evaluation System , Results through website, Supplementary Examination • Improvement Examination, online facilities for examinations forms and availability of Roll no and results fee etc.

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

Students, faculty and administrative staff is involved in the decision making process to ensure participation as well as commitment towards achieving organizational objectives.

6.11 Activities and support from the Alumni Association

Annual meetings held with the alumni. Alumni support internship and placement activities. UIET has established their own Alumini cell and department is organizing annually alumini meet to keep touch with alumini, take feedback from them towards curriculum and any other suggestions for the welfare of UIET and students. Every year alumni meet has conducted and they help the institute both their knowledge and financial support.

6.12 Activities and support from the Parent – Teacher Association

Letters regarding the students report are sent to the parents and parents are also asked to visit department whenever required.

6.13 Development programmes for support staff

Computer training for non- teaching staff in 2012, Refresher courses & Orientation course were conducted for teaching faculty. Computer training sessions for teaching as well as non-teaching staff conducted. University Centre of Instrumentation and Micro-electronics initiated the training programme for the aspirants on SAIF instruments. The department of Lifelong Learning & Extension conducted Computer Efficiency, English Proficiency, Short Term Courses on Stress Management, Life Skills, and Time Management programmes in general.

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

The Eco-friendly courses are part of curriculum. The students celebrate environment day, earth day and water day etc. Our students are associated with organizations which work for saving environments.

Energy Conservation, E-waste Management, Plantation drives are carried at regular intervals and students are advised to maintain the campus garbage, plastic polythene free. More focus on to save oil by using less number of vehicles and less wastage of papers.

7. Innovations and Best Practices

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

The university was chosen for participating in the project, International Collaboration for Research for elementary particles and the large Hadron Collider (LHC) CERN, Geneva CMS Experiment with a Government of India grant of Rs. 2.49 Crores. A large number of faculty members were sanctioned major projects by UGC and other agencies. University made significant progress in the office automation. It has successfully deployed computerized diary dispatch system, HR modules, and financial module. University has made online admissions for the year 2011-12 to B.Com. First year in colleges, B.Sc. (Honors school), BA LLB, and B.Ed. Punjab and Chandigarh by developing its software. University has been recognized by the UGC as the "University with Potential for Excellence in Bio Medical Sciences" with facilities for stem cell research and drug development.

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

The university provide the academic schedule for the various departments which is strictly followed by the various departments. Regular monitoring is done at the department level to ensure the proper academic & administrative functioning.

7.3 Give two Best Practices of the Institution/Department: at Annexure II

7.4 Contribution to environmental awareness / protection

- Organized lectures and practical demonstrations to sensitize students, awareness programmes held. Campus has already been declared Polythene free and smoke free. Presentation of papers on e-waste disposal; biodiversity protection at seminars by faculty and research scholars.

7.5 Whether environmental audit was conducted? Yes

The university has done considerable plantation in its surroundings, declared the campus smoke free and polythene free. Best efforts are made in the department to preserve the environment.

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

YES, the institution has conducted SWOT analysis during the year. The SWOT analysis was done by **Internal agency**.

Strengths

- Vision and Mission of the University – Well Documented.
- Recognition of 40 Departments by UGC/DST under CAS, SAP, FIST Programmes.
- ‘A’ Grade by NAAC and distinguished Alumni.

Weaknesses

- Scope for improving coordination between administrative branches
- Asset management needs up gradation to reduce obsolescence.
- Need for Restructuring of Departments into Schools.

Opportunities

- Panjab University has consistently maintained leadership in Teaching and Research. Many International Educational Institutions keen on developing joint programmes.
- With focus on inclusive growth, P U has embarked upon enhancing its reach through regional centres and colleges in rural areas.

Challenges/threats

- Entry of foreign Educational providers requires continuous improvement of processes.
- PU is increasingly required to generate additional funds for its teaching and research programmes.

8. Plans of Institution/Department for next year

Office of the Dean Research has been established with senior most Faculty next to Dean of University Instruction as Dean Research. •The university has bestowed Promotion of University Research and Scientific Excellence (PURSE) Award by DST, New Delhi on account of highest band of quality research reflected through citations of research papers. Sanction of Two Centres with Potential for Excellence in a Particular Area (CPEPA) by UGC: UGC Centre of Excellence in “Application of Nano Materials, Nano Particles and Nano Composites”. UGC Centre of Excellence in “Cultural Fixation on Honour: A Gender Audit of Punjab and Haryana”. • With promotion of transparency, the answer scripts of the students are shown to them and in order to bring in element of satisfaction to the students, the teachers discuss the whole paper in the class. • Introduction of Choice Based Credit System. • Examination Reforms. • Online Attendance Record of Students, thereby the teachers as well. • Introduction of complete Semester System on the University Campus, University School of Open Learning (USOL) as well as in all the affiliated colleges

Name _____

Name _____

Signature of the Coordinator

Signature of the Chairperson

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Best Practices

1. Introducing Library Automation

A.C. Joshi Library is fully automated and uses SLIM21 software as the Integrated Library Management Software, connected to the Campus Wide Network providing Internet and e-mail facility to the University community. E-Resources, Web Based On-line Public Access Catalogue facility (WEB OPAC), INFLIBNET, RFID technology to track books and 24x7x365 reading room provide right ambience for more footfalls.

2. Providing a Dynamic, Decentralized and Transparent Governance System

One of the salient features of the University management is that, there is a practice of constituting several sub-committees and other non-statutory bodies to discuss the issues and their complexities in depth and recommend decisions to the relevant authorities. This enables a de facto decentralization, involving wider participation of the faculty and others in decision making. Thus, the University has the practice of delegation of powers from authorities to their sub-committees and from higher officers to next level officers. Right from the inception, this healthy practice is in vogue and the delegation of powers is well defined. Such delegation of powers leads to not only a sense of involvement but also a speedy and efficient administration.

The University greatly relies on ICT, to automate and simplify its daily activities thereby establishing an automated and transparent Governance System.