

# Mandatory Disclosure

For

Extension of approval of

MCA

Course

(Academic year

2009-2010)

at

DESH BHAGAT INSTITUTE OF ADVANCED  
COMPUTER SCIENCES

Mandi Gobindgarh

Ph. No. 01765-520521, 520522, 520523

Fax No. 01765-520525

Web\_site : [www.deshbhagatinstitutes.com](http://www.deshbhagatinstitutes.com)

E-Mail : [contact@deshbhagatinstitutes.com](mailto:contact@deshbhagatinstitutes.com)

## Mandatory Disclosure

**for Extension of approval of MCA course in Desh Bhagat Institute of Advanced Computer Sciences, Mandi Gobindgarh.**

### NAME OF THE INSTITUTION

Name	<b>DESH BHAGAT INSTITUTE OF ADVANCED COMPUTER SCIENCES</b>	
Address	Permanent Location as approved	Temporary Location (if applicable)
	<b>P.BOX- 17, AMLOH ROAD, MANDI GOBINDGARH</b>	
Village	<b>SAUNTI</b>	
Taluk	<b>-</b>	
District	<b>FATEHGARH SAHIB</b>	
Pin Code	<b>147301</b>	
State	<b>PUNJAB</b>	
STD Code	<b>01765</b>	Phone No: <b>520521, 520522, 520502</b>
Fax No.	<b>520525</b>	E-Mail: <b>contact@deshbhagatinstitutes.com</b>
Web site	<b>www.deshbhagatinstitutes.com</b>	
Nearest Rly Station	<b>MANDI GOBINDGARH</b>	<b>DISTANCE IN KM.-8</b>
Nearest Airport	<b>LUDHIANA (SAHNEWAL)</b>	<b>DISTANCE IN KM.-55</b>

### II. NAME & ADDRESS OF THE PRINCIPAL

Name	Dr. Kirti Prakash				
Designation	Principal	Qualification & Experience :	Highest Degree	Specialization	Total Experience
			<b>Ph.D</b>	<b>Mathematics</b>	<b>32 years</b>
		Date of Birth: 06.05.1946			
STD Code	<b>01765</b>	Phone No. (O) <b>520502</b>	Fax	<b>01765-520525</b>	
STD Code	<b>01765</b>	Phone No. (R) <b>98760-20295</b>	Fax No.	<b>01765-520525</b>	
E-Mail	<a href="mailto:contact@deshbhagatinstitutes.com">contact@deshbhagatinstitutes.com</a>	Mobile No. <b>9876020295</b>			

### III. NAME OF THE AFFILIATING UNIVERSITY

Name	<b>PUNJABI UNIVERSITY</b>		
Address	<b>PUNJABI UNIVERSITY, PATIALA</b>		
Pin Code	<b>0175</b>	Period of Affiliation	<b>The Institute has been affiliated to Punjabi University, Patiala since 2001</b>
STD Code	<b>0175</b>	Phone No.	<b>0175-3046161, 3046182, 3046160, 3046172</b>

#### IV. GOVERNANCE

##### ❖ Members of the Board and their brief background

Sr. No	Name	Qualification	Occupation	Nature of Association with the Promoting Body
1.	Dr. Zora Singh	M.B.B.S., D.C.H.	Doctor	President
2.	Mrs. Tajinder Kaur	Graduate	Educational Advisor	General
3.	Mrs. Jarnail Kaur	Matric	Social Service	Vice-President
4.	Mr. Rakesh Doomra	C.A.	Educational/Financial Advisor	Member
5.	Mr. Gurmail Singh	Matric	Businessman /Social Worker	Member
6.	Mr. Gurdev Singh	B.A.B.T	Teaching Pedagogy Advisor	Member
7.	Mr. K.S. Bedi	Educationist	Industrialist	Member
8.	Mr. R.S Bedi	Educationist	Industrialist	Member
9.	Mr. Tejpal Singh	Educationist	Industrialist	Member
10.	Mr. Sandeep Singh	B.Tech	Business	Member

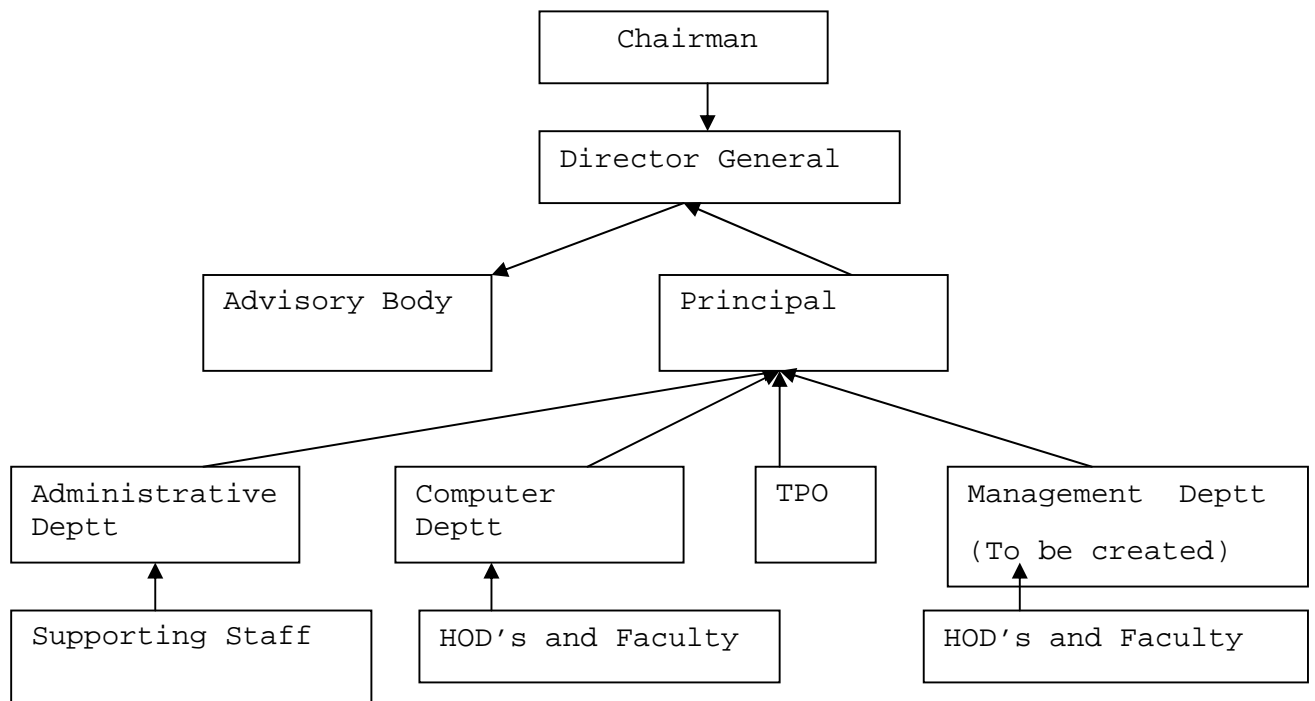
##### ❖ Members of Academic Advisory Body

1. Dr Zora Singh , Chairman , Desh Bhagat Group of Institutes
2. Prof. Shalini Gupta, Director General , Desh Bhagat Group of Institutes
3. Dr. Narinder Singh, Professor, Kurukshetra University, Kurukshetra
4. Dr. Prem Kumar , Vice President Strategy Management , Vardhman Group
5. Prof. B.L. Dubey (Clinical Psychologist), UBS ,Punjab University, Chandigarh
6. Prof. S.P. Singh (Retd.Prof.) ubs, Punjab University, Chandigarh
7. Mr. V.K. Goel (CEO), Vardhman Spinning Mill, Ludhianna
8. Dr. Chandan Singh , HOD Computer Department,Punjabi University, Patiala
9. Dr. Kirti Prakash , Principal, Desh Bhagat Institute of Advanced Computer Sciences , Mandi Gobindgarh.

##### ❖ Frequency of the Board Meetings and Academic Advisory Body

Twice in a year

##### ❖ Organizational chart and processes



❖ **Nature and Extent of involvement of faculty and students in academic affairs/improvements**

Full Involvement

❖ **Mechanism/Norms & Procedure for democratic/good Governance**

We are applying horizontal system of Admn. for having democratic good governess. In this system there are several functional heads & executives who are accountable for their jobs responsibility and they are fully authorized to take work from their subordinates & colleagues, but they are not supposed to take any primitive action against them. Of course, in case of any indiscipline by a subordinate they can report against him to the Institutional need i.e the Director. Any one right from the bottom level, one can directly meet the ultimate Head i.e the director for the redressal of his or her grievance . This system is applicant to all the Teaching & Non- Teaching staff Members which is a democratic system for good governess and through this system our college Administration is running smoothly

❖ **Student Feedback on Institutional Governance/faculty performance**

The System is once in a Semester according to "ISO Procedural Manual"

❖ **Grievance redressal mechanism for faculty, staff and students**

1. For Students there is student Welfare Officer
2. For Faculty there is Faculty Coordinator.
3. For Staff Administrator there is Staff Coordinator. They take care of their Grievances and talk to the higher authorities for their solution

**V. PROGRAMMES**

❖ **Name of the Programmes approved by the AICTE**

1. Name of the Programme : MCA (120 Seats)
2. Apply for Additional Course of MBA with intake capacity of 60 seats to AICTE, New Delhi from the Session 2009-10 onwards

❖ **Name of the Programmes accredited by the AICTE**

Proposal for accredited has been sending to AICTE, New Delhi vide letter no. DBIACS/09/, dated 07.04.2009

❖ **For each Programme the following details are to be given:**

Name of the Programme	No. of seats	Duration
MCA	120	3 year

Applied for Additional Course

Name of the Programme	No. of seats	Duration
MBA	60	2 year

- Cut off mark/rank for admission during the last three years:  
Graduation with Minimum 50% Marks
- Fee As Per Punjabi University, Patiala Norms
- Placement Facilities

### Training & Placement Cell

The Institute have an active placement cell headed by a trained and experienced placement officer, who maintains a regular contact with the students and the recruitment drive of various companies. He organizes mock interview, seminars, G.D etc to train the students for placement.

Practice through mock interviews and guidance in bio-data preparation to the students in order to facilitate their placement in companies .

It is a matter of great pride that the alumni of the Institute have been occupying very high positions in all spheres of National life. They are serving as Manager in reputed companies,

- Campus placement in last three years with minimum salary, maximum Salary and average salary

Year	Discipline	Total no. of students passed out (last 3 years)	Total no. of students placed through placement cell (last 3 years)
(2005-08)	MCA	56	56
(2004-07)	MCA	47	47
(2003-06)	MCA	42	42

Minimum Salary/ annum (in Lacs.)	Average Salary/ annum (in Lacs.)	Highest salary offered/ annum (in Lacs.)
1.80	3.3	4.80
1.50	5.25	3.75
1.50	2.56	3.65

- ❖ Name and duration of programme(s) having affiliation/collaboration with Foreign University(s)/Institution(s) and being run in the same Campus along with status of their AICTE approval. If there is foreign collaboration, give the following details:

Details of the Foreign Institution/University: **Nil**

- Name of the University/Institution **N.A.**
- Address **N.A.**
- Website **N.A.**
- Is the Institution/University Accredited in its Home Country **N.A.**
- Ranking of the Institution/University in the Home Country **N.A.**
- Whether the degree offered is equivalent to an Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country.  
**N.A.**
- Nature of Collaboration **N.A.**
- Conditions of Collaboration **N.A.**
- Complete details of payment a student has to make to get the full benefit of collaboration. **N.A.**

- ❖ For each Collaborative/affiliated Programme give the following:

- Programme Focus **N.A.**
- Number of seats **N.A.**
- Admission Procedure **N.A.**
- Fee **N.A.**
- Placement Facility **N.A.**
- Placement Records for last three years with minimum salary, maximum salary and average salary  
**N.A.**

- ❖ Whether the Collaborative Programme is approved by AICTE? If not whether the Domestic/Foreign Institution has applied to AICTE for approval as required under notification no. 37-3/Legal/2005 dated 16<sup>th</sup> May, 2005 **N.A.**

VI. FACULTY

Branch wise list of faculty members:

- Permanent Faculty 22 (See annexure M- II )
- Visiting Faculty From Academia : 08  
From Industry : 07
- Adjunct Faculty Nil
- Guest Faculty 10
- Permanent Faculty: Student Ratio

For Existing MCA Programme

Required as per Norms : 1 : 15

Available in the Institution : 1 : 11

For Proposed Additional MBA Programme

Required as per Norms: 1: 15

Available in the Institution: 1: 12

❖ Number of faculty employed and left during the last three years

Employed Employees : Dr. Promila , Mr. Munish

Left Employees : Dr. J.S Sodhi , Dr. Umesh Sehgal

VII. PROFILE OF DIRECTOR/PRINCIPAL WITH QUALIFICATIONS, TOTAL EXPERIENCE, AGE AND DURATION OF EMPLOYMENT AT THE INSTITUTE CONCERNED

*Dr. kirti Prakash ,*

*Ph. D. (Mathematics )*

*M.Sc. (Mathematics .)*

*B.Sc. (Mathematics )*

*Experience : 32 Years*

*Age : 63 Years*

*Date of joining: 3<sup>rd</sup> January 2008*

*Area of Specialization: Research : Stability Problems in Fluid Dynamics*

*Magneto hydrodynamics and Plasma Physics*

*Teaching : Magneto hydrodynamics (MHD), ordinary*

*Differential Equations (ODE), Partial Differential*

*Equations (PDE) and Statistics.*

*No. of papers published : Research Paper =02, Publications in National & International Seminars =30*

*Projects Carried out : Nil*

*Patents : Nil*

*Technology Transfer : Nil*

*Research Publications : 129*

*No. of Books published with details : 30*

*"A-Book*

- 1. "Gravitational Instability of a Rotating with FLR and Hall Effects" , Indian Journal of physics , 48, 836-840(1974)*
- 2. On Thermal-Connective Instability in a Stellar Atmosphere with FLR and Hall Effects, Astrophysics and Space Science, 31, 43-47 (1974)*

For details of Faculty, Visiting /Guest Faculty: See annexure M- I

- ❖ Whether student assessment of faculty is in force.  
Yes, Students Feedback for faculty once in a Semester

#### VIII. FEE

- ❖ Details of fee, as approved by Punjabi University, Patiala fee  
See annexure M- II

- ❖ Time schedule for payment of fee for the entire programme.  
In the Month of August, November and February

- ❖ No. of Fee waivers granted with amount and name of students.  
Deserved candidates are granted fee waiver as per following criteria.

- Students who got 70 or above marks: Rs. 500 per year

Fee concessions are given to deserving students on the basis of their merit & means.

- ❖ Number of scholarship offered by the Institute with Name of students, duration and amount

Number of Students : 01 (Mr. Bharpur Singh)

Duration : Full Year

Amount : 500 Per Mths

Scholarship offered in the form of fee waiver as per following:

1. Percentage of marks obtained in University examination.
2. Toppers in Sports
3. Parent's financial position.

- ❖ Estimated cost of boarding and Lodging in Hostels.  
Girls hostel: Boarding & Lodging = Rs. 14,500/- per semester.

Boys hostel: Boarding Rs. 12,000/- per semester. Lodging = co-operative mess.

#### IX. ADMISSION

- ❖ Number of seats sanctioned with the year of approval. (MCA COURSE)

YEAR OF APPROVAL	NO. OF SEATS SANCTIONED/ CATEGORIES )	APPLIED FOR ADDITIONAL COURSE (MBA)	NO. OF PROPOSED SEATS APPLIED
2001-02	60 ( GENERAL -50 , SC -05, BC -05)	-	-
2002-03	60( GENERAL -55 , SC -02, BC -03)	-	-
2003-04	60( GENERAL -45 , SC -07, BC -08)	-	-
2004-05	60( GENERAL -59 , BC -01)	-	-
2005-06	60( GENERAL -53 , SC -03, BC -04)	-	-
2006-07	60( GENERAL -57 , SC -01, BC -02)	-	-
2007-08	60( GENERAL -54 , SC -03, BC -03)	-	-
2008-09	60( GENERAL -53 , SC -02, BC -04)	-	60

❖ Number of applications received during last two years for admission under Management Quota and number admitted.

- 2007 - 56 Applications Admitted : 47
- 2008 - 54 Applications Admitted : 48

## X. ADMISSION PROCEDURE

❖ Mention the admission test being followed, name and address of the Test Agency and its URL (website).

- Through Punjabi University, Patiala MET,  
www.punjabiuniversity.ac.in .org

❖ Number of seats allotted to different Test Qualified candidates CAT, MAT, XAT, JMET, ATMA, CET, JEE (State conducted tests/University tests). **N-A**

❖ Calendar: **As per MET Test Broucher**

- Last date for request for applications. :
- Last date for submission of application Dates for Group Discussion (GD)/Interviews
- Dates for announcing final results
- Release of admission list (main list and waiting list should be announced on the same day)
- Date for acceptance by the candidate (time given should in no case be less than 15 days)
- Last date for closing of admission. **As per rules & regulations of Punjabi University, Patiala**
- Starting of the Academic session. **As per the academic Calendar of Punjabi University, Patiala**

The waiting list should be activated only on the expiry of date of main list

- The policy of refund of the fee, in case of withdrawal, should be clearly notified. **As per the admission norms of Punjabi University, Patiala.**

## XI CRITERIA AND WEIGHTAGES FOR ADMISSION

(As per MET Test Brochures)

❖ Describe each criteria with its respective weightages i.e. Admission Test, GD, Interview etc. (As per MET Test Brochures)

❖ Mention the minimum level of acceptance, if any, for any criteria. **As per MET Test Brochures)**

- ❖ Mention the cut-off levels of percentage & percentile scores (section-wise and/or total as case may be) of the candidates in the admission test who are called for GD/Interview **As per MET Test Brochures)**
- ❖ Mention last two years cut-off percentage & percentile (section-wise and/or total as the case may be) of the candidates called for GD/Interview. **As per MET Test Brochures)**
- ❖ Display marks scored in Test, GD, and Interview etc. and in aggregate for all candidates who come for GD/Interview etc. **As per MET Test Brochures)**

**Item No I - IX must be given in information brochure and must be hosted as fixed content in the website of the Institution.**

**The Website must be dynamically updated with regard to X –XIII.**

#### **X. APPLICATION FORM**

- ❖ Downloadable application form, with online submission possibilities.  
**Available on website [www.deshbhagatinstitutes.com](http://www.deshbhagatinstitutes.com)**

#### **XI. LIST OF APPLICANTS –Annexure -II**

List of candidates whose applicable have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidates who have applied along with percentage and percentile score for Management quota seats.

#### **XII. CRITERIA FOR GD/PERSONAL INTERVIEW**

- ❖ Norms adopted for calling the candidates for Group Discussion/Personal Interview. (It has to be strictly in order of merit.)
- ❖ Attributes for evaluation in GD/Interview.

#### **XIII RESULTS**

- ❖ Composition of evaluation team with the brief profiles of members (This information be made available in the public domain after the admission process is over)  
**Dr. Kirti Prakash , (Ph.D. Maths ) Principal**  
**Dr. Promila (PhD ), Professor**  
**Prof. Gautam Mohapatra (B.Sc, Engg.(Chem)), Reader**  
**Prof. Acchru Singh, (M.A.)-Reader**
- ❖ Score of the individual candidates called for Group Discussion and Interview in each of the components including the test and in total, arranged in order of merit.  
**As per Punjabi University , Patiala results**

List of candidates who have been offered admission in each category. **60**

**Annexure M- III attached)**

Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates, category wise. **N.A**

- ❖ List of the candidates who joined within the date vacancy position in each category before operation of waiting list. **N.A**

#### **XIV Information of Infrastructure and other Recourses Available.**

## Library

### Number of Library books / Titles / Journals / available ( Programme –wise)

S.No	Course(s)	Total Nos. of Books	Number of titles of the books	Number of volumes	Journals	International Journals
1	MCA	9100	2500	6600	15	09
		On Line National Journals / International : 07		Management Magazine : 14		
		E-Data Base		06		

**XV Laboratory: (01) having 150 Sq.m (30 Intel Dualcore System, original mother board, 80 GB HDD, 1 GB RAM, Optical Mouse, Keyboard with 17" TFT, Head Phones-Nos-30, Software for Language Lab.**

### **XVI Computer Facilities**

- ❖ Number and Configuration of the Systems: - **For Existing MCA course -120 Intel Dualcore System, original mother board, 80 GB HDD, 1 GB RAM, Optical Mouse, Keyboard with 17" TFT**
- ❖ Number and Configuration of the Systems: - **For Proposed additional MBA course -30 Intel Dualcore System, original mother board, 80 GB HDD, 1 GB RAM, Optical Mouse, Keyboard with 17" TFT**
- ❖ Total Nos. of Systems connected by LAN: **All terminals are connected by LAN**
- ❖ Total numbers of System connected to Wan: **All Terminals on Network**
- ❖ Internet Bandwidth : **Lease Line @ 2 Mbps**
- ❖ Major software package available., **Oracle 9i, Windows XP Professional, Windows 2008 Server, Turbo C++, Sun Solaris 10, , Ms Office 2003, ,MSDN Academic Alliance**
- ❖ Special Purpose facilities available : **Wi-Fi Campus**

Facility Available:

System under Client Server architecture		Internet Connectivity Capacity (Kbps/ Mbps)	Power back up(KVA)	Working Hours		Student involvement in Management(Yes /No.)
Clients	Server			Week days	Holidays	
<b>150</b>	<b>02</b>	<b>Lease Line (2Mbps )</b>	<b>On Line UPS (20 KV)</b>	<b>06</b>	<b>No</b>	<b>No</b>

Internet Access to students: Free (F)/ Restricted ( R)

F.
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## ❖ Extra Curricular Activities

The institute has separate cultural activity teams (enclosed). These activities are managed by faculty members as secretaries. Students are trained and encouraged to participate in multi various cultural and literary activities in different levels such as inter collegiate and inter University competitions. Students of our institute have also participated in national and international level competitions in Quiz and Debate. Instruments and sufficient space are also available in the institute for performing cultural events.

### GAMES AND SPORTS

Activities	Sessions		
	2006-07	2007-08	2008-09
NSS	08	20	32
Co-curricular	03	12	20
Extra-curricular	05	18	30

#### • Games & Sports (Session 2008-09)

Sports day was organized in DBIACS on 3<sup>rd</sup> March 2008 with the aim to develop the spirit of confidence, team work and dedication into the students, in which Navdeep Singh (MCA) -1<sup>st</sup> was participated in Cricket companionship held by Desh Bhagat Educationn College, Mandi Gobindgarh and She got appreciation award .

#### • Games & Sports (Session 2006-07)

The Following students of MCA Course are participated in the Inter- College Athletics Championship for Men and Women in our Institute, which was going from 18 to 20 Nov. 2006 at Government College, Mohali.

Name	Father Name
Muneesh Kumar	Shalig Ram
Nupur Gupta	Puran Chand Gupta
Paramjit Singh	Satpal Singh

- Cricket Match DBIACS Vs DBIMCS , won by DBIACS held on 25<sup>th</sup> April 2006 in which Vinej Kumar S/o Sh. Pritam Chand (MCA-11<sup>nd</sup> & 11<sup>rd</sup> year) has scored man of the match trophy.
- Participated in T.T. Tournament at Rayat Inst., Ropar on 6<sup>th</sup> June 2006 by the students of Mandeep Singh S/o Sh Sh. Darshan Singh of MCA got consolation prize.

#### • Games & Sports (Session 2007-08)

Inter-school- competition was held on Desh Bhagat Education College held on 17<sup>th</sup> May 2007 in which our Institute got third rank. The name of the participants students from the MCA course was:

Jasmeen Kaur	Manjeet Singh
Mohan Singh	Sadhu Ram
Vivek Moudgill	Ramesh Kumar

Monika Sharma of MCA I and Nisha Verma of MCA II represented in Women Cricket Inter University Competition held on 18<sup>th</sup> June 2007 at Desh Bhagat Institute of Advanced Computer Sciences .

### Debates & Paper Presentation (Session 2007-08)

DBIACS Quiz Team won 2<sup>ND</sup> Ehsaas -07 at at Baddowal Ludhianna held on 6<sup>th</sup> Nov. 2008.

The students participated were:

Aakash Gupta	Pramod Kumar Gupta	MCA-3 <sup>rd</sup>
Aakash Gupta	Pramod Kumar Gupta	MCA-1 <sup>st</sup>

### Debates & Paper Presentation (Session 2008-09)

DBIACS Quiz Team won 1st prize at PTU Zonal Youth Festival held at GNIMT , Ludhianna on 6<sup>th</sup> Nov. 2008.

The students participated were:

Name	Father Name	Class
Seema	Params Pandey	MCA
Manpreet Singh	Gurcharan Singh	MCA

In another Inter School competition “ Technoquest” organized by M.M. Modi College, Patiala , Desh Bhagat Students Baljinder Singh and Gurpreet Singh bagged 2<sup>nd</sup> prize respectively . Harpushpinder Kaur got second prize in Paper Presentation.

PTU Badminton Championship held on Oct. 25 to 27 2008 in which our students Rohit Kumar S/o Sh. Harish Kumar participated and won 3<sup>rd</sup> Rank in the championship.

### Cultural Activities( Session 2008-09)

- On 6<sup>th</sup> September 2008: Desh Bhagat Institute of Advanced Computer Sciences, Mandi Gobindgarh organized **Fresher Party** and Induction Programme for undergraduate students of Management and Computer Sciences. The two-day programme which concluded here today aimed at introducing the students with one another, with the faculty and with the environment of the institute.
- **Teachers Day** was celebrated on 5<sup>th</sup> September, 2008 at Desh Bhagat Institute of Advanced Computer Sciences , Mandi Gobindgarh
- **Karva Chauth** was organized on 26<sup>th</sup> Oct. 2008 at Desh Bhagat Institute of Advanced Computer Sciences , Mandi Gobindgarh .
- A Function on the topic of **Punjabi Culture & History of Punjab** was organized on 15<sup>th</sup> Nov. 2008 at Desh Bhagat Institute of Advanced Computer Sciences , Mandi Gobindgarh .

## Cultural Activities( Session 2007-08)

- A **farewell party of MCA (final) year** students was organized at the Campus of Desh Bhagat Institute of Advanced Computer Sciences on 22nd Dec 2007.
- A Gala Function under the Caption "**Expression – 07**" an "Inter State School Competition Cultural Extra – Vaganza" was organized at the Campus of Desh Bhagat Institute of Advanced Computer Sciences, Mandi Gobindgarh on 22 .11.2006
- **Teachers Day** was celebrated on 5th September, 2007 at Desh Bhagat Institute of Advanced Computer Sciences , Mandi Gobindgarh
- **Karva Chauth** was organized on 26th Oct. 2007 at Desh Bhagat Institute of Advanced Computer Sciences , mandi Gobindgarh .

"**National Handwriting Day**" was celebrated at Desh Bhagat Institute of Advanced Computer Sciences by organizing an "On the spot Writing Contest" among the students. This day was first propounded by the Writing Instruments Manufacturers Association on 23rd January 1977, the Birthday of John Hancock

## Cultural Activities( Session 2006-07)

- **Expression -06** was held on 23rd to 24th March 2006 at GNIMT , Ludhianna , in which our students Gaurav Kwatra S/o Balwinder Kwatra MCA got 1st prize in Western Dance competition and Gurpreet Kaur D/o Sh. Jaspal Singh has got -2nd t prize in Mehendi competition
- **Rhythms -06** was held on 15th to 17th Oct. 2006 at PIMT , Ludhianna , in which our students Kirti Sharma D/o Sh. Ram Parshad Sharma got 3rd prize in Collage Making competition and Monika Thakur D/o Sh. Rajeev Thakur has got consolation prize in Fashion Show competition

### ❖ Soft Skill Development Facilities

The department of placement and training organizes and conducts short duration Soft Skill training programmes to equip the students of the institution in the areas of communication, interaction and presentation skills. Workshops on communication and presentation skills are conducted by professional agencies of repute. The students are progressively groomed and trained to become industry ready. The training modules also cover aptitude and attitude building workshops to add to the technical training in the department. The programmes are done as part of the curriculum training along with the prescribed academic curricula.

Sl.No.	Particulars	Availability
1.	Additional No. of Computer Terminals	30
2.	Hardware Specification	Intel Dualcore System, original mother board, 80 GB HDD, 1 GB RAM, Optical Mouse, Keyboard with 17" TFT
3.	Additional No. of Terminals on LAN / WAN	All computers are Networked
4.	Additional Printers	2 Nos.

### ❖ Number of Class rooms and size of each

#### (For existing MCA Course)

- Nos. of Class Room and Its Size.

Nos. of Class Room is 06 (Area of each is 72 Sq. m) total area =360 Sq.m

- Number of Tutorial rooms and Its Size

Nos. of Tutorial is 04 (Area of each= 36 Sq.m)= Total Area =144 Sq.m

- Number of Laboratories and size of each =

Nos. of Laboratories is 01 and its size is 150 Sq.m

- Number of Drawing Hall and Size of Each – Nil

- Number of Computer Lab and Its Size :

Nos. of Computer Lab is 01 and its size is 175 Sq.m)

- Central Examination Facilities, Number of rooms and capacity of each.

The college has examination section which looks after arrangements for conduction of examinations. A total of 10-12 rooms are used for conducting examinations and each room has a capacity to accommodate 30 students for the examination purpose.

## **XVII Teaching Learning Process**

- Conducting practical using modern equipment
- Providing Calendar/Examination Schedule/Student Courses Files at the beginning of the academic year.
- Arranging special lectures by the Experts.
- Encouraging the students to participate in seminars.
- Industrial visits to get exposure and promote Institute-Industry interaction.
- Imparting leadership qualities, teamwork and communication skills to the students by organizing personality development courses and seminars.
- Informing parents about the progress of their wards periodically.
- Monitoring by periodic written feedback from the students.
- Familiar with latest equipments for lab classes.
- Using modern technical aids (Audio Visual).
- Interaction with the industries.
- Attending Refresh Courses.
- Regular knowledge updating through Library and Reference work.
- Participate in Seminars.
- Self assessment and Faculty Feed back. .
- Sponsoring faculty for Orientation/Refresh Courses/ Summer Schools Faculty Development Programme. .
- Staff selection and promotion on merit basis.

**XVIII : Curricula and syllabi for each of the Programmes as approved by the University.**

Yes

- ❖ Academic Calendar of the University      [www.punjabiuniversity.ac.in](http://www.punjabiuniversity.ac.in)
- ❖ Academic Time Table      As per Punjabi University, Patiala norms
- ❖ Teaching Load of each Faculty      As per Punjabi University, Patiala norms
- ❖ Internal Continuous Evaluation System in place

We take three MST Examination of all the students and give two assignments periodically to them , so that they may be able to prepare themselves for fairing well in their final examinations. Through these MST (Monthly semester tests ) , we sort out a list of weak students and then arranged to provide extra coaching for updating them . Also through assignments , we judge their writing skill and confidence level in the subjects.

- ❖ Students' assessment of Faculty, System in place.

We take feedback of our Teaching Faculty periodically from the concerned students and also take feedback about the system of MST and assignments from them and if we find that it is necessity to change the Faculty or to make some alteration / addition in the present system of MST and assignment , we make changes accordingly .

**Principal**

**Dated:**

**Desh Bhagat Institute of  
Advanced Computer Sciences**

**Mandi Gobindgarh**



