



## YEARLY STATUS REPORT - 2023-2024

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Guru Nanak Khalsa College, Daroli Kalan
• Name of the Head of the institution	Dr. Harpreet Kaur
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01812718865
• Mobile No:	8146200503
• Registered e-mail	gnkcdarolikalan@gmail.com
• Alternate e-mail	gnkcdarolikalan@gmail.com
• Address	Daroli Kalan
• City/Town	Jalandhar
• State/UT	punjab
• Pin Code	144104
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Guru Nanak Dev University, Amritsar				
• Name of the IQAC Coordinator	Dr. Rachna Tuli				
• Phone No.	01812718865				
• Alternate phone No.	948770077				
• Mobile	9914917816				
• IQAC e-mail address	gnkcdariolikalan@gmail.com				
• Alternate e-mail address	rak_bawa@yahoo.co.in				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://assessmentonline.naac.gov.in/public/index.php/hei/generateAqar_HTML_hei/Mjk2OTg=">https://assessmentonline.naac.gov.in/public/index.php/hei/generateAqar_HTML_hei/Mjk2OTg=</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://docs.google.com/document/d/1gMATfYMLdnF-PZ4cYvjR6MWzOfDgRaym/edit?usp=sharing&amp;oid=101479526384359875219&amp;rtp64543of=true&amp;sd=true">https://docs.google.com/document/d/1gMATfYMLdnF-PZ4cYvjR6MWzOfDgRaym/edit?usp=sharing&amp;oid=101479526384359875219&amp;rtp64543of=true&amp;sd=true</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Nil	B	2.13	2017	29/09/2017	29/09/2022
<b>6.Date of Establishment of IQAC</b>			02/05/2016		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>02</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
IQAC has recommended organizing sponsored seminars and an ICSSR sponsored seminar was conducted.	
Motivated students to participate in extra-curricular activities.	
Strengthened various clubs and units	
Helped to increase the on-roll strength of the college,	
Motivated students to get admission in add-on courses run by the college	
<b>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</b>	

Plan of Action	Achievements/Outcomes
Canvass for increasing the on-roll strength of the college	The strength of the college increased proportionately
Organize seminars and conferences	The plan was executed
Develop green energy, create environment consciousness and social responsibility.	Endeavour was made. Organized activities related to environment consciousness and social responsibility.
Encouraged faculty to participate in development programs	Four staff members participated in faculty programs.
Organize induction program for new students.	The program was organized
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2023-24	12/03/2024
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>As the college is affiliated to GNDU, Amritsar, it follows the guidelines set by it . As such, no interdisciplinary or multidisciplinary course is being run. But subjects such as Environmental Studies and Drug Abuse are common subjects in the syllabi of all streams</p>	
<b>16. Academic bank of credits (ABC):</b>	
<p>The university has introduced Credit system ynder NEP 2020. is introduced, the college will start Academic Bank of Credits. The new year students of the college got themselves registered with</p>	

Academic Bank of Credits (ABC) created by GNDU,Amritsar.

### 17.Skill development:

No such course has been introduced during the session. However, Communication Skills as a compulsory subject is taught in the first semester of BCA . The college, however, off and on, organizes soft skill development programs for students

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

To have full comprehension of the subject, the teachers teach students both in the standard and the vernacular language also. Students are taught Indian value system,especially, the values taught by the sikh religion For that purpose,the management has appointed a religious teacher . He aspires to ingrain moral values among the students. Various days of religious and moral significance such as 'Sangrad' and 'Shahidi Divas' are commemorated. The college also makes use of electronic media . Some teachers have created U-Tube channels . They upload their lectures so that stuentns from far away areas may get benefit. Various platforms such as the zoom and google meet are frequently used by teachers to teach students online.However, the college does not have any on-line course.

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

All streams of the college focus on their practical implications. The Humanities and Commerce streams both aim at preparing students for the competitive exams. The college arranges coaching classes for the students of these streams. It prepares them for getting placements in different sectors. The Computer Science stream focuses on jobs in the IT sector.

### 20.Distance education/online education:

The college has taken affiliation to Jagat Guru Nanak Open State University, Patiala for Certificate courses related to distance education. They are:- Six month certificate course in Computer and Stock Marketing.

## Extended Profile

### 1.Programme

1.1

03

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1 **225**

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 **1039**

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 **51**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**3.Academic**

3.1 **17**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 **11**

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>03</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>225</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>1039</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>51</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>17</b>
File Description	Documents
Data Template	No File Uploaded

3.2	11
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	15
Total number of Classrooms and Seminar halls	
4.2	1,00000
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	52
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 Institution ensures effective curriculum delivery through a well planned and

documented process

The college has limited say in the designing or modification of the syllabus as it is the prerogative of the university. For effective implementation, the HODs/ teachers - in -charge, in consultation with other teachers, prepare and provide allocation of classes and papers to the Time Table Committee. The committee

prepares the semester time-table that depicts the duration of the classes and the name of faculty member who is to engage them. The division of workload is done as per UGC norms. Accordingly, a micro schedule is prepared which is followed by all departments. The faculty members are clearly instructed to impart curriculum effectively. The Academic Affairs and Research Promotion Committee prepare an academic calendar. The list of holidays provided by the university/ state government is also factored into it.

Since the university follows semester system; the teachers are obliged to

complete the syllabus in about four months. However, the teachers deploy various strategies to plan their work keeping in view the varying abilities of the slow, the average and the advanced learners. The Library Advisory Committee ensures that new books, both text and reference, are added to the library every year. The college library has a facility of INFLIBNET.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

The division of workload is done as per UGC norms. Accordingly, a micro schedule is prepared which is followed by all departments. The faculty members are clearly instructed to impart curriculum effectively. The Academic Affairs and Research Promotion Committee prepare an academic calendar. The list of holidays provided by the university/ state government is also factored into it. The academic calendar within which all activities are circumscribed is distributed to all departments. Thus, it acts as normative guide

for both students and teachers. Since the university follows semester system; the teachers are obliged to complete their syllabus as notified in the academic calendar.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**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	<a href="#">View File</a>
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**

nil

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)	No File Uploaded

**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)**

03

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 )	<a href="#">View File</a>

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

Nil

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**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 cross cutting issues like professional ethics, gender human values, environment sustainability and drug abuse are part of curriculum in Commerce, Computer Science and Humanities. Gender issues have been discussed in the syllabi of English literature and Punjabi literature. Environment studies is a part of curriculum as prescribed by GNDU, Asr. in the second year of graduation. The subject was mainly introduced to make the students aware of environment and sustainability. The curriculum of BCA has got topics like soft skills, communication skills and banking. Drug abuse as a paper is being taught in the first year of

**graduation class.**

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	<a href="#">View File</a>

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year****1**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships****07**

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>C. Any 2 of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>C. Feedback collected and analyzed</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://forms.gle/9RC3KEiydEv_GwVBU9">https://forms.gle/9RC3KEiydEv_GwVBU9</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>2165</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	

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

131

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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 assessment of the learning levels of the students was done by the teachers during lectures and by conducting on-line and offline tests. On the basis of their performance in the test, the slow and advanced learners were identified. It was made sure that they did not adopt unfair means by taking advantage of on-line mode. Specific teaching-learning strategies were adopted. These strategies were oriented to the needs of such students. For advanced learners, PPTs and U-Tube links were sent to provide them so that their knowledge could be upgraded. As the college was opened for students, traditional methods of teaching were aided by new age technological methods so that learning could be made more engaging and relatable. E-links on various topics helped them to gain an in-depth knowledge of the subjects. For slow learners, first, bilingual explanations and discussions were done both in on-line and off-line classes

Additional tests were conducted to bring them at par with the rest of the class. Tutorial and remedial classes were arranged for such students. Peer and group learning was encouraged

File Description	Documents
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
225	17

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

Education being provided is very student-centric, because in most of the classes, the number of students is very small. This enables the monitoring of the students on individual basis. The teachers have very strong personal bonding with their students. The overall atmosphere is homely, and students feel free to discuss even their personal problems with their teachers. Various strategies are employed by the college to ensure holistic development of their personality. Students are motivated to participate in N.C.C., N.S.S. and Youth Club activities. Students are encouraged to visit slum areas under the aegis of Rotaract Club to gain an understanding of the geographical, socio-political and economic factors of the lives of the people living in slum areas. Students of various streams are taken to different companies to combine theoretical knowledge with practical knowledge. It gives students platform to enhance their interpersonal skills and provide insight regarding internal working of companies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

Notwithstanding the rural location of the institution, the faculty has access to the following technology and facilities to making their teaching more effective.

Four well-equipped, air-conditioned computer labs with over 50 PCs are used by the faculty.

Smart boards with digital projectors and fully Wi-Fi-enabled campus is of great help for the faculty.

A wide range of e-books and e-journals are browsed through

**IFLIBNET N-LIST.**

**Power point Presentations are frequently used by teachers.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://docs.google.com/document/d/14givg_yAbObjurg6M5DovUhRreFiSoQFgZ_WgN2Poem/edi?usp=drive_lin">https://docs.google.com/document/d/14givg_yAbObjurg6M5DovUhRreFiSoQFgZ_WgN2Poem/edi?usp=drive_lin</a>

### **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**

**17**

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<b>No File Uploaded</b>
Circulars pertaining to assigning mentors to mentees	<b>No File Uploaded</b>
mentor/mentee ratio	<a href="#">View File</a>

### **2.4 - Teacher Profile and Quality**

#### **2.4.1 - Number of full time teachers against sanctioned posts during the year**

**11**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<b>No File Uploaded</b>

#### **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**

04

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

**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**

37

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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.

Being affiliated to GNDU, Amritsar, the college abides by the guidelines issued by the university. As such, no course has the criterion of internal assessment.

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 is affiliated to a recognized university. At the end of each semester, there is a final exam which is uniformly conducted for students across all the affiliated colleges. However, during each semester, internal examination is held to evaluate teaching-learning process effectively. The college has a well-defined system in place to deal with examination related grievances. The faculty addresses the rightful grievances of the students pertaining to house tests. The registrar and the deputy registrar remain available to solve the problems of the students. The Dean Students' Welfare of the college can be approached for the redressal of grievance. Answer books of the house tests are returned to and discussed with students and if there is any mistake in the totals, it is checked again.

Unmarked questions, if any, are marked. Hence, the college adopts a robust and multi-tiered mechanism to ensure transparency in dealing with grievances related to internal examinations

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The primary learning outcome is the development of the intellectual powers of the learners and the attainment of the required level of the understanding and knowledge of the course studied. Above all, the ultimate target is the development of attitude and instilling of intellectual curiosity. Collaborative learning across a wide range of disciplines, including ICT, development of inter-personal skills and having flexible skills is what the institution aims at. A pass-out should also be a socially responsible citizen with civic sense and respect for human values. These learning outcomes are built into the curriculum of each discipline. These are spelled out in the syllabi, the academic calendar, the time-table, and the assessment and attendance records. Teachers are well-communicated about the outcomes through orientation programs, classroom discussions, expert lectures and such programs.

Successful alumni of the college are invited to interact with students regarding the benefit of the courses they undertook. They share how their career was shaped by individual course, thus helping the existing students to align better with a specified course.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institution regularly evaluates the performance of students through various methods for measuring the attainments of each of the outcomes and program specific outcomes are assessed with the help of course outcomes of the relevant program through direct evaluation process. It is provided through university examination, house tests or terminal exams, internal and home assignments, unit tests, and surprise tests. Throughout the year, the faculty records the performance of each student on each program outcome. At the same time, remedial classes are held to provide help to the slow learners to make pace with the desired goals.

File Description	Documents
Upload any additional information	No File Uploaded
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

24

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
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://publuu.com/flip-book/344941/791652>

## 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)**

nil

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 departments having Research projects funded by government and non government agencies during the year**

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

nil

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

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

01

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

nil

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

02

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

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

**Report of Various Events**

The NSS and NCC unit of the college have organized various activities during the year. Both units participated in Swachh Bharat Abhiyan, commemorated various national and international days. The NSS unit organized 7Day Special Camp. During the camp a village named Daroli Kalan was adopted and volunteers cleaned the historical 'Gurudwara Baba matti ji'. The villagers were sensitized about the gender equality. They were made aware of the abuse of drugs. A literacy awareness campaign was also made by these volunteers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year****3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

nil

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

**3.3.3 - 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**

**3.3.3.1 - 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	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

100

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year****3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

nil

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 institution has got adequate infrastructure and physical facilities for teaching-learning. There are proper classrooms (13) apart from other rooms which can be supplemented as classrooms if the need arises. There are 4 Computer labs and ICT room with the number of computers more than 50. Projectors are there in the labs. Though no new room has been added , a committee named Campus maintenance committee is there to oversee the maintenance of

campus. Repairs are taken continuously of the infrastructure with College Supdt. supervising the process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 college has an air-conditioned seminar hall with necessary teaching logistics like laptop, OHP and LCD projector. It has a seating capacity of 100 students. The college has a multi-purpose hall with a seating capacity of 500 students. They are the platforms for conducting various cultural activities . In addition to it, there is an open air stage providing space to students to present their talent to large audience in pleasant weather conditions. Abundant open space and lush green lawns provide an ambience for various student activities.

The institution has well-developed sports infrastructure facilities. It has well-maintained playground having standard race-track of 6 lanes. The college has standard size football field, Badminton, volley-ball and Kho-kho courts. The department has a lot of equipment for athletics. The detail is as follows:-

Hurdles , Javelin, Hammer, Shot-put, Discus, and High Jump Stand with Cross -bar.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.**

06

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

06

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

000

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)

Name of the ILMS software: BiblioSoft

Nature of automation (fully or partially) Partially Version 1

Year of automation 2015

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

<b>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</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
<b>16715</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<b>No File Uploaded</b>
<b>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)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
<b>12</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Details of library usage by teachers and students	<a href="#">View File</a>
<b>4.3 - IT Infrastructure</b>	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	

The college frequently updates its IT facilities keeping in view the course curriculum and technological advancement. During 2020-2021, IT facility was strengthened for the provision of online education and conduct of online examination. The college has 53 computers and 4 computer labs with the the Internet facility and latest printers, scanners, configurations to meet the needs of the students. The college offers Central Computing Facility to the faculty and the students to collect teaching learning resources. The college is also equipped with learning facilitators & gadgets ranging from multimedia projectors, slide projectors, xerox machines, TV, DVD & audio players, smart boards and learning resources. Currently, we are using fiber broadband connection of 510 Mbps for the internet connectivity. The college provides Wi-Fi facility to its students in the campus. The college has a 24X7 WiFi facility in the college campus for the students and faculty members to avail the Internet connection at any place in the college. that offers students the facilities of e-mail, net surfing, up/down loading of web based application, besides helping them in preparing projects & seminars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

52

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

00

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

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 college optimally allocates and utilizes the available financial resources for the upkeep of various infrastructural facilities. The procedures and policies being implemented for maintaining and utilizing physical, academic and support facilities

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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**

53

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

**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**

31

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

**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**

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

00

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

00

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)	No File Uploaded

**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**

**D. Any 1 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

### 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

07

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	<a href="#">View File</a>

### 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**

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**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.**

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
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 )

by students. All office -bearers of this club are students

Anti-ragging committee :It too has two student representation

All literary clubs , sabhas , and units have student

representatives.

The college does not have a student council or any similar body as the government has put a ban on such bodies.

-

-

by students. All office -bearers of this club are students

Anti-ragging committee :It too has two student representation

All literary clubs , sabhas , and units have student

representatives.

The college does not have a student council or any similar body as the government has put a ban on such bodies.

-

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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**

30

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### 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

The college has a nascent relationship with the Alumni and former faculty, With the help of socialnetworking sites, the college remains in touch with them. The meetings of the Old Students Association strenthens the bond further.The alumni are also members of thIQAC and thus they contribute in development of the institution. They are also invited to different functions of the college.like Annual Prize Distribution,Convocation, and Farewell Functions. The college treasures the valuable advice of distinguished alumni. They are our brand embassasadors.They play a vital rolee in motivating new students to get admission in the college. The Aumni Association is not registered yet.Though they are unable toprovide fiinancial aid to the college, they always remain a part of the support system of the college.

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

The college was opened basically to cater the needs of rural area students. The area was education deprived when opened 52years back though many institutions have been opened now. The mission of the college is to improve the students of this area not only academically albeit in sports also as rural area students are more inclined towards sports activities like Football. The low fee structure is also in tune with the vision of the college as well as the policy matter of the management to provide education to the students of this area where paying capacity is less due to most of the students belonging to Economically weaker sections. Our constant endeavour is to sensitise the young minds towards gender equality and communal Harmony

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

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

The institution practices and promotes the culture of decentralization and participative management by involving the teaching, non-teaching staff and selected students in academic and

non-academic activities. There are more than 21 committees that are responsible for effective and participative functioning of the institution. Every work in the college is done through different committees

committees. If there is any work related to campus maintenance, then it is done through campus maintenance committee. Similarly, matters of fee concession are seen by fee concession committee. The thing is that there is method of de-centralization in every work which is initiated by the college. These are just two examples. By forming the various committees, every faculty member gets a chance to participate in the decision making process.

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

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution adopts various strategies to implement its plans in an effective manner. Some of the plans get successful. College has got a big ground having track of 400 metre. Sometimes it becomes difficult to maintain the track and ground on its own so the college ground is maintained effectively in collaboration with the sports committee of the village Daroli Kalan. Cement benches are repaired in lawns. A herbal park has been developed in the college. Long term plan of the college is to sign MOU' s with certain companies. industrial units for the internship and job prospects of the students. To increase the strength of the college and to automate the college library fully. As the college has got a vast area (Approx. 32 Acres), plan is to effectively use this area.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 Principal of the college is the head of the institution. The college administrative system runs smoothly with its three main units that are General administration which includes, account section also. The administrative office is headed by office superintendant along with three other posts in the office. The examination system of the college is seen by registrar as the head of his system. Registrar is responsible for conducting the internal exams and internal evaluation of the students. Similarly, there is provision of appointing a senior teacher as bursar who along with the office staff is responsible for verifying the accounts and supervising the income and expenditure of the college.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://docs.google.com/document/d/12j9X7Vw2_Qt8LoSxZ2Y4TAQaWWEwB5LTdbUlKkEzZj1I/edit?usp=sharing">https://docs.google.com/document/d/12j9X7Vw2_Qt8LoSxZ2Y4TAQaWWEwB5LTdbUlKkEzZj1I/edit?usp=sharing</a>
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**

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The institution practices effective welfare measures for teaching and non teaching staff such as Casual leaves Advance salary for festivals or special needs

Medical leaves for staff

Without Pay Leave

Benefit of lien

PF loans

Study leave for teachers

Restricted holidays for staffs

Special leaves (Additional Casual leave) for female staff

Maternity leaves

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

**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**

00

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**

00

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**

04

File Description	Documents
IQAC report summary	<a href="#">View File</a>
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)	<a href="#">View File</a>

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

There is a provision of Annual Confidential Report to appraise the performance of teaching and non-reaching staff

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

Auditing is an essential process for accuracy and transparency in financial management. The College conducts regular internal audit of accounts for effective financial management. Auditors are appointed by the parent management(S.G.P.C.,)and the audit reports are submitted to the management.The auditors verify the income received and expenditure incurred under various heads. It examines that money is spent in a valid correct manner. If any discrepancy is perceived and reported, the compliance is done immediately and compliance report is submitted to the management.

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

#### 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)

00

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 annual budget is prepared and submitted as per the direction. A budget meeting is held as per the date and venue laid by the management. Institution is allocated the various funds to be spent under various categories. The college maintains various funds in the accounts maintained for the specific purpose. Various account heads maintained in the college are as following: Management account UGC account

NSS account,, Amalgamated fund account Govt. Grants account.

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

#### 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

IQAC cell of the college tries to implement the policies for the welfare and betterment of the college in an effective manner. IQAC is formed as per the norms laid by NAAC. It is headed by the Principal who acts as chairperson of the body and anyone senior teacher is nominated as the co-ordinator. The body comprises the persons from the nearby villages who are associated with social and community service. IQAC is responsible to prepare the AQAR reports. The meetings of IQAC are also held to gauge the working of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

What shall be the working of the college in the upcoming session and what type of days and events shall be celebrated in the session are decided in the meeting of IQAC in the starting only. An effort is made to stick to the pattern but a few deviations occur here and there. Working of placement cell and effective teaching process comes under the purview of IQAC.

Focus on implementing the ICT tools for effective teaching learning process .

Focus to improve the sports infrastructure from time to time

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**

D. Any 1 of the above

<b>initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b>	
<b>File Description</b>	<b>Documents</b>
Paste web link of Annual reports of Institution	<b>Nil</b>
Upload e-copies of the accreditations and certifications	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<b>No File Uploaded</b>
<b>INSTITUTIONAL VALUES AND BEST PRACTICES</b>	
<b>7.1 - Institutional Values and Social Responsibilities</b>	
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year	
<p>The institution takes care to prepare the boys towards sensitising of issues related to the girl students. There is a common room for the girls as well as a separate washroom. A teacher supervisor has been assigned to tackle the problems faced by the girl students</p>	
<b>File Description</b>	<b>Documents</b>
Annual gender sensitization action plan	<b>Nil</b>
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	<p><a href="#">There is an InternalCommittee (IC) in the college which looks after the grievances of the female students and staffs of the college. IC (Internal committe) has placed a Complaint box inside the college campus for putting the grievance of any students and teachers which are resolved at the college level. Gender equity issues are also covered as part of curriculum in various departments likeHumanities, Computer Science, and Commerce etc.</a></p>
<b>7.1.2 - The Institution has facilities for</b>	<b>D. Any 1 of the above</b>

<b>alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	
File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
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	
The institute has got no Bio-medical waste. The campus is free from hazardous chemicals and radioactive waste management as there are no science classes in the college. The water from taps is used to watering the plants. E-Waste is produced in the college which is disposed of by forming an auction committee. The garbage and solid waste is managed by putting that in the large dustbins installed at various points in the college.	
File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>
<b>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</b>	<b>E. None of the above</b>
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of Bicycles/ Battery powered vehicles</b> <b>3.Pedestrian Friendly pathways</b> <b>4.Ban on use of Plastic</b> <b>5.landscaping with trees and plants</b>	<b>D. Any 1 of the above</b>
<b>File Description</b>	<b>Documents</b>
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>D. Any 1 of the above</b>
<b>File Description</b>	<b>Documents</b>
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>
<b>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 including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-</b>	<b>E. None of the above</b>

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	No File Uploaded
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 Institution takes sumptuous efforts to provide inclusive environment. The teaching and non-teaching staff comes from different cultural background, different socio-economic status and different religions. But there is harmony and tolerance for each and everyone. There is no feeling of belonging to high or low socio- economic status and belonging to different religious and cultural background. All the teaching and non-teaching staff lives like a family. The institution takes several initiatives on different occasions to maintain the harmony and tolerance like •

Lohri- This festival is celebrated by all the communities of Punjab. Similarly all the faculty members belonging to different religion and communities in the college with great enthusiasm following the tradition of this festival. As the college is located in the Punjab and is under the management of S.G.P.C., Sri Asr, all the gurpurabas are celebrated in the college time to time. as per instruction by our management. Maintaining Social and communal harmony, all the faculty members and students in the gurpurab celebration. The college celebrates Bandi Chhod diwaas (Diwali) with great fervor.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

In the beginning of every academic session induction programs are held at departmental levels where students are made aware of their constitutional rights and duties. On occasions like Independence Day, Republic Day, Constitution Day the Head of the institution inculcates national spirit and values among students and staff through his/her motivational speech.

Various cells of the college, at the time of pandemic was constituted that addressed the anxieties and frustrations of the students with regard to covid-19. The students were also motivated to get themselves vaccinated and behave like responsible citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**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**

**E. None 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	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution tries to celebrate various national and international days as well as various days and events associated with Guru Sahibans and other religions. Gurmat Chetna marches also taken as per the direction of the parent management

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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.

Main thrust of the college is to empower the rural area students especially girls. When the college was opened , very few students use to go to urban area for studies. The college was opened for this purpose only. Care is taken to empower the girls who come from socially and economically backward background.

Secondly , the college is continuously trying to use ICT tools to boost the academic environment and to enable the students to get education through audio-visual aid.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 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

An effort is made to develop the all-round personality of the students by exposing them to various extra-curricular activities. Communal harmony is maintained at every cost in the college. Various events connected with Guru Sahibans are celebrated from time to time. Extra care is taken to provide moral values to the students A religious teacher has been appointed by the management, S.G.P.C. to instal these values

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.3.2 - Plan of action for the next academic year

#### 1. \*Quality Assurance:\*

- Conduct academic audits in July and December.
- Develop a quality assurance handbook by August.

#### 2. \*Faculty Development:\*

- Organize FDPs in June, September, and January.
- Encourage faculty members to participate in national and international conferences.

#### 3. \*Student Support Services:\*

- Strengthen counseling and mentorship programs by August.
- Establish a student feedback mechanism by October.

Arrange lectures on mental-wellness

4. \*Research and Innovation:\*

- Encourage faculty members to undertake research projects by September.
- Establish a research and development cell by November.

5. \*Infrastructure Development:\*

- Upgrade classrooms and laboratories by June.
- Improve library facilities by August.

\*Budget Allocation:\*

IQAC activities: ? As Provided by the Management

- Faculty development programs: ? As Provided
- Infrastructure development: As Provided