Extended ID	Deviation Detai	ls and HEI Res	ponse			Affected Metrics	Findings of DVV	Response of HEI	Status
1.1	Number of pr HEI Input :	ograms offer	ed year-wise	for last five y	ears	1.2.2	HEI to provide the approval letter of programs from	Please find attached the following documents herewith: a) Approval letter of Programs from Affiliating University b) Attested copy of the Proceedings of the Academic Council reflecting approval of the Council for conduct of the programs in 2015-16 c) Attested copy of the Proceedings of Academic Council for all new programs as and when introduced d) List of Programs introduced year wise e) List of Programs withdrawn year wise Supporting Document : <u>1.1 EP.docx.pdf</u>	No Change
	2019-20	2018-19	2017-18	2016-17	2015-16		competent authority. The HEI to also		
	53	53	55	50	48		provide a Copy, duly attested by the registrar, of the MoM of the Academic Council, where approval of the Council was recorded for conduct of the programmes in 2015- 16. The HEI to also provide attested copy of the Minutes of Academic Council for all new programmes as and when introduced or withdrawn. HEI has withdrawn B.Com (Professional) in 2016- 17 B.Sc Agriculture (4 year course) in 2017- 18 and B.Sc Agriculture (6 year course) in 2018-19 and so on. Introduced B.Sc Agriculture (4		
	Attached Docur		<u>ed format</u>						
							Agriculture (6 year course) M.A Fine Arts "M.Sc Agriculture (Soil Science & Agricultural		

		Chemistry)" M.Sc Botany in 2016-17 and so on. HEI to provide list of programmes that were withdrawn and inducted year wise,		
1.2	Number of departments offering academic programmes HEI Input: 22 DVV suggested Input: 28 HEI clarification Input: 28 Recommended Input :28	As per official website. Kindly provide proof in the data entered. The HEI to provide list if the departments signed by the principal. The HEI data is not consistent with the data on its website. HEI to provide the web link of the departments in the University. HEI must ensure that the web links are operational and lead to the department specific data consistent with the claim.	It is submitted that there are 28 departments running successfully at Mata Gujri College, Fatehgrah Sahib. The difference in the HEI input and DVV suggested input is due to a forced error which College had to make while filling the IIQA, as the pre-set format of IIQA didn't allow the College to give information of its six departments, as these departments were not offering 'independent' UG or PG programmes. This issue was reported by the College on NAAC portal on February 22 and 23, 2021. The official website of the College shows all its 28 departments. Kindly consider the changed input of 28 departments in consistence with the DVV suggested input. Supporting Document: <u>1.2. EP.pdf</u>	DVV Suggestion Recommended

_	Number of sto HEI Input :	udents year-v	vise during la	st five years		3.6.4 1.3.4 5.1.2	as per data provided in the excel sheet. HEI to provide the id card for	number of students year wise for the last five years has been attached herewith. b.	DVV Suggestion Recommended
	2019-20	2018-19	2017-18	2016-17	2015-16	1.3.3 5.1.4 2.3.3	the following students 1.AMIT KUMAR 19859		
	4622	4749	5123	5645	5804	4.2.4 4.3.2 2.2.2 5.1.1	2.GURJEET KAUR 19857 3.MANJOT SINGH 19860	The id cards of students demanded by DVV partner have	
	DVV suggested	Input :		1	1		4.GURLEEN SINGH 19861 5.SAGAR	been attached. c. HEI Input and DVV Input	
	2019-20	2018-19	2017-18	2016-17	2015-16		VERMA 19858.	difference is due to the fact that many a times the students leave the course because they might have applied in multiple colleges or might move to a foreign country.	
	4415	4646	5098	4960	5426				
	HEI clarification	Input :	1			1			
	2019-20	2018-19	2017-18	2016-17	2015-16				
	4622	4749	5123	5645	5804				
	Recommended	Input :						<u>2.1. EP.pdf</u>	
	2019-20	2018-19	2017-18	2016-17	2015-16				
	4415	4646	5098	4960	5426				
	Attached Docur	ments :	1	1	1	1			

2.2	Number of ou five years HEI Input :	ıtgoing / final	year student	s year-wise d	uring last	5.2.2 5.2.1	The outgoing students are the regular students of the final semester of the	Please find the following documents attached herewith: a. List of outgoing students of the final semester batch wise	No Change
	2019-20	2018-19	2017-18	2016-17	2015-16		passing out batch of the year. The HEI to	duly signed by Controller- Examination. b. The data	
	1534	1451	1934	1825	1619		provide a table of count the outgoing / final year students	provided in 2.6.3 is the data for the latest completed academic year and data provided in 2.2	
	Attached Docur		<u>ed format</u>				year-wise indicating the number of the final year students who registered in the final year for the first time irrespective of the fact whether they APPEARED in the examination conducted by the university in their final year or not. The table is to be signed by the principal/ Registrar. The HEI may verify against the data in 2.6.3. The HEI is also to provide the names and roll number of the outgoing students batch wise for all the FIVE years as Excel data as per NAAC format.HEI to provide id card for following students A) PAWANDEEP KAUR 55102 B) PAWANPREET KAUR 55103	here is of outgoing students. c. Excel sheet of number of students of final year. d. The id cards of the students as demanded by DVV partner. Supporting Document : 2.2 EP.pdf	

2.3	Number of sta the Institutio				ducted by	gazette FOR THE	The gazette of 2017-2018 has been uploaded as per the requirement.	No Change	
	2019-20	2018-19	2017-18	2016-17	2015-16				
	4622	4370	4732	4916	5348				
	Attached Docur 1. <u>Institutional c</u>		<u>ed format</u>						
2.4	Number of re years HEI Input :	valuation app	lications year	-wise during	last five		The HEI has not provided any supporting documents. Reports from the	Report from COE mentioning the number of applications for re-evaluation leading to change in marks year-wise during the	No Change
	2019-20	2018-19	2017-18	2016-17	2015-16		Controller of Exam (COE) office	last five year, signed by the competent Authority as per the	
	434	779	1052	1128	1374		mentioning the Number of applications for revaluation leading	SOP has been attached.	
							to change in marks year-wise during the last five year, signed by the competent Authority as per the SOP must be attached.	Supporting Document : 2.4. EP.pdf	
3.1	Number of co	urses in all p	rograms year-	wise during l	ast five years	1.1.3	HEI to Provide programs wise study scheme with details of	The list of courses has been revised as per the NAAC SOP. Please find attached the	No Change
	2019-20	2018-19	2017-18	2016-17	2015-16	credits for the year fo 2018-19 only. The HEI a) has included wi dissertation, seminars, year	following documents herewith: a) Programs wise study scheme		
	1898	1804	1670	1422	1305		has included dissertation, seminars,	with details of credits for the year 2018-19. b) Updated and certified list of courses offered	

	Attached Docur		ed format				Pre and post internship as courses. These are not courses as per the definition Courses common across two or more programs to be counted as ONE course only. The HEI to provide the list of courses offered year wise indicating courses offered programme wise. The HEI must attach data only in NAAC prescribed format for the Metric as an Excel file. The List must be numbered serially and signed by the competent Authority as per the SOP as proof to its claim. All documents to be signed by the competent Authority as per the SOP.	year wise indicating courses offered programme wise. Supporting Document : <u>3.1 EP.docx.pdf</u>	
3.2	Number of ful HEI Input :	II time teache	ers year-wise o	luring the las	t five years	2.4.2 2.4.3 3.4.3	HEI to provide the data as per the SOP. In general the librarian	year wise, for all the FIVE years C indicating nature of	Changed After Clarification
	2019-20	2018-19	2017-18	2016-17	2015-16	2.4.1 3.2.3 3.4.4	and physical education are not counted as a faculty UNLESS she	appointment (full time) and also provided the number of hours of teaching load per week for	
	223	207	228	226	224	6.3.2 3.2.2	/he has a fixed course and a set time table.	each in odd and even semester along with their respective date	
	Recommended	Input :				4.2.4 3.1.3	The HEI to provide a list of the Full time teachers, year wise,	of joining.	

	2019-20	2018-19	2017-18	2016-17	2015-16	2.2.2 6.3.4	for all the FIVE years indicating type of	Supporting Document :	
	167	155	149	160	139		appointment (full time) and also provide the number of hours of	<u>3.2. EP.pdf</u>	
	Remark : data as per pro Attached Docur 1. <u>Institutional (</u>	ments :	ed format				teaching load per week for each in odd and even semester along with their respective date of joining (and in case left during the AY, then the date of leaving as well). The data rationalized must be in Excel format with all details as per NAAC format. Part time and temporary faculty with 90 % annual teaching load would be counted as full time but not guest/visiting faculty.		
3.3	Number of sa	inctioned pos	ts year-wise o	luring last five	e years	2.4.1	The HEI to provide Authority/ sanction for	The report of number of sanctioned posts signed by	No Change
	HEI Input :	1	1				the Number of	Secretary Board of	
	2019-20	2018-19	2017-18	2016-17	2015-16		sanctioned posts claimed. The sanction letter of the Board of	Management of last five years has been attached.	
	238	233	229	227	227		Governors/ Management must be	Supporting Document:	
	Attached Docur 1. <u>Institutional (</u>		<u>ed format</u>				year wise during the last five years showing the names of the departments and the number of posts sanctioned for the respective	<u>3.3. EP.pdf</u>	

						departments. Authority letter(s) of sanction of posts from the statutory body/Government / State/Central Government/Board of Management sanctioned posts only will be considered. The HEI to reconcile and provide a single table showing the sanctioned posts for the five years of the assessment period. The HEI to provide letter of the secretary Board of Management or the Society for the assessment period year wise.	
4.1	Number of eli programs yea HEI Input :				ns to all the	provide the number of of eligible appli eligible applications for admissions received for Programmes, y	/ear wise, during
	2019-20	2018-19	2017-18	2016-17	2015-16	admissions to all the the last five ye attached.	ars has been
	3002	2547	2266	2349	2672	wise, during the last five years. The HEI must provide a table	
	Attached Docur 1. <u>Institutional c</u>		<u>ed format</u>			showing the number of applications received for each program year wise along with the total number of applications received in the sameSupporting Doc 4.1. EP.pdf	cument:

							year. The table of application numbers to be certified by the Registrar/ Registrar (Academic) / Appropriate Authority. Multiple applications by a student for different programs will be considered as a separate application to each program		
4.2	Number of se GOI/State Go HEI Input :				per	2.1.2	The HEI has not provided the state reservation policy or the letter of authority	a. Reservation policy of the relevant govt. policy is attached. b. Year wise seats	HEIs Clarification Accepted
	2019-20	2018-19	2017-18	2016-17	2015-16		of the relevant Govt authority/policy letter	earmarked of the college as per govt.	
	1117	1340	1159	1267	1411		specifying the reservation of the seats for category	policy is also attached. c. Year wise first year students enrolled in	
	DVV suggested	Input :	1		1		students. The HEI to provide the number of	reserved category is attached.	
	2019-20	2018-19	2017-18	2016-17	2015-16		seats earmarked for reserved category as	Supporting Document :	
	706	803	680	711	720		per GOI/State Govt rules- year wise during the last five years.	<u>4.2. EP.pdf</u>	
	HEI clarificatior	n Input :	1				Provide copy of the document (English		
	2019-20	2018-19	2017-18	2016-17	2015-16		translation) showing the State Government / Central Government		
	1117	1340	1159	1267	1411		reservation policy as applicable to the HEI.		
	Recommended	ecommended Input :					The HEI to also provide the total number of seats		

	2019-20 1117 Attached Docur 1. <u>Institutional o</u>	2017-18 1159 ed format	2016-17 1267	2015-16 1411		reserved for each of the programmes authenticated by the Registrar. The HEI to furnish a certificate of the registrar that the data considers only admissions to the first year of each program and that all the programmes have been included. Only seats earmarked for reserved category as per GOI/State Govt rules are eligible.			
4.3	Total number	is and semina	r halls		4.1.3	3 The HEI must provide the Total number of classrooms and seminar halls along with Plan/ Listing of the classrooms and seminar halls irrespective of the Mode of education these are utilized. Captioned and signed by the Registrar, Geo tagged, photos of all the classrooms and seminar halls to be provided. The HEI has not attached any proof of the numbers of the classrooms. The HEI to provide complete plan of the seminar	a.	Certified list of total number of classrooms and seminar halls along with the plan. (Laboratories and workshops not included in the list provided) b. Certified, captioned and geotagged photographs of classrooms clearly indicating ICT enabled classrooms have been attached. c. Complete plan of the seminar hall and the all the class rooms, with class room numbers along with location (building) is attached.	No Change

			hall and the ALL the class rooms, with class room numbers along with location (building). The HEI to also provide details of the class rooms indicating which are ICT enabled. Geotagged Photographs verified from the point of view of identification and as proof of the geographic location to be provided. The HEI is to ensure that Laboratories and workshops are not included as classrooms/ seminar hall. All rooms used for the academic purpose, irrespective of the mode of education, to be considered and geotagged photos of the classrooms to be provided.	Supporting Document : 4.3 EP.pdf	
4.4	Total number of computers in the campus for academic purpose HEI Input :488	4.3.2	The HEI to note computers for office and faculty use are not to be considered. HEI to provide e-copy of stock register/ Invoices for the number of computers claimed as proof to its	a. Total number of computers used for academic purpose is 488. b. Certified e- copies of invoices for the number of computers claimed has been uploaded as proofs. c. Lab wise	No Change

							claim. HEI to also provide lab wise distribution of computers for use by the students, with pictures. all documents to be signed by principal.	distribution of computers for use by the students with pictures has been attached. Supporting Document: <u>4.4 EP.pdf</u>	
4.5	Total Expend (INR in Lakh HEI Input :	ıs)	ng salary yea	r-wise during	last five years	4.1.4 4.4.1	Kindly provide audited statement attested by CA and signed by the head of the institute.	Total expenditure of salary year-wise during last five years has been rounded off to the first decimal place as per the suggestion and file (attested by	DVV Suggestion Recommended
	2019-20	2018-19	2017-18	2016-17	2015-16			CA) has been uploaded.	
	337.76645	419.94321	752.17699	1560.07471	1366.81131			Supporting Document:	
	DVV suggested	I Input :						<u>4.5 EP.pdf</u>	
	2019-20	2018-19	2017-18	2016-17	2015-16				
	337.8	419.9	752.2	1560.1	1366.8				
	HEI clarificatio	n Input :							
	2019-20	2018-19	2017-18	2016-17	2015-16				
	337.8	419.9	752.2	1560.1	1366.8				
	Recommended	Input :			·]				