



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	GURU GOBIND SINGH KHALSA COLLEGE
• Name of the Head of the institution	Dr Jatinder Kumar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9888234126
• Mobile no	9888234126
• Registered e-mail	ggscollegesarhali@yahoo.co.in
• Alternate e-mail	ggscollegesarhali@yahoo.co.in
• Address	Village & Post Office Sarhali Kalan, Tehsil & District Tarn Taran Punjab 143410
• City/Town	TARN TARAN
• State/UT	PUNJAB
• Pin Code	143410
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Guru Nanak Dev University				
• Name of the IQAC Coordinator	Prof. Paramvir Singh				
• Phone No.	9501944119				
• Alternate phone No.	9501944119				
• Mobile	9417956567				
• IQAC e-mail address	pvsg7@yahoo.co.in				
• Alternate Email address	ggscollegesarhali@yahoo.co.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://ggskcsarhali.ac.in/igac.html				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://ggskcsarhali.ac.in/downloads/academic-calendar-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	Nil	2005	20/05/2005	19/05/2010
6.Date of Establishment of IQAC			01/08/2005		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	02
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
* Celebration of International Yoga Day * Blood Day(Poster Making) * Anti Drug Day(Poster Making) * NCC Camp	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Stress on extra curricular and extension activities	The college organized NCC Camp, celebrated Anti drug day, Blood day, international Yoga day. However due to COVID 19 pandemic many activities could not be undertaken due to restrictions.
13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	

Year	Date of Submission
20-21	22/02/2022

15. Multidisciplinary / interdisciplinary

The college is a multidisciplinary institute and already offers programmes in Arts, Science, Commerce and Computers. The college is a government aided institute and is affiliated to GNDU, Amritsar. Integration of humanities and science will be taken at both the levels as per the directions of the affiliating university. The institution does not offer credit-based courses as it is not autonomous and has to abide by the rules, regulations and directions of the affiliating university. The institution offers exit and entry guided by the affiliating university. The various awareness programmes are held by the institution guided by the govt. of Punjab.

16. Academic bank of credits (ABC):

Academic Bank of Credits will be adopted by the institute if it is given directions by the Punjab government or the affiliating university.

17. Skill development:

The college has Diploma in Stitching & Tailoring for women students. It gives them practical training so that they can stand on own their own after doing the course. Similarly, Diploma in Computer Applications gives practical training to students and they can find suitable jobs after doing the course.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institute offers Punjabi as elective subject in the BA Course and Punjabi Compulsory in BA/BSc and B.com courses. The education in these subjects help students to learn about their language and Culture. Similarly biliangual methods of teaching is adopted by the teachers to make the concepts clear to the learners.

19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

Courses like BCA ,B.Com, M.Com and M.Sc focus on the outcome of the course. After doing such professional courses, students get sufficient knowledge and training in their respective fields and they can work as a freelancer ,find appropriate jobs or they can establish their own startup in their area of specilization.

20.Distance education/online education:

The institution is affiliated to Guru Nanak Dev University and is under DPI(C) Govt. of Punjab, so an autonomous decision cannot be taken regarding ODL mode. This mode will be adopted only if permission is granted by the higher authorities. However due to the COVID 19 pandemic, the college offered online education with the help of ICT tools and resources.

Extended Profile**1.Programme**

1.1	9
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	213
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	893
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	79
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	26
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	20
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	40
Total number of Classrooms and Seminar halls	

4.2	17.46
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	60
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College follows the curriculum prescribed by the Guru Nanak Dev University Amritsar. Academic processes in the college are expedited with timetables, workloads, and other administrative chores at the start of the session by department heads in consultation with the principal. There are certain gaps in the syllabi that have been noticed. Suggestions from all departments are collected, and extra content is imparted to the concerned classes. The online system of teaching is followed in the prevailing COVID-19 pandemic conditions. Remedial classes are aimed at supporting learners in small groups for individual student support. Daily attendance is monitored by

each faculty member and defaulter students with poor attendance are identified. Throughout the year, continuous evaluation is carried out by teachers through regular tests and assignments. Teachers provide essential tips to the students from examination point of view after evaluating tests and assignments. Parents of such students are informed telephonically. In order to ensure effective curriculum delivery IQAC hosts an induction programme for newly recruited staff by way of staff meetings.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ggskcsarhali.ac.in/igac.html

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The affiliating University notifies an academic calendar which contains the date of commencement, last working day of the semester, and expected dates for examinations. The college follows the academic calendar and plans the activities including the conduct of Continuous Internal Evaluation (CIE). Firstly an institute-level academic calendar is prepared. The Institute calendar of events includes details like the working days and holidays, CIE dates. The department calendar comprises guest lectures and other co-curricular activities. The online system of examination is followed in the prevailing pandemic conditions, as per university guidelines. The examination committee prepares the date sheet for the house exams, which is available to the concerned stakeholders via different media. The Principal regularly reviews the semester's progress and makes appropriate recommendations during the meetings of the academic committee.

The college implements the examination and evaluation process that include Semester Examination Evaluation procedure and Semester Wise One Mid-Term-Test. However, due to prevailing covid 19 pandemic lock-down and circumstances, a few processes could not be implemented in letter and spirit.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://ggskcsarhali.ac.in/igac.html

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

5

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement

for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The curriculum is offered by the affiliating University to which the college adheres to. However, the syllabi offered do touch upon issues like gender sensitization, human values, environment and sustainability in various subject curricula. It is our constant endeavour to integrate the aspects relevant to professional ethics, gender, human values, environment & sustainability into the curriculum. The students are motivated to become members of NSS, NCC & other such wings which inculcate the spirit of social service, human values & patriotism in them.

Due to COVID -19 pandemic as per government guidelines, many activities could not be undertaken in the session 2020-21. Under the environment awareness activities, the college undertook planting of trees to commemorate Kargil Vijay Diwas. International yoga Day is also celebrated and poster making competition are held in college to educate students about the value of blood donation and social issues.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

02

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

17

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

C. Any 2 of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ggskcsarhali.ac.in/igac.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

213

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

55

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution understands that the students are the main targets of teaching learning process. Mentor-mentee interactions and class tests are key methods by which the teachers ascertain the learning level of the students. On the basis of these observations learning levels of the students are identified viz. slow, moderate and advanced learners. All three types of learners are not alike in their learning abilities so the teachers have to devise an action plan accordingly. The slow learners are given extra time by holding additional classes for them. Simplified study material is provided to students. Regular class tests are conducted by teachers for evaluation and improvement. Activities such as participative learning are performed for the slow learners. Students are asked to prepare particular topics with the help of teachers and teach the fellow students who in turn asked questions to promote learning by students. The students showing tendency for advanced learning are provided with additional supportive material to promote their learning abilities. Moderate students have a choice to go along with any of two categories of learners, if they need so.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
213	26

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The institution understands that the students are main targets of teaching learning process. For this purpose, the teacher employs educational methods ranging from traditional classroom teaching to creative and innovative methods, in addition to extra classroom activities and tasks. Classroom teaching supported by ICT tools makes students understand the concept in better ways. To involve students in learning processes, audio-visual aids are used. Students of literature are shown videos related to their course content to make them understand the literary text and make teaching more interesting. Problem solving abilities are developed in students by assigning them tasks. Students of P.G classes deliver seminars on assigned topics. By delivering seminars they actively participate in the learning process. Entire learning is also promoted through practicals. Provision of projects and seminars in courses like BCA, M.Sc., M.Com, etc. also promotes learning.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

For encouraging creativity in students, the teachers used the tool of information, communication and technology. The college has seminar room, computer labs, class rooms equipped with projectors are used by teachers. ICT tools are used in classrooms, computer labs and well equipped science laboratories. In addition, the faculty organize hold onlineclasses on various platforms like Google-meet, Zoom,Whatsapp etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

18

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

07

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

225

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The academic calendar of the institution is prepared before the commencement of the academic session. This provides the students information regarding the time schedule of various institutional activities, including their house tests and university exams. The exact schedule for the Class/House tests is notified through notices which are displayed on all notice boards and also sent to student's Whatsapp groups. Students are provided information regarding syllabi, extent of the syllabus to be covered in a particular time span, university paper pattern and evaluation process. Regular assessments of the performance are undertaken by monitoring the class attendance, assignments, class tests and/or participation in various co-curricular activities. Question papers for the house tests are set as per the university pattern. The answer sheets are evaluated and returned to students which educate them about their performance. The teacher discusses question papers in detail with the students and gives them tips to attempt the paper in a more effective way. The mechanism of internal assessment is robust. Time schedules are followed, however relaxation can be given keeping in mind the circumstances and learning levels and others needs of the students. Class tests and other academics activities continue to take place on a regular basis so that students may experience better learning outcome.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The college ensures that all grievances of the students are redressed in a transparent, timely and efficient manner. There are two types of examinations held in the institution (internal examination and external examination). The grievances of students in terminal examination can be related to totaling in evaluation and interpretation of answers for assessment. The grievances related to the totaling in evaluation, if any, are instantly redressed by the teacher on the production of answer book. In case a student is not satisfied with the evaluation, he can contact the related teacher to get his paper re-evaluated once again. The teacher has to re-evaluate and return the answer book within two working days. If the student is not satisfied with re-evaluation, he can contact the head of department for getting his answer book evaluated again. As far as university examination is concerned the evaluation is done by the university in various marking centres established by the university. The students who are not satisfied with the result have an option to go for re-evaluation within ten days of the declaration of the result by paying the prescribed fee to the university.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Achieving the desired programme outcomes, programme specific outcomes and course outcomes are vital for accomplishing the purpose of education in general and the success of any institution in particular. Programme outcomes for all courses are displayed on the college website for reference. All students and teachers are communicated about the course outcome and programme outcomes for all programs. The vision of the college is to provide value based education to all its students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ggskcsarhali.ac.in/all-courses-index-eligibility.html
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

At the time of admission counselling, the programme outcomes and course outcomes are communicated to the students. Regular progress of students is assessed through classrooms interaction, class tests, house tests and final examination conducted by the college and the affiliating university respectively. Assignments and topics for seminars presentation are given to students and they help in evaluating the attainment of courses. Project works in some classes helps in determining attainments of courses outcomes and program outcomes. Staff meetings at department level are regularly held to review the progress of the students and to ensure the timely completion of syllabus so that a clear way is paved towards optimum learning outcomes. Program outcomes are judged best only by the end of the programme. Results are analyzed every year for all courses and programmes. The teachers are advised about the improvements if required for the attainment of course outcomes of programme.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

77

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://gskcsarhali.ac.in/igac-data/student-satisfaction-survey-2020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

The college strives to provide a conducive atmosphere in which students can think creatively, harbour new ideas with the help the teaching staff. To develop innovation as a habit amongst the students, the college has created an ecosystem for the flow of ideas and resource through the Institution's innovation. The IQAC also encourages departments to take initiative for creation and sharing of knowledge with students by organising workshops, seminars, etc. The institution has strengthened its ICT infrastructure for enabling it to conduct online programmes in current situation of COVID-19 pandemic.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

03

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

02

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities are carried out by NSS/NCC. Due to COVID-19 pandemic as per government guidelines, many activities could not be undertaken in the session 2020-21. Under the environment awareness activities, the college undertook planting of trees to commemorate Kargil Vijay Diwas. International yoga Day is also celebrated and poster making competitions are held in college to educate students about the value of blood donation and social issues.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

22

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

02

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

79

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The college has sufficient infrastructure to meet the present requirements of the students. There are total of 39 classrooms in the college capable of accommodating around 50 students each and Room no. 5,6,21 having a capacity of 100 students. The whole college is Wifi enabled. The college has an air-conditioned well maintained Seminar room with a projector, table-top mike and the capacity to

seat 125 individuals. There are 11 laboratories, 1 Chemistry lab, 2 Physics lab, 1 dark room 1 Biology lab, 1 language lab and 2 fashion designing labs. There are 2 ICT labs with 60 computers and 1 hardware lab. A canteen which serves healthy and hygienic food at reasonable rates. The college offers a double-storey fully air-conditioned library. The library has a rich collection of books, popular magazines and newspapers. It has commodious a reading room for staff members. The college has a large, spacious playground including badminton, volleyball, kho-kho, cricket ground and indoor facilities like chess, carrom, ludo, table-tennis etc, gymnasium cum yoga centre. The college offers space for hassle-free parking.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium/yoga center etc

CULTURAL ACTIVITIES :- Besides academic pursuit, the college encourages students to achieve all round personality development. The college aims to encourage students interest, participations and responsibility in their respective field. The focus is to provide social, cultural and recreational activities for the college community. The college tries its best to provide opportunity to students which result in enhancement of personal skills and experiences like confidence, self presentation, team work and collaboration, time management and organisational skills, self awareness and self discipline.

SPORTS :- The campus has various facilities for sports- viz badminton, hockey, volleyball, table tennis, Chess, Ludo and carrom board. The sports facilities are maintained diligently.

GYMNASIUM CUM YOGA CENTER :- The college has a well equipped gym cum yoga center to cater to the needs of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

04

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

00

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

The College Library is a key learning resource integral to the teaching learning process. Managed by the Librarian and his team along with the Library Committee. The College Library is fully air-conditioned, wi-fi enabled and has a seating capacity of 150 students. The library is partially automated using VEDANTA SOFTWARE (library automation software) version 3.0. This software helps in managing data efficiently and effectively. Housed on two floors, The library is well furnished with comfortable chairs and tables for students and teachers. It houses more than 24273 books,

08 journals, 35 popular magazines, 70 CDs and other important books related to Science and Technology, Social Sciences, Arts and Humanities, Commerce and Management. There is enough storage facility for books. There is a spacious well-lit, ventilated reading hall with separate room for teachers. All the data is collected and dully maintained manually. Various types of registers are maintained such as in-out register, issue register etc. Every student have their library cards without library card they can not sit in the library. Only two books can be issued to a student at a time and for 15 days only against the library identity card. Keeping books for more than 15 days entails a fine as per library rules. The librarian can recall a book from a student at any time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

65

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The college has sufficient IT infrastructure that facilitates academic requirement in the college campus. The college provides dedicated leased line internet facility with an bandwidth of 8 MBPS to cater to the academic needs in the campus. The entire campus is wifi enabled. The activities in the institute are under video surveillance with cameras. There is one LCD placed at the major junction in the institute that continuously displays information regarding any upcoming events, photographs of the completed events, campus news and awardee photographs. There are 2 computer labs in the college with 60 computers. The labs are designed in a unique sitting pattern to facilitate imparting of instructions as well as have freedom of movement in the lab for the teachers to assist students individually. The concerned lab assistant inspect the working conditions of the computer labs and give the necessary directions to work their maintenance, if required. The computer labs are backed by an uninterrupted power supply to ensure smooth conduct of classes. There is one language lab to improve communication skills.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

75

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

Rs 17.46

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The aim of college is to impart quality and affordable education to students belonging to rural and remote areas. There is constant interaction among the Principal and the various committees like the academic council, library supervisory Committee, student welfare committee, anti-ragging committee, purchase committee, grievance redressal committee, seminar committee, guidance-cum-placement cell, literary association, alumni association and publication committee which lead to optimum utilization of the present resources. All decisions pertaining to new programs or activities in the college are discussed in staff meetings. The Academic Committee plays a crucial role in evaluating the possibilities for rational and optimal use of available time and space. The Library Supervisory Committee monitors the effective functioning of library services. The Committee takes library related decisions including budget allocation and purchase of books. 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. 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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

8

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

38

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills
Language and communication skills Life skills
(Yoga, physical fitness, health and hygiene)
ICT/computing skills**

D. 1 of the above

File Description	Documents
Link to Institutional website	https://ggskcsarhali.ac.in
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

26

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

26

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

17

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

7

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

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

Guru Gobind Singh Khalsa College, Sarhali encourages students' participation in various academic, co-curricular and extracurricular activities to foster their holistic development. Though no formal student council exists in the college, the college promotes students' participation in cultural, sports and social activities so that they can adopt sustainable good practices. Necessary support is provided to the students which help them in acquiring fruitful learning experience in the college. Students are given opportunity to work in close liaison with the staff in organizing various academic, sports and cultural events in the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

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

No registered Alumni Association existed in the college during the session 2020-21. Moreover no such activity could be conducted due to Covid 19 Pandemic.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

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

VISION

-To strive for holistic growth of students by creating various interactive teaching learning processes, equip them with employability skills for their economic independence. So that they can reach at the zenith of prosperity & excellence.

To spread the word of knowledge which fosters their empowerment in future. By focus on the vocational courses to provide value based, need based and skill based education.

Mission -

-To provide education to each and every category of society (By providing SC scholarship, minority scholarship, Nishkam scholarship, College fee concession)

- To inculcate ethical and moral values among students.

- To emphasize on productive and constructive teaching.

To develop intellectual curiosity, creativity, and scientific temper.

To prepare girls for contemporary global challenges and needs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

-Institute has many committees with different roles for effective implementations of various academic and non- academic matters for efficient working of college system.

Various committees such as student welfare committee, admission committee, publication committee, examination committee, discipline committee, grievance redressal committee, anti ragging committee are reconstituted on annual basis by principal, and staff members are deputed in each of these committees for smooth working of college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Since the pandemic has presented an unprecedented challenge to Public health, the thrust of our institutional strategic /perspective plan was to insure the good health of our stake holders. In this regard, proper social distancing was followed and guide lines regarding COVID-19 were given to students as well as staff members. In this critical situation of COVID-19 it has become a challenge for many educational institutions to conduct online classes and university examinations in a smooth way. The College shifted to online teaching learning process during the pandemic to maintain regular studies. Faculty members utilize various applications and tools such as Google meet, Zoom, Google classroom, YouTube and WhatsApp for sharingpdf notes.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The college governing council is the apex body that comprises President, Hony. Secretary, Principal, the two representative of staff members. There are well functional committees such as Anti-Ragging committees, discipline committee, student welfare committee, etc. Each of committees has well defined functions and is given autonomy in the matter of decision making, provided the things remain in line with Vision and mission statements of the institution.

Appointment and services rules :

Appointment and service rules in colleges encompass guidelines for hiring faculty and staff, outlining job descriptions, qualifications, salary structures, and benefits. These rules ensure transparency, fairness, and adherence to institutional policies, contributing to the effective functioning of the college and the well-being of its employees. The institution follows the service and promotional rules as delineated by UGC, Punjab Govt. and the affiliating University GNDU, Amritsar.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://ggskcsarhali.ac.in/igac-data/college-organization-structure.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures. For teaching and non-teaching staff.

-EPF

- Provision of different types of leaves like casual leave, duty

leave, medical leave, maternity leave etc as per Punjab govt. service rules

-Transportation Facilities for local and outstation assignments

- Well Furnished staff room

-Wifi facility

-Parking Facility

- Canteen with hygienic food

- Loan against salary

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

01

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The head of the institution shares appreciation and concerns regarding the faculty with the respective heads of department in order to mentor and improve their performance. A well drafted performance appraisal system plays an essential role in the overall

performance and management of the institution. The performance appraisal of the teaching faculty is done through API, ACR and CAS (recommended by UGC) it is based on three parameters academic, research and extra-curricular activities.

Academic performance Index known as API is for regular teaching staff which assesses the members on three criteria namely teaching, learning and evaluation related activities, co-curriculum, extension and professional development related activities and research and academic contribution. As per UGC norms API has been divided into three stages for Assistant Professor to become Associate Professor, from stage I to III the documents are screened and from III to IV screening is done with interview. The college also follows CAS for the associate professors. Nonteaching staff members are evaluated based on certain parameters mentioned in their self appraisal proforma.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

In order to make judicious utilization of funds and to ensure financial accountability, the college conducts regular internal and external audits under the supervision of Hony. Secretary, Principal, Accountant and Bursar. Our internal audit team conducts periodic review of financial transactions and records to identify discrepancies and ensure adherence to accounting standards and institutional policies. These audits assess the efficiency and effectiveness of financial processes and controls, helping streamline operations and mitigate risks. Internal compliance audits confirm that the institution complies with tax laws, grant regulations, and other legal obligations.

Conducted by an independent external auditor, the external audit is a comprehensive review that assesses the institution's financial statements, internal controls, and compliance. Regulatory bodies, such as the state education departments, may conduct audits to verify the proper use of government funds. The institute is

government aided but privately managed Hence, it receives salary grants from government of Punjab against grant in aid posts and after regular intervals utilization certificate are provided to the DPI for well utilization of grants received in the college. College receives scholarships under various schemes of state as well as center government for recurring the financial burden of needy students and its audit is conducted by the state govt. on regular basis.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College follows the well-defined strategy for mobilization of funds and optimal utilization of resources. The college is under grant- in-aid scheme and gets financial support from government of Punjab for covered post against aided category. The college also runs self-financing courses and fee obtained from these courses enable the institute to meet other expenditures. The chartered accountant audits the yearly accounts and financial statements of the college and submits the audited financial statements with audit reports in every financial year regularly to the institution. Any

errors and objections reported by the auditor are attended to and rectified. Moreover, precautionary steps are taken to avoid reoccurrence of such errors in future.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

E-governance Initiatives: The IQAC of the college has taken following E- governance initiatives to Improve the quality of administrative work:

for making accounting system well equipped proper accounting software like Busy/Tally are used in administrative office.

-The college has created WhatsApp groups of students For E- notices and messages.

- Web-site of college is updated regularly to provide latest updates on college activities.

- Dissemination of information on social media as Facebook and Instagram.

- Campus has been fortified by extensive E- monitoring through CCTVs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Advance Academic plan:

- Upon the initiative of the IQAC, the institutional administration plans the academic and Co-curricular activities.
- It also contains the tentative dates of examination, vacations as per university and Punjab govt. directions.

Enhance Involvement process of teaching learning ICT :

-The college shifted to online teaching learning during the pandemic to maintain equilibrium in regular Studies.

- Faculty members utilized various applications and tools such as Google meet, Google classroom, zoom, WhatsApp, shared pdf notes and YouTube links.

-Faculty members also used available online MOOC platforms ,coursera, NPTEL, SWAYAM, etc. to enhance their knowledge and professional Competence. Moreover, Students were also encouraged to use online digital resources.

- During the pandemic, university exams were conducted through online mode.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

E. None of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- CCTV Cameras are installed at several places in the college.
- The college class rooms and corridors are well lit with tube lights and LED bulbs.
- Separate common rooms, washrooms, study hall for girls in library.
- Counseling is done by ladies staff for resolving the issues of girls.
- Women's grievance redressal cell has been in existence for resolving the issues faced by women.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>CCTV cameras, common rooms, washroom, separate reading hall in library</u>

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-

C. Any 2 of the above

**based energy conservation Use of LED bulbs/
power efficient equipment**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management

Different color dustbins are installed in the campus at different locations separately for dry and wet waste. The waste from canteen, kitchen and garden is thrown in a pit to prepare manure that is used for lawn. The institute motivates students and staff to use paper or jute bags instead of polythene bags.

Liquid waste management:

The waste water of RO is used to wash utensils and cleaning purposes.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage	D. Any 1 of the above

including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute believes in the teachings of Sri Guru Granth Sahib, that conveys a message of Unity in Diversity. Thus the institute provides an inclusive environment for everyone with the tolerance and harmony towards culture, regional, linguistic, communal, socio-economic and other diversities. All staff members respect different religions, cultures, and similar feelings are in-culcated among students also. Many festivals like Teej, Diwali, Basant, Gurburabs are celebrated. But due to the restrictions of COVID-19 not much could be done during this period. However, the students were motivated by the faculty to celebrate the events at their homes in a safe manner. Various scholarships and fee concession are granted to students to reduce disparities between students belonging to different socioeconomic backgrounds.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Establish a Quarantine Center during Covid-19 Pandemic.

During Covid-19 Pandemic Quarantine Center was established in collaboration with "Sehat ate parivar Bhalai Vibhag" in which students voluntarily participated to serve the humanity without any bias.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college besides imparting general and professional education inculcates the feeling of oneness among the students through various practices and programs. The faculty also motivates the students to adopt various practices that inculcate the values for being responsible citizens. The students participate very enthusiastically in such activities.

Environment Day: the students were motivated to grow plants at their homes or in their vicinity.

Yoga Day:

To make students aware of the physical and mental illness, that may be solved through yoga and also to develop a habit of meditation for peace of mind and self awareness during COVID-19 by celebrating International Yoga Day .

On Blood day, poster making competition was held.

Anti Drug day was celebrated by NCC wing of the college to make them aware about the ill effects of drugs. A poster making competition was held.

Tree Plantation was organised in the Memory of Kargil Martyrs.

Saplings were planted in the college campus.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of Practice: Green Culture

Objective

To inculcate the awareness towards environment conservation among

students, staff and society.

Context - A new practice was initiated by the institute that the staff members would celebrate their birthdays by donating a plant to college and thus enhancing the green cover of the institute.

Evidence of success: There is a considerable greenery in the campus now. The staff and students appreciated the effort.

2. Title of Practice: Social Responsibility

Objectives- to serve the suffering people during COVID- 19

Context -The focus was on the social responsibility of the institute towards society during the tough times of COVID-19. The college building and other infrastructure was used as a Quarantine Centre for healing the suffering people during the pandemic. This was done in collaboration with Punjab Government's unit "Sehat te Parivar Bhalai Vibhag."

Evidence of success: College students voluntarily participated in the service of COVID- 19 patients. They helped them with free food and articles of daily use. They not only learnt but also made others aware about keeping safe during this pandemic.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The college has endeavored to keep pace with the changing trends in the field of education and IT. During the lockdown, the college didn't want the teaching learning process to be affected. So online classes were conducted despite so many hurdles such as the students belonging to remote and rural areas and their was poor internet connectivity. Moreover, financial difficulties were faced by many under-privileged students. Even then, the syllabi were completed by the college staff through the use of various platforms

like Whatsapp groups, Google meet, Zoom-meet, sharing pdf notes with the students using email etc. All possibilities were explored. University semester exams were conducted using online mode during the pandemic lockdown.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

To make students aware about causes and ill-effects of COVID-19 and taking preventive measures. More efforts would be made to increase the strength of students through personal visits to schools, using advertisements to spread the merits of the institution and opportunities available in the institute. Staff of the college would contact local public, panchayats and school principals personally to spread information regarding admission and other facilities. Encouraging underprivileged sections of society to take admission in the college by offering them scholarships and other facilities like free books and fee concession.

Providing comprehensive development opportunities to students: the college would make efforts for comprehensive development of students. For this purpose, extra activities would be conducted to make students mentally and physically strong. Their hidden capabilities would be explored through different activities. Trips and excursions would also be organized. Sports related activities would also be undertaken.

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. Similarly there are other social issues that need to be addressed like stubble burning, conservation of water and optimal use of energy resources. Rallies and campaigns would be launched with the help of NCC and NSS units of the college.