G2 भारत 2023 INDIA

Principal

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Tel.(O): 0191-2544305

No:-WCP/Coll./2024/

Dated :-

MINUTES OF MEETING OF IQAC WITH HODS
12-03-2024

Agenda:1. CUET as the Eligibility Criteria
1. Uploading of Internal Assessment Records
2. Inspection of Internal Assessment Records
3. Proposal for IT lab.
4. Conduct of Internal Assessment Test
5. Conduct of external exam.
6. Preparing Syllabi for upcoming V& VI Sem.

The following was discussed and resolved:

1. That as per the directions of the higher department admission for Sem- 1st for the session, 2024-25 shall be on CUET basis and further all Universities and Colleges have been directed to frame the common eligibility criteria for admission to sem-1st for the UT of J&K. The matter was discussed vis-à-vis the eligibility criteria framed by the University of Jammu/Cluster University of Jammu and eligibility for the admission was fixed in respect of this College as per the details of (annexed here with Annexure-1). It is further resolved that the eligibility criteria be communicated to NTA at the earliest so that the students applying for CUET can opt for this college for ensuing admission to Sem-1st.

2. That all the HODs to ensure that the uploading of Internal Assessment Records pertaining to Ist, 3rd & 5th Sem 2023-24 needs to be completed by 14th March, 2024.

3. That all the HODs to ensure that Internal Assessment Records are complete in all aspects, so that the inspection of the same can be ensured by 15th March, 2024.

4. That the examination system needs upgradation and IT integration. For this the Development committee, Examination committee, IT cell and IQAC to give the feedback so that the proposal for IT Lab. can be prepared to make the examination system ICT driven.

5. That for the timely conduct of the External exam the staff needs to ensure that syllabus of all courses of all semesters is completed timely so that the external exam process can be initiated in the first week of May for the semester-6th and in the second week for the semester 2nd & 4th. The controller of examination and the committee take the issue on the priority basis so that the result of semester-6th is not delayed and their progression does not suffer.

6. That the College needs to conduct the Internal Assessment Test of ongoing 2nd, 4th and 6th Sem at the earliest and for this the examination committee of the College to issue the centralized date sheet so that the same can be started after Holi i.e 25th March, 2024.

7. That for preparing the syllabi for upcoming V& VI Sem on the adopted NEP 2020 pattern by the College, the HODs need to initiate the process so that same can be approved through Board of Studies and Academic Council.

The meeting ended with vote of thanks to the chair.

Hence submitted for approval.

Faculty Present:

1. Sonam Chadga
2.
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7. Thanu

8. SSR
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11.
12. Sonam Chadga
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14. Leeena

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21. Jasmeed koue

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(Dr. Ravender Kumar Tickoo)
Principal/Chairman, IQAC

GOVT. COLLEGE FOR WOMEN, PARADE GROUND, JAMMU-180001, J&K
(Erstwhile Maharani Mahila College)
Autonomous college affiliated to the University of Jammu
(Estd. 1944)

Dr. S.P Sarswat
Principal

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Minutes of the IQAC meeting held on 27/02/2024 in the Conference Hall

Agenda points

1. AQAR submission for 2021-22 & 2022-23
2. Calendar Year
3. Data collection
4. Departmental Data
5. Reports/ Data from Conveners /co-ordinators of committees and other functioning units of the College.
6. Updation of website
7. Addition of new faculty to AQAR sub-committees
8. Timelines for data submission
9. Registration o alumni association
10. Any suggestion/feedback

Present
Chairperson
Members

Prof. (Dr.) S.P Saraswat

1.	11.	21.
2.	12.	22.
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10.	20.	30.

Resolved- In the meeting under the Chairmanship of Principal of the college, it was unanimously resolved :

1. That AQAR submission process for 2021-22 & 2022-23
2. That Calender year for AQAR data shall be from 1july to 30th June from 2022-23 onwards
3. That Data collection/compilation/processing for NAAC portal shall be collected in MS word, Excel and PDF formats
4. That the convener IQAC shall share the Formats in the whats app group created for the purpose
5. That All hods are requested to ensure that data is readily available
6. That all the Convenors of the committees/Co-ordinators of NSS/NCC/RRC/IIC/Sports/Cultural/other functioning units/Clubs/Cells are requested to ensure that the activity data is available in usable formats

7. That the Convener website committee shall ensure that Website is properly updated

8. That AQAR sub-committees constituted criterion wise from C1-C7 are free to add any new faculty and suggest their name for data collection process.

10. That Deadline for data completion is 25th Feb. 2024 and same to be complied

11. That the Convener Alumnei committee shall take efforts to expedite the process for registration of the College alumni association .

12. That the members AQAR are free to provide any suggestion/feedback for the quality improvement of the institution.

The meeting ended with vote of Thanks to the chair.

Hence submitted for approval.

IQAC MEETING HELD ON 17th Feb. 2024 IN THE CONFERENCE HALL OF THE COLLEGE

S.No.	Name	Department	Mobile Number	Signature
1	Prof. Sarita Parihar	Physics	9858136490	*signature*
2	Prof. Prabhjot Kour	Psychology	9796269406	PKour
3	Prof. Palak Malhotra	Psychology		
4	Prof. Pooja Saroch	Education	9419678469	*signature*
5	Prof. Bindu	Botany	9796272764	*signature*
6	Prof. Sukhwinder	Botany	9419225639	*signature*
7	Prof. Asia	Botany	9797198004	*signature*
8	Prof. Shweta	Botany	9797555282	Shveta
9	Prof. Manjula	Chemistry	9419251147	*signature*
10	Prof. Atiya	Chemistry	9469488307	Atiya Syed
11	Prof. Archana Gupta	Zoology	9906133839	Archna
12	Prof. Komal	Zoology	7889621269	Komal
13	Prof. Kaurab	Biotechnology		
14	Prof. Tishu	Biotechnology	9596738800	*signature*
15	Prof. Vikas	Zoology		
16	Prof. Gurpreet	Chemistry		
17	Prof. Jai Vardhan	Urdu		
18	Prof. Randheer Kour	Punjabi	9419125425	*signature*
19	Prof. Seema	Librarian	9419846413	*signature*
20	Prof. Renu Bala	Commerce	7006633207	Renu
21	Prof. Sonam Chadgal	Anthropology	9041280818	Sonam Chadgal
22	Prof. Rakesh Goswami	Computer Science		
23	Prof. Gurpreet Kour	Chemistry		
24	Prof. Gurvinder Kour	Pol. Sc.		
25	Prof. Mamta	Sanskrit	9419229064	*signature*
26	Pof. Anuradha Kalsi	English		
27	Prof. Ramesh	Philosophy	7889748449	Ram chder
28	Prof. Anju Rani	History		
29	Prof. Alpana	Zoology	9419183183	*signature*
30	Prof. S.S Parihar	Economics	9697522503	*signature*
31	Prof. Dharvinder	Zoology	9419200666	*signature*
32	Prof. Qayoom	Economics		
33	Prof. Vikas	Zoology		
34	Prof. Jasneet	Pol. Sc.	8082479665	Jasneet kour
35	Prof. Neha Gupta	EVS		
36	Prof. Priyadarshini	EVS	9469096022	*signature*
37	Prof. Shivali Rattan	Economics		
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Govt. College for Women, Parade Ground, Jammu
Minutes of Meeting

A review meeting for finalizing course codes and adopting a uniform course code nomenclature for courses offered under NEP-2020 was convened by Dr. Ravender Tickoo, Principal, GCW Parade Ground, Jammu in his office chamber on 4th of May, 2024 at 10:00 AM. The following attended the meeting

- Dr. Ravender Tickoo, Principal, GCW Parade Ground, Jammu
- Dr Avinash Gupta, Dean, Academic Affairs
- Prof Dharvinder Kumar, Controller of Examinations, GCW Parade Ground, Jammu
- Dr. Alpana Vohra, Convenor, NEP committee
- Heads of All Departments (List - Annexure 1)
- Members of NEP committee

Proceedings:

The chairperson, Dr. Ravender Tickoo, opened the floor by emphasizing upon the need to review the course code nomenclature adopted in the previous meeting as the Controller of Examinations has observed inconsistencies and confusion in the present course codes which is hampering the compilation of the result of Sem I and III.

Attendees discussed the adopted course code nomenclature and suggestions were proposed to improve upon the nomenclature and to fix all inconsistencies and confusions.

The following was discussed and resolved:

1. All courses shall be identified by 10-digit alpha numeric code as per the scheme detailed in Annexure-2. Every subject/discipline shall be identified by two English letters as detailed in table -1.

2. Numeral part of course code shall be continuous for a particular semester and no repetition of the same shall be allowed. Sequence for assigning the numeral part of the course code shall be in the order: *Major (Theory 1) > Major (Theory 2) > Major (TiP / Practical) > Minor / Vocational > MD > Skill > AEC > VAC.*

3. Subjects or the disciplines which are not offering major courses as of now can reserve the course codes of the courses not being currently offered.

4. Theory and Practical/ Theory in Practice (TiP) components of the major and minor courses of semester I and II shall be treated as separate courses to the extent of assignment of the course code. Place 4 in case of TiP course for Arts/Humanities and Commerce streams shall be represented by letter "Q" to create a distinction between practical and TiP.

5. All the HODs shall prepare the courses codes in respect of their subjects and disciplines and submit the same to CoE immediately. CoE and NEP committee shall scrutinize the same and prepare the complete directory of the course code and share the same with BoS Convenors for record and reference.

While revising the syllabi of any course, if the change in syllabi is more than 20% which shall require setting of old and new question papers for the conduct of examination, the numeral part of the code should be different from the existing one.

All HoDs/ Convenors BoS expressed their concern vis-à-vis conduct of external examination of Ti P owing to non-availability of resources and no such practice in vogue in any University of the Jammu Division. It was decided that the end semester evaluation of TiP courses shall be done by teacher concerned under the supervision of HoD / other senior faculty members of the department.

8. It was also decided that the Internal assessment would be termed as 'Continuous Evaluation' and External assessment would be termed as 'End semester evaluation'.

9. **For Skill Courses / Vocational Courses / Theory in Practice:** Scheme to be devised by NEP in consultation with COE.

10. All syllabi framed must contain complete details of Course Learning Outcomes (CLOs) and Programme Learning Outcomes (PLOs) in accordance with Learning Outcomes-based Curricular Framework as proposed in Curricular Framework and Credit System for the Four-Year Undergraduate Programme (NEP-2020).

11. Convener BoS shall maintain complete record of proceedings of BoS and handover the record to next convener on transfer/retirement.

The meeting ended with a formal vote of thanks to the chair.

Principal

22.5.2024

Annexure 1: Attendees

Designation	Name	Signatures
Dean, Academic Affairs	Dr. Avinash Gupta	_(signature)_
Controller of Examinations	Prof. Dharvinder Kumar	
Convenor, NEP committee	Dr. Alpana Vohra	_(signature)_
Head, Department of Anthropology	Prof. Sonam Chadgal	Sonam Chadgal
Head, Department of Botany	Prof. Tahira Firdous	
Head, Department of Biotechnology	Prof. Kaurab Singh	_(signature)_
Head, Department of Chemistry	Dr. Avinash Gupta	_(signature)_
Head, Department of Commerce	Dr. Sunita Raina	_(signature)_
Head, Department of Computer Sciences	Prof. Vinus Sharma	
Head, Department of Dogri	Prof. Arti Devi	_(signature)_
Head, Department of English	Dr. Ritu Mangotra	_(signature)_
Head, Department of Economics	Dr. Surinder Parihar	_(signature)_
Head, Department of EVS	~~Dr.Harmanmeet Kour~~ Prof. Subhi Gupta	Subhi 15/6/24
Head, Department of Electronics	Prof. Sarika Gupta	
Head, Department of Education	Prof. K.K. Manhas	
Head, Department of Geography	Prof. Sonam Chadgal	Sonam Chadgal
Head, Department of Hindi	Prof. Ravi	
Head, Department of Home Science	Dr. Nitu Gupta Sharma	Sharma
Head, Department of MCMP	Dr. Alpana Vohra	_(signature)_

Head, Department of History   Samta Sharma   _(signature)_

Head, Department of Mathematics.

Dr. Sushma ch'S   _(signature)_
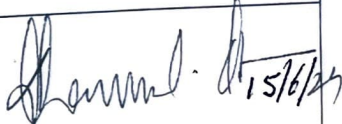
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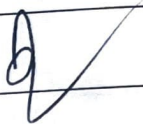
Head, Department of Music	Dr. Jasmeet Kour	
Head, Department of Physics	Dr. Balbir Kumar	
Head, Department of Political Science	Dr. Jasneet Kour	
Head, Department of Philosophy	Dr. Dinesh Jamwal	
Head, Department of Psychology	Dr. Prabhjot Kour	
Head, Department of Punjabi	Dr. Randheer Kour	
Head, Department of Sanskrit	Dr. Mamta Sharma	15/06/24
Head, Department of Statistics	Prof. Sarika Gupta	
Head, Department of Urdu	Dr. Jayavardhan	
Head, Department of Zoology	Prof. Dharvinder Kumar	15/6/24
Members of NEP committee	Dr. Vikas Dogra	
	Prof. Neha Gupta	
	Prof. Kaurab Singh	

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Table 1: Indicating the alphabet codes for different disciplines

S. No.	Discipline/ Department	Alphabets at Place 2
1.	Anthropology	AN
2.	Bio-technology	BT
3.	Botany	BO
4.	Chemistry	CH
5.	Commerce	CO
6.	Computer Science	CS
7.	Dogri	DO
8.	DYD	DD
9.	Economics	EC
10.	Education	ED
11.	Electronics	ET
12.	English	EL
13.	Environmental Sciences	EV
14.	Fashion Designing and Technology	FD
15.	Fitness management and Personal Training	FM
16.	Geography	GE
17.	Hindi	HI
18.	History	HT
19.	Home science	HS
20.	Mathematics	MA
21.	Mass Communication and Multimedia Production (MCMP)	MC
22.	Music	MU
23.	Philosophy	PL
24.	Political Science	PO
25.	Physics	PH
26.	Psycho logy	PS
27.	Public Administration	PA
28.	Punjabi	PU
29.	Sanskrit	SA
30.	Sociology	SO
31.	Statistics	ST
32.	Urdu	UR
33.	Zoology	ZO

Guidelines for assigning codes to different courses offered under NEP-2020
(Academic session 2023-24 onwards)

- The code shall be of 10 characters (Alphabets and Numerals).
- The characters shall be put at six contiguous places as per the following format:

Place 1	Place 2	Place 3	Place 4	Place 5	Place 6
One Alphabet	**Two Alphabets**	**Two Alphabets**	**One Alphabet**	**Hyphen (-)**	**Three Numerals**
Indicating the type of programme	Indicating the discipline to which the course belongs	Indicating type of course	Indicating whether the course is Theoretical or Practical in nature		Indicating the semester and Course No.
'U' for UG & 'P' for PG	Refer Table 1	✓ 'MJ' for Major ✓ 'MN' for Minor ✓ 'MD' for Multidisciplinary ✓ 'SE' for Skill Enhancement ✓ 'VA' for Value added course ✓ 'AE' for Ability Enhancement ✓ 'VO' for Vocational	'T' for Theory 'P' for Practical 'Q' for Theory in Practice 'D' for Dissertation 'C' for totally practical based Skill and Vocational courses		• **Hundredth place –** Semester • **Tenth and Unit Place –** depict the course number e.g. 01, 02...

N.B.

➤ Henceforth, 'Theory in Practice' shall be denoted by alphabet 'Q' instead of acronym 'TiP'
➤ The numerals in course codes for a given semester should be continuous for the number of courses in that particular semester.
➤ In semesters I and II, '4' and '2' shall refer to **two separate courses** (both for Major and Minor) for both Sciences & Arts/Humanities/Commerce streams and should have different codes for both Theory and Practical / Theory in Practice. **A student shall need to pass both these courses separately.**
➤ **An example pertaining to Science Stream/ Lab Based Courses:**
   - course code for Sem-I Theory Major course in Chemistry shall carry the code UCHMJT-101

- course code for Sem-I Practical Major course in Chemistry shall carry the code UCHMJP-102
- course code for Sem-I Theory Minor course in Chemistry shall carry the code UCHMNT-103
- course code for Sem-I Practical Minor course in Chemistry shall carry the code UCHMNP-104

➢ An example pertaining to Arts/Humanities/Commerce streams:
  - course code for Sem-I Theory major course in Philosophy shall carry the code UPLMJT-101
  - course code for Sem-I 'Theory in Practice' major course in Philosophy shall carry the code UPLMJQ-102
  - course code for Sem-I Theory minor course in Philosophy shall carry the code UPLMNT-103
  - and course code for Sem-I 'Theory in Practice' **minor** course in Philosophy shall carry the code UPLMNQ-104

➢ The numerals in course codes in subsequent semesters too should be continuous for the number of courses in that particular semester.
  - An example for semester III of Arts/Humanities/Commerce streams: if there are 3 majors comprising 02 Theory & 01 Theory in Practice courses and 1 Minor, 1 MD & 1 Skill enhancement course, then the order of numbering the courses should follow the sequence

Major (Theory 1) > Major (Theory2) > Major (Q) > Minor > MD > SEC.

For illustration, the course codes in Economics will be as under:
  - UECMJT-301
  - UECMJT-302
  - UECMJQ-303
  - UECMNT-304
  - UECMDT- 305
  - UECSEC*- 306

* Skill Courses shall have a code as SE'C' and they shall be entirely practical oriented
  - An example for semester III of Science stream: if there are 3 majors comprising 2 Theory & 1 Practical courses and 1 minor, 1 MD & 1 Skill enhancement course, then the order of numbering the courses should follow the sequence:

Major (Theory 1)> Major (Theory2)> Major (Practical)> Minor> MD> SEC.

For illustration, the course codes in Biotechnology will be as under:
  - UBTMJT-301

- UBTMJT-302
- UBTMJP-303
- UBTMNT-304
- UBTMDT-305
- UBTSEC-306

> **(N. B. in case of a vocational course during 4th sem instead of minor course, the code shall be UBTVOC-406)**

> For departments offering Ability Enhancement courses and Value Added courses, the course code shall follow the sequence

Major (Theory 1) > Major (Theory2) > Major (Q/Practical) > Minor > MD > Skill >AEC >VAC

✓ 'Q' should be considered as a separate course and refers to "Theory in Practice" for courses in Arts / Humanities and Commerce streams. It is pertinent to mention here that the adoption of "Theory in Practice" by GCW Parade Ground, Jammu has already been approved by the Academic Council. **"Theory in Practice" (Q)** courses should comprise of exercises drawn from all theory courses being offered in the respective semester.

> In case of revision of a course, the code should be assigned in continuity to the earlier course so that no overlapping takes place. E.g. in the above quoted example, any revised major course (requiring separate question paper for old students) will have course code UBTMJT-3 07.

✓ **For MD, VAC and AEC courses**, the code shall have numerals as per the semester being taught irrespective of the fact that the syllabus for MD course is same in all semesters.

- For example, if course code for MD for semester 1 in Economics is UECMDT-103 then for semester 2 it should be UECMDT-203 wherein the first digit identifies the semester.

If a department is not offering any Major course at present, the codes shall be reserved for these courses in case they are offered in later sessions.

For illustration, Department of Electronics (wherein the major courses are not offered at present) shall frame the courses for semester III as under:

- UETMJT-301
- UETMJT-302
- UETMJP-303
- UETMNT-304
- UETMDT- 305
- UETSEC- 306

Vocational Courses shall have a code as VO'C' and they shall be entirely practical oriented

CREDIT DISTRIBUTION AND CURRICULAR FRAMEWORK
FOR
FOUR YEAR UNDERGRADUATE PROGRAM (FYUP)
2023 onwards

(Arts / Humanities and Commerce streams – Non-Lab based courses)

	SEM 1	SEM 2	SEM 3	SEM 4		SEM 5	SEM 6	SEM 7	SEM 8 HONOURS	SEM 8 RESEARCH	Credits for a complete course
MAJOR	4 (Th) / 2 (Q)	4 (Th) / 2 (Q)	4 (Th) / 4 (Th) / 2 (Q)	4 (Th) / 4 (Th) / 4 (Th) / 2 (Q)		4 (Th) / 4 (Th) / 4 (Th) / 2 (Q)	4 (Th) / 4 (Th) / 4 (Th) / 2 (Q)	4 (Th) / 4 (Th) / 4 (Th) / 2 (Q)	4 (Th) / 4 (Th) / 4 (Th) / 2 (Q)	4 (Th) / 2 (Q) + 12 CREDITS RESEARCH/ PROJECT/ DISSERTATION	68 (UG) / 100 (Honours) / 102 (Research)
	(6)	(6)	(10)	(16)		(14)	(16)	(16)	(16)	(18)	
MINOR	4 (Th) / 2 (Q)	4 (Th) / 2 (Q)	4	Vocational Course (4) /Minor (4)		Vocational Course (4) /Minor (4)	Vocational Course (4) /Minor (4)	4	4	4	28 (UG) / 36 (Honours/Research)
MD	3	3	3		INTERNSHIP 2						11
Skill	3	3	3								9
AEC	3	3	3								9
VAC	2	2	2	2							8
Total credits	23	23	25	22		18	20	20	20	22	173/175

Summer Break (between SEM 4 and SEM 5)

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Uniform Format to be followed for devising a course (2024-25 onwards): 4-credit theory (Major / Minor) course:

Programme (U.G. / P.G.)	
Semester	
Nature of course	
Credits	
Course Title	
Course Code	
Maximum Marks	
Minimum Pass Marks	
Duration of final exam (hrs.)	
Validity of course for exams to be held in	

✓ **Course Learning Objectives:**
✓ **Course Learning Outcome:**
✓ **Course contents:**

- Unit I (unit heading)   Teaching hours:
- Unit II (unit heading)   Teaching hours:
- Unit III (u nit heading)   Teaching hours:
- Unit IV (unit heading)   Teaching hours:
- Unit V (unit heading)   Teaching hours:

✓ **References / Suggested Readings:**

Note: The decision pertaining to the introduction of subunits within a unit shall be taken by respective departments in consultation with the respective BOS.

Examination pattern for a 4-credit course shall be as under:

Theory exam:

1. 20 marks shall be earmarked for internal assessment (5 marks for attendance + 15 for assessment test.
2. Scheme for award of marks for attendance shall be the same as is being followed by the College.
3. Internal assessment test shall be conducted after the completion of 40% of the syllabus in a particular course.

   Pattern of External Examination:

   Total marks: 80   Time allowed: 3 hours

   The paper shall comprise of 3 Sections:

   - **Section A**: 05 short answer type questions representing all units/syllabi i.e., at least one from each unit having 70-80 words and having 03 marks each. (All Compulsory)
   - **Section B**: 05 medium answer type questions representing all units/syllabi i.e., at least one from each unit having 250-300 words and having 07 marks each. (All Compulsory).
   - **Section C**: 05 long answer type questions representing all units/syllabi (02 to be attempted) with detailed analysis/ explanation to be stated within 500-600 words having 15 marks each.

Practical Courses Major/Minor (laboratory based courses):

Programme (U.G . / P.G.)	
Semester	
Nature of course	
Credits	
Course Title	
Course Code	
Maximum Marks	
Minimum Pass Marks	
Duration of final exam (hrs.)	

- ✓ **Course contents:**
- ✓ **Course Learning Objectives:**
- ✓ **Course Learning Outcome:**

Practical Exercises:
1.
2.
3.
    And so on...

Examination pattern:—

A) Internal assessment

Weightage of Internal assessment: - 50% i.e. 25 marks out of 50.

Components of internal assessment /continuous evaluation:-

a) 5 marks for attendance. Marks shall be awarded as per the rules already being followed by the College

b) 12 marks earmarked for the daily performance of the students in the practical exercises. The evaluation of daily performance shall be undertaken as per the standard α β γ scheme being followed in the College.

c) 8 marks earmarked for internal assessment test in practicals.

External examination / End-semester examination:-

Weightage of external examination: - 50% i.e. 25 marks out of 50.

The examination pattern shall be same as is being followed by the College.

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Two credit course for Non-lab based courses / (TiP / Q):

Programme (U.G. / P.G.)	
Semester	
Nature of course	Theory in Practice
Credits	2
Course Title	
Course Code	
Maximum Marks	
Minimum Pass Marks	
Duration of final exam (hrs.)	

Course structure:
- ✓ **Course Learning Objectives:**
- ✓ **Course Learning Outcome:**
- ✓ **Course contents:**

The course contents shall be devised as per the syllabi of the theory course. The exercises could be:-

1. Surveys
2. Comparative studies
3. Case studies
4. Critical reviews on topics like global economics, trade, political affairs etc.
5. Traditions and ethics/values

(Minimum of 5 such or similar exercises)
- ✓ **References / Suggested Readings:**
- • **Examination pattern:**

Internal evaluation / Continuous evaluation:- 25 marks		
	Component	**Marks allotted**
1	Report	10 Marks
2	Presentation on any of the topics assigned	10 Marks
3	Attendance	5 marks
External Examination / End-semester examination:- 25 marks		
	Test based on prescribed exercises	25 Marks
Note: To be conducted by the concerned department.		

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Multidisciplinary Course:

Programme	
Semester	
Nature of course	**Multidisciplinary Course**
Credits	3
Course Title	
Course Code	
Maximum Marks	
Minimum Pass Marks	
Duration of final exam (hrs.)	

Course structure:
- ✓ **Course Learning Objectives:**
- ✓ **Course Learning Outcome:**
- ✓ **Course contents:**
  - o Unit I (unit heading)   Teaching hours:
  - o Unit II (unit heading)   Teaching hours:
  - o Unit III ((unit heading)   Teaching hours:
  - o Unit IV (unit heading)   Teaching hours:
  - o Unit V (unit heading)   Teaching hours:
- ✓ **References / Suggested Readings:**
- • **Examination pattern:**

Internal Assessment:- 15 marks		
	Component	**Marks allotted**
1	Attendance	5 Marks
2	Assessment Test	10 Marks

- ➢ Scheme for award of marks for attendance shall be the same as is being followed by the College.
- ➢ Internal assessment test shall be conducted after the completion of 40% of the syllabus in a particular course.

Duration of the paper: ¾ hour (45 Minutes)

Pattern of External Examination:

Total marks: 60   Time allowed: 2.5 hours

The paper shall comprise of 3 Sections.

a) Short answer questions: 4 questions of 3 marks each (one question shall be asked from each unit). All questions are compulsory.

b) Medium answer questions: 4 questions of 6 marks each (one question shall be asked from each unit). All questions are compulsory

c) Long answer questions: 4 questions to be set from syllabus, and the students shall be asked to attempt 2 questions only. Each question shall be of 12 marks.

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Scheme for 2 Credit Theory Courses from Sem IV onwards:

- The paper shall comprise 3 units having 50 marks weightage.

- **Internal assessment : 10 marks**

- The scheme for External Examination of 40 marks shall be as follows:

  ➢ **Weightage: 40 marks**

  ➢ Question paper shall have three sections (A, B and C)

    o **Section A** shall comprise of 4 questions of 2 marks each. All questions shall be compulsory.

    o **Section B** shall comprise of 4 questions of 5 marks each. All questions shall be compulsory.

    o Section C shall comprise of 3 Long answer type questions of 12 marks each, one from each unit. The students are required to attempt any one question.

Paper pattern (External) for Value Added Courses:

- **Internal assessment : 10 marks**

- The scheme for External Examination of 40 marks shall be as follows:

  ➢ **Weightage: 40 marks**

  o Question paper shall have three sections (A, B and C)

    ▪ **Section A** shall comprise of 4 questions of 2 marks each. All questions shall be compulsory.

    ▪ **Section B** shall comprise of 4 questions of 5 marks each. All questions shall be compulsory.

    ▪ **Section C** shall comprise of 3 questions of 12 marks each from entire syllabus. Students shall be asked to attempt only one question of 12 marks from this section

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Scheme for Framing and evaluating Skill and Vocational Courses

Scheme for Skill Courses
Nature of the course: Exclusively Practical oriented

No. of semesters the course shall run for	3
Credits allotted per semester (Max. marks 75)	3
Credits for summer internship (Max. marks 50)	2
Total credits for the course	11
Number of units to be included in the course, per semester	3

Evaluation Pattern for 75 marks:

Internal Assessment / Continuous Evaluation: 40 marks

- Daily assessment : 25 marks (based on student performance during the semester)
- Viva. : 10 Marks
- Attendance: 5 marks

a) External assessment / End-semester evaluation: 35 Marks
   i.   Practical file / Reports : 15 marks

   ii. Written test : 20 marks

Scheme for Vocational Courses:

Nature of the course: Exclusively Practical oriented

No. of semesters the course shall run for	3
Credits allotted per semester	4
Total credits for the course	12
Maximum Marks per semester	100
Number of units to be included in the course, per semester	4

Exercises to be included in HoP (Hands-on-Practice):

- Visits to related establishments where students are expected to gain insight of the course

- Lab/ field based exercises (at least 5)

- Report/ project based on visits/ field work

- (List is suggestive only)

Evaluation Pattern for 100 marks:
o Internal Assessment / Continuous Evaluation: 50 marks
- Daily assessment : 25 marks (based on student performance during the semester)
- Viva and Presentation : 20 Marks
- Attendance: 5 Marks

o External assessment / End-semester evaluation: 50 Marks

- Practical file / Reports : 25marks

- Written test : 25 marks

Note: Hardcopy of presentation to be submitted by the students.

Minutes of the meeting of IQAC with HoDs held on 28/5/2024

Agenda

1. Curriculum reforms
2. Streamlining course structure and evaluation pattern
3. Shortage cases
4. MOOC/SWAYAM Courses for all the departments

In the meeting following was resolved:

1. CURRICULUM REFORMS

(a) After reviewing the course structure for the Major and Minor, Skill, Vocational, and other courses under NEP 2020, it was decided that one credit be treated equal to one unit so accordingly the courses having credits and units should be at par that is if the course is of four credits then the course should be consisting of four units.

(b) for the skill pattern should be 1+2 which is one theory and 2 practical oriented units and for the vocational it should be 2+2 which is two theory and two practical units.

(c) For the skill course the starting should be from the basics and with the progression of the learners the course can be advanced.

2. STREAMLINING EVALUATION PATTERN

Sample Structure of Courses:

4 credit Theory (Major/Minor Course):

Programme U.G / P.G	
Semester	
Nature of Course	
Credits	
Course Title	

3. SHORTAGE CASES

The shortage cases be settled well in advance by the concerned HoDs so that the learners do not face any issue just before the start of examination or on the day of the exam. The students following under shortage cases must not be allowed to sit in the internal assessment test. Once they are allowed to appear in the internal assessment test, the question of shortage case should not arise.

4. MOOC /SWAYAM COURSES FOR ALL THE DEPARTMENTS

To implement the NEP in letter and spirit it is important that Academic Bank of Credit(ABC) needs to be availed so the learners get benefitted from both online and offline courses. Thus all the departments must implement the MOOC courses so that the students can earn credits from the MOOC/SWAYAM Portal. The course such as Skill,MD etc can be shifted to SWAYAM Portal to allow the learners to earn credits as per their interest and choice.

For MOOC Courses ,students to register at SWAYAM PORTAL:

https://swayam.gov.in:

Then log in and apply any of the following filters say as National Course Duration 4 or 6 Weeks ,Credit ,Coordinator as IGNOU,Category as Humanities,Sciences etc.The course shall appear and the learners need to join for the course free of cost.For exam the learners have to pay Rs 1000 as exam fee which refundable if exam is qualified.The exam center is presently at Kaluchak but the College shall ensure to provide the same within the College premises or in the near by Campuses.The credits earned by the learners shall be deposited in their digilocker accounts under the ABC facility as a part of NEP 2020.

FILTERS AFTER LOGIN :

National Coordinator
Course Mode
Course Duration

Course Exam Date

Meeting Date: 28.5.2024

Agenda: Curriculum Reform

Attendance:

Name of HOD	Deptt.	Signature
Dr. Ritu Mahjotre	English	
2. Dr. Jaivardhan	Urdu	
3. Dr. Dinesh Jamwal	Philosophy	
4. K. K. Manhas	Education	
5. Samta Sharma	History	
6. Dr. Mamta Sharma	Sanskrit	
7. Dr. Asha Rani	Sociology	
8. Prof. Arti Devi	Dogri	
9. Prof. Ravi.	Hindi	
10. Randheer Kour	Punjabi	
11. Jasneet Kour	Political Science	
12. Dr. Sushma Chib	Mathematics	
13. Dr. Sunita Ramnei	Commerce	
14. Dr. Prabhjot Kour	Psychology	
15. Mohd Atif Ahmed	Public Administration	Arif

e of HOD	Deptt	Signature
Sarika Mahajan	Electronics	28/5/2024
Sonam Chadgal	Anthropology & Geography	Sonam 28/5/24
Dr Nitu Sharma	Home Science	28/5/24
Dr. Balbir kumar	Physics	28/5/24
Dr Dharvinder	Zoology	
Dr Jagdish Raj	Mathematics	