Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GURU GOBIND SINGH KHALSA COLLEGE**
Name of the head of the Institution	**Dr Summi Arora**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**+919855533655**
Mobile no.	**9855533655**
Registered Email	**ggscollegesarhali@yahoo.co.in**
Alternate Email	**pvsg7@yahoo.co.in**
Address	**Village & Post Office Sarhali Kalan, Tehsil & District Tarn Taran Punjab 143410**
City/Town	**TARN TARAN**
State/UT	**Punjab**
Pincode	**143410**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Prof Paramvir Singh**
Phone no/Alternate Phone no.	**+919501944119**
Mobile no.	**9417956567**
Registered Email	**pvsg7@yahoo.co.in**
Alternate Email	**ggscollegesarhali@yahoo.co.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://ggskcsarhali.ac.in/iqac-data/aqar-2019-20.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://ggskcsarhali.ac.in/downloads/academic-calendar-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
No Data Entered/Not Applicable!!!					

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**01-Aug-2005**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Water Conservation Day	**05-Aug-2019**	**35**

	1	
Online Seminar on Fit India	29-Aug-2019 1	43
Human Value Development Programme (Divinity)	25-Sep-2019 1	53
Swachhata hi sewa	25-Sep-2019 1	47
Drug Free Punjab	23-Oct-2019 1	42
Anti Drug Day	28-Nov-2019 1	31
International Women Day	05-Mar-2020 1	41
Sri Akhand Path Sahib	21-Sep-2019 3	297

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
12. Significant contributions made by IQAC during the current year(maximum five bullets)	

It organized various seminars, extension lecturers. It brought new books for enrichment of knowledge of library users. It encouraged the teaching staff to attend seminars, workshops and conferences.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Environment awareness program	Water conservation day was celebrated in which about thirty five students participated and got benefited from the activity
To focus on imparting moral and ethical values	Human Value Development program was organized in which about fifty three students participated in the event. competition were held and winners were given away prizes.
Support activity in field of Health and Hygiene	Swachhta Hi Sewa program was organized in collaboration with Krishi vigyan Kendra (Tarn Taran) held in which large number of students participated.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	26-Nov-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	College has partially implemented MIS. It includes account management modules. Students details, examination data, admission details are exchanged with the university and other relevant bodies thorough their online portals and by email. The teacher used ICT

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college is affiliated to Guru Nanak Dev University, Amritsar. Curriculum of courses is developed at the university level by the Board of Studies. The members of the staff send suggestions to the Board of Studies for improvement as per requirements. The college ensures effective curriculum delivery through a well-planned System. Before the start of the session, the Academic Committee consisting of faculty members of various departments under the chairmanship of Principal holds a meeting in which strategies are discussed on various methods to implement curriculum successfully. It has been observed that there are some gaps in the syllabi designed by the university. To fill these gaps, extra content is taught to the concerned classes. Also, the Academic Calendar is prepared by Academic Committee as per the guidelines of UGC and Guru Nanak Dev University. The following steps are taken to ensure that the curriculum delivery runs smoothly: • Distribution of workload and approval of teacher allocation by the Principal after consulting Heads of the Departments. • Time-table Preparation as defined in the scheme of the course given by the University • Departmental meetings are held at the beginning of each academic session to determine respective responsibilities and to ensure effective delivery of the curriculum. Students are also motivated to participate in various curricular and co-curricular activities. Along with the traditional chalk and talk methods, the quality of teaching is enhanced by supplementing it with seminars and group discussions. Throughout the year, continuous evaluation is carried out by teachers through tests and assignments. Teachers provide essential tips to the students from examination point of view after evaluating tests and assignments. Daily attendance is monitored by each faculty members and defaulter students with poor attendance are identified. Parents of such students are informed telephonically.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System

Nill	Nil	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nill	0

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Project	23
MSc	Information Technology	12
MSc	Computer Science	6

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Guru Gobind Singh Khalsa College is committed to imparting high quality education for all the students by providing a rigorous and relevant curriculum and a positive relationship with our stakeholders. College strongly believes that feedback is the most important quality check system and encourages our stakeholders to provide thoughtful, constructive and objective opinions about the institution. Feedback from Students: A structured feedback form is framed by IQAC on the basis of various parameters like curriculum, teaching, learning and evaluation, governance and management, infrastructure etc. At the end of the session, the heads of the departments are asked to collect feedback from their students. Analysis is made on the basis of remarks given and discussed in the staff meeting under the chairmanship of Principal. Feedback from Teachers: Although the college cannot design syllabuses on its own as the syllabus is determined by the affiliating university i.e., Guru Nanak Dev University Amritsar, but Heads of departments/teachers can send their suggestions to the board of studies of the University. Various staff/departmental meeting are held to review the performance of the students. Feedback from Parents: The feedback gathered from parents in an informal way revealed that they would like to have more regular input regarding their wards attendance at college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Pass Course	300	74	74
BCA	Computer Application	60	15	15
BCom	Pass Course	75	21	21
BSc	Science	60	12	12
PGDCA	Computer Application	40	6	6
MSc	Information Technology	30	5	5
MCom	Commerce	60	8	8
MSc	Mathematics	60	7	7
MSc	Computer Science	30	2	2
MA	Economics	60	4	4

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	340	106	11	4	27

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
42	42	89	3	3	3

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a mentoring system which provides students academic and instrumental support, guidance, encouragement and better environment in the college. Through focused interactions with the mentees, the mentors play an adequate role in addressing their academic problems and in improving their academic achievements. It is conducted to help the students to strengthen their varied capabilities and to build an interpersonal relationship between the faculties and students. Mentors conduct special sessions regarding college discipline, college rules and regulations, social responsibilities, anti-ragging, general awareness and so on. The performance of the mentees is examined by curricular and co-curricular activities. The students are also

guided on professional and career advancement. Also the college provided an online learning platform to the students during COVID-19 pandemic lockdown which provided open access to reading materials including recorded lectures, pdf files and presentations. Online platform using ICT tools is an excellent resort for students to cover not only the syllabus but also receiving guidance regarding mental and physical health during the COVID-19 pandemic. The college provides the mentees a reliable and comprehensive support system, to motivate them to excel in both academic and non-academic fields and to make the most of their time at the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
446	42	1:11

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
20	14	6	0	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	Nil	Nill	Nil
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCA	Nill	III	09/11/2019	09/03/2020
BCom	Nill	III	09/11/2019	06/03/2020
BSc	Nill	III	09/11/2019	11/03/2020
MCom	Nill	III	09/11/2019	17/03/2020
BA	Nill	I	09/11/2019	03/03/2020
BCA	Nill	I	09/11/2019	25/02/2020
BCom	Nill	I	09/11/2019	25/02/2020
BSc	Nill	I	09/11/2019	03/03/2020
MCom	Nill	I	09/11/2019	13/03/2020
BA	Nill	III	09/11/2019	11/03/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

At the beginning of new semester, the teaching faculty informs and elaborates the syllabus, its objectives and examination pattern to the students. Class tests are conducted by the teachers from time to time to prepare the students

for final examination. After class tests, mistakes committed by the students are pointed out and they are guided to improve their performance. Students are encouraged to give seminars. Subjects having practical are carried out diligently. Performance of the students is assessed periodically taking into consideration there regularity, class performance, and the promptness in submitting assignments. During the Pandemic (Covid-19), the college created a WhatsApp groups for all classes for teaching and guiding students . The queries of the students were promptly replied and sorted by the teacher concern which kept them motivated. The schedule for Class Tests/Assignments is notified to the students well in advance through Notices, WhatsApp group . The College has a system of Student Feedback, which facilitates effective implementation of evaluation processes. The College adheres to the rules of Guru Nanak Dev University regarding students' attendance which serves as an motivate for regularity and academic discipline.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The affiliating University notifies an academic calendar, which contains information on the date of commencement of classes, last working day, and expected dates for examinations. The examinations and other activities are carried out with special emphasis on teaching-learning improvement and general betterment of the students. The prime focus of the calendar is to have maximum working days to complete the syllabuses of the students and to make them academically more competent. The admission schedule, commencement of classes, class tests and various cocurricular and extra- curricular activities are completed according to the academic calendar. Preparatory holidays for better performance and results in exams are also scheduled at the end of each semester. The students are significantly motivated in their classes to clear their doubts and also to submit their assignments, practical files and project work in time. Various other activities performed by the institution included in the calendar are as follows: picnics /educational tours to various places , Women Day Celebration, NSS Camps and other events/activities etc.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://ggskcsarhali.ac.in/iqac-data/course%20outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Pass Course	34	34	100
Nill	BCom	Pass Course	14	14	100
Nill	BCA	Computer Applicatioon	19	19	100
Nill	BSc	Economics	15	15	100
Nill	BSc	Information Technology	8	8	100

Nill	BSc	Non Medical	14	14	100
Nill	BSc	Computer Science	13	13	100
Nill	MCom	Commerce	24	24	100
Nill	MSc	Mathematics	6	6	100
Nill	MSc	Information Technology	12	12	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://ggskcsarhali.ac.in/iqac-data/student-satisfaction-survey-2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	Nill	NIL	Nill	Nill

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Recognition of Award	Sandeep Kaur, MA Punjabi	Guru Nanak Dev University	08/01/2020	Merit Holder
Recognition of Award	Nikhil Choudhry, BA	Guru Nanak Dev University	08/01/2020	Merit Holder

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIl	Nil	Nil	Nill	Nill	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
PUNJAB	**0**	**0**

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	**0**

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	**Computer**	**1**	**0**
International	**Commerce**	**1**	**0**
[View Uploaded File](#)			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Punjabi	**3**
[View Uploaded File](#)	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	**Nil**	**Nil**	**Nill**	**Nill**	**Nill**	**Nill**
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	**Nil**	**Nil**	**Nill**	**Nill**	**Nill**	**Nill**
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**0**	**1**	**0**	**0**
Presented papers	**5**	**3**	**0**	**0**
[View Uploaded File](#)				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such	Number of students participated in such

Fit India (online seminar)	NCC and NSS unit, Movement launched by India	activities	3	activities	43
Drug Free Punjab	NSS unit, GGSKC Sarhali		3		42
Anti Drug Day.	NCC unit, GGSKC Sarhali		3		31
Open Defecation Free Day	NCC unit, GGSKC Sarhali		3		32
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC Examination	B Certificate	Group Headquater	4
NCC Examination	C Certificate	DG NCC	24
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Water Conservation day	GGSKC, Sarhali	Environmental Awareness	4	35
Human Value Development Programme (Divinity)	GGSKC, Sarhali	Lecture and Prize distribution	5	53
Swachhta Hi Sewa	Krishi vigyan Kendra (Tarn Taran)	Swachhta	4	47
International Womens Day	GGSKC, Sarhali	Lecture on Women Empowerment	5	41
Sri Akhand path Sahib	GGSKC, Sarhali	Religious Activites	38	297
Blood Donation Camp	Bhagat Puran Singh Khoon daan Society, PAtti	Blood Donation	5	30
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	0	Nil	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nill	Nill	Nill

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nill	Nill	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
**No Data Entered/Not Applicable !!!**

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Vedanta Software	Partially	Version 3	2006

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24093	4416922	180	17680	24273	4434602
Library	1	65000	0	0	1	65000

Automation						
Reference Books	210	61940	0	0	210	61940
Journals	8	1240	0	0	8	1240
Others(specify)	35	1452	0	0	35	1452
CD & Video	70	0	0	0	70	0

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	75	2	10	0	0	6	5	8	0
Added	0	0	0	0	0	0	0	0	0
Total	75	2	10	0	0	6	5	8	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

8 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
0	366930	0	5182241

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The Physical Infrastructure remains an integral element of the learning process. In a way, it makes the learning environment of an educational

institution. The basic physical and organizational structure and facilities of the college meet the requirements of the academic growth. The college diligently strives to enhance the teaching-learning process. The College campus is Wi-Fi-enabled and is under CCTV surveillance to ensure discipline among the students. It includes classrooms, well-equipped science laboratories, computer labs, administration block, gym-cum-yoga hall, seminar hall, play grounds, double storey air-conditioned library, a heritage room etc. The aim of college is to impart quality and affordable education for students belonging to rural and remote areas. All the concerned departments have assets that are duly recorded in the stock registers and all purchases and issues are recorded. There is a frequent interaction between the principal and the various committees. Some of the committees and their work is described as follows: Academic Council :- The Academic Committee plays a crucial role in evaluating the possibilities for rational and optimal use of available time and space. Different rooms are allocated considering the strength of the class and the size of the room. Student welfare Committee :- The Student Welfare Committee is responsible for all non-academic matters related to students. Anti-ragging Committee :- The Anti-ragging committee plays a crucial role to prevent and eliminate the source of ragging including any conduct by any student whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student. Purchase Committee :- Purchase committee helps procure goods and services designed to meet operational needs while providing the highest possible value. They ensure that the organization operates with integrity while purchasing the required products. Grievance Redressal Committee :- The grievance redressal committee is a body to hear complains of students and take decision on the matters related to academic, discipline, curricular and co-curricular activities of the students. Guidance-cum-Placement cell:- Guidance cum placement cell helps in providing opportunities for placement and higher progression. The college has maintained the data of our passed-out students regarding their current occupation. It also provides training to students for CV preparation and interview techniques. Sports committee :- A Sports Committee has been formed for the maintenance and upkeep of infrastructural facilities and equipment pertaining to the Sports activities. Prescribed norms are followed before any purchase, repair or replacement decision is taken. These committees help in optimum utilization of the present resources. All decisions pertaining to new programs or activities in the college are discussed in staff meetings. The college has appointed a computer lab assistant to provide regular computer related support services. The housekeeping staff ensure cleanliness and hygiene of classrooms and the campus. The Physical Infrastructure remains an integral element of the learning process.

https://ggskcsarhali.ac.in/index.html

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee concession to EWS/Merit Holders/Sports Persons and other needy students	71	352950
Financial Support from Other Sources			

a) National	Post Matric scholarship for minority students, Post matric scholarship for SC students	35	210000
b)International	Nil	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Diploma in stitching tailoring	01/07/2019	4	GNDU Amritsar
Diploma in Computer Applications	01/07/2019	10	GNDU Amritsar
PGDCA	01/07/2019	6	GNDU Amritsar
Water Conservation Day	05/08/2019	35	GGSKC Sarhali
On Line Seminar on Fit India	29/08/2019	43	Movement launched by Govt. of India
Human Value Development Programme (Divinity)	25/09/2019	53	Guru Gobind Singh Study Circle, Ludhiana
Swachhata hi sewa	25/09/2019	47	Krishi Vigyan Kendra Tarntaran
Drug Free Punjab	23/10/2019	42	NSS Unit,GGSKC
Anti Drug Day	28/11/2019	31	NCC Unit, GGSKC
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	NIIT	0	10	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	Placed in different Organisation	30	21

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	7	B.A/B.Sc./ B.COM/BCA	College	Various Institutions	UG to PG and Others Professional Courses

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	21

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Bhangra	District	17
Teej	Institution Level	55

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	Nill	Nill	Nill	Nill	Nill

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Guru Gobind Singh Khalsa College, Sarhali strongly believes that education is not solely academic/theoretical knowledge but also learning certain life skills like communication skills, group dynamics, social skills, emotional balance etc. There is no formal student council in the college but the college encourages students' participation in various academic/co-curricular/extracurricular activities. Students volunteer to perform significant role in various activities of the college. The college allows

students to interact freely with the faculty members regarding their problems and put forth their opinion to the college administration on any issue of their concern.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

None,due to covid-19 pandemic

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Institutional vision and leadership are paramount for guiding organizations towards their long-term goals. The vision provides a clear destination, inspiring purpose and a strategic roadmap, while effective leadership ensures alignment, empowers teams, and fosters a culture of innovation and growth, ultimately driving success and sustainability. The heads of departments and conveners of various committees and cells along with the staff representatives on higher decision-making bodies play an important role in determining the institutional policies and implementation of the same. Two practices of decentralization and participative management that accelerated effective functioning of college during the last year were assigning the responsibility of maintaining discipline to members of admission committee, discipline committee and division of work earmarked for different committees such as student welfare, seminar, library supervisory, publication, anti-ragging and others. Besides this, two faculty members, are to be included in the managing committee so as to represent the whole staff in order to express suitable suggestions and give feedback.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission process of students is transparent and on merit basis and also first come first serve basis. Admissions dates are well advertised through newspapers and college website and admission process is ensured to be student friendly and strictly as per university deadlines. Student

	counselling is done at the time of admission and details about various courses, their outcomes, eligibility criteria, student welfare schemes and admission process is discussed with students.
Industry Interaction / Collaboration	The college has entered into active collaboration with following centres for improving the quality of delivery and imparting practical exposure to students viz. Knowledge point, CA Sourav Arora, Rubina Boutique, Jyoti Creations etc.
Human Resource Management	A rationalization plan is chalked out at the end of each academic year to calculate future man- power required, keeping in view the need and growth of the institution. Nominated staff representatives act as a link between staff and administration. Channels of communication like e-mails, mobile phones and other media are always kept open. All service benefits and other allowances are provided to staff as per rules.
Library, ICT and Physical Infrastructure / Instrumentation	College library is partially computerized with Vedanta software. Library is regularly updated and upgraded by adding new books, research journals, magazines, newspapers etc. Teachers use ICT resources by imparting education through projectors, etc.
Research and Development	The faculty of the college participate in various faculty development programmes organised by other institution. The benefit is that the faculty of college keeps up-to-date with the emerging trends in research work.
Examination and Evaluation	Class tests, assignments are used to monitor the performance of student on regular basis, and teachers evaluate them and guide the students regarding their shortcomings and encourage them to work harder. They are guided as to how they can enhance their performance during final exams conducted by Guru Nanak Dev University.
Teaching and Learning	The department heads hold meetings with its faculty at the beginning of the academic session for division of syllabi for class tests and mid-term examination. To provide additional help to the students, extra classes are taken by faculty in their vacant periods. To make teaching/learning more

	interactive, information technology and advanced ICT aids like computer, speakers, projectors, audio-visuals, etc. are used. The College utilizes various applications and tools such as WhatsApp, Google Meet, Zoom-meet for information dissemination to the students and the faculty.
Curriculum Development	Curriculum development is a dynamic process that shapes the educational experience offered by colleges. College teachers play a pivotal role in this process. They contribute expertise, experience, and pedagogical insight that meet academic standards and prepare students for future careers.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Student Admission and Support	The college has a full-fledged admission committee with a senior teacher acting as a supervisor. The following activities are undertaken by the committee to counsel prospective students: 1. Admission committee visits schools in adjoining areas to familiarize the students with courses, subjects, facilities, infrastructure available in the college. 2. Every effort is made to win the trust of parents and their wards e.g. safety and security of girls, provision of better facilities to students within means. 3. Liberal incentives in terms of fee-waivers, scholarships etc. to brilliant students, sports persons and to students belonging to EWS. 4. Using print and electronic media to highlight the college's achievements, innovations and facilities provided. However, for optimum utilization of resources, seats are filled on first-cum-first-served basis.
Examination	As per directions of affiliating university, practical marks sheets are uploaded online and all the examination information is also conveyed online. Absentee list of students related to final exams of each semester is sent to affiliating university electronically.
Planning and Development	Planning and development in college involve creating a strategic framework for growth and improvement. It includes setting educational goals, designing curricula, allocating resources, and fostering a conducive environment for

	student learning and faculty development. The college publishes its AQARs on the college website which contain details of its previous as well as next year planning and development. It also highlights its development in the fields of academics and sports on its website.
Administration	Most of communication with affiliating university is done through e-mail. The College administration block is equipped with internet facility and adequate computer systems. The college website displays major activities and events. The college campus is equipped with CCTV cameras at strategic locations for surveillance and to keep watch on activities of students.
Finance and Accounts	E-governance resources are used to simplify and support routine office functions to improve communication, increase office productivity and enhance quality of administrative output via software like MS-Office, Busy/Tally etc. The college conducts regular audit of books of accounts. The administrative office keeps all records of financial transactions and other events separately. The college office properly maintains the books of accounts which helps in the auditing procedure.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nil	Nil	Nil0	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	Nil	Nill	Nill	Nill	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
MHRD Sponsored Induction Training Program	1	28/05/2019	26/06/2019	30
UGC-human resource development centre	1	20/02/2020	04/03/2020	14

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	28	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF for the employees of the institution • Provision of different types of leaves like casual leave, duty leave, medical leave, Maternity leave etc. permissible as per rules. •Well furnished staffrooms. loan against employee provident fund	EPF contribution, loan against Salary flexibility in work, liberal assistance in case of major illness ,maternity leaves to women employees.	Scholarships from Government and NGOs, liberal concessions to deserving students, fee concession for the fatherless student, First-aid facility, Book Bank facility for needy students

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The internal Audit of college is administrated in the form of internal check of Principal, Accountant and Bursar. The administrative staff under the Supervision of Principal is entrusted with the responsibility and accountability of maintaining the record as per duties assigned to them. Government, Grants and funds are subjected to external Audit conducted by Audit department of state Government and same is Audited by the Accountant General, Punjab.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	Nill	Nill

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**Yes**	**Guru Nanak Dev University**	**Yes**	**Employer**
Administrative	**Yes**	**Guru Nanak Dev University**	**Nill**	**Employer**

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

In order to inform parents of their wards, the college holds informal meetings with parents. Parents give suggestion/feedback. So these meetings help in modifying the working of college where ever appropriate .

6.5.3 – Development programmes for support staff (at least three)

Encouragement to attend training programs conducted by competent authorities outside the college. Staff meeting for the support staff to address their needs and their grievances. Motivational lectures for support staff to keep them updated and optimistic about their advancement.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Improvement and strengthening of infrastructure. Enhancing student support facility. Induction of new courses for the benefit of the students of the area.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	**Yes**
b)Participation in NIRF	**No**
c)ISO certification	**No**
d)NBA or any other quality audit	**No**

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	**Water conservation day**	**05/08/2019**	**05/08/2019**	**05/08/2019**	**35**
2019	**Seminar on FIT India**	**29/08/2019**	**29/08/2019**	**29/08/2019**	**43**
2019	**Human values development Program (DIVINITY)**	**25/09/2019**	**25/09/2019**	**25/09/2019**	**53**
2019	**Swachhata hi sewa**	**25/09/2019**	**25/09/2019**	**25/09/2019**	**47**
2019	**Drug Free Punjab**	**23/10/2019**	**23/10/2019**	**23/10/2019**	**42**

2019	Anti Drug Day	28/11/2019	28/11/2019	28/11/2019	31
2020	International Women Day	05/03/2020	05/03/2020	05/03/2020	41
2020	Open Defecation free day	12/02/2020	12/02/2020	12/02/2020	32

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Women Day	05/03/2020	05/03/2020	26	15

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
LED lights, Solar Energy tube lights installed, Well maintained lawn, Segregation of dry and wet waste, College nursery, Dumping of garden waste for natural decomposing.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0
Physical facilities	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	25/09/2019	1	Swachh bharat abhiyaan (Swachhta Pakhwara)	Creating awareness for maintaining all around cleanliness	37
2019	1	1	05/08/2	1	World	Conserv	37

| 2019 | 1 | 1 | 28/11/2019 | 1 | Anti drug day seminar and rally by NCC | Creating awareness regarding the menace of drugs | 31 |
| 2019 | 1 | 1 | 29/08/2019 | 1 | Fit India | Creating awareness regarding fit india | 43 |

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Identity Card	05/08/2019	Session wise identity card is issued to each student. It carries a list of general rules along with certain instructions for students to observe. Each student must possess the identity card issued by the college in order to enter the college premises
Prospectus	30/05/2019	The college prospectus is a document that contains information about the institution and the available courses. It also provides advice on how to apply and detailed rules regarding discipline, anti ragging policy, college transportation, scholarship, prizes, fines, leave from college and various supervisory committees. It is a comprehensive handbook for students to get information on the college and everything related with students.
Service rules for staff (Teaching Non-teaching)	01/07/2019	The college authorities ensure that the rules specified in Guru Nanak Dev University calendar /UGC gazette and service rules specified by Govt.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Drug free Punjab	23/10/2019	23/10/2019	42
Blood Donation camp	06/11/2019	06/11/2019	30
Human value development Program(Divinity)	25/09/2019	25/09/2019	53
Sri Akhand Path Sahib	21/09/2019	23/09/2019	297

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Ban on polythene bags Restricted use of mobile phones Tree plantation Restricted entry of automobiles Reduced the use of disposable glasses, cups and plates

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

To build a vibrant and supportive community by expanding opportunities to connect and explore ideas for the benefit of the nation and its people, Guru Gobind Singh Khalsa College has sensed the societal requirements and provided appropriate opportunities that are responsive to the needs of community. Our institute helps students to meet economic, social, creative and environmental challenges in shaping the world of future. As per the name of the college, the institute is keen in inculcating values among students, as the institute believes that the aim of education is not only to enable oneself economically but the pupils should also be shaped morally and spiritually. So to make students aware of the social evils and to keep them away from the menace of drugs and other anti-social activities . Blood donation camp is organized by the college in collaboration with Bhagat Puran Singh Khoondan Committee, Patti in which the students donate blood voluntarily along with staff. It develops a sense of social responsibility and ethical values aiming at inculcating the idea of importance of human life and the need of cooperation in preserving it.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://ggskcsarhali.ac.in/index.html

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Comprehending the vision, the institution by providing an affordable and qualitative educational journey to the students of rural, backward and kandi area, tries to shape them into visionary scholars, innovative educators and creative leaders through the transformative power of education and philosophies of Sikhism. The institute promotes morality and sobriety as per the teachings of Sri Guru Granth Sahib and encourages the students to serve the community and country in a spirit of selflessness. For this purpose Sri Akhand Path Sahib is conducted in college campus every year. The students participate actively in this ennobling event. They participate in various activities viz. performing kirtan, preparing and serving the langar which instills a sense service (sewa)

in them. Along with the bhog ceremony, Sehaj Path (recitation of Gurbani in Sri Guru Granth Sahib) is also done by the students. This is done in collaboration with an NGO Sehaj Path Sewa Society. Due to Covid Pandemic lockdown activities are restricted

Provide the weblink of the institution
https://ggskcsarhali.ac.in/index.html

8.Future Plans of Actions for Next Academic Year

Enhancing the use of ICT resources for teaching learning: Today there is a need to increase the use of IT resources in our teaching learning process, so that the hindrance of place and time could be minimized. Boost in the admissions: one of the primary concerns for the upcoming year would be to increase the strength of students. To achieve this objective, the college will endeavour to use possible means to advertise the merits and advantages of getting admission to the institute. Staff of the college would be directed to approach the public of the area, panchayats and school authorities personally to spread information regarding admission and other facilities available in the college. Pamphlets would also be distributed in near by villages along with posters, banners and hoardings at the key locations. Reaching the EWS / under privileged sections of society : the students belonging to EWS of society would be encouraged for getting admission for higher education . It is proposed to provide free books to them along with fee concession. Balanced development of students: the college would make efforts to make overall development of students. A well-known proverb says, " All work and no play makes Jack a dull boy." For this purpose various co-curricular activities would be conducted to make our students mentally and physically strong. Their hidden talents would be carved out through suitable activities. Trips and excursions would also be planned. Inculcating ethical and moral values: the institute believes that students are nation builders of the future. Hence they must stay away from the menace of drug addiction and be capable of making others aware about it. Similarly there are other social issues that need to be addressed like stubble burning, conservation of water and other energy resources. Awareness rallies would be held in this regard. This will also sensitize the public of the area.