YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SRI GURU GOBIND SINGH COLLEGE OF EDUCATION BEGHPUR KAMLOOH MUKERIAN
• Name of the Head of the institution	DR.Harmeet Kaur
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9464445808
• Mobile No:	8725002739
• Registered e-mail	sggskamlooh@gmail.com
• Alternate e-mail	headoffice.sgndet@gmail.com
• Address	VILL BEGHPUR KAMLOOH PO DAGAN DISTT HOSHIARPUR
• City/Town	MUKERIAN
• State/UT	PUNJAB
• Pin Code	144211
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Rural

• Financial Status		**Self-financing**
• Name of the Affiliating University		**PANJAB UNIVERSITY CHANDIGARH**
• Name of the IQAC Coordinator		**Ms. Amandeep Kaur**
• Phone No.		**9876920460**
• Alternate phone No.		**8360069366**
• Mobile		**8725002739**
• IQAC e-mail address		**iqacbeghpurkamlooh@gmail.com**
• Alternate e-mail address		**sggskamlooh@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.sggscekamlooh.ac.in
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://sggscekamlooh.ac.in/wp-content/uploads/2022/03/Academic-Calendar-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.03**	**2017**	**30/10/2017**	**30/10/2022**

6.Date of Establishment of IQAC	**06/06/2005**

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
Sri Guru Gobind Singh College of Education beghpur Kamlooh Mukerian	Corona Awareness Campaign	Red Ribbon Club)	2020	10000
Sri Guru Gobind Singh College of Education beghpur Kamlooh Mukerian	Online Tree Plantation / Poster Making Competition	Red Ribbon Club)	2020	5000
Sri Guru Gobind Singh College of Education beghpur Kamlooh Mukerian	Online Declamation Competition on World Day against Child Labour	Red Cross Society	2020	-

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	**3**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any	**Yes**	

of the funding agency to support its activities during the year?	
• **If yes, mention the amount**	15000

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Two Days Online Workshop on Micro Teaching
One Day Online Workshop on development of Lesson Planning
Faculty Development Programme on Teacher Education Renewal in India
Provision of Remedial Classes
Analysis of Online Classes during Pandemic
Extension Lecture on NEP 2020
Extension lecture on awareness about saftey in Covid 19

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
Faculty Devlopment Programme	12 days FDP Conducted
Three Online Workshops	Three Online Workshops Conducted
Organisation of Curricular and Co- Curricular Activities	20 activities organised
Revision of Feedback performs (NAAC)	Analysis of Feedback Performas Revised
Extension Lecture on NEP 2020	Extensiom Lecture Conducted
Extension lecture on awareness about saftey in Covid 19	Extensiom Lecture Conducted

13.Whether the AQAR was placed before statutory body?	Yes

• Name of the statutory body

Name	Date of meeting(s)
Management and IQAC	28/09/2020

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2021	18/02/2022
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	

Extended Profile

1.Programme

1.1   **01**

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

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1   **391**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **27**

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

File Description	Documents
Data Template	No File Uploaded

2.3   **383**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **27**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **0**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year		**01**
File Description	**Documents**	
Data Template	No File Uploaded	

2.Student

2.1 Number of students during the year		**391**
File Description	**Documents**	
Data Template	[View File](#)	

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		**27**
File Description	**Documents**	
Data Template	No File Uploaded	

2.3 Number of outgoing/ final year students during the year		**383**
File Description	**Documents**	
Data Template	[View File](#)	

3.Academic

3.1 Number of full time teachers during the year		**27**
File Description	**Documents**	
Data Template	No File Uploaded	

3.2 Number of Sanctioned posts during the year	0

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	10
4.2 Total expenditure excluding salary during the year (INR in lakhs)	407727
4.3 Total number of computers on campus for academic purposes	42

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 by following the academic calendar provided by PanjabUniversiry Chandigarh.The faculty analyses the needs of the students before the commencement of every semester and plans the curriculum as prescribed by the University in such a way that itincludes different activities related to the designed syllabus. the students are being given practical insight into the curriculum that helps them to develop their higher order cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. The periodic tutorial / class test / examinations are conducted in order to assess the understanding of the students. Teachers put in all efforts to ensure quality and enhance academic growth. Practical & theoretical examinations are conducted to judge the understanding of the students. The examination pattern introduced by affiliating university is being strictly adopted by the college. . All the laboratories are upgraded annually as per requirement of the curriculum. The college encouarges faculty members to attend

orientation , Refreser courses, workshop and present papers in seminars conducted by the affiliating and other Universities for acquiring neccessary skills for effective delivery of the curriculum.

File Description	Documents
Upload relevant supporting document	[View File](#)
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 institute is affiliated to Panjab University Chandigarh and implements the curriculum prepared by the BOS of Panjab UniversityChandigarh. The institute has developed a structured and documented process for implementing the curriculum. It is as follows:

•Before the commencement of the semester, the time table incharge prepare an academic calendar based on the calendar prepared by the affiliatingUniversity. This academic calendar includes the dates for internal examinations, seminars, workshops, expert talks, add-on programs and other cocurricular and extra-curricular activities.

• The course plan containing class timetable, semester calendar and syllabus is given to all the students. It is also published on the college website.

• Faculty members prepare/update their lecture materials. The syllabus is enriched by adding contents within syllabus. Faculty members prepare a question bank of their respective subjects. Resources like relevant websites and e-resources are made available for advanced learners • IQAC periodically monitors the coverage of syllabus, quality of question papers and assignments, preparation of answer schemes, progress of the laboratories etc.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
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

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

0

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)

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

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs 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

Courses offered in the college integrate issues related to gender, environment and sustainability, human values and professional ethics . Professional ethics are integrated in the B.Ed. The college offers an extension lecture in Gender sensitization. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Valuesinto the Co-curricular and Extracurricular Activities also. Moreover tree plantation and other sustainable development programs are held in College every year. College organizes various environment related programs including tree plantation, village cleanliness, cleaning of Canal, plastic free drive, poster competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about environment . World Labour Day, World Forest day, World Environment Day, etc are organized in the college every year. The college has taken active participation in Swachch Bharat Abhiyan Programmes started by the government. The

college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under SVEEP, and help to inculcate human values among students. National festivals serve as a platform to enliven patriotic and moral values and various social activities have been initiated by the college from time to time.

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

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

200

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	[View File](#)
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

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

200

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 from the following stakeholders Students Teachers Employers Alumni	

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	http://sggscekamlooh.ac.in/wp-content/uploads/2021/10/Analysis-of-Studends-Feedback-2019-21.pdf

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 sanctioned seats during the year

200

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

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 college admits students from various socio-economic backgrounds. The college conducts every possible measure to assess the learning levels of its students. The students are counseled, guided and oriented at the time of admission to make them aware about the course, mode of internal assessment, external assessment, curricular and co-curricular activities, rules and regulations of the institution as well as facilities available in the college. The list of courses, curricular and co-curricular activities, rules and regulations, facilities available etc are also published in the college prospectus which is provided to the students before the beginning of academic sessions. At the beginning of each course teachers asses the learning levels of the students in the class, their knowledge about the course and accordingly special programmes for advanced learners and slow learners are planned. The teachers counsel the students regarding the scope of course being offered as well as provide guidance in relation to the student's aptitude and competence. Teachers remain available in college to clear the doubts and counsel the students even on a one to one basis. Extension lectures and educational trips are organized by the college on regular basis.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
200	**24**

File Description	Documents
Any additional information	**No File Uploaded**

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

Sri Guru Gobind Singh College of Education Beghpur Kamlooh Mukerian always encourage student-centric learning through various methods such as brain storming, group discussions, quiz competitions, presentations and project work in participative learning and problem solving methodologies. Regular participative activities viz., group discussions, projects, field visits, educational tours, seminars, extension lectures are organized in the college and the students actively participate in these activities within and outside the college. Students are given individual projects and class assignments for focusing on self study and to encourage independent learning. Different student support systems are available in the college like Library, Computer Lab, ICT based classrooms (Smart Classrooms). Beyond the classroom, college gives high importance to all-round development of students through extra-curricular, co curricular and field based activities.Students are taken for study tours to the sites of interest in order to get familiar with the field/natural conditions. Both intra and inter-college sports competitions are organized, where students exhibit talent in variety of games, to foster spirit of togetherness and leadership. In order to inculcate human values, ethics and social responsibility, students are encouraged to participate in activities.

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

Faculty members of the college use ICT technology to improve the teaching and learning process. Different softwares available online is integrated with teacher's explanation and students are encouraged to learn and practice through interactive activities. LCD projectors, computer/laptops are used in the classrooms. You-Tube, E- mails, WhatsApp group, Zoom and Google classrooms, College website are used as platforms to teach, communicate, provide material and syllabus, make announcements, conduct tests, make presentations, address queries, mentor and share information. These applications are also used to provide online education during the covid-19 situation. wifi facility is also available in the campus for the students and staff. The library also provides access to computers and online journals freely available in public domain and also to journals subscribed on the advice of faculty. Xeroxing facility is also available in the library. Syllabus and study materials are also made available on the college website and the website of the affiliating university. Student attendance, feedback are also received online from the students and faculty members.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

23

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

27

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

01

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)	No File Uploaded

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

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.

Internal assessments and internal practical tests are conducted at appropriate time with respect to calendar of examinations fixed by the Panjab University Chandigarh. Date sheets and notifications of internal assessment is circulated in classrooms, displayed on notice boards and uploaded on official website of the college. The teachers help students in grasping the correct essence of the questions asked, Due care and guidance is given to students till completion of assignments.Mechanism of internal assessment is totally transparent. It is based on CIE, attendance and code of conduct.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

Most of the grievances related to the examination are received after declaration of results by the Panjab University Chandigarh. The errors in their results like marks of the internal assessment, attendance sheets etc. are immediately addressed, corrected and quickly disposed for onward submission to university

by the convener examination committee. The Superintendent and staff members concerned are instructed for due care and cooperation for the quick disposal of student grievances. Where ever deemed necessary, the relevant documents/testimonials are submitted through the candidate personally or through their parents to Coordinator Examination for speedy Redressal of the

issue. The close and continuous communication is maintained by the Coordinator Examinations with the University authorities for speedy disposal of queries, explanations and doubts if any. As per internal practical tests are concerned, if any student pin points any academic discrepancy viz a conduct of tests, the concerned teachers wholeheartedly show their concern and attention is given to the student grievances.

File Description	Documents
Any additional information	[View File](#)
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 Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty to prepare the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Program and Course, Copy of Curriculum and Outcomes of Program and Course are also uploaded on the college website.

File Description	Documents
Upload any additional information	[View File](#)
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 college has a systematic process of collecting and evaluating data on programme and course outcomes, for which the assessment includes the following; Assessment for the course-level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes and pedagogy. Various

components for continuous assessment are defined and used. The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their Course Outcomes. Besides, weightage for the end semester Examination (written examination /Pratical examination) is also used for the evaluation process.

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

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)

http://sggscekamlooh.ac.in/wp-content/uploads/2021/10/Student-feedback-performa-2019-21.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)

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

File Description	Documents
Report of the event	[View File]
Any additional information	[View File]
List of workshops/seminars during last 5 years (Data Template)	[View File]

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

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

3.2.2 - 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

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

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

The College regularly conduct the extension activities within and outside the Campus. These programmes aims to connect the Higher Education Institutions with the society. This will transform the outlook of the students and inculcate leadership qualities in the youth. They will prove good administrators, good humans with good moral behavior and responsible citizens in future. Such citizens help in Nation building.

During the peak pandemic period (March-August 2020) College organized Online awareness programme where students and teachers aware the people to how we can be safe from Corona and make immunity stronger students and teacher also helped the needy and

deprived sections of people of the society as far as possible.

The CR's of the college disseminated awareness regarding the covid-19 pandemic in most of the villages. Posters where pasted on public places where people were given information related to SOPs , use of masks etc. Our students distributed the masks among the masses to motivate and encourage them for following the Covid protocol.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

0

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

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 last year (Data Template)	View File

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

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

3.4 - 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

`03`

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
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

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

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 a policy for the creation and enhancement of infrastructure in order to promote a good teaching learning environment, according to its vision and Strategic Objectives. The institute ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. At the beginning of the academic year need assessment for replacement /up-gradation/addition of the existing infrastructure is carried out based on the suggestions from principal after reviewing course requirements, working condition of the existing equipment. The Time Table committee plans ahead for all requirements regarding the availability class rooms/labs classrooms, laboratories, furniture and other equipment's. Distinguished features of the College include the following; The college ensures optimal utilization of the resources by encouraging innovative teaching?learning practices like use of power point presentations, LCD projectors etc. Regular workshops/awareness programs/training programs are conducted for optimal deployment of infrastructure and utilization of modern technology.

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 utilizes its resources to provide an environment to its students where they are encouraged to pamper in sports and extracurricular activities. Students are trained in sports under the guidance of a qualified and specialized Physical Educational Instructor. Systematic training and encouragement is provided to those students who show extraordinary skills in different sports.

These students are selected through selection trials. They are trained and encouraged to participate in various level of competition including intra college events.

All the Participants are awarded with participation certificates. Winner and runners-up teams are duly rewarded by trophies. Yoga class/awareness Programme: Although the college doesn't have an established Yoga Centre but Yoga Day is celebrated every year and this year a two day yoga awareness Programme was conducted for the faculty and students by expert yoga trainers.

Cultural Activities- The college believe in all-round development of its students. It constantly encourages them to take part in extracurricular activities to spark their interests and cultivate leadership qualities as well as team spirit. Every year the college conducts cultural programs to make this happen. An Auditorium with a capacity of four hundred students is used for conducting different types of cultural programs

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

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

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)	**No File Uploaded**

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)

407727

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)	<u>View File</u>

4.2 - Library as a Learning Resource

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

The college is using latest biblosoft software and library is fully automated. The total numbers of books in library are about 9,107 and number of visitors per day is 77. The library has browsing centre, Xerox facility, Reading room for users.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-	**B. Any 3 of the above**

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

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)

2,25,000

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

100

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 LCD Projector, Printers, high configuration PCs were installed in the college. Smart classrooms equipped with LCD projector,

Digital Podium with inbuilt system, microphone system and speakers were installed. The whole college has been made with wi-fi facility.

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

4.3.2 - Number of Computers

42

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	E. < 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)

39266

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)	[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.

Institutional mechanisms for maintenance and upgradation are as under:

Building Infrastructure: There is a college development and construction committee to look after the maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water facility, power supply and maintenance of campus is looked after by this committee.

Laboratory Equipments: Every department maintains stock registers for keeping the list of chemicals, glassware, equipments and other instruments used in laboratory. Physical verification of laboratory equipments is carried out to record the functional and non functional equipments from time to time.

Computer and IT infrastructure: Maintain stock register regularly to keep record of the functional and nonfunctional items. Maintenance and up gradation is looked after and technicians are hired.

Furniture related items: There is a college development and construction committee which looks after the maintenance and minor repair work of the furniture and fixtures and other physical infrastructure.

Maintenance of Library/ Library Materials: Accession and withdrawal/ dead stock registers are regularly maintained to keep the record of updated and dead stock.

Sports Equipments: The sports department regularly maintains the stock register for the equipments and materials related to the sports.

File Description	Documents
Upload any additional information	[View File](#)
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

13

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

39

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	**A. All 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)	**No File Uploaded**

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

200

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

26

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited 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	**C. Any 2 of the above**

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

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	**No File Uploaded**
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

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

File Description	Documents
Upload supporting data for student/alumni	View File
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

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

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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)

The college encourages students to have student representative for every semester. These representatives act as bridge between principal and students. The student representatives put the grievances of students (if any) to the principal, who orders the convener of Respective committee to handle that in a nice way. Most of teachers try to convey their message to other students via these representatives so that they learn leadership skills besides excelling in academics.

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

File Description	Documents
Report of the event	[View File](#)
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)	[View File](#)

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 institution has a Alumni association. The Alumni association is active every year and has successfully conducted the annual

Alumni Meet. Few of Alumni working as Lecturer and many of them are working in private and Government Schools.

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 vision of the college is:-

- To Prepare and Develop Competent, Innovative and farsighted teachers who can meet the requirements of Global competitive work and contribute to academic excellence. curriculum and dynamic academic environment for strengthening faith in humanistic, social and moral values as well as in Indian Cultural heritage and democracy.

- To Provide value -based curriculum and dynamic academic environment for strengthening faith in humanistic, social and moral values as well as in Indian, Cultural heritage and democracy.

- To create facilities for imparting quality education and grow into a centre of excellence in the field of teacher education

The mission of the college is:-

- **To imbibe in our prospective teachers a sense of dedication, diligence, discrimination and dignity of teaching profession.**

- **To impart quality education for all round development of students.**

- **To inculcate moral values and leadership qualities among students.**

- **To promote peace and harmony for better work.**

The mangement encourages the faculty and supports them at all levels. The decision taken by them are given due cognizance by the Principal. An environment of equity and democracy is setup to conduct affairs in smooth and satisfactory manner.

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.

Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year. The list of committees is displayed at the beginning of the year on the staff notice-board. This ensures transparency in policy execution. The responsibilities are communicated to the faculty members through regular staff meetings. The Principal of the College holds regular meetings with the teaching and non-teaching staff. In these meetings, various issues are taken up for discussion before arriving at a final decision. The Principal monitor the functioning of the various committees. The participative decision making ensures total participation of all the people concerned. The office

administration of the College is headed by the Senior Clerk under whom there are Senior Assistant, Junior Assistant and other Class IV Staff. Thus, the decentralization of institution helps in improving the quality of its educational provisions.

Participative Management: The Administration is always open to discussion with the teaching and non?teaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process.

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

The Institution has a perspective plan. The aspects considered for inclusion are:

- Quality enhancement and improved teaching-learning environment.

- Enhancement of student support systems.

- Improved student success rate.

- To be more innovative, and be more creative in academic delivery; with a strong emphasis on effective integration of technology in the teaching-learning process.

- To establish a research facilities and to nurture and develop research culture among the students and staff.

- **Life skills will be an integral part in curriculum development and delivery.**

- **To emphasize on multi-dimensional evaluation of student learning and to enable that student learning outcomes match with their employers expectations.**

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 Principal is involved in overlooking the implementation of plans of the College. She ensures that regular day to day operations are properly conducted, through feedback from conveners', teaching and non teaching staff. The faculty ensure that the plans communicated to them by the Principal are implemented systematically. Committees for co-curricular activities are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the curricular activities that enhance overall development of students. Administrative Committees (Examinations, Scholarships, Purchase, Discipline, Sports, Admissions, Library,

etc.) For the smooth conduct of all administrative activities according to requirements of academic bodies, there are committees headed by senior faculty to guide the function.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
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 interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

Teaching

a) PF , Provisions facilities for professional growth.

b)Annual Increments .

c) Transport Facility

d)Maternity Leave

e) Seed money for Research Work

Non-Teaching

a) PF

b) Provisions and facilities for professional growth .

c) Transport facility

Students

a) Fee concessions for

economically weaker .

b)Fee concessions for

parentless students

c)Fee concessions for

fatherless students .

d)Fee concessions for girl

child .

e) Fee Concessions for siblings

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

02

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)	View File

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

02

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)	View File

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

File Description	Documents
IQAC report summary	View File
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 institution monitors performance appraisal system through submitting of AQAR (Annual Quality Assurance Report) of the teaching staff. The AQAR reflects the details of refresher / orientation course/ workshops etc that the teacher attended during a particular period as it is deemed mandatory for promoting in next year. Performance Appraisal for non teaching faculty, the appointment is made through the management and every possible solution is taken for the betterment of the teaching and non-teaching staff.

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

The accounts of the institution are audited regularly. There is internal and external audit system of the account . The college accounts are regularly are verified by the charted accountant of the institution. In case of any discrepancy found at any level, it is rectified immediately. All the records ofthe accounts are properly maintained and updated frequently by the college. The

University and government rules are strictly follows. External audit is done by the Panjab University Chandigarh nominees . Their inspection includes last three years record like existing faculty and recruitment procedure (teachers return), Enrollment position(student's Return and result), Infrastructure (land building), Library i.e. purchase of New Books, Journals, Database, e-resources, maintenance/repair of library etc. Post Matric Scholarship scheme record

audited by the Welfare Department Nominees. They audit annually in which they inspect about the number of SC/OBC students who applied the scholarship scheme, their claimed amount, received amount and pending amount. Internal

Audit:-Our Institute conducts internal audit quarterly in a year. It is done by the C.A.

of the trust. He inspects about the salary statements of the staff members, Ledger(Fee Record of institution).

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)

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 institution is run by the management so the funds to be utilized are primarily allotted by management. Some amount of funds are utilized for technological development or teaching learning process, infrastructure strengthening and research work. Optimum end use of the funds is made as per the rules and regulation and is subjected to internal audit by management.

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

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by The IQAC of the

institution are as under:

- All the faculty members are encouraged and supported to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research.

- Teachers are also supported and encouraged to participate in examination evaluation processes.

- The poor and needy students are provided with financial aid

- The college administration provides the transport facility to the needy students at lowest possible bus fare.

- The IQAC also provides guidelines, internet access and verification processes for the students to get the post-

Matric scholarships Scheme.

- **The college also provides platform for the students to participate in Intra- College and Inter-College level debates, competitions, seminars etc.**

- **Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC for improvement and better implementation of curriculum.**

- **All the teachers are encouraged to use audio-visual teaching aids, charts, models etc. for effective teaching-learning processes. Almost all the laboratories are provided with charts, models etc for effective teaching- learning process.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

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

The institution reviews it's teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Some of activites of IQAC in this regard are:

1. **Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process. The students feedback is conducted as**

per the following norms:

a. All the students are allowed to give

feedback on faculty, teaching learning process and evaluation so

that actual picture is ascertained.

b. After evaluating the feedback

from students, the teacher if evaluated with low performance is instructed accordingly.

c. The whole process is being operated

through IQAC and no other faculty member is involved at any stage.

2. Academic monitoring: The academic monitoring committee conducts regular visit to the classes regarding the regularity and punctuality of class work. The Principal is informed on daily basis.

3. Remedial Classes: The teachers conduct remedial classes and revision for the students wherever needed.

4. Syllabus Monitoring: The worthy principal keeps vigil on the completion of syllabus and ascertains information regarding the quantum syllabus completed, so that the prescribed syllabus is completed within stipulated time.

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

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)	D. Any 1 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

Institution shows gender sensitivity in providing facilities such as:

Safety and Security the Institute believes in gender equality and makes effort towards

Gender sensitization. It believes that educated girls are an asset not only for the college and family but also for the whole society. The sensitivity towards the girl students at this institute is

Carried as follows:

Safety and security Women development cell is led by a senior, confident and caring female teaching member. It is a good and healthy sign of academic work place that no pronounced complaint has been lodged by any girl student.

Counseling: The female teaching faculty in particular are advised to counsel girl students in class, library, common room (wherever it suits) to educate about sexual harassment either collectively or individually, as suits the situation.

Common Room: The College has a common room where first aid facility is provided at hand. The college provides basic medical aid, necessary for girl students. Medical aid is provided free of cost

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	Nil

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-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
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 for collecting the solid waste from nook and corner of the campus substantial number of dustbins are installed.

Most of the waste collected is biodegradable. The minimal amount of non biodegradable is mostly burnt in pits. The biodegradable portion

too is dumped in pits for decomposition over time. The solid biodegradable waste collected from the parks, play field after use of lawn mower and bush cutter is collected and dumped for decomposition to be used as a source of bio fertilizer. During the autumn season a large quantity of fallen dry leaves are collected and dumped to decompose for manure. All the liquid waste from washroom, bathroom is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is

ensured. E- Waste management The college has minimum e-waste. The waste if any is sold to vendors for recycling.

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	**No File Uploaded**

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	**No File Uploaded**

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 with trees and plants**	

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
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	

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above

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).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day also promote tolerance and harmony. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

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

The students and employees are senitized about the constitutional obligations: values, rights, duties and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
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	**A. All of the above**

students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

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

Institute celebrates national commemorative days like National Unity Day, Republic Day and Independance day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**No File Uploaded**
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) Organization of weekly morning Assembly by mentor groups every week. On every Wednesday this committee Organises morning Assembly in the Assembly hall of the college where students recite prayers, discuss current events, thoughts and talks on various societal issues. The institution tries its best to inculcate the moral and spiritual values among students teachers through morning assembly.

2) Soft Skill development Programme and effective communication skills has been incorporated in the college curriculum: through

Resume Writing, Mock Interviews, Inter-Personal Skills.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	View File

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 institution is situated in the lap of the nature; the institution has taken care of these blessings by showing zero tolerance towards environmental pollution. This fragile and ecologically sensitive ecosystem is being nurtured properly by the institution and has gained distinctiveness in terms of waste management. There are three types of wastes produced in our campus liquid, solid and e-waste. Liquid waste is produced from washrooms and science laboratories which is being drained through underground sewer system and is finally disposed of in an underground pit without touching the level of water table. E-waste is not being produced on daily basis and the waste quantity is very less, whosoever if produced in the form of discarded computers, batteries, CPUs etc. are being auctioned to the outsider vendor. Non biodegradable solid waste like plastics, polythene bags, junk food parcels are totally banned inside the campus. The only waste which is produced in a considerable amount in our campus is biodegradable solid waste in the form of fruit peelings, bread pieces etc. from the college canteen, lawn clippings, plant cuttings, leaves, and central park of the campus.

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

7.3.2 - Plan of action for the next academic year

The college proposes following future plan for the year 2020-21 Renovation of Girls Common Room. Construction of Waste Management Unit/ Polythene recycling. Modernization of science lab.Organization of One Day National Seminar on NPE 2020, Covid vaccination to all the students of the college.