



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**MULTANI MAL MODI COLLEGE**

MULTANI MAL MODI COLLEGE NEAR SUNAMI GATE  
147001

<https://www.modicollege.com>

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# **1. EXECUTIVE SUMMARY**

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## **1.1 INTRODUCTION**

The Motto, Vision, Mission and Objectives of the college provide us the glimpses of the philosophy of the founders of the college. This is the guiding force for us and we always strive hard to ensure that their dreams are fulfilled.

The college was established in 1966 by Padam Bhushan Rai Bahadur Seth Gujjar Mal Modi, a great visionary in the cherished memory of his illustrious father Rai Bahadur Seth Multani Mal Modi. The college is established to serve the people of the entire Malwa region of Punjab.

Since Patiala is a royal city, it has its own cultural values and traditions. Our college provides an environment through various societies which makes the students aware of their heritage and promote cultural traditions and values.

Our institution has attained high standards in academic performance as reflected by number of merit positions and Gold medals received by our students. One of the main focus areas of higher education is to promote research. This national focus matches with the objective of our college which states that we shall always strive to design programmes for training the students to imbibe scientific, logical and critical thinking. Our faculty is actively involved in research activities and supervising research students.

The sports department of the College has done wonders and that too despite infrastructural limitations. With promising young sportspersons being produced every year, the institution is producing able sportspersons.

The sportspersons of the college have brought laurels to the institution with their active participation. It is worth mentioning here that our students are also exposed to training sessions by coaches of National and International stature for refining the skill in their respective disciplines. The success of these arrangements is evident from the achievements bagged by the sportspersons of this college.

The vision and objective of our management is to widen the horizon of knowledge of our teachers and students, National and International Seminars are organized regularly where research students find an opportunity to interact, understand and apply the knowledge they gather from other scholars.

### **Vision**

### **MOTTO**

“TAMASO MA JYOTIRGAMAYA”

(LEAD ME FROM DARKNESS TO LIGHT)

### **VISION**

**To be a forward looking institution that provides quality education at affordable cost and make the**

**students humane and conscious of contemporary societal concerns.**

## **Mission**

OUR MISSION IS TO ENSURE THAT ALL MODIITES:

Learn independently; Develop higher order thinking skills; Care for sustenance of ecosystem; strive for excellence.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

1. Philanthropic and dedicated Management committed to the cause of delivering affordable quality education to each section of society.
2. Consistent excellent performance over the last five decades has enabled us to achieve a place of eminence in the field of education in this region.
3. Availability of excellent conducive environment for research and innovation.
4. Locational advantage in attracting both urbanite and rural youth from far and wide areas.
5. Well qualified, dedicated and experienced teaching faculty
6. College ranked among the top 10 educational institutions of Northern States in Science and Commerce in the surveys published by The Tribune every year

### **Institutional Weakness**

1. Limited availability of land has forced us not to construct sports auditorium and hostel facility.

### **Institutional Opportunity**

1. Proximity to very reputed public and convent schools whose pass-outs seek admission in our college. These students have high quality bench mark which can be improved through skill development programmes easily.
2. Wholehearted support from the management for initiatives to augment magnanimous infrastructure to improve classroom delivery and start new courses.
3. A large number of our own PG students provide enough scope for UGC/NET guidance and soft skill development programmes.

## **Institutional Challenge**

1. Reputed Govt. Colleges in the surrounding area charge much less fees compared to ours. Huge difference between the fee structure of private and govt. colleges is responsible for the shift of meritorious students to govt. colleges.
2. Emergence of new autonomous colleges and private universities in the surrounding area.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Our mission and objective as envisioned by our founders are to provide quality education to every section of society in general and to the underserved or disadvantaged section in particular. We strive to create an academic environment and provide ample opportunities for delivering knowledge and equipping the students to serve the nation as responsible citizens. Enhancement of employability quotient is another area of focus for this institution.

The academic council is constituted at the College for the effective implementation of the curriculum. The curriculum is designed by the affiliating university. Faculty members of the college have representation in Boards of Studies of Punjabi University, Patiala for designing curriculum.

The academic council plans the dissemination of the prescribed curriculum to be covered in each term. The curricular and co-curricular activities are planned and provided in the annual academic calendar. Two mid-semester tests are conducted for formative evaluation. Extensional learning is ensured by arranging extension lectures of distinguished speakers from different universities, institutes, and industries, industrial visits, field surveys, and excursions. Our college has a well-placed system of networking and interacting with academia and industry. Hands-on experiences are arranged for the students, wherever possible, to let them appreciate the umbilical cord between theory and practice of their curriculum.

The faculty are encouraged to participate in seminars, workshops, and conferences. The college organizes Faculty Development Programme regularly.

### **Teaching-learning and Evaluation**

The college has a well-defined curriculum transaction system. All the activities for the session are pre-planned in the academic and co-academic calendar which is published in the prospectus/college website and displayed on the campus for the information of students. The college organizes an orientation week to acquaint the new students with the environment, academic/co-academic calendar, and activities of various societies/clubs.

For improving interaction in the class, information for the topic to be covered is provided in advance. Availability of e-resources and ICT enabled classroom, the library helps in the better teaching-learning environment.

Seminars/workshops, Science Fair, Technoquest, Exhibition, Essay Writing Competitions, Quiz are part of annual co-academic activities for the student's participation and interaction with the faculty/students of other institutions.

To inculcate the scientific temper, critical thinking, and nurturing creative instincts of students; TED Talks, expert lectures, virtual lab sessions, book-fair/book exhibitions are arranged in addition to the organization of field/educational visits and hands on experience sessions with the latest equipment in laboratories. Participation in different curricular activities like debate, declamation, quiz, paper reading, essay writing, story writing, etc. is promoted. Four inter-faculty clubs Photography, Heritage, Eco, and General Study Circle organize activities for nurturing and promoting creative talent. Apart from these clubs, different departmental societies organize activities for improving their expressive abilities. All such nurturing efforts are reflected through the university merit holders and winners of state and national level competitions.

The semester system is followed in all programs and two mid-semester tests are conducted. Transparency in the evaluation and improved learning is ensured through discussion on the evaluated answers. High-achievers and under-achievers are identified on the basis of performance in house-tests and subjected to enrichment/remedial programs.

Students are informed of lecture shortage, twice a semester through WhatsApp, and individual SMS. The students vulnerable to the risk of dropping-out are identified. Special efforts are made to counsel such students and given extra-emphasis on additional study hours and assignments to compensate for their loss. Special study camps for the sportspersons, NSS volunteers, NCC cadets who have to miss their classes/house-examinations while attending camps/events are organized to compensate for their study loss.

### **Research, Innovations and Extension**

The college has a well-defined policy for the promotion of research and making a constant commitment to promote quality research publications. A state of the art Central Instrumentation Laboratory (CIC) equipped with all sophisticated instruments (like HPLC, Gas Chromatograph, infrared spectrophotometer, UV-Visible and fluorescence spectrophotometer, *etc*) and other well-equipped research labs are available to carry out research work. Students are engaged in rigorous research activities at UG/PG and Ph.D. Level. The thrust of research is evidenced by the active participation of 12 research supervisors, who have produced 11 doctoral candidates and 41 research students are currently enrolled/registered with the faculty for their Ph.D. Impressive Research outcomes are achieved in the form of publications in national/international journals. The faculty members have published 278 papers in UGC approved/peer-reviewed research journals and 121 books/book chapters in the last five years. The college encourages research by the presentation of papers in reputed conferences. The college also regularly organizes national level conferences which serve as a platform for the dissemination of knowledge among scholars. The faculty members have presented 32 papers at national and international conferences.

### **Innovation:**

The College is continuously working to imbibe a culture of innovation among faculty and students. Many innovative ideas envisioned by the students have become a reality. As a result, the college has developed its own MIS software and mobile application with the involvement of faculty and students for administrative, academic, and data management purposes. Many active MoUs with the industry and institutions are in force to accelerate industry-driven research and to ensure the student's capacity building which leads to various

collaborative activities.

### **Extension:**

The college students and faculty are actively involved in extension and outreach activities like gender equity, road safety, Swachha Bharat, eco-consciousness, and literacy-drive along with government and non-governmental organizations. The college also reaches out to rural society by performing various activities for ensuring sustainable livelihood. The college organizes programs for neighboring school/college students by their participation in programs for their academic empowerment. The College has generously planted hundreds of saplings in the local neighborhood as part of a social responsibility program.

### **Infrastructure and Learning Resources**

The college is five decades old and still growing with infrastructure. Situated in the heart of the city, the College is a multi-faculty, co-educational institution having a sprawling campus covering an area of 29703.93 sq. meter with a built-up area of 26074.46 sq. meter. The whole complex is divided into three blocks: Main Block, HR Modi IT Block, and Commerce Block.

The college has 67 classrooms including a Seminar Hall and 02 lecture halls, 28 laboratories, and two libraries sufficient to cater to the needs of 4500 students enrolled in 14 UG and 11 PG courses. The whole campus is assessable by ramp. One fully ventilated and spacious room with a ramp and attached washroom for differently-abled students is available on the campus. There are 13 offices besides the Principal's office to run the administration of the college and 7 Stores to maintain records of various offices.

Five well-maintained lawns and a Botanical Garden with a variety of ornamental and medicinal plants make the campus aesthetical and environment friendly. The college has 15 staffrooms with personal lockers for faculty, 03 girls' common rooms with attached toilets for girls, and 01 common room for boys to cater to the student needs. Two canteens and three parking lots for students (Boys & Girls) and staff separately are available.

Seven research laboratories for faculty/researchers and 28 well-equipped laboratories for various departments cater to practical learning. The college has a fully automated rich library with 63094 books, a subscription of 56 journals/magazines, 22 newspapers; in addition to an INFLIBNET subscription. Three Separate Reading Rooms in the library are available for self-study of students & teachers working on projects, assignments, research work, and leisure reading.

The college has a Gymnasium, Tennis Court and Cricket academy for the students and staff to keep them healthy & fit. To provide a safe and secure academic environment to the students, the college has deployed surveillance cameras throughout the campus. The residential facility is made available to watch and ward staff to ensure 24-hour safety, security, and cleanliness of the campus.

### **Student Support and Progression**

Prospectus and college-website are the windows through which one can peep into the institution. Information is also made available to students through a mobile app. The prospectus is published in vernacular language (Punjabi) along with English. It apprises students of college administration, teaching faculty, courses available, fee structure, admission, academic calendar, merit holders, student support services, scholarships, freships and

admission rules, *etc.* The institute has students from diverse socio-economic backgrounds in society. Economically weaker, deserving students are identified and are supported through fee concession and scholarships. The college facilitates the students to avail scholarships from state/center governments and philanthropic organizations. College provides full fee concession and performance-based cash prizes to sports-students. Travel concessions in the form of bus-passes are arranged for the out-station students.

Various departmental societies and clubs ensure student representation in developmental activities. The societies and clubs offer a wide range of support services and organize events for the overall development of the students. The differently-abled students are provided with a ramp to access the college building and a separate room with an attached washroom.

Students are motivated, supported, and incentivized for their participation in co-curricular activities. Students who participate at state, national and international levels in sports or any other competition are helped by the teachers by giving them special time for studies to compensate for their curricular loss. One additional seat per course is given to the students who excel in co-curricular activities. Five additional seats per course are given to outstanding sportspersons on the recommendation of the Director of Sports, Punjabi University, Patiala.

Institute prepares students for competitive exams and make them job-ready through its Finishing School Programme. Add-on courses and short-term certificate courses are provided for the capacity building of the students. Career counseling and placement cell of the college arrange the placements in many companies of national and international repute.

The college has a dispensary with a qualified visiting physician for medical assistance to the students. Health check-up camps are organized by the visiting physician in collaboration with the department of biosciences.

### **Governance, Leadership and Management**

To attain the stated vision and mission, the College has a well-defined organizational structure. It is broadly divided into two parts for the effective management of the college, namely 'Formulation of Plan' and 'Execution of the Plan'. Formulation of policies, strategies, and plans is normally done by the Modi Education Society, the governing body of the college. This society is a philanthropic pursuit of the Modi Industrial House of India. Modi family established this society in 1967 for providing quality education to the people of the city, and the entire Malwa Region. This non-profit organization comprises eminent social-activists and administrators of the city. Justice J. L. Chopra was the founder Chairman of this society. Padam-Shri Dr. Khushdeva Singh, Seth Chiranji Lal, Raizada Amar Singh Kamboj were the founding members of this society. Modi Education Society is presently headed by Seth Sudarshan Kumar Modi and assisted by Vice-chairman Sh. Tarun Modi, leading philanthropists and former principal of the college a member of the society. The richness of experience and wisdom of its past and present members are reflected through the achievements of over the last half-century.

Modi Education Society has created the entire infrastructure of the college from its own resources and continues to contribute funds towards any financial difficulty. Broad guidelines as laid down by the Society are implemented under the able guidance of the Principal. He is assisted by the Academic Council, Registrar, and Bursar of the College. The principal of the college has a dual role in our organizational structure. He is an Ex-Officio member of the Modi Education Society; hence, plays an important role while framing policies, strategies, and plans. The various committees handle the execution of the plan in consultation with the principal and with a focus on the vision of the governing body.

Philanthropic commitment to quality education is visible from the fact that all faculty selections are purely merit-based. The salary of the staff is disbursed by the 7th of every month despite delays in state government grants. Superannuation benefits: gratuity and leave encashment are assured to employees on the day of his retirement.

### **Institutional Values and Best Practices**

During the last five years, the college has taken specific steps to strengthen its institutional values, and suitably put them into practice. It has made significant efforts to instill discipline in social, ecological, and economic spheres. This has imparted the essential message of becoming socially responsible citizens. The institute is committed to ensuring gender equity in every sphere of its functioning. It has adhered to the principles of environmental consciousness and sustainability by efficiently managing the disposal of biodegradable and non-degradable waste. Proper measures have been taken for the conservation of water by minimizing its wastage and ensuring adequate purification. The institute has transformed itself into a Green campus by adopting all the possible measures for preserving the environment and curtailing its degradation. This has been achieved by checking carbon emissions and strictly imposing a ban on the use of single-use disposable plastic inside the premises. The institute is suitable to the specific needs of differently-abled persons. It has constructed ramps and disabled-friendly washrooms for their convenience. The college is proud of its diversity in terms of religious, cultural, socioeconomic groups that safely co-habit the premises. It makes sure that the diverse cultures remain intact by providing them appropriate and effective security in terms of values, and general conduct. The staff and students compulsorily function according to a code of conduct that regards everyone equally irrespective of their Socio-cultural backgrounds. In addition, the institute observes various days of national and international significance in order to inculcate the nationalistic spirit. National and international seminars, lectures, and workshops by eminent scholars are organized at regular intervals for the all-round development of the students. The various clubs and societies offer the students a healthy platform to showcase their talent, to enhance their creativity, and to develop leadership skills. Various awareness programs are conducted to sensitize the students about the prevalent social issues and problems. The college promotes the concept of learning beyond the classrooms as well. For this purpose, educational trips and field visits are organized by different departments.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	MULTANI MAL MODI COLLEGE
Address	Multani Mal Modi College Near Sunami Gate
City	Patiala
State	Punjab
Pin	147001
Website	<a href="https://www.modicollege.com">https://www.modicollege.com</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Khushvinder Kumar	0175-2971015	9815546108	0175-	principal@modicollege.com
Associate Professor	Ajit Kumar	0175-2971017	9855544225	-	ajit8671@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1967

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Punjab	Punjabi University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	27-07-1973	<a href="#">View Document</a>
12B of UGC	27-07-1973	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	Yes
If yes, date of recognition?	18-03-2010
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Multani Mal Modi College Near Sunami Gate	Urban	7.34	26074.46

## 2.2 ACADEMIC INFORMATION

NAAC

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce	36	Sr.Sec.	English,Punjabi	143	143
UG	BCom,Commerce	36	Sr. Sec.	English,Punjabi	271	271
UG	BA,Humanities	36	Sr. Sec.	English,Punjabi	700	611
UG	BSc,Fashion Technology	36	Sr. Sec.	English	50	25
UG	BVoc,Chemistry	36	Sr. Sec.	English	50	0
UG	BSc,Mathematics	36	Sr. Sec with Mathematics	English	50	23
UG	BSc,Mathematics	36	Sr. Sec with Mathematics	English	50	30
UG	BSc,Physical Science	36	Sr. Sec. Non medical	English	100	67
UG	BSc,Physical Science	36	Sr. Sec. Non medical	English	50	21
UG	BSc,Life Science	36	Sr. Sec. medical	English	50	28
UG	BSc,Biotechnology	36	Sr. Sec. Science	English	50	19
UG	BCA,Computer Science	36	Sr. Sec.	English	100	74
UG	BVoc,Computer Science	36	Sr. Sec.	English	50	4
UG	BBA,Management	36	Sr. Sec.	English	64	64
PG	MCom,Commerce	24	Graduation with Commerce or Management	English	40	37

PG	MSc,Fashion Technology	24	Graduation	English	40	18
PG	MSc,Chemistry	24	Graduation with Chemistry	English	40	22
PG	MSc,Mathematics	24	Graduation with Mathematics	English	40	26
PG	MSc,Life Science	24	Graduation in Science or Home Science	English	40	26
PG	MSc,Biotechnology	24	Graduation in Science	English	40	6
PG	MSc,Computer Science	24	Graduation with Computer	English	40	13
PG	MSc,Computer Science	12	PGDCA	English	40	11
PG	MA,Punjabi	24	Graduation	Punjabi	40	3
PG Diploma recognised by statutory authority including university	PG Diploma, Fashion Technology	12	Graduation	English	40	0
PG Diploma recognised by statutory authority including university	PGDCA,Computer Science	12	Graduation	English	160	17

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				8				51			
Recruited	0	0	0	0	4	4	0	8	11	25	0	36
Yet to Recruit	0				0				15			
Sanctioned by the Management/Society or Other Authorized Bodies	0				2				83			
Recruited	0	0	0	0	2	0	0	2	17	22	0	39
Yet to Recruit	0				0				44			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				47
Recruited	7	0	0	7
Yet to Recruit				40
Sanctioned by the Management/Society or Other Authorized Bodies				58
Recruited	45	8	0	53
Yet to Recruit				5

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	5	1	0	16	22	0	44
M.Phil.	0	0	0	1	3	0	2	4	0	10
PG	0	0	0	1	0	0	3	2	0	6

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	3	0	4
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	5	14	0	19

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**



Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	11	0	0	0	11
	Female	6	0	0	0	6
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	1774	151	0	0	1925
	Female	1546	94	0	0	1640
	Others	0	0	0	0	0
PG	Male	62	1	0	0	63
	Female	225	38	0	0	263
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	139	124	104	101
	Female	100	109	80	72
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	192	190	169	133
	Female	204	162	136	83
	Others	0	0	0	0
General	Male	1476	1675	1816	1998
	Female	1514	1651	1722	1837
	Others	0	0	0	0
Others	Male	233	263	247	206
	Female	99	104	103	100
	Others	0	0	0	0
<b>Total</b>		<b>3957</b>	<b>4278</b>	<b>4377</b>	<b>4530</b>

## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
917	915	913	890	830
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
25	26	26	26	24

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3957	4278	4377	4530	4290
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3191	3097	3023	2779	2754

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1271	1374	1467	1445	1216

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
130	128	131	135	134

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
147	148	171	167	163

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 67**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
540.96	745.48	575.06	533.83	525.77

**4.3**

**Number of Computers**

**Response: 203**

NAAC

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

###### Response:

Though curriculum is designed by affiliating university, 17 Faculty members represent the college on 35 Boards of Studies/Boards of Faculty of Punjabi University, Patiala for designing curriculum. To enable them to enrich University Board meetings, college has developed a participative approach. Departmental meetings are organized where the opinion of faculty members in connection with syllabus is gathered and then put forward in Board meetings. Refer to <https://www.modicollege.com/faculty-profile/> detailing the faculty members representing college on University Boards of Studies of Punjabi University, Patiala.

Academic council of the college plans the delivery of prescribed curriculum to be covered in each term. The curricular and co-curricular activities are planned and provided in the annual academic calendar. Further, two mid semester tests are conducted as required by the university.

At the beginning of the session curriculum for the semester is divided into units. The unit planning of the curriculum is done by each faculty and put before the academic council for approval at the beginning of each session. This unit wise division of the syllabus is communicated to the students.

Our college has a well placed system of networking and interacting with academia and industry. We arrange extension lectures where experts from other institutions are invited for interaction with our students and we encourage students to raise issues concerning their subjects and jobs of their choice. This provides an opportunity where the latest developments in the respective field of study are shared by all. This initiative, needless to say, makes the operationalization of curriculum very effective. We have a two-way mode of interaction with the industry. Our students visit the industrial units and get themselves acquainted with the real work environment. We organize the visits of those persons who have first hand industrial experience either as an entrepreneur or as a member of managerial team. This interaction is basically aimed at providing a hands on experience to the students and let them appreciate the umbilical cord between theory and practice of their curriculum.

We are providing two courses for enriching the teaching learning experience. These are

1. Finishing school programme

2. Add-on Courses.

\* Spoken English for Communication Skills

\* Journalism and Mass Communication

## \* Computerised Accounting

Finishing school programme is an exclusively in-house developed course and it enhances the employability quotient of the outgoing students. This enrichment programme plays key role in improving the communication skills of the students and also widens the horizon of their knowledge. These two traits enable our students to have an edge over others in the job market. Finishing school programme with specially designed contents is of great help to our final year students of both under-graduate and post-graduate programs. It focuses on Communication, C.V. Writing, Mock Interviews etc. The modules of these programme have been developed by a group of teachers taken from various faculties.

<https://www.modicollege.com/wp-content/uploads/2020/11/FINISHING-SCHOOL-PROGRAMME.pdf>

<https://www.modicollege.com/certificate-course-in-finishing-school/>

<https://www.modicollege.com/certificate-course-on-return-filing-income-tax-gst/>

<https://www.modicollege.com/certificate-course-in-english-language-and-pronunciation/>

<https://www.modicollege.com/certificate-course-in-soft-skills/>

<https://www.modicollege.com/certificate-course-in-hands-on-training-of-basic-chemistry-sofwares/>

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

All activities for the entire academic session are pre-planned and an academic and the co-academic calendar is prepared by the Registrar's Office. This calendar is displayed in the campus, published in the prospectus, and uploaded on the website for the information of the students. The academic council is constituted at the College level for the effective implementation of the curriculum. The academic council plans the delivery of the prescribed curriculum to be covered in each term. The curricular and co-curricular activities are planned and provided in the annual academic calendar. Further, two mid-semester tests are conducted as required by the university.

At the beginning of the session, the curriculum for the semester is divided into units keeping two factors in mind

1. Mid-semester tests
2. Vacation declared by the University.

The unit planning of the curriculum is done by each faculty and put before the academic council for approval at the beginning of each session. After the introduction of the semester system, students and teachers have to monitor the extent of completion of the syllabus continuously. Departmental meetings are organized before the start of the mid-semester test and courses covered are reviewed. It provides an opportunity to compare the course actually covered with the unit planning as per the division of syllabus at the beginning of the session.

Academic Council discusses this issue in detail and suggests remedial measures wherever required. The academic achievement of the students is properly recorded by the Registrar's office of the college.

The co-academic calendar plans the activities for the National Days like Independence Day, Republic Day, National missions/ programmes. It also proposes the dates for annual functions like Talent search Programme, Annual function and Convocation.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### **1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>

## **1.2 Academic Flexibility**

### **1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**Response:** 0

#### **1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.**



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 20

#### 1.2.2.1 How many Add on /Certificate programs are added within the last 5 years.

2019-20	2018-19	2017-18	2016-17	2015-16
8	3	3	3	3

File Description	Document
List of Add on /Certificate programs	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 2.36

#### 1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
281	18	49	83	56

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

**Response:**

The cross-cutting issues are integrated into the curriculum. Two qualifying papers titled Environment and Road Safety Awareness & Drug Abuse: Problem, Management & Prevention are mandatory for all the streams at the undergraduate level. The first paper covers a wide range of topics such as Renewable and Non-Renewable Resources, Ecosystems, Environmental Pollution, Social Issues and Environment, Environmental Laws and Road Safety Awareness whereas the second one covers the Problem of Drug Abuse, Short Term, Long term effects & Withdrawal Symptoms, Stimulants, Depressants, Narcotics, Hallucinogens and - Management & Prevention of Drug Abuse. The knowledge of ICT is provided by offering a compulsory paper in the courses of B.Com., B.Com (Professional), BBA, BSc (FT), BSc (Bio-Technology), M.Com., MSc (Chemistry), MSc (Maths), MSc (FD&T) whereas as an optional paper in the course of B.A. is also offered in the college.

For inculcating moral and ethical values and honing the skills of students, we take three initiatives:

1. Arrange an orientation program at the beginning of the session

<https://www.modicollege.com/academic-activities/two-day-orientation-programme-for-the-entry-level-students-at-m-m-modi-college-patiala-2/>

<https://www.modicollege.com/notices/two-day-orientation-programme-for-the-entry-level-students-at-m-m-modi-college-patiala-on-24th-and-25th-july-2018/>

<https://www.modicollege.com/activities/two-day-orientation-programme-for-the-entry-level-students-at-m-m-modi-college-patiala/>

<https://www.modicollege.com/academic-activities/new-session-begins-with-two-day-orientation-programme-for-the-entry-level-students-at-m-m-modi-college-patiala/>

<https://www.modicollege.com/activities/new-session-begins-with-three-day-orientation-programme-for-the-entry-level-students-at-m-m-modi-college-patiala/>

2.Special days/sessions are arranged by NSS, NCC, and various clubs.

<https://www.modicollege.com/activities/international-womens-day-celebrated/>

<https://www.modicollege.com/academic-activities/convocation-2016-dedicated-to-the-women-day/>

<https://www.modicollege.com/activities/world-environment-day-celebrated-online/>

<https://www.modicollege.com/nss/programme-on-world-environment-day/>

<https://www.modicollege.com/activities/dhiyan-di-lohri-celebrated-2/>

<https://www.modicollege.com/activities/dhiyan-di-lohri-celebrated/>

<https://www.modicollege.com/nss/sapling-plantation-drive-by-nss-volunteers-of-the-college/>

<https://www.modicollege.com/activities/plantation-drive-by-eco-club/>

<https://www.modicollege.com/nss/blood-donation-camp-organized/>

<https://www.modicollege.com/activities/blood-donation-camp-organized-at-multani-mal-modi-college/>

<https://www.modicollege.com/nss/blood-donation-camp-held-15th-nov-2018/>

<https://www.modicollege.com/nss/blood-donation-camp-organized-2/>

<https://www.modicollege.com/nss/blood-donation-camp-held/>

3. Finishing school program: This program apart from Communication, C.V. Writing, Mock Interviews, etc focuses on professional ethics and issues of professional crisis prevailing in the society.

<https://www.modicollege.com/wp-content/uploads/2020/11/FINISHING-SCHOOL-PROGRAMME.pdf>

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0.67

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
5	8	6	7	4

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 5.46

#### 1.3.3.1 Number of students undertaking project work/field work / internships

Response: 216

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni**

**Response:** B. Any 3 of the above

File Description	Document
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 72.75

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1574	1862	1779	1884	1658

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2324	2371	2364	2488	2493

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 26.75

##### 2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
968	952	839	695	549

#### File Description

#### Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

#### Response:

We arrange special orientation classes for freshers. The principal and Deans of respective faculties enlighten the students about the various rules and regulations followed for the library, various co-curricular activities undertaken by the college, and other customs and traditions forming the spirit of the culture of our college. This exercise is done to acclimatize the students to the new environment and allow them to get along with the new culture comfortably. A Mentoring system is in place to assess the level and needs of the freshers. Mentors help the students to resolve their day to day problems at the institute. They also help the students in identifying their learning problems and help to resolve them.

Two groups of high achievers and underachievers are identified on the basis of performance in mid-semester tests. Enrichment programmes/remedial programmes are arranged for the identified groups.

All the students are informed of lecture shortage, twice a semester through the college website, android app, and individual SMS to identify the students vulnerable to the risk of dropping out. Special efforts are made to counsel such students and are given special chances by arranging compulsory library study hours, assignments, and special MSTs to compensate for their loss. The sportspersons, NCC cadets, and NSS volunteers who have to miss their classes or house examinations while attending sports camps/events are allowed to appear in special MSTs. High performers in sports who are unable to appear in normally scheduled examinations are allowed to appear in specially scheduled University examinations with the permission of the University. Special study camps for such students are also organized to compensate for their loss of study. The high achiever's group is given special tutorials, library study hours, and challenging assignments for a period of ten days. The list of high achievers and underachievers for the last five years is given in additional information.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Past link for additional Information	<a href="#">View Document</a>

### 2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 30:1

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

#### Response:

In the learning strategies, the student-centric approach has been practiced in our college for a long period. The student-focused activities for their participative and experiential learning have been adopted at the college level as well as by the individual departments. Industrial training and field studies are part of the curriculum in some of the programs that expose students to experiential learning. Project work as part of the curriculum as well as additional projects is also assigned to students to facilitate their learning. College also provides students support for the preparation of competitive exams and make them job-ready through its Finishing School Programme. Add-on courses and short-term certificate courses are provided for the capacity building of the students. Practical training and hands-on training for students on advanced instruments is another special feature to polish their skills and enhance their employability.

Organization of scientific conferences (*viz.* RACES, NSETB), technical congregations (like Technoquest, UTKARSH), *etc* encourage students to learn recent advancements in their respective fields. Furthermore, Science Exhibitions, Book Exhibitions, are conducted for their experiential learning. Workshops of scientific techniques, communication, IT skills, personality development, and career awareness are the interactive and participative learning techniques that are part of the co-curricular calendar. Creations – an exhibition by the Department of Fashion Designing is organized annually to develop experiential learning skills among the students of fashion technology.

Faculty members regularly have interactive sessions with students like group discussions, seminars, mock interviews. In addition, invited lectures of renowned experts in diverse fields are organized regularly to ensure extensional learning. Organization of events like Union budget discussion, the role of youth in nation-building, expression of scientific temperament, *etc.* are part of their participative learning. The presence of various departmental societies and clubs ensure student representation in the activities of the college. The societies and clubs offer a wide range of support services and organize events for the overall upliftment of the students.

The college is continuously working to imbibe a culture of innovation for the students. Many innovative ideas envisioned by the students have become a reality. As a result, the college has developed its own MIS software and mobile application. Students are motivated, supported, and incentivized for their participation in sports and co-curricular activities. Students who participate at state, national and international levels in sports or any other competition are helped by the teachers by giving them special time for studies to meet their curricular demands.

File Description	Document
Link for additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:



The present-day teaching-learning can not be imagined without the use of ICT. The college faculty is fully aware of this fact and thus uses ICT very effectively. The college arranges FDPs and workshops on the innovations in pedagogy from time to time. It helps the faculty to acquaint with the latest pedagogies, equip them for their use and motivate them for innovations. The faculty has developed a repository of e-resources in the form of e-books, e-data, e-notes (PDF and PPT files), weblinks, and motivational videos to provide extensional learning material to the students. Preparation of question banks in some subjects has also been started. The college has an in-house developed web-based Learning Management System (LMS Modi college) <https://lms.modicollege.com> for making e-resources assessable to the students.

The college takes care of the facilities required for ICT enabled teaching-learning. The smart classrooms equipped with internet lease line connection and wifi connectivity for the ICT enabled teaching are available in the college. The college has arranged paid versions of the ZOOM online video conferencing tool, and Google Classroom for managing classes. The faculty is fully acquainted with e-education and using the virtual classroom for sharing learning resources with the students and online video conferencing for meeting the classes for virtual teaching sessions. The college has the facility of 50 virtual conferencing sessions simultaneously, which ensured uninterrupted teaching during the COVID-19 lockdown period. Practical learning is ensured through Virtual labs; W3schools, NPTEL: Physics: **Experimental Physics I, II, ov-au.vlabs.ac.in, vlabs.iitkgp.ernet.in, vlab.amrita.edu, vlabs.iitb.ac.in** along with the conduct of practical in well equipped 28 labs of the college. Teachers conduct online tests for mid-semester and the terminating semester examinations along with the regular examinations.

Assignments are given and received from the students through online as well as offline mode.

The library is fully computerized with LIBSYS software with WebOPAC. The library is subscribing to INFLIBNET N-LIST for the online assessability of libraries. The claims made are evident from the fact that 70% of the prescribed syllabus for the current semester has been covered till the end of November 2020.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )

**Response:** 49:1

#### 2.3.3.1 Number of mentors

Response: 80



File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 82.92

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 30.25

#### 2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
53	50	40	30	25

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest

completed academic year in number of years)

**Response:** 5.99

#### 2.4.3.1 Total experience of full-time teachers

Response: 779

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

The process of awarding internal assessment is objective and based on the performance of the students in the house examinations, attendance in class, participation in class discussion, assignments/projects, and overall behavior of the students and participation in co-curricular activities. The entire process is explained to the students by their respective teachers in the class. The students are also acquainted with internal assessment criteria during their orientation program at the beginning of the session. The college conducts two House Examinations every semester. This means four house exams are conducted in each session. Evaluated answer books of the students are shown to them and they are allowed to take them home. This makes the evaluation process very transparent. The teachers are persuaded to write comments on the way student has attempted the questions and the improvements which are possible in their attempt. When evaluated answer books are distributed to the students in the class, they are encouraged to share their doubts in the class. They are also informed about their lecture statement from time to time through the SMS system. Re-tests are also organized for those students who are unable to fulfill the conditions of minimum marks in the house exam laid down by the University. The students who miss their chance to appear in MSTs due to their participation in Sports, Cultural, NCC, NSS activities have been allowed to appear in special house exams.

The Registrar's Office is responsible for conducting the House examination and the complete record is maintained by this Office. The overall performance of students is discussed by the Registrar with the Principal and Deans of all faculties. The MSTs are usually treated as a formative assessment. The individual feedback is given at the time of distributing evaluated answer books. The university semester examination is the summative assessment. The results of the summative assessment are analyzed class-wise and compared with the university results and with the previous year's results. As a result of this policy, the college is showing close to 100% pass percentage in most of the courses. A large number of our students are placed on the university merit list in different courses.

Student performance has always remained a source of satisfaction for our teachers and probably this is one reason for the successful completion of 53 years of our mission to provide quality education at an affordable price. The continuous monitoring and real-time feedback are also helpful in devising teaching methodology and spotting bright students who can be mentored to perform better.

The scheme and schedule of evaluation are published in the form of an annual academic calendar in the prospectus and uploaded on the website for students and teachers. The Punjabi University website is linked with the college website so that the students, as well as teachers, may get direct information of any changes in the curriculum as well as evaluation schedule. Apart from it, the teachers are made aware of such changes through the meetings of the Academic Council.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient

#### Response:

The system of examination, being an affiliated college, is governed at two levels. The House Examinations (Mid Semester Examinations) are conducted and evaluated internally whereas the semester terminating examinations are conducted, evaluated, and controlled externally by the university. The internal examinations are very transparent and student-friendly. The college conducts two House Examinations every semester. Evaluated answer books of the students are shown to them and they are allowed to take them home. This makes the evaluation process very transparent. The teachers are persuaded to write comments on the way the student has attempted the questions and the improvements which are possible in their attempt. When evaluated answer books are distributed to the students in the class, they are encouraged to share their doubts in the class. Re-tests are organized for those students who are unable to fulfill the conditions of minimum marks in the house exam laid down by the University. The students who miss their chance to appear in MSTs due to their participation in Sports, Cultural, NCC, NSS activities have been allowed to appear in special house exams on a request basis-thus addressing the students' grievances then and there.

The process of awarding internal assessment is also objective and based on the performance of the students in the house examinations, attendance in class, participation in class discussion, assignments/projects, and overall behavior of the students and participation in co-curricular activities. The entire process is explained to the students by their respective teachers in the class. The students are also acquainted with internal assessment criteria during their orientation program at the beginning of the session. They are informed about their lecture statement from time to time through the SMS system. The assignments are given back with evaluation comments in a time-bound manner. This interactive process leaves little scope for unaddressed grievances.

The external examination and evaluation are conducted by the affiliating University. The results are a little delayed due to the COVID-19 effect. System of re-evaluation along with the option of personal verification of students evaluated sheets is there to redress the grievances in external evaluation. In case of discrepancies in question papers, the student's grievances are represented to the moderation committee of the affiliating university.

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

**Response:**

Though the affiliating university has not stated the course outcomes and program outcomes, the college has stated course and program outcomes at its own level. Dean/ Head of each department had stated the course outcomes and program outcomes with the active involvement of the faculty. The faculty is well aware of these outcomes as they were fully involved in the process of stating the outcomes. **The stated outcomes are uploaded on the college website at <https://www.modicollege.com/program-and-course-outcomes/> to make the students aware of these outcomes.**

File Description	Document
Past link for Additional information	<a href="#">View Document</a>

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

**Response:**

The attainment of program outcomes and course outcomes are evaluated by accounting number of parameters as below:

Registrar's office holds examinations on a regular basis as required by the affiliating university and keeps a record of the marks of each student. Record of the university examinations is also kept in the office. This data is analyzed to find out the pass percentage of the students and also to compare the results with the university pass percentage.

These outcomes are always discussed in the Academic Council meetings. The Council also discusses the degree to which learning outcomes have been achieved in the college. The policies and strategies are framed in these meetings to encourage better performance in the future. The learning outcomes of the students can be easily checked from the number of students in various courses placed on the university merits list.

Our college has started a finishing school program to teach soft skills so that students can face interviews in a more confident manner. The placement record of students for the last five years stands testimony to the program outcomes.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 80.92

#### 2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1223	920	1106	1142	960

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1233	1363	1456	1423	1175

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 1.5

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1.5	0	0

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**Response:** 9.23

**3.1.2.1 Number of teachers recognized as research guides**

**Response:** 12

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 1.82

**3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**



2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1	0	0

### 3.1.3.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	11	11	11

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

#### Response:

Progress of society can be gauged from the knowledge: it preserves, disseminates, and develops. Quality of education in an institute also has these parameters. The college has a proper system to promote the initiatives for innovation. Regular classroom teaching is supported by discussion, debate, assignments, and project work to provide an opportunity for self-study and reflective learning. The extensional learning and extensional activities provide opportunities for the students to innovate ways to relate the knowledge to their social environment. Departmental societies conduct various social surveys on the areas of contemporary relevance, the analysis of such surveys expose the students to the process of research. The faculty members are encouraged to write and publish research papers. Many faculty members are supervising the research students for Ph.D. The college has UGC sponsored research fellows on the roll. Good infrastructure: 74 Research Journals available, 6000 e-journals and 90,000+ e-books N-LIST (INFLIBNET), Internet facility, and partial wi-fi campus provide the research environment. The labs equipped for research and innovation facilities are *Central Instrumentation Lab, Chemistry Research Laboratories, Pharmaceutical Lab, Bio-Technology Lab, tissue- culture lab, IT Laboratories*

UGC cell of the college takes regular efforts to arrange UGC schemes for research and innovation. The college has been conferred the status of Centre for Excellence twice in the years of 2010 & 2016.

The students of undergraduate programs are involved in various awareness campaigns on social issues like: save water, health issues, save electricity, save energy, vermicomposting, environmental issues, etc.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 5

#### 3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2	0	1	2	0

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.3 Research Publications and Awards

### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 3.58

#### 3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 43

#### 3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 12

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
URL to the research page on HEI website	<a href="#">View Document</a>



**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years****Response:** 2.11**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
34	63	68	59	54

**File Description**

List of research papers by title, author, department, name and year of publication

**Document**[View Document](#)**3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0.97**3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
35	38	18	10	27

**File Description**

List books and chapters edited volumes/ books published

**Document**[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

To get the students connected and involved in institutional activities, an assortment of activities are organized and offered to them. The competitive events, both at the inter-departmental and intercollegiate

levels, bring about a sense of confidence and the zeal to excel; But a major chunk of the activities are organized to inculcate a sense of responsibility and sensitivity towards the societal needs. Several rallies, extension lectures by social activists, awareness drives are organized/undertaken to connect the youth to the community and neighborhood. Such events dot the activity calendar throughout the academic session of the college and harness the power of the youth towards the bigger cause of societal and social accountability. For holistic development, students are offered memberships of various clubs and also enjoy the departmental societies' work throughout the session.

The dynamic implementation of the extension activities and the outreach programs is made successful with the active involvement of the educators deputed with the college's NCC, NSS, Societies, and Clubs. The well-planned schedule is chalked out with a collaborative effort of all these bodies under the guidance of the Principal. The funds allocated by the institution are judiciously used to manage the expenses incurred in the execution of the events.

The major events include – Blood Donation Camps, First-Aid and Home Nursing Training Workshops, Women Empowerment Programs, Disaster Management Trainings, and several awareness campaigns. Students are very deeply involved with environmental initiatives like sapling plantation drives, water conservation, and cleanliness drives as well. Besides participating in events for all major causes, students of NSS, the relevant societies, and clubs are actively involved in charity drives, candlelight marches, and visits to old age homes and orphanages at different times of the year.

All festivals are celebrated in the college premises, irrespective of religious bindings, promoting brotherhood and harmony amongst the young students.

The various clubs of the college – Red Ribbon Club, General Studies Circle, Eco Club, Photography Club, Legal-Aid Awareness Club have a busy activity calendar to involve students registered with them. Heritage Society keeps the children rooted in the rich heritage of the country with multiple visits and meaningful events. The college also exhibits wall magazines with the main aim of mobilizing the creative writing skills in both students and teachers.

The college also boasts of several outreach activities which are made extensive with effective collaboration with various NGOs/GOs. The College has a good liaison with the following bodies which regularly collaborate with our activities of social outreach -NSS Department, Punjabi University Patiala, Punjab Pollution Control Board, Patiala, Punjab State Council for Science and Technology (PSCST), Chandigarh, Blood Transfusion Department, Government Medical College and Hospital, Patiala, Basant Ritu Club, Patiala, Dedicated Brothers Group, Patiala, Har Hath Kalam (NGO) and Red Ribbon Club, to name a few.

Undeniably, all the activities promote a sense of social involvement and responsibility among the students. Ample media coverage is given to all these initiatives, to spread awareness far and wide.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response: 29**

**3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
11	2	3	6	7

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

**Response: 152**

**3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
47	37	16	23	29

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years**

**Response: 19.22**

**3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1181	906	460	852	677

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

### 3.5 Collaboration

**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**

**Response:** 9

**3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	2	2	2

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

**Response:** 0

**3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

Situated in the heart of the city, Multani Mal Modi College is a multi-faculty, co-educational institution established in 1967 and has a sprawling campus covering an area of 29707.60 sq. mtr. with a built-up area of 26074.46 sq. mtr. The college has a state-of-the-art eco-friendly infrastructure where our present strength of approximately 4000 students is comfortably accommodated. The whole complex is divided into three blocks:

- Main Block
- HR Modi IT Block
- Commerce Block

In the administrative block, the Principal's Office is supported by 13 Offices to run the administration of the college. A Strong Room is attached to the Principal's office. There are seven storerooms for maintaining various records. Fifteen Departmental Staff Rooms with personal locker are there for staff members.

The institute has 67 classrooms which are fully ventilated & spacious enough to accommodate our present strength. All the rooms are provided with internet and wifi connectivity. To meet the curricular and co-curricular needs, we have two Lecture halls with large capacity, a Seminar Room, an Auditorium, an Open Air Theatre, and an Open Stage. Five well-maintained lawns and a Botanical Garden with a wide variety of ornamental and medicinal plants add to the campus aesthetics.

The college has a beautiful Botanical Garden having a variety of plants especially for the benefit of students of the Life Sciences Department. The Botanical Garden is divided into different sections: Cactus Section, Palm Section, Ficus Section, Monocot Section, Shrubs, Gymnosperms, Tree Section, and Hydrophytes Section. The garden also has a poly house and a greenhouse. Adjoining the Chemistry Lab, there is a small Plant Conservatory harboring some Wild Plants and some plants grown mainly to absorb the Obnoxious Gases and other Pollutants released during experimental work. The main pollutant absorbing plants growing in the green belt are Silver fir, Cycas, Vitis, Psidium, and Plumeria, etc. This zone besides providing material for classwork serves as a Pollution Sink Zone.

The college library is fully computerized covering an area of **810.68sq.mt** having three separate reading areas staged with the latest books. We have 7 Research laboratories in addition to the 21 well-equipped laboratories for various departments. An adequate number of laboratories having sufficient state-of-the-art equipment accommodate all the programs presently offered by the college. Safety equipment is installed and maintained regularly in the laboratories. **The details of 28 different labs and equipment are given in LINK <https://www.modicollege.com/lists-of-equipment-instruments-in-various-laboratories/>**

Three Common Rooms with attached toilets are available for girl students, One Common Room for Boys and one room with attached washroom and assessable through ramp is for differently-abled persons. Every block has separate lavatories and RO water coolers. Three Separate Canteens for students and staff are available. Three parking lots for Staff Members, Boys and Girls are available. To ensure round the clock surveillance 5 Residential Quarters are provided to Watch and Ward Staff.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

#### **4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.**

##### **Response:**

Curricular and Co-curricular activities impart new and meaningful dimensions to the students' personality and thus fulfill the desired purpose of education and learning. To meet the Curricular and Co-curricular requirements the college has very spacious, ventilated, well-furnished Classrooms, a rich Library, and laboratories with comfortable furniture. The institute has a Seminar Hall, two Lecture Halls, an Auditorium, and an Open Air Theatre to hold Seminars, extension lectures, workshops, conferences, and even cultural functions of various departments. A central lawn with an open stage is available to hold the Annual Prize Distribution Function, Convocation, and Talent Hunt Competition, etc. We have a walled ground where a huge open stage is erected and is used by the college as well as by the local community with the permission of the college for larger gatherings.

Our institution encourages students to actively participate in Sports and provides all facilities including a good diet, fee concession, scholarships, etc. The college has MOU with the National Institute of Sports (N.I.S.), Punjab Sports Department, and Punjabi University. Our players use their facilities of free boarding and lodging in the sports hostel, Special Diet money, and coaching by expert coaches to polish their sporting skills. The Punjabi University and Punjab Sports Dept. have allotted us sports wings in many disciplines

<https://www.modicollege.com/wp-content/uploads/2020/12/Sports-Wings-2015-16.pdf>

<https://www.modicollege.com/wp-content/uploads/2020/12/Sports-Wings-2016-17.pdf>

<https://www.modicollege.com/wp-content/uploads/2020/12/Sports-Wings-2017-18.pdf>

<https://www.modicollege.com/wp-content/uploads/2020/12/Sports-Wings-2018-19.pdf>

<https://www.modicollege.com/wp-content/uploads/2020/12/Sports-Wings-2019-20.pdf>

To foster a sense of social responsibility and help students acquire leadership qualities, the institute offers NSS, NCC, and BSG programs to its students. Our students also actively participate in various Cultural Activities at college, university, state, and national level competitions. A special room has been allocated for storage of material and equipment relating to various programs like NSS, NCC, and Cultural



events; like Gidha, Bhangra, and Theater, etc. Facilities like expert coaching whenever required for various cultural activities are provided in addition to special diets and T.A.-D.A. to students during performance days. Rehearsals for various cultural events are carried out on the college campus as per the convenience of the students after study hours. A well-equipped Digital Language Lab having 12 Computer Systems with LAN facility and English Language Software “Oral Digital Language Lab Software” is available to improve the communication skills of the students to help them in debate and declamation contests. A well-equipped and maintained Fitness Gymnasium is available.

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

**Response:** 67

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

**Response:** 12.7

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
25.71	265.27	72.58	33.76	22.20

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>



## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

#### Response:

The College library provides an immense academic support system in teaching-learning and research activities of the students. The Main library covers an area of **810.68sq.mt.**Detail of this is:

- Reading Area : **402.82sq.mt.**
- Stack Area : **282.90sq.mt.**
- Other Service Area: **124.96sq.mt.**

The library can accommodate more than **300** readers at a time. The library operations and services are fully computerized using LIBSYS software. This software provides the computerization of library resources with a bar-coding system. It also provides the facility of OPAC/web OPAC and stock verification. The Library has a rich collection of 65,470 books on various subjects such as Humanities, Basic Sciences, Commerce, Computer Science, Social Sciences, Technology and Management, Languages, General Knowledge, and other related areas. 17 newspapers, 54 Journals/Magazines, and N-LIST, INFLIBNET Connection have been subscribed. A repository pool of approximately 1000 e-resources in the form of PPTs, PDFs, Recorded Lectures, Weblinks, e-books is available on college LMS <https://lms.modicollege.com/>. Photostat facility is provided to the students in the library. There are five computers in the library and about 200 in all other computer laboratories, linked through the internet for public access. Two printers, six bar-code scanners, and a bar code printer is available. Dedicated lease line internet connection of 100 Mbps, another 7 FTTH connections of 50 Mbps each, and 6 VPN connections of 0.5 Mbps each are assessable through LAN and wifi.

To manage the working of the library, the library Advisory Committee, headed by the Principan and comprising 7 members is constituted. The Advisory Committee assesses and recommends measures to be taken for the enrichment and upkeep of the library. Library staff is student-friendly and remains available in the library from 8:30 A.M. to 4:30 P.M i.e. half an hour before and after the college regular timings to facilitate the student's issue and return of books. The timing is the same even for examination days and vacations.

At the beginning of every session HODs of various departments in consultation with the staff members prepare lists of books and journals required for their respective departments. These requirements are discussed by the library committee and an arrangement for the purchase of books and subscriptions for journals are made accordingly. The Library resources are augmented every year with many new editions and titles for the students. The record of the last four years of the number of books purchased and the total amount spent on new books/Journals is as follows:

Year	Books		Journals		N-List
	No	Amount	No	Amount	Amount
2015-16	371	124885	65	197710	--

2016-17	474	22763	54	177000	5750
2017-18	887	239046	57	186700	5750
2018-19	250	59017	57	187270	5900
2019-20	334	13283	24	68063	5900

150-200 students visit the Reading Section in the Library per day, and 50-55 students visit the Circulation Section in the Library per day and use OPAC/web OPAC daily.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 2.6

##### 4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0.87	2.53	4.32	2.06	3.23

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### 4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year

**Response:** 4.89

##### 4.2.4.1 Number of teachers and students using library per day over last one year

Response: 200

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

The college has a rich IT infrastructure. The campus is wifi enabled and has many rooms/ labs with LAN facility. The college has a dedicated 100 Mbps lease line that connects all the classrooms and laboratories. LAN connection is available in the Main Library and is further connected with the Library in the HR Modi IT Block. Different offices in the college i.e. Principal's office with General office, Steno office, Supt. Office, Registrar's office, and Accounts and Establishment offices are also interconnected by LAN.

Wi-Fi facility is available in almost all the areas of the campus.

The plans and strategies are adopted by the college in connection with IT infrastructure can be broadly divided into two parts:

1. We have a clearly defined policy for replacing outmoded equipment and also to install new equipment with the latest configurations.
2. IT infrastructure which is regularly upgraded should be used for enhancing the quality and efficiency of delivery in the classroom as well as outside the classroom.

The list of IT equipment and infrastructure added/ upgraded during the last five years and expenditure incurred is give in the following table.

<https://www.modicollege.com/list-of-licensed-software-in-the-college/>

<https://www.modicollege.com/details-of-networking-facilities-in-college/>

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 19:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** A. 750 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 11.88

**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
98.61	65.10	59.85	45.45	71.15

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### **4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

##### **Response:**

For campus beautification and maintenance of the college, one Assets Supervisor, eight sweepers, four gardeners are appointed.

The college has appointed Security Guards to keep a constant vigil and ensure perfect discipline on the campus.

An electrician has been appointed for the maintenance and upkeep of electric fitting and appliances.

Various committees have been constituted for the maintenance & upkeep of college infrastructure. These committees recommend measures to be taken for the required maintenance on regular basis.

Residential Facility is also made available to the Watch and Ward staff. 5 Staff quarters are provided to their families to ensure the safety, security, and cleanliness of the campus at all hours.

We have experienced and qualified technical staff to take care of the equipment and instruments. They are continuously engaged in the upkeep and maintenance of the equipment. The college has an arrangement with service providers who make periodic visits for keeping the equipment always ready to use.

Three Gen Sets are installed on the campus to provide an uninterrupted power supply to the entire college.

Stabilizers are also provided wherever necessary to check voltage fluctuations.

For the upkeep and maintenance of sophisticated instruments (HPLC, GC, IR, Fluorescence, and Atomic absorption spectrophotometer), we have one-online UPS installed for uninterrupted electricity supply in the central Instrumentation lab, and six UPS in computer labs,

To ensure effective utilization and proper maintenance of computer labs, a teacher-in-charge for each lab is appointed. For his assistance SLAs, JLAs, and the Lab Attendants are also appointed. They all work together to ensure that all student requirements are met satisfactorily.

Fire Extinguishers, Water Coolers, and Filters, Computers, Cash Counting Machine, Photocopier, Generator Sets, Stabilizers, Air Conditioners, etc. are also available on the campus.

All the computer Labs are Air Conditioned.

The regular maintenance service of the ACs, Water filters & Coolers, and Water recharge pits is assured.

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## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

**Response:** 6.47

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
259	220	198	291	416

#### File Description

#### Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

**Response:** 15.89

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
745	759	660	652	576

#### File Description

#### Document

Upload any additional information

[View Document](#)

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

[View Document](#)

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 7.3

**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1143	91	92	36	111

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees



**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 7.4

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
72	151	113	91	77

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 0

#### 5.2.2.1 Number of outgoing student progression to higher education during last five years

File Description	Document
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

**Response:** 37.97

**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
15	22	12	7	7

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
40	50	30	21	20

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 680

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
195	189	96	99	101

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

#### Response:

The vision and mission of our College have a very distinctive combination of providing education to the youth of the region so that they are competent not only to serve the nation in different capacities but also to serve the society as good and responsible human beings. Another important dimension of the vision is to provide an environment where our students build their skills and also polish their entrepreneurial capabilities.

- As per Punjab State Government policy, the election of student's council, or similar such body is banned by the State Government; however, the presence of various Departmental Societies, IQAC, and Clubs ensure student representation in the functioning of the college. Their concerns are communicated to the college authorities through these societies and clubs.
- The college has 14 Departmental Societies where students of respective departments participate in their activities. These activities are organized by the staff and students of these departments. Many activities also required the allocation of students into the smaller functional group, where teamwork and leadership opportunities galore. Each society has its students. <https://www.modicollege.com/clubs-and-societies/>
- Students are also appointed as student editors who play an integral role in the Editorial Board of the annual college magazine and also contribute actively to shaping the Departmental Wall Magazines. They help the teacher editor in collecting the student articles and also help in the selection process of the articles to be published in their respective sections.
- Undeniably, co-curricular activities play a very significant role in developing the personality of the students. We provide ample opportunities to the students to participate in activities – be it literary, cultural, theatre, and fine arts, to name a few. By participating in the Youth Festivals at the varsity level and other intercollegiate competitions, the students add a new and meaningful dimension to their personality, thus fulfilling the desired purpose of education and learning. The annual Talent Hunt Competition of the college is a much-awaited event and facilitates the active participation of the students. This endeavor always sees massive participation as it harnesses the enthusiasm in students possessing a passion to perform. Our students also compete in Oratory Skills, the varied

forms of Music & Dance, and also venture into realms of Fine Arts & Theatre/Dramatics. Most of the co-curricular events promote teamwork and leadership avenues.

- Blood Donation Camps are organized by students regularly as well as on-demand in emergencies. These camps create a sense of planning and subsequent execution in the young organizers, and at the same time give a sense of accountability towards a social cause.
- Sports is by far the finest arena where leadership is exhibited at its best. The sportspersons of the college have always found motivation from all quarters to pursue their passion and have proved their mettle innumerable times with their accomplishments. Sports is an indispensable sector of the college, and our team leaders lead their peer group into making the best out of each event that comes their way.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 140.8

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
134	152	165	132	121

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**Response:**

The college has completed 53 years of its establishment, and during this period it has churned out students of caliber and character. This is evident from the success and the achievements of the Alumni. We share the pride of innumerable students who have been or are in prestigious positions in their fields. The Alumni of this college - Modiites – have garnered eminence in almost all walks of life and include renowned academicians, doctors, engineers, administrators, scientists, sportspersons, soldiers, artists, social reformers, and politicians. The institution networks and collaborates with the Alumni and former faculty of the institution through annual meetings and interacts with them on all key functions of the college. Both, the institution and the Alumni, deem it an honour to be present on such occasions, adding to the valuable memories of the ex-students. In fact, the institution has always invited professional achievers to share and inspire the current students with their success stories. There are a substantial number of alumni members living overseas, and always accommodate virtual meets/webinars with their juniors, sharing experiences from their lives. The happiness and pride that they feel is a standing testimony to the contribution of the college in shaping their lives.

It is a matter of delight to see our students reach the zenith of their careers. Our Modiites are occupying prestigious positions like the present Director General of Police (Punjab), the Special Chief Secretary of State, Cabinet Minister - Ministry of Public Works and School Education (Punjab), State Information Commissioner (Punjab), DPI Colleges (Punjab), to name a few.

- Alumni Association is operational and its number has increased considerably.
- The regular meeting of the Alumni Association is held.
- Alumni are invited to all the important college functions.
- Alumni are invited for expert lectures, placement drives, and motivational talks.
- Former faculty members are also invited to these functions.
- Publications of the college are provided to the former faculty as well as Alumni.
- These are some of the activities which keep its alumni and retired staff members in touch with the college.
- Retired staff members are allowed to remain members of the library and they can borrow books and magazines from the college library.

These are some of the activities which keep its alumni and retired staff members in touch with the college.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**5.4.2 Alumni contribution during the last five years (INR in lakhs)****Response:** A. ? 5 Lakhs

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

NAAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Response:**

To attain the stated vision and mission, the College has a well-defined organizational structure as shown in the diagram <https://www.modicollege.com/wp-content/uploads/2020/11/d1.pdf> here. It is broadly divided into two parts on the basis of functions normally performed for the effective management of the college. 'Thinking Function' or 'Formulation of Plan' is one part and 'Doing Function' or 'Execution of the Plan' is the other one. Formulation of policies, strategies, and plans is normally done by the Modi Education Society. Modi Education Society is the governing body of the college. This society is an example of the philanthropic pursuits of the Modi Industrial House of India. Modi family established this society for the sole purpose of providing quality education to the people of the city of their elders. This is a non-profit organization and comprises eminent social activists and administrators of the city as its members.

Justice J. L. Chopra was the founder Chairman of this society. Padam Shri Dr. Khushdeva Singh, Seth Chiranji Lal, Raizada Amar Singh Kamboj were the founding members of this society. Modi Education Society is presently headed by Seth Sudarshan Kumar Modi. He is assisted by Vice-Chairman Seth Tarun Modi. The richness of experience and wisdom of its past and present members are reflected through the quality of decisions that management has taken for the growth and development of this college from time to time.

Modi Education Society has created the entire infrastructure of the college from its own resources and still continues to contribute funds to ward off any financial difficulty. Broad guidelines as laid down by the Society are implemented under the able guidance of the Principal. He is assisted by the Academic Council, Registrar, and Bursar of the College.

Philanthropic commitment to quality education is visible from the fact that all faculty selections are purely merit-based and the college gets the best brains in the state for selection. The salary of the staff is assured to be disbursed by the 7th of every month despite the delay in state government grants. Superannuation benefits; gratuity and leave encashment of every employee are assured to the employees on the day of her/his retirement. The missionary commitment to providing education at affordable prices is apparent from the fee structure <https://www.modicollege.com/wp-content/uploads/2020/11/Fee-Structure-2020-21.pdf> that is minimum as compared to the other educational institutes in the vicinity. Moreover, the college spends a handsome amount on freeships, scholarships, award monies, and prizes to the sportspersons, meritorious students and needy students, performers in cultural and co-academic activities.

#### 6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

**Response:**



Our college has divided all the important activities/functions into various groups which are allocated to the committees constituted for the specific purpose. Planning and Execution Structure <https://www.modicollege.com/wp-content/uploads/2020/11/d2.pdf>, various committees <https://www.modicollege.com/wp-content/uploads/2020/11/d4.pdf> formed for this purpose illustrates this point in a more definitive way.

The principal of the college has a dual role in our organizational structure. He is an Ex-Officio member of the Modi Education Society; hence, he plays an important role while framing policies, strategies, and plans. When it comes to the execution of the policies he heads all the committees and provides required inputs to keep the committees focused on the vision of the governing body. Two important offices of the college i.e. Registrar's Office and Bursar's Office are assisting the Principal continuously throughout the session. The Bursar of the college assists the Principal in the management of the resources of the college. A well-established system is in place for recording every receipt and payment as per the rules and regulations framed by the Punjabi University and Punjab Government. Every receipt is authorized by the Principal and checked by the Bursar. All types of payments are first of all sanctioned by the Bursar and the Principal. Once the expenditure is incurred, the Accounts Office verifies all the documents and is again checked by the Bursar and final payment is authorized by the Principal.

Academic Council comprises of heads of various Departments, Deans, Co-ordinators and the Registrar. This body holds its meetings at the beginning of the session to formulate broad guidelines necessary for the execution of the vision as desired by the governing body of the college. Academic Council contributes to the preparation of the Academic Calendar, reviews it in the meeting, and gives its final approval after elaborate discussions.

During the session, members of the Academic Council discuss the performance of the students as provided by the Registrar Office. Even the planning of the Annual Prize Distribution Function/Convocation is done by the Academic Council. Whenever investment decisions such as the construction of new buildings/renovations or purchase of furniture and equipment are taken, Academic Council plays an advisory role in taking correct and timely decisions. At the end of the session, this council reviews the performance finds out the deficiencies, and suggests the corrective measures which are duly taken care of while planning for the next session.

Internal Quality Assurance Cell (IQAC) is an important organ of the planning and execution structure. This Cell formulates policies and plans for both academic and infrastructural development decisions. Issues related to new courses to be introduced, augmentation of infrastructure, faculty development programs are discussed by the members of this cell before the submission of their recommendations to the Academic Council.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed



**Response:**

Institutional Governance Model: <https://www.modicollege.com/wp-content/uploads/2020/11/d3.pdf> given here divides the entire exercise of monitoring, evaluation, formulation, and execution of plans, policies, and strategies. This process is broadly divided into four parts:

1. **Brain Storming Exercise** involves understanding the past, present, and future trends. This prepares the management for the next step.
2. **Getting Ready to Go** involves the formulation of policies and plans where the future course of action is provided, both in quantitative and qualitative terms. Management prepares plans for immediate concerns as well as long term plans keeping in view the vision of the founding fathers.
3. **Tasting the Truth** means actual execution of plans and policies or encountering the ground realities.
4. **Input Generation** based on the feedback, evaluation, and analysis of the past performance. This becomes a basis for the Brain Storming Exercise.

Brain Storming Exercise is primarily done at the Principal's level who is assisted by the IQAC and Academic Council of the college. All important decisions for the regular administration of the college are taken in the meetings held under the Chairmanship of the Principal and all the members contribute to the best of their ability. Once this process is completed, the proposals and plans are submitted to the governing body for their approval. On the basis of a review of the proposals, the management gives directions and guidance to the Principal for the actual implementation.

Implementation of proposals is shown through the Execution Structure <https://www.modicollege.com/wp-content/uploads/2020/11/d2.pdf>, attached herewith. As already stated, the Principal has a dual role in the preparation of proposals and plans as well as their execution. Our college has Deans/HoD (Arts, Commerce, Science, Co-curricular, Sports, Students' Welfare, Fashion Design and Technology, Computer Science and Business Management, UGC Cell, and Research), teachers-in-charge of various activities including College Magazine, NSS, NCC, BSG, co-curricular activities, sports, admission-cell, placement and counseling, and Infrastructure Maintenance. Nodal Officers for anti-ragging, women grievance redressal, SC/BC/Minorities Scholarships, State Buddy Program, SVEEP, plays a vital in the implementation of Govt. Schemes.

### **6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.**

**Response:**

The administrative structure as shown diagrammatically (in criteria 6.1) is very transparent, participatory, and efficient. All the policies are framed keeping in view the norms laid down by UGC/ DPI Punjab Govt, and Punjabi University, Patiala.

It is evident from the facts that the posts sanctioned by the Govt of Punjab under 95% deficit grant-in-aid scheme are filled as and when the sanction is given by the State Govt. Only 61 posts are sanctioned by the state Govt whereas the remaining posts are sanctioned by the management. 17 posts have been sanctioned permanently along with the sanction of additional posts on the annual contract basis as per the need. All the appointments are done purely on the basis of merit as per the qualification norms of UGC.

The employees are governed by the service rules of the University calendar/ UGC/ State Govt civil service rules. The career advancement of the employees is ensured in a time-bound manner. All CAS promotions due till date, have been done / under process. The salary of the employees is disbursed regularly before the 7th of every month despite the delay in salary grant by the state Govt.

The retirement benefits that include gratuity and leave encashment are given to employees as per Punjab Govt norms from the college management account. The benefits are duly paid on the retirement date and no delay is made in this regard. The contributory provident fund (both employee share and Management share) is also paid immediately after retirement.

Purchasing of equipment, civil work, and other infrastructure development is done through a well-defined and transparent set of procedures. All the set procedures take minimum time for execution and the resources are acquired timely and in a cost-effective manner. This is evident from the infrastructure augmentation during the last five years.

File Description	Document
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** B. 3 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

**6.3.1 The institution has effective welfare measures for teaching and non-teaching staff****Response:**

Apart from regular payment of salary including all allowances, the college has a well-established and transparent system of maintaining contributory provident fund record of all regular teaching and non-teaching staff. The full amount due to all the retiring employee is paid immediately after retirement. Gratuity and leave encashment as per the revised pay scales are paid to the employee on the date of retirement, although the college does not get a grant from the government for this purpose. Other welfare activities managed by the college are:

1. Winter and Summer Uniforms are provided to the class IV non-teaching staff.
2. ESI and Maternity Leave to teaching and non-teaching staff
3. Fee concession for the wards of staff members is allowed by the college.
4. Promotion for non-teaching staff wherever possible is made to keep them committed and motivated.
5. Loans are sanctioned from PF of employees as per request and eligibility of the concerned employee.
6. In case of death of an employee suitable employment opportunity is provided to the family member of the deceased employee depending upon his/her qualification and experience on compassionate ground.
7. College provides accommodation for Watch and Ward Staff.

The temporary staff gets a respectable salary from the college and increments commensurate with their performance are also given regularly. Temporary staff is relieved at the end of the session for a very short duration and are assured of re-induction, keeping their past performance in view, in the new session.

**6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**Response:** 0

**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 2.4

#### 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	2	2	1	3

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 147.42

#### 6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
247	114	253	136	220

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

### 6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

#### Response:

The college follows the appraisal system of parent Punjabi University, DPI Punjab Government, and UGC. For annual appraisal and promotion to a higher scale, the required information about the employee is collected through:

1. Self Appraisal Performa provided by the Punjab Education Department.
2. Self Appraisal Performa designed by the college itself.

The information gathered through these sources is an important basis for performance appraisal of the staff and is used by the college for placements in higher scales. This is also useful for the preparation of Annual Reports, Prospectus, Brochures, and College Magazine. This information is of great value at the time of promotion to a higher scale or even at the time of giving annual increments. Promotions in teaching are done by UGC-CAS norms whereas, for non-teaching staff, Punjab Govt. rules are followed. A letter authorized by the management for placement on a higher scale or for granting annual increment is delivered to the staff member for information. Barring few exceptions, annual increments are granted and placement on a higher scale is made by the management without any delay. This whole process of gathering information and communicating to appropriate stakeholders is very efficient and transparent.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Auditing is an exercise to ensure that all procedures designed for making the payments are duly followed keeping in view the guidelines issued by the concerned competent authorities. Both internal and external audits are done on regular basis. The external audit is carried out by the representatives of (1) Auditor General, Punjab, and (2) Finance Dept. Punjab. This audit is done periodically and auditors' reports containing various objections are maintained by the College. The Accountant General (Punjab) also sends a copy of the Audit Report to DPI (Colleges), Punjab. The team of Auditors from the office of AG Punjab has audited our books for the financial year 2015-16 to 2018-19 and no serious irregularity has been recorded in the report. We take steps to comply with the rules to ensure that no deficiency is reported in the next audit.

Internal audit is done by a qualified Chartered Accountant duly appointed by the College for this purpose. All payments through cheque or cash, for capital or revenue expenditure, are duly entered into the cash-book by the Accountant and these are countersigned by the Bursar and the Principal. The comparison of the cash-book with the Bills is an in-built check to avoid any unauthorized payment. The internal auditor audits the account books and prepares the audited reports. Auditor also helps in the management of payment of tax deducted at source (TDS)

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

**Response:** 31.64

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
9.5	7.18	5.38	5.70	3.88

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

The institute has a well-defined mechanism to monitor the effective and efficient use of available financial resources. Financial Management is broadly divided into two parts:

1. **Management and Generation of Resources:** There are five sources from where funds are generated:

- Grants-in-Aid received from Govt. of Punjab against the aided posts, both for teaching (46) and non-teaching (5) posts. 95% of the salary paid to the staff under this category is received on monthly basis. College prepares and submits claims for the salary as per the instructions of DPI (Colleges), Punjab, and grants are received accordingly.
- Building/Ground rent from Cricket Academy, Tennis Academy, Institute of Cost Accountants of India (ICAI), Patiala Chapter, and Institute of Company Secretary of India (ICSI), Patiala Chapter.
- Student scholarships by NGO Sarbat Da Bhalla Charitable Trust to the meritorious needy students @ Rs 10000 annually.
- UGC grants received under various plans for specific needs of the college.

- Contribution by the managing committee fund to cover deficit as well as other needs of the college.

2. Second source of funding is the fee and funds collected from the students as per the guidelines issued by Punjabi University, Patiala, and Punjab Government in this regard.

### **Management of Expenditure:**

This segment is also divided into two parts:

**1. Capital Expenditure:** Capital Expenditure involves the acquisition and/or expansion of assets. Proposals for capital expenditure are prepared by the Principal, in consultation with the Academic Council, Bursar, and the Registrar. These proposals are evaluated and approved by the management. College constitutes committees for the execution of a specific proposal which analyses the tenders or quotations, prepares the comparative statement, and recommends the most suitable alternative. College Principal, on the basis of the recommendation of the committee, places an order.

The sanction for the payment of the bill is given by the Bursar and the Principal on prescribed proforma which is duly supported by bills and vouchers along with forwarding memo and signed by the committee members. All these documents are checked and verified by the Accounts office. Checking and verification are done by the Bursar also and the final payment is approved by the Principal. All payments through cheque/NEFT are duly authorized by the Management and the Principal.

**2. Revenue Expenditure:** This head comprises of expenditure related to salary, repair and maintenance of infrastructure, payment of electricity bills, telephone bills, and other routine expenditures. Stock registers are maintained to record receipt of various assets as well as consumables. No payment is allowed unless the bill is duly entered into the stock register. Assets Supervisor makes physical verification of all the materials received and ensures that receipts are recorded in the stock register.

All payments through cheque or cash, for capital or revenue expenditure, are duly entered into the cashbook by the Accountant and these are countersigned by the Bursar and the Principal. The comparison of the cashbook with the Bills is an in-built check to avoid any unauthorized payment.

## **6.5 Internal Quality Assurance System**

### **6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes**

#### **Response:**

Our college constituted an Internal Quality Assurance Cell on 5th Oct 2011. This cell is an important organ in the college and plays a significant role in the improvement of academic and administrative qualities of the institution. It has eighteen members comprising 1 representative each from college management and industry, 1 external expert, 7 from the teaching faculty, 2 from Non-Teaching Staff, 2 External Experts, and 5 student members, who contribute to the Planning, Execution, and Evaluation of policies and programs for quality enhancement. The external expert member and alumnus of the college - Dr. Bharat Bhushan Singla, from Punjabi University, Patiala, plays an important role in the process of making plans



for the introduction of new courses and chalking out various programs for the development of the faculty. The other member Col. Karminder Singh has been associated with the college for a long time and guides us in undertaking community service programs. Col. Singh is managing a school for the Deaf and Dumb children and is deeply committed to the welfare of differently-abled people. His dedication and experience are always a source of inspiration for the Cell while planning and executing various programs.

IQAC encourages and supports the adoption of ICT at all levels of teaching and learning in order to provide a more effective learning environment. For achieving this, most of the rooms in all the Departments and all seminar halls have been equipped with projectors and internet facilities. The library has a subscription to INFLIBNET for access to e-journals and books. The college has launched its own LMS, Google classrooms for all the classes, and YouTube Channel in order to provide the audio-visual lectures by the faculty. Owing to the initiation of IQAC, the Institution encouraged the students as well as faculty members to take MOOCs to utilize the remarkable effort of MHRD through SWAYAM. There is continued encouragement for the faculty and students for active participation in SWAYAM, MOOCs courses. In addition, the organization of Faculty Development Programs (FDP), regularly, for the professional development of the faculty and the creation of an effective learning environment is another remarkable initiative of IQAC.

IQAC has made an extensive effort in enriching the research culture. College provides extensive support for providing facilities for research on emerging areas and has a state-of-art Central Instrument Lab with sophisticated instruments. Liberal support is provided to teachers for research activities. These efforts are depicted through the achievements made in the last five years; the faculty members have published 278 papers in UGC approved/peer-reviewed research journals and 121 books/book chapters in the last five years.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

The planning of IQAC begins with enlisting various plans for the session and ends with the comparison of actual work done with the planned one. Normally, unfinished tasks at the end of the session, if any, are taken up for the next plan.

The college has designed an inclusive feedback mechanism through well-structured questionnaires from all the stakeholders viz. students, teachers, parents, alumni, and employees for assessing the teaching-learning process. The identity of the student is not required to be disclosed in the feedback proforma which allows them to express their opinion without any inhibition. The opinion of the students and alumni is an



important input for the IQAC planning of the programs for the next session.  
<https://www.modicollege.com/feedback/>

All the staff members of each department participate in the analysis and evaluation of their departmental performance as well as the formulation of plans under the guidance of respective Heads of the Departments (HoDs). All HoDs share their opinions in the Academic Council where plans and programs are developed for the college under the leadership of the Principal. Representatives of Non-Teaching Staff also contribute to enriching the quality of decisions that IQAC takes from time to time.

College holds seminars where experts are invited to speak on various issues related to Quality Assurance procedures as required by Internal as well as External Quality Assurance Agencies. The principal of the College holds interactive sessions with the staff members for improving the quality of the classroom transaction. The faculty development program for the staff is an important regular feature of the college for assuring the quality of their work. IQAC prepares policies and plans keeping the vision of the UGC, the University, and other National Agencies in view. The areas of improving GER, Enhancing Skills, integration of ICT in teaching-learning, and making the programs inclusive covered in the policies and programs for the last five years. These policies and programs are reviewed from time to time and course correction is made wherever essential to avoid deviation from the broad vision as laid down by the college. AQARs for the previous years depict this approach of coverage plans at the beginning of the session, review, and analysis at the end and pending areas to be covered in the following session.

The IQAC assesses academic activities and identifies the limitations and suggests remedial measures. Some practices started, as a result, are: specific hands-on practice programs to learn recent advancements and working of sophisticated instruments for the outgoing classes, communication lab for improving communication skills of students, and add on course in Spoken English, journalism and mass communication and computerized accounting have been introduced for improving their skills.

The Heads of the Departments design learning program for special classes of underachievers and high achievers and execute them through the mentors.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

The college has initiated various measures for the promotion of gender equity. Different types of gender equity promotion programs like Save the Girl Child, Beti Bachao Beti Padhao, Dhiaan di Lohri, etc are regularly organized. The college observes International Women's Day every year by organizing seminars/debates/ group discussions on gender issues. Renowned scholars are invited to deliver lectures and interact with the staff and students on issues concerning female foeticide, gender bias, domestic violence, etc. Girls have separate NCC Girls wing and Girl Guides wing which are a testament to equal participation and representation of girls. NSS and NCC units organize debates, declamation, essay writing competitions, rallies to raise awareness about gender equality. Girls are given charge of the maintenance of bulletin boards of the departments. They are also assigned the role of student representatives of departmental societies and student editors of the college magazine. The girl students have separate washrooms on each floor with a hygienic washing area, soap dispensers, continuous water supply, and well-maintained dustbins. They have also been provided with a separate canteen which has a female workforce and provides hygienic as well as healthy food. This guarantees a separate and comfortable eating area for them. Girls have a separate common room and dispensary with a visiting doctor as well to cater to their recreational needs. The room is equipped with purified drinking water, attached washrooms, chairs, tables, and reading material to suit various needs. Regular individual and group counseling sessions (as a part of the annual Psychofest) are organized to ensure the sound mental health of girls. The motive of these sessions is to bring about behavioral changes, to improve their decision-making powers, and to help the students understand their own potential. The institute regularly organizes talks, workshops, or seminars for the discussion of issues related to women empowerment and gender equity. The institute ensures the safety and security of girl students by providing them adequate support services like Dean(Girls), Women Grievances Redressal Committee, security staff, etc. Such students approach the concerned teachers in case of any kind of emergency. Strict disciplinary action is taken against those found violating the code of conduct to ensure that it is not repeated. Moreover, girls are allowed to leave the campus before time, only with the written permission of their mentors who enquire about the same from their parents. The institute has appointed security staff (including female security personnel) at the main gate of the institute, and in the parking area for guaranteeing 24 hours security. Girls are provided sufficient parking space for their vehicles inside the main campus itself. The institute also has well-connected CCTVs installed in offices, libraries, and at strategic locations on the different floors of the buildings. E-surveillance with high-resolution cameras ensures that students can freely move around the campus. The college has the provision of 180 days' maternity leave for the female staff. It aims at promoting a healthy work culture, especially for females.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Link for annual gender sensitization action plan	<a href="#">View Document</a>

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** D. 1 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

**The college** has taken a number of initiatives under **Solid Waste Management and Water Conservation**. A separate area has been set up on the campus for the segregation of solid waste like plastic bottles, wrappers, cardboard, broken glasses, e-waste, etc. These wastes are kept in colored bins as per standard guidelines. A government authorized Ragpicker usually collects this waste once a week. College has constructed **compost pits** for making compost from the garden waste such as leaves and grass clippings. Five pits have been constructed; two honeycomb type (above ground surface) and three below the ground surface.

**Biomedical waste Management:** This category of waste includes waste sharps (lancets etc.) and soiled waste (cotton contaminated with blood). To reduce the misuse of used waste sharps it is properly

chemically sterilized and broken before disposal. Used soiled wastes are discarded after proper autoclaving.

**E-Waste Management:** To reduce e-waste, old computer systems are sold to those dealers who upgrade them and sell them again in the market.

**Waste Recycling System:** College has hired a government-authorized Rag or waste picker who usually collects recyclable and nonrecyclable waste once a week.

**Hazardous Chemical and Radioactive Waste Management:** Waste of biological origin is converted into manure through composting and it is being used in place of chemical fertilizers in Botanical garden. Spent media and used cultures are discarded after proper autoclaving. It keeps the environment clean and healthy. In the backyard of the Chemistry laboratory, there is a small plant conservatory where plants have been grown specially to absorb air pollutants and various obnoxious gases emitted during experimentation. The plants grown for this purpose are *Plumaria alba*, *Greevelia robusta*, *Psidium guava*, *Mangifera indica*, *Cycas* among various wild plants.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for Geotagged photographs of the facilities	<a href="#">View Document</a>
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>

#### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles

3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

**Response:** B. 3 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:**

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certificates of the awards received	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.7 The Institution has disabled-friendly, barrier free environment**

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for persons with disabilities ( Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** B. 3 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

The college plays a significant role in inculcating the spirit of inclusiveness in its students. It imparts the values of tolerance, compassion, and harmony to the students who belong to diverse regional, linguistic, communal, and socioeconomic categories. It celebrates commemorative days like National Unity Day, Teachers' Day, National Youth Day, Gandhi Jayanti, Yoga day, etc to lay down the ideals and principles that the students must imbibe. Expert Lectures, Poster-Making, Quiz Competitions, Declamation Contests, and Exhibitions are organized on these days. The students of varied backgrounds are encouraged to participate in the activities that benefit society by being a step towards the common good. Celebration of the Hindi Diwas and Punjabi Mat-Bhasha Diwas highlight the respect accorded to all regions and languages and aim to promote linguistic harmony in the institute. The celebration of Punjab day educates the students regarding the reorganization of Punjab on linguistic lines. The college organizes RACES-Recent Advances in Chemical and Environmental Sciences to develop scientific temper among students. The NSS units regularly organize awareness drives to awaken the masses against social evils like child labour, abuse of tobacco, etc. NSS volunteers are instrumental in sensitizing community services. The distribution of masks is a recent example of the same. Activities like Blood donation camp, plantation drive, rallies against stubble-burning teach students to put service before self, and the importance of the environment. The observance of International day against Drug Abuse and Illicit Trafficking, World Environment day makes students understand their social and ecological responsibilities. The college effectively manages its students through the Mentor-Mentee system. The institute also has the Buddy Programme for curtailing the spread of drug abuse. The institute celebrates festivals related to different religions and faiths. On the occasion of Lohri and Diwali, the college presents gifts to its employees. The college organized a series of seminars to commemorate the 550th birth anniversary of Shri GuruNanak besides releasing a book on His teachings. The college is also organizing a series of educational competitions- Online Quiz and Essay writing to commemorate the 400th birth anniversary of Guru Teg Bahadur on April 18, 2021. The foundation day of the college i.e. Modi Jayanti is celebrated every year on 21 October with a Havan and distribution of sweets among its employees. The institute has a code of ethics for students and another code of ethics for staff which is to be strictly followed by each one of them. The Grievance Redressal Committee deals with the grievances of all the employees without considering anyone's racial or cultural background. The institute offers as well as facilitates(through NGO Sarbat da Bhala Trust) scholarships to meritorious students with weak financial backgrounds. The admission procedure of the college is purely transparent and merit-based. It provides reservation to diverse categories as per Punjab Govt./University norms and provides equal opportunities to the students irrespective of their caste, religion, and region.



File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

The college is committed to provide quality education and make the students humane as well as conscious of contemporary societal concerns. It organizes various activities to nurture responsible citizens who are aware of their rights and duties. The annual observance of Republic day and Independence day is aimed at arousing patriotic fervor and national oneness. These celebrations help in instilling patriotism in students and make them aware of their country's history and constitution. The flag hoisting ceremony and the recital of the national anthem instill pride and dignity in the students. The institute upholds the principles of service and social responsibility by organizing events like Blood donation camp, plantation drive 'Hariyaval Muhim', Traffic Awareness campaign, Awareness drive against Dengue, Drug Abuse, etc. NSS volunteers visit Old Age Homes and distribute clothes and fruits there. Lectures by erudite scholars at seminars, conferences, workshops encourage students to make a fruitful contribution to their country. Declamation contests on topics like 'Patriotism and Nation-building' initiate healthy discussion on the principles of democracy. As per its motto "Not Me But You", NSS motivates students to practice democratic living and indulge in selfless service. The extension activities organized by NSS students also sensitize the students on many issues such as brotherhood, composite culture, environment, and scientific temper. Campus, as well as Classroom Cleanliness, drive conducted during NSS camps inculcates in students, the essential qualities of keeping their surroundings clean. NCC Units prepare students for the armed forces. The Observance of No Tobacco Day, Protest against Child labour and Begging, Celebration of International Yoga day, etc inspires students to refrain from physical and social evils, thus, paving the way for a healthy lifestyle. The Bharat Scouts and Guides units – Rangers (Girls) and Rovers (Boys) were established in the college to make the students responsible towards their society and country and provide them special training so that they can play a constructive role in society. These students participated in National Integration Camp to commemorate the 150th Birth Anniversary of Mahatama Gandhi at Gadpuri, Haryana. The motive of the camp was to promote national integration among the students and to highlight the Central Government's 'Ek Bharat, Shrestha Bharat' scheme for scouts. The students also attended the basic training camp 'Nipun' at Taradevi, Shimla. The Bharat Scouts and Guides in collaboration with NSS units carried out an awareness drive to sensitize the students against the use of crackers and encouraged them to celebrate a Green and Safe Diwali. The golden jubilee foundation day of Bharat Scouts and Guides was celebrated online. The students are acquainted with the functioning of the parliament through Youth Parliament. They are taught the protocol, code of conduct, terminology, etc associated with the parliament. Voter Awareness Campaign and Voter Pledge Programmes are organized from time to time to teach the students about the fundamentals of democracy.



File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** A. All of the above

File Description	Document
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

The institution follows a well-planned calendar of celebrations of all key National and International Days including commemorative days, festivals, and events with a spirited approach. The objective of celebrating the occasions and events is to connect the students, teaching and non-teaching staff of the institution to the culture, the heritage of not only India but also get an insight of the cause and historical aspects of the International Days as well. The National festivals and commemorative days inculcate the spirit of patriotism and a sense of integrity towards the Nation in each individual involved. **National Youth Day - Swami Vivekananda Birth Anniversary-** The main objective of the celebration is to promote rational thinking among the youth who are undoubtedly the future of the country. **Dhian di Lohri (Lohri of Girl Child)** –This vibrant festival of Punjab is filled with cultural activities, energetic and traditional performances, and is dedicated to the Girl Child in contrast to the popular belief of the festival celebrated for the boys of the household. This practice is widely appreciated and is a way to bring honour and respect to the girls. **National Voters Day** is observed to create awareness on the need to maximize the enrolment of new voters and orient them towards playing an important role in electing the right leaders. The annual observance of **Republic Day** and **Independence Day** are celebrated with patriotism & flag hoisting by the college Principal. The NCC Cadets participate in the parade and present the guard of honour. Various cultural events such as folk dances are also presented by college students in the function organized by District Administration. **International Mother Language Day** is observed to promote “linguistic and cultural diversity and multilingualism” among the students. **National Science Day** is celebrated by organising poster making competition, quiz, caption contest, and scientific paper reading competition. **World Environment Day** is observed with the main objective to create awareness among the students about the environment. **International Day of Yoga** is observed every year with an assembly of yoga

enthusiasts in the college. The day starts early in the morning with Yoga practices by the students, and staff of the college including various asanas, pranayama, culminating with meditation. **Founder's Day (Modi Jayanti)** is celebrated by organizing Blood Donation Camp, Essay Writing Competitions, and HavanYajna to pay obeisance to the founder of the college. **World No Tobacco Day** is observed to spread awareness on the hazards of smoking and the harmful effects of chewing tobacco. College celebrates the Birth Anniversary of Sardar Vallabh Bhai Patel as RashtriyaEktaDiwas (**National Unity Day**). **Constitution Day 'Samvidhan Divas'** is celebrated focusing on the fundamental aspects of the Indian Constitution and to create awareness of Fundamental Duties as enshrined in the Constitution. **World AIDS Day** is observed to spread awareness about AIDS caused due to HIV infection. Students and staff are reminded of the repercussions of this hazardous disease.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>
Link for Geotagged photographs of some of the events	<a href="#">View Document</a>

## 7.2 Best Practices

**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

**Response:**

**Best Practice - I**

**1. Title of the practice:** Finishing School Programme

**2. Objectives of the practice:** This programme is designed to achieve the following objectives:

- To help the students to solve their personal, educational, and psychological problems.
- To provide guidance to the students on various career options and their future prospects.
- To acquaint the students with the admission procedure for higher studies and research fellowships.
- Enhance the soft skills & employability skills of fresh graduates from different streams to make them job-ready.
- Reinforce the students' skills to acquire industry-specific knowledge by interaction with experts of the industry and other professionals.
- To prepare the students to adapt themselves with ease to work cultures and the environment of the

industry.

**3. The context:** Various surveys in the recent past reported a large proportion of Indian graduates as unemployable. These reports established a fact that our graduates lack soft skills, employability skills, and attitude. NEP 2020 has also emphasized skilling and employability. We at M.M. Modi college have not only accepted this challenge rather acted to cover this weakness of students to the best of our capacity. The college designed a Finishing School Programme. It is a modular programme developed by a group of teachers from different faculties of the college. This programme is an exclusive in-house developed course that acts as a bridge between college life and professional life apart from enhancing the employability quotient of the outgoing students.

**4. The Practice:** This is a modular programme started in 2014 covering three areas: Communication Skills, Personality Development, and Career Orientation. A forty hours programme is designed to access and enhance communication skills. It covers the four components to communication *i.e.* listening, speaking, reading, and writing. The programme is covered by workshop and seminar mode.

The second component is Personality development. It is a ten-hour programme covering business manners, personality analysis, and tips for personality development.

The third component is a career orientation. It is a thirty hours programme covering seminars on Job awareness, job training, testing of mental ability, reasoning & aptitude, a workshop on resume writing, and mock interviews.

**5. Evidence of Success:** The evidence of the success of the practice is clearly visible from the activities carried out <https://www.modicollege.com/activities-undertaken-by-finishing-school/> and placement over the last five years.

#### **6. Obstacles faced if any and strategies adopted to overcome them:**

The main constraint is the tight and busy schedule of the semester. To overcome this obstacle the schedule for finishing school programme is implemented in the evening and virtual classes.

#### **7. Resources required:**

- Highly motivated faculty
- Financial resources for invited resource persons

#### **Best Practice - II**

**1. Title of the practice:** Remedial & Booster classes

**2. Objectives of the practice:** This programme is designed to achieve the following objectives:

1. To compensate for the study loss of students due to various unavoidable reasons.
2. To improve the academic achievement of the students.

3. To promote self-learning among students.
4. To motivate the students for excellence in their academics and co-academics.
5. To provide a conducive competitive environment.

**3. The context:** It is a general phenomenon that every population has normally distributed overachievers and underachievers as per their capability. Our institution has designed a mechanism to identify the underachievers and potential achievers. The identified underachievers and the students who missed their regular classes due to some compulsive reasons, like participation in games, activities, and adverse health conditions, are subjected to remedial classes. They are given a special chance to qualify the university conditions of minimum marks in the house tests to be eligible for the University Semester Examination. Similarly, the identified potential achievers are supported through booster classes to make competitive to their peers in the other affiliated colleges.

**4. The Practice:** The class mentors identify underachievers and potential achievers amongst the students based on the classroom interaction, performance in mid-semester, and end semester evaluations from their respective classes. We have a large number of university sports wing students, who have to attend national and international camps for their preparation and participation at the cost of their regular studies. Remedial classes are organized every semester to compensate for the study loss of all such students. During these classes, the subject teachers organize special sessions in the form of providing study material, supervised study, and assignments.

The identified potential achievers are subjected to booster classes. In these classes, special learning material, in the form of e-resources, reference books, and journals, is provided. They are also encouraged for peer learning through group discussions and projects.

**5. Evidence of Success:** The pass percentage of all the programmes is higher as compared to the university results. A number of students placed on University merit lists amongst the 285 affiliated colleges of the university stand testimony to the success of the practice.

**6. Obstacles faced if any and strategies adopted to overcome them:** Readiness of faculty to take up additional responsibilities and extra workload. Once the practice was started, the good rapport with students leads to the intrinsic motivation of the faculty.

**7. Resources required:**

- Database of the students
- Financial resources for additional resources to be provided to the students.
- Motivation and competition spirit among the students

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

##### Response:

##### Institutional Distinctiveness

The institute as per its vision of providing quality education at an affordable price is committed to excellence in academics. It is reflected in the university results of the college, which shows 163 University merit positions including 9 Gold medals 13 University toppers, 18 university 2nd positions, 24 University 3rd positions in various courses.

Year	Gold Medals	1st Positions	2nd Positions	3rd Positions	Total Positions	M
2014-15	2	2	1	4	17	
2015-16	2	2	6	6	34	
2016-17	3	5	5	7	62	
2017-18	2	4	6	7	50	
2018-19	Merit list not declared by Punjabi University, Patiala					

These results can be attributed to the efforts carried out by remedial classes for underachievers, booster classes for potential achievers, and finishing school programme for outgoing classes along with the quality of the regular teaching-learning process. Not only in academics but special emphasis is given to research. As a result of which the faculty members have published 287 research papers in UGC approved/peer-reviewed Journals and 113 books/book chapters in the last five years. The special arrangement of workshops, hands-on training, industrial training, and extension lectures contribute to the learning of students. Annual organization of National Level Conference on Recent Advances in Chemical and Environmental Science (RACES), Technoquest - A congregation of Technical Minds, Inter-institutional Science fair, and Fashion Design Exhibitions provides a platform to students and faculty to update their learning faculties and inculcate new concepts and ideas.

The distinctiveness of the institution is the opportunities for the students to showcase their skills in sports and commendable achievements along with outstanding academic achievements. Our college won overall University Trophies Maharaja Yadvindra Trophy – General Sports Championship (Men) six times over last seven sessions and Rajkumari Amrit Kaur Trophy – General Sports Championship (Women) four times over last five sessions. Punjabi University Patiala won the Maulana Abul Kalam Azad (MAKA) National

Trophy ten times over a period of 12 years. The college has been awarded best contributor five times to Maulana Abul Kalam Trophy won by the Punjabi University, Patiala. The college has been allotted sports wings in 30 disciplines. 54 college sportspersons participated in International competitions in various disciplines. 648 sports person participated at All India Inter-University/National level competitions and won 325 Gold, 215 Silver, and 169 Bronze medals. In Punjabi University Inter-College competitions 86 men and 58 women teams won championships and 31 men and 31 women teams were declared first runner-up and 17 men and 20 women teams second runner-up.

Year	All India Inter-University/National Level			International Participation
	Gold Medals	Silver Medals	Bronze Medal	
2014	27	24	14	2
2015	47	32	19	3
2016	48	25	20	5
2017	33	20	33	10
2018	86	56	39	8
2019	52	29	19	9
2020	32	29	25	---

<https://www.modicollege.com/wp-content/uploads/2019/05/Annual-Report-2019-20.pdf>

All these achievements contributed towards the distinctiveness of the college that has been recognized in daily The Tribune (April 19, 2019) by placing the college in top institutions in Commerce stream in 'Guide to Best Colleges'.

<https://www.modicollege.com/wp-content/uploads/2019/09/6-Tribune-Guide-to-Best-Colleges-19thApril2019b-1.jpg>

Our sportspersons played IPL, ISL, and Ranji Trophy. The exemplary performance attracted the spots persons not only from the neighboring states of Haryana, Himachal Pradesh, Rajasthan, Delhi, Jammu & Kashmir, Utter Pradesh, Uttarakhand but also from the states of Assam, Manipur, Andhra Pradesh, Madhya Pradesh also, Such distinctive achievements were possible due to committed efforts of the sports department and huge financial support for activities that is listed in the table given below:

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-
Fee Waiver	Rs. 3031684	Rs. 4188142	Rs. 5014730	Rs. 5655592	Rs. 6215027	Rs. 56
Diet money: Punjabi University Sports Wing	Rs. 933120	Rs. 1419120	Rs. 2665710	Rs. 2347380	Rs. 3086100	Rs. 10
Diet money: Punjab Sports Department	Rs. 268400	Rs. 668682	Rs. 597800	Rs. 272555	Rs. 834108	Didn't from Dept.

(Sports Wing)						
Cash Incentives from college	Rs. 192000	Rs. 189000	Rs. 273000	Rs. 404000	Rs. 264000	*Rs. 1
University incentives	Rs. 1227500	Rs. 1786000	Rs. 2212000	**Pending	**Pending	**Pen

\*The amount to be disbursed at Annual Prize Distribution Function delayed due to COVID-19.

\*\*Annual Sports Function is usually conducted by Punjabi University, Patiala in the next session. The function is due since 2017-18.

File Description	Document
Link for any other relevant information	<a href="#">View Document</a>
Link for appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

The distinguished alumni of Multani Mal Modi College, Patiala greatly embellishes its glorious history. They are the perfect realization of the vision and mission of the institution. They are the bridge between the learning atmosphere prevalent inside the campus and the pragmatic reality outside. This consciousness collectively presents an ideal road-map for the students to emulate. They are the torchbearers of dedication, determination, and mettle for the students. The college takes great pride in its alumni who have excelled in their respective fields, and are making significant contributions to society. Amongst our illustrious alumni are

Sh. Vijay Inder Singla, Cabinet Minister (Education and PWD), Government of Punjab

Sh. Ashutosh Jindal IAS, Joint Secretary, Government of India

Sh. KBS Sidhu, Special Chief Secretary, Government of Punjab

Dr. Indu Malhotra IAS, DPI Colleges, Punjab

Brig. S S Parmar (Retired)

Sh. Shekhar Gurera, Editorial Cartoonist, Illustrator, Graphic Designer

Prof. Bawa Singh, Former Vice-Chairperson, National Commission for Minorities, Government of India

Sh. Anirudh Tewari IAS, Principal Secretary, Government of Punjab

Dr. Pawan Kumar Singla, State Information Commissioner, Punjab

Sh. K K Sharma, Chairman, PRTC

Sh. Dinkar Gupta Director General, Punjab Police

Dr. Avinash Singh, Former Pro-vice chancellor University of Technology and Management, Shillong

Dr. Mahesh Joshi, School of Accounting, RMIT University, Melbourne, Australia

Sh. Gurcharan Channi, Writer Director, Bollywood

Sh. Anil Jindal (Chartered Accountant)

Sh. Ramanjit Singh, CEO, Surya Roshni Ltd.

Sh. Apurva Kalia, Vice President, Research and Development, Cadence Design Systems, Boston, USA

Dr. Harish Malhotra, CMO, Patiala

### Concluding Remarks :

Multani Mal Modi College has served as the boundless source of knowledge and consciousness in the region since its inception in 1967. The institution has been making consistent efforts to impart quality, skill-based, need-based, and holistic education to nurture employable, and responsible citizens. The introduction of various Undergraduate, Postgraduate, Vocational, and Value-based courses caters to the national mission of enhancing the GER. The institution regularly strengthens its infrastructural facilities by constructing new classrooms and innovatively renovating the existing ones. It also makes targeted changes for providing equal opportunities to the differently-abled. Our bright, talented, and multifarious students have secured a large number of merit positions in Punjabi University Patiala, besides having noteworthy achievements in the fields of sports, NSS, NCC, and youth welfare. Modiites illuminate every area they delve into, leaving behind a trail of admirable success. Recognising the institution's dedicated social endeavors, various governmental as well as non-governmental organizations, and philanthropists make substantial contributions for funding the education of deserving students. The college has a rich tradition of organizing conferences, seminars, workshops, educational tours etc. for establishing as well as maintaining an atmosphere conducive to intellectual growth and balanced character as envisioned in our mission. It has dynamic participation in various social activities



that are intended to benefit diverse sections of society. It has maintained its unmatched standard in ensuring transparency, as well as stringency in policies, and procedures to firmly uphold the ideals of quality. All the aspects of the college, its administration, and its social responsibilities are adequately discussed, planned, and implemented. The subjects ranging from Planning and Curriculum to Institutional Values and Best Practices are continually evolving in nature in order to suit the specific demands of the changing times. The college also boasts of many eminent personalities as its alumni who have earned wide acclaim in their respective professions. Modiites are, thus, carrying forward the distinguished legacy of brilliance and perfection. They are reaffirming the status of the college as an institution of renowned character, and pioneering glory.

NAAC