YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   SHAHID BHAGAT SINGH GOVERNMENT COLLEGE

- Name of the Head of the institution   Dr. Jatinder Kumar

- Designation   PRINCIPAL

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   01635270116

- Mobile No: 7986362924

- Registered e-mail   gckotkapura@gmail.com

- Alternate e-mail

- Address   NEAR BUS STAND BATHINDA ROAD

- City/Town   KOTKAPURA

- State/UT   PUNJAB

- Pin Code   151204

2.Institutional status

- Affiliated / Constitution Colleges   AFFILIATED

- Type of Institution   Co-education

- Location   Rural

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **PUNJABI UNIVERSITY PATIALA**

- Name of the IQAC Coordinator   **DR. HARISH KUMAR SHARMA**

- Phone No.   **01635270116**

- Alternate phone No.

- Mobile   **9815424141**

- IQAC e-mail address   **gckotkapura@gmail.com**

- Alternate e-mail address   **sharmaharish361@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://gckotkapura.org/wp-content/uploads/2022/12/AQAR-2021-22.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://gckotkapura.org/wp-content/uploads/2024/01/CamScanner-01-05-2024-12.38_3.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**00**	**2004**	**03/05/2004**	**02/05/2009**

6.Date of Establishment of IQAC   **20/08/2005**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
PUNJAB GOVERNMENT	**HE-24**	**GOVERNMENT**	**2022 365**	**29.29 LAKHS**

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   `04`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `No`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

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

`1. Accreditation process initiated. AQAR 2021-22 submitted. IIQA Submitted which is approved. SSR Submission work started.`

`2. Preparation work on NEP 20 started.`

`3. Stadium repaired and a new Volleyball ground prepared.`

`4. Various cultural and sports activities organized`

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
To increase strength in college	Strength increased from 621 to 677 in comparison to previous session
Two new digital classrooms requirement	Two new digital screens purchased and installed.
To provide English language lab	English language lab ready for use.
Activities under G20 Program were planned	Activities like 20 Neighborhood Parliament and workshop on youth training organised

13.Whether the AQAR was placed before   `No`

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Academic Council of college	Nil

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	SHAHID BHAGAT SINGH GOVERNMENT COLLEGE
• Name of the Head of the institution	Dr. Jatinder Kumar
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• Mobile No:	7986362924
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• Phone No.	01635270116

• Alternate phone No.	
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10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
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13.Whether the AQAR was placed before statutory body?	**No**
• Name of the statutory body	

Name	Date of meeting(s)
Academic Council of college	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	24/04/2023

15.Multidisciplinary / interdisciplinary

College at present is not having multidisciplinary or interdisciplinary courses. But in future it is in the plan according to new education policy. For that certain work and planing is required, College fully understand the need of these courses in college to meet the new challenges in education. Proposal in PM-USHA scheme is forwarded for approval.

16.Academic bank of credits (ABC):

College otivated studentsegister themselves at ABC. Large number of students have registered and intimated college with the registration number. In PM-USHA Scheme it is also included in proposal.

17.Skill development:

College started two certificate courses in college under the Jagat Guru Nanak Dev University, Patiala. Embroidery and Fashion Designing
certificate and Office automation and e-governance were started in session 2021-22 but in session 2022-23 no student
got admission. Besided that College is having computer courses and various practical subjects like psychology, geography, home science, and physical education. College has more plans
for future.

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

College is already teaching in the local language punjabi as well as in hindi and english. Various cultural activities are already performed with the participation of students. But the
online courses are yet to bring in use. However in PM-USHA Scheme it is proposed for approval.

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

It is also a very beautiful approach to plan for the skills and expertise a passed out student need while leaving the college. It is also needed to be added in the education system of college. College approve this approach but yet to practically adopt in the college. In PM-SHA Scheme it is proposed for approval.

20.Distance education/online education:

Such courses not yet started in college.

Extended Profile

1.Programme

1.1	05
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	677
Number of students during the year	

File Description	Documents
Data Template	[View File](#)

2.2	325
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	161
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic	
3.1 Number of full time teachers during the year	**20**

File Description	Documents
Data Template	View File

| 3.2

Number of Sanctioned posts during the year | **55** |

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**24**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**53.8**
4.3 Total number of computers on campus for academic purposes	**25**

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 university releases the academic calendar for eachyearaccording to which the time table is framed by the time tableincharge and classes are allocated to the teachers by the head ofthe department. The teachers prepare monthly plan of the syllabusand communicate to students for effectiveimplementation. Blackboard is the major instrument for teachingin class but wherever needed the computers, overhead projectors,digital projectors,slide projectors are also used to maketeaching and learning more effective. Theory and practical partsof syllabus are

linkedtogether in teaching and learning such away that it become effective. Active participation method ismainly used that allowsstudents to interact while teaching. Theteaching process includes presentations, group discussions,seminars, interviews, quizcompetitions, students are guidedthrough educational tours. COVID-19 Pandemic effect also brought in the use of whatsapp, zoom, apps to provide more ficilities in teaching and learning.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

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

S.B.S. Govt. College, Kotkapura has a 2tier system ofinternalevaluation which is communicated in advance to studentsto monitor the academic performance. • Class Tests are held in eachsemester and the students who fail to qualify theminimum eligibility are given a second chance to appear inConditionalClass Test. • Besides Internal assessment is anothermethodfollowed for evaluation that is based on snap tests,debates,extempore, group discussion, seminar presentations,regularity,competence, etc. In Practical subjects, short term projects(group projects independent projects), case studies, andoverallpractical performance of the student is considered for internalevaluation • Best students are selected forAcademics,Extracurricular activities and Sports. They are honoured onAnnual Prize Distribution function that inspires otherstudents too.

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.	**C. Any 2 of the above**

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)	[View File](#)

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

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

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

Professional Ethics – Topics like Personality Development & aptitude', and 'Yoga and Stress Management' lead to a greater awareness of professional ethics in students. This also leads to holistic development in students apart from academic knowledge in their core areas. Various issues related to economics, music, computer application also help to develop professional ethics.

Gender- Sensitization on gender issues is very important part of education. Various topics in psychology, English literature, Punjabi literature addresses on various such gender issues in the curriculum.

Environment & Sustainability- Environmental science is an important paper which every student is required to study. Besides that, Geography also deals with various environment related issues to develop knowledge and awareness in students. Effect of environment on intelligence and personality are important topics in psychology which further sensitize students on the issue.

Human Values- Various topics in English, Punjabi, and English literatures help in inculcating human values in students. Psychology also sensitizes students on the cultural, ethical, social, and human values.

Furthermore, all efforts are made to augment the curriculum with respect to increasing the students' understanding of Professional

Ethics, Gender, Human Values, Environment and Sustainability by way of special lectures and workshops and conferences.

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	**No File Uploaded**

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

06

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)	[View File](#)

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

677

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	A. All of the above

File Description	Documents
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)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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

1510

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

451

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

Institute assess the learning level of all students from their last year academic record and the current year performance in the class test, house test, and semester wise final exams conducted by the university. Staff maintain individual contacts with such students

and help them in providing study material and making concepts and problems easier to them. Personal attention to advance learners keep them moving ahead and slow learners also benefited by this.

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
677	**20**

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

In theoretical classes participative learning is the main method

of teaching. Students can freely ask questions and addCertain references from their side to make learning more effective to everyone in the class. Whereas in practical subjects like psychology, geography, home science, music vocal, music instrument, physical education, computer application, information technology, experiential and problem-solving methodologies are used. Practical contained within theSyllabus given by university are planned in such a way thatPractical experience & problem-solving techniques make learning very applicable.

Besides learning in classes college plan various NSS activities, social activities, cultural activities and in college and sometime outside the college that give enough opportunity to know and experience through interaction with other students, teachers, and important persons in the field. Some field visits to heritage places are also organised to provide better understanding of history, culture and values.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

Institute has 03 smart classrooms, two computer labs, computer in various departments(Economics, Geography, Psychology, English, Home Science, and computer studies) which provide help to teachers to provide effective learning. English department is also provided with Language lab which have both online & offline facility which makes teaching-learning very result oriented. Staff also use Zoom apps, Whatsapp like tools to provide online teaching and study materials whenever it is needed.

File Description	Documents
Upload any additional information	**No File Uploaded**
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

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

20

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

03

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)	View File

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

2.4.3.1 - Total experience of full-time teachers

240

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 assessment is marked with a transparent and clear criterion.

First criteria of assessment are the attendance of a student in class which every student can know from concerned teacher.

Second criteria are the response of student in class. Student's attentiveness and participation in the lecture is also important in making assessment. It is also transparent as it is visible to every student in class.

Third is the performance of student in class test and house test which are conducted

in college keeping in mind the pattern of university exams. Marks obtained by student provide the base of internal assessment.

Fourth is the overall behaviour of student in college and the participation in extracurricular activities.

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

If students have any grievances with the internal examination, it can be brought in the notice of Registrar and even to the Principal of college. If it is related to the schedule Or mechanism of examination, it is resolved by discussion between principal and registrar or sometime in need it can also be brought in the agenda of academic council. Thus, at largerLevel any issue with examination is resolved. But if the grievances are reported by single or few students, then again it is solved by the Registrar or concerned faculty member. Even students if were unable to qualify for appearing in final exams or unable to appear in examare given special chance. This special chance is either provided by a special internal examination or sometime with special class test.

File Description	Documents
Any additional information	No File Uploaded
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 syllabus prescribed by the Punjabi University, Patiala is followed strictly by the college as per the conditions of affiliation. The syllabus of every course remains available at the university website which is downloaded by teachers and students as per their requirement. University syllabus link is also shared in the WhatsApp groups of all programmes for students. In the beginning of session every teaching staff member in class also give detailed information about the contents and outcomes of learning through that syllabus. Students are having full assess on teachers for clarification on any issue related to their study 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)	[View File](#)

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

The results and feedback of the students is a proof of attainment of programme outcomes and the same is analysed periodically by the institute. Meritorious students are awarded at the Annual Day prize distribution function. Students who perform well in extracurricular activities in college. This motivates them and other students to excel. College has internal assessment and examination system that continuously provide valuable data to evaluate attainment of programme outcome. Further how students progressing to higher education within college or in other higher education institutes give enough chance of evaluation of Programme and course outcome. Even some time when passed out students visit the college, their report and feedback give sufficient evaluation opportunity. Successful students of college who acquire very good jobs or be successful in professional life or business also provide evaluation to college.

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

123

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

2.7 - Student Satisfaction Survey

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

https://gckotkapura.org/wp-content/uploads/2024/01/CamScanner-01-05-2024-12.38.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
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

`03`

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

College always work on holistic development of students. Variety of sensitization activities are carried out to sensitize students on social issues.With the support of civil hospital college organized seminars against drugs. Students were made aware about the types of drugs and their effects on health and personality. Students were motivated to stay away from drugs and if someone is got addicted must take help from counsellor of civil hospital.

With the help from experts from different commercial places and district employment department, they were given the knowledge on the opportunities available to them after completion of programme for placement. Students were even taken to employment cell at Faridkot for the better understanding on employment scope.

Under the Government of India's mission "EK BHARAT SHRESTH BHARAT" they were given knowledge on the diversity in India. Students were sensitized onwaste management issues by proactively engaging them in waste management initiatives.

Annual Athletic Meets were also organised to give students chance to identify their physical potentials and to sensitize them for the importance of fitness.

Workshop in college with the support of Mahatma Gandhi National Council of Rural Education, Ministry of Education, Government of India on "Swachh Bharat Mission".

Yoga day, Environment Day, Awareness on traffic rules, Awareness against use of plastic, Neighbourhood youth parliament, 3 day camp on youth development were conducted with the support of Nehru Yuva

Kender, Faridkot, District Red Ribbon Club, and local City Police Station.

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

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)	View File
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

12

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

165

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)	<u>View File</u>

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

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	<u>View File</u>
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

0

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

Collegeconstructed a spacious new library with funds obtained under RUSA scheme. College also successfully constructed Academic Block B by demolishing half part of unsafe declared building with 8 reconstructed classrooms and two new classrooms on the library. College has an Academic Block A where college have 12 classrooms which also comprises Psychology lab, Music Vocal department and music instrument department. Most of the classes are taken successfully. Home science lab is also managed in administrative block, which is working successfully there.

Two computer labs are also available in college with 24 computers with internet facility, College also has a virtual class room. College recently also developed an English language lab for students for which 10 computers are installed with a software for the lab.

For physically disabled students, ramps are constructed for library, administrative block, home science department and toilets.

Well furnished Common room for girls is also available in college attached with essential facilities like drinking water,toilets,Pigeon box almirah, furniture, dustbins.

A newly constructed airy and well-lit library is also available with sitting facilities for students and staff. It also has newspaper stands where newspapers are made available for students and staff. It also has a computer and printer facility for students which can be used by them for study purposes.

College also has a canteen within the campus where students can have refreshment in breaks or free periods.

File Description	Documents
Upload any additional information	**No File Uploaded**
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.

College has a large outdoor stadium which comprises of track, football ground, hockey ground and cycling track. It also has ramps for physically disabled students. College also has a basketball ground and a lawn tennis ground. These physical facilities provide enough opportunity for sports activities in college. College also has an outdoor gym facility for students. To facilitate sports activities, college has physical education department too with a trained staff member.

For cultural activities college is using library hall with all electronic devices and podium. College has media projector too to help in cultural activities. College has a well-equipped music department with trained staff that provide strong support for training and performance of students. Music vocal and music instrument both departments are well equipped with essential instruments and appliances for conducting cultural activities.

College has both English, Punjabi, and Hindi departments too with trained staff members for helping, promoting and organising cultural activities in college.

File Description	Documents
Upload any additional information	**No File Uploaded**
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.

24

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

24

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)	<u>View File</u>

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)

25

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)

College has well newly constructed library. But it still not have integrated management system (ILMS). However, college is organising library with KOHA APP. College has provided Library with internet service. Printer is also available there. Sufficient number of books especially text books are purchased to make library more useful for faculty and students. Sufficient furniture is available in library for faculty and students to make its more usable. Magazines and newspapers are also available in it to keep faculty and students aware about events happening in the world. College library is also provided computer and printer for the help of teachers and students with internet facility too.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources — **E. None of the above**

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

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)

0

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)	View File

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

23

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

In this digital age, provision on up-gradation of IT facilities is essential for all of us. College is committed to offering a conductive environment to its faculty and students to enhance the teaching learning process and. The college has excellent facilities in the campus. We have both wired and Wi-Fi Internet facility with 100 Mbps Fiber Optics internet connection from BSNL for College Staff and Students.

The College has the following Licenced Software Facilities: -

1.Microsoft Window

2.MS. Office 2007-2010

3. Orell Talk Software for language lab.

The College has 39 Desktops and 3 Laptops for College Staff and Students. There are 2 ICT Computer Laboratories equipped with Computers, 2 Multimedia Projectors. One more multimedia projector is installed in the Psychology lab. Furthermore, the College has 1 E podium with Smart Touch board with Camera and Speakers etc. The College Offices, Computers Lab, is inter connected with Fiber Optics internet connection. Internet facility is also available in the college library.

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

4.3.2 - Number of Computers

32

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	**A. ? 50MBPS**

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)

25

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)	<u>View File</u>

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.

College has a well-established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. There are different departments and committees in college. And the committee works on repair and maintenance of facilities in college. Budget and fund is allocated with Different committees which are established are following:

Water & Toilets maintenance committee: Any problem related to drinking water, sanitisation, and toilets is taken care by the committee.

College Canteen Committee: Any issue related to eatable things, or auction, or repair & maintenance is taken care by the committee.

College Library Committee: Recommendations & Purchase of books, magazines, newspapers are carried on by the committee.

Electricity & Generator Committee: Any problem related to electricity supply, or repair & purchase of electrical appliances is cried on by the committee.

Building Construction & Repair Committee: Construction of any new building or repair of already existing building is taken up by the committee.

College Property Maintenance Committee: All the property including furniture except building of college is responsibility of the committee.

Sports Committee: Sports related equipment and material is purchased and maintained by the committee.

ICT Committee: for purchase of computers, printers, software, and repair of any ICT equipment and appliances is carried on by the committee.

In some situations, as per the instructions from Government, construction and repair works are also allocated to PWD (B&R), PWD (Water & Sanitisation) departments of government.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

409

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

0

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	**E. none 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)	[View File](#)

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

111

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

111

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 grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
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

14

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

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

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

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	[View File](#)
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.

11

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 unive rsity/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)

Most of the activities revolve around students. Their representation and engagement is essential.councils and committees is taken care.

Student Council: As it is banned by the Punjab government, so college do not have any student council.

College Development Council: As per instructions from government, a student representative is also a member of college development council.

Library Committee: As per the instructions from Punjab government, a student representative is also a part of this committee. This committee takes decision for the upgradation and development of library.

Internal Quality Assurance Cell: It is a very important cell for taking overall decisions for quality education in college. As per the structure of council finalised by the University Grant Commission, a student representative is taken as a member of the cell.

Department Students Societies: Every department has a student representative body with duly selected/ elected members. These societies plan and organize department activities taking into account feedback elicited from students of the department.

Editorial Board for Magazine: College magazine "KUKNUS" is important platform where students can get the poems, articles, and other items published in it. Students are important part of this editorial board. They have full authority in selection of items for the magazine.

National Service Scheme (NSS): College is allotted three NSS units by the university. Each unit consist of 100 volunteers. The volunteers registered in NSS unit render community service both inside and outside the college premises.

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

13

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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 college has initiated the process to register its alumni association. There is a proactive alumni committee which has been working towards building a strong alumni base which contributes significantly to the development of the institution. Our alumni have maintained a strong connect with our current students by guiding them in their chosen path. College

Alumni Meet: The college has been organizing its alumni meet regularly. Many passed out students working and studying in different fields & institutions participated in Alumni meetheld on March 11, 2023. Many students were principals, teachers in government schools. Memories in college were shared by them in the meet. It was promised to work continuously together to glorify this institute. It was also promised by Alumni members to support college during admissions.

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 and mission of an institution is its guiding framework. The leadership at helm in the form of the Governing Body works closely in tandem with the Principal of the college to ensure that the policies of the institution and its practices lead to its defined vision, which is "Pursuit of knowledge, innovation and research through holistic and transformative education to nurture future leaders." They also acknowledge that the vision and mission of the institution is dynamic and organic. The college is committed to:

? To impart world-class higher education.

? To empower students to evolve as creative and intellectual professionals.

? To provide a conducive environment for collaborative opportunities between industry and academia.

? To evolve socially responsible men and women, sensitive and sensitized to green best practices.

? To raise outstanding citizens who bring value to society and contribute towards nation building.

The synergies of the governance and leadership along with the college faculty and administration proactively ensure that stated objectives are adhered to. The IQAC, a NAAC initiative, is the nodal committee which works with all departments to periodically assess and ensure that quality remains the defining element of education being imparted. Besides the IQAC, various Staff Council committees and other statutory bodies of the college work towards ensuring that the academic environment of the college remains inclusive and holistic. The governance and leadership are ready to embrace NEP 2020 and lead its students towards educational practices which are more flexible, diverse, and inclusive for

nuanced intellectual and social transformation.

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.

Different officials from teaching staff are appointed to decentralised important management tasks of college, Bursar takes care of financial and accounts matters. RegistrarWorks on examination matters of college. Youth Coordinator manages the activities of students like cultural activities. Similarly, IQAC Coordinator takes care of NAAC related issues.

Various committees are formed which work independently to take careof allotted tasks like Water & Sanitisation committee, electricity &generator committee, Sexual Harassment Grievances committee, Discipline committee etc. At the same timeparticipative management is also introduced in college. Parent Teacher Association involve important office Bearer of college, Teaching staff members and Parents of students to giveproper representation to every section of college for management decisions. Academic council also consists of Senior teachers and Principal of college, which regularly conductmeetings on important affairs of college. Staff meetings are also organised where every staff member can share his/her opinion on important issues of college. Thus, affairs of college are managed by giving independence to the office bearers and committees of collegeand at the same time councils, associations, and committees work with participative approach in managing the college.

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

College cannot work without a proper strategy and its effective deployment. For admission in college committees are formed in the start of session. An academic calendar is framed to work in a scheduled way effectively. Similarly, after admission, a timetable is prepared to distribute classrooms, periods, and other facilities of college in a rational and fair way.

For examination always a date sheet and duties of staff are prepared to conduct these in a calm & smooth way. Without a strategy and plan, the resources of college cannot be appliedeffectively. College is making these workable very impressively.Strategies weremodified time to time with instructions from Government & University. Online and offline methods were deployed effectively using available Apps and Social Media groups in previous sessions but in session 2022-23exams were conducted inoffline way to overcome the effect of CORONA of previous two sessions. In mid term tests they were prepared for normal offline exams which university was planing.

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 highest authority in administrative set up is Higher education department of Punjab Government which implement its ordinances and rules through DPI (Colleges), Chandigarh which is now called Directorate of Higher Education. In the institute the principal is the highest administrative authority. However, principal also take important decisions with the approval of Academic Council of college. Academic council, college development council, HEIS (Higher education institution Society) are important governing councils. All the governing bodies of college work effectively and efficiently as per the instructions, rules, policies, and ordinances issued by the Punjab government.

Civil services rules are applicable on all the government regular employees for the leaves, retirement benefits, and other services. Salaries, increments and promotions are applicable as per the notification of government on recommendations given by the pay commission constituted by the government. However, salaries, promotions, and increment to teaching staff in college are applicable as per the notification of government on UGC recommendations.

The various areas of administration are governed electronically, EHRMS/IFMS/PFMS arein use for various official functionings & payments.The service record, leave management, GPF and GIS management has been done at this portal.

Government rules and DC rates notified by District administration are applied to pay slaries and honorariums to appointed staff from funds.

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	**A. All 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)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

The institution executes many welfare schemes for teaching staff which are running under regulations of Punjab Govt. for permanent employees.

- Teachers can take refundable and non-refundable loans from GPF.
- Staff can have Maternity/Paternity leave on the birth of child.
- Staff can have Leave Travel Concession once in every four-year period.
- The employee can take loans for higher studies of their children
- Child marriage loan and home loans.
- The institution helps its non-teaching staff in any financial problem.
- The employee can take Festivals loans, wheat loans etc. against their salaries. which is to be deducted from their salaries according to the convenience of the employee.
- On retirement permanent staff will have pension, gratuity of 20 lakhs, Earned leave encashment.
- Retired staff can also medical reimbursement on any medical treatment.
- Whenever required teaching and non teaching staff are also allowed to upgrade their knowledge and skill by participating in various programs launched by authorised groups.

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

0

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

0

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

02

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

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

Higher Education Department of Punjab Government demanded confidential report for teaching & non-teaching staff. There is a set form on which teachers are appraised on all aspects of work in college by the principal, which is later reviewed by DPI Colleges of Punjab. Similarly for nonteaching staff either head of department or their official inchrage appraise their work in the institute which is later reviewed by the Principal or DPI Colleges. Their performance is assessed on the bases of scores and the evaluated on different categories like Best, Good, Normal, Poor, Very Poor. Further if some teaching staff memberapplies for promotion or redesignation, then Personal Appraisal Performa is filled and applied. A constituted committee then evaluate that appraisal report filled by teacher personally on the basis of UGC Regulations.

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

Internal audit is regularly carried outby the Bursar of college. Bursar checks the day books, cash books, and every financial

transaction of college which is finally audited through the Principal of college. All treasury related funds are also audited through the Bursar and Principal of college. This practice is carried out regularly every year. However external audit of these students and government is carried out by the Punjab Government Auditors as per the rules and regulations of Punjab Government. If Punjab Government Auditors pointed out some objections, that are removed by the college and compliance report is sent to theDepartment. However, some funds like HEIS & PTA funds are audited internally by the Bursar, Member Secretary (HEIS), PTA Secretary, and Principal of college. The external audit of these funds is carried out through the Chartered Accountant appointed by the college. RUSA fund is also audited internally by the Bursar and Principal of college and external audit through a chartered accountant. Any objection pointed out by the chartered accountant is removed at college level.

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)

0

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

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

Amalgamated Funds is utilized for the welfare of students like cultural activities, sports activities, T.A/D.A, purchase of books, repair and maintenance of essential services forStudents as

per the rules and regulations given in education code published by the Punjab Government. PTA fund is also utilized for the welfare of students and college. But the activities where to utilize is approved by the PTA Council in the start of session. PTA Council is organised as per the PTA rules framed by the Punjab Government. HEIS Fund is utilized for the self-finance department of college. Salary of self-financed department staff is approved by the HEIS Council according to the availability of funds. Other expenses to be carried out in this department are also approved by the HEIS Council.

Another important fund is University fund which is mainly utilized to transfer university funds and examination fees structured by the university and collected from students. RUSA Grant of Punjab government is also utilized on the activities as approved by the Project Director of RUSA, appointed by Punjab Government.

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

Internal quality assurance cell is very important part of institute in assuring the quality education in college. It was established in 2005. It is working with a keen interest in improving different aspects of college related to quality education. In last 5 sessions from 2018-19to 2022-23it successfully pointed the weak points where institute should work for improvement.

1. It focused on improvement of strength in college. Strategies were planned and discussed on the issue.
2. It worked on increasing the cultural activities in college.
3. It worked on training the staff members to make & maintain record on computers.
4. It worked on preparation for NEP 20
5. It worked on preparing staff for NAAC Accreditation in session 2022-23

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

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

For improvement and quality education it is essential to continuously review teaching learning processes, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up.

- College started using latest technologies in teaching learning and other functioning of college. College Installed ICT Technologies in the working & functioning. College purchased 39 computers, Internet services, Language Lab, Digital Projectors, Overhead projectors, Slide projectors & virtual classroom.
- College improved strength of students.
- Cultural and sports activities were given special consideration.
- Classroom deficiency was resolved by renovating academic block B.
- Although it is a rural and undergraduate college but faculty members do published various research articles and books during this year.
- College emphasized by increasing greenery in college, banning use of plastic, constructing composite pits in college.
- Facilities for handicapped students also developed by constructing ramps in various important blocks of college.

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);	C. Any 2 of the above

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)	

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)	[View File](#)

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

The college is committed to ensure a safe and secure environment for girls. Several measures and initiatives have been undertaken to promote gender equity and empowerment of women as per the Gender Sensitization Action Plan.

Seminars and Conferences: Various seminars and conferences were organised in college to sensitize students on gender equity.

Sexual Harassment Cell: College has constituted a sexual harassment cell which comprises of female staff members where girl students can complaint against any such problem they face in college.

CCTV Cameras: 18 such cameras are installed at important points in college to keep surveillance for the safety and protection of girl students in college.

Female representative in decision making bodies: College always comprises important decision-making bodies in college which always comprises of female staff members and girl students.

Girls Common Room: College also has a girl's common room with various essential facilities like independent toilets, furniture, pigeon boxes etc.

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	[View File]()
Any other relevant information	[View File]()

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

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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	View File

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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	C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage 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	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
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).

- **All the sections of society irrespective of religion, caste, and socio-economic level are given equal opportunities for admission in college.**
- **Boys and girls are treated equally in providing facilities and opportunities in college.**
- **Staff members are also treated equally without any discrimination.**
- **EBSB Club: This is a humble initiative to cherish and celebrate the rich cultural heritage.**
- **All the students are divided in buddy groups where they are given opportunities in activities to develop harmony and understanding with students of different caste, religion, or background.**
- **Women's day is celebrated with special emphasis on Sensitization overfemale issues through lectures, cultural activities, and seminars.**
- **TIAN Festival: It is local festival which is celebrated by female students and staff members of college together.**
- **Dr. Ambedkar's Jayanti is celebrated to inculcate values of harmony and fraternity for SC students in college.**
- **Gurparbs devoted to Sikh Gurus also celebrated in college to promote human values in students.**
- **Students celebrate Punjab's popular festival LOHRI together with various folk songs and dances.**
- **MATRI BHASHA DIWAS i.e. Mother tongue day is also celebrated in college.**

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

From providing a holistic education to students of diverse backgrounds, College has emerged as a critical site of constituting, shaping and redefining our socio-political milieu by becoming aware of our roles, duties, obligations and responsibilities as the citizen of our sovereign nation. Over the years, College has sought to make its employees and students aware of their rights, the struggle that went into claiming those rights and the awareness of the moral, social and political obligation to preserve those rights by following the duties expected of them as citizen of our proud nation.

Constitution Day: Celebrated on 26 November each year and also known as the National Law Day and students are informed about the importance of constitution for their rights and duties.

National Voters Day: Celebrated on 25 January,to encourage students to participate in the electoral process and thus, create a viable political future for themselves and their community.

Dr. B.R Ambedkar's Jayanti is also celebrated in college to inform the students, what the constitution has provided to our nation and people of this nation.

Sardar Patel's birth anniversary on 31 October is every year celebrated in the country as Rashtriya Ekta Diwas (National Unity Day)

College is named in the honour of Shahid Bhagat Singh. Seminars, lectures, Cycle rally and many other such activities are organised in college

These programmes facilitate in making them sensitizes abouttheir commitment towards their country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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	B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
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	View File

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

The college believes in fashioning responsible individuals attuned towards fulfilling their obligations towards their country.

Independence Day on 15 August and Republic Day on 26 January both of these days are an occasion to feel grateful towards our leaders and the common man's spirit to not give up in the face of odds.

International Women's Day held on 8 March each year is one of the significant gestures for recognizing, celebrating achievements, diverse dreams and desires of women across the world.

Sardar Patel's Birth Anniversary on 31 October is often celebrated as an event of unifying the vision of India in both material and abstract terms.

Martyr Day of Shahid Bhagat Singh is celebrated every year in collegeto fill in studentsthe value of Independence we enjoying with their sacrifice of life.

Gandhi Jayanti on 2nd October celebrated to sharewith students about the movements and thoughts of nonviolence of Mahatma Gandhi which gave us independence.

Whether it is through the various NSS schemes and projects or through the numerous lectures organized on special occasions, the college has sought to animate our history by reliving them in the present. These celebration of important days of our nation and the world unpacks an effective response to re-energizing our current global politics.

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: Inclusivity in Diversity:The college has evolved multiple facets to create a learning environment which is inclusive and holistic. This practice, therefore, will go on to provide a more tolerant and sensitive future to the nation. The introduction of the NEP, pivoting around the aspect of inclusivity in learning, has further boosted the efforts of the college on this front.

2.Environmental consciousness and sustainability:'Environmental Consciousness and Sustainability' is exercised with the collective help of the departments, committees, staff and students etc. of the college.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
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

Institution is working on preparing institute for NEP 20 with upgrading it with latest ICT Technology, facilities and activities. College is preparing and training teachers on the use of computers and various e services available for teaching learning purposes. College has purchased new computers and made computers available to various teaching departments in college. College also provided a computer and printer to the library too for the purpose of upgrading it on KOHA App and for other future services. College has established a virtual classroom and a language lab too for the said purpose.

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

7.3.2 - Plan of action for the next academic year

1. To prepare for NEP 20

2. To construct auditorium for cultural and other activities in college.

3. To have 10 new classrooms and four lecture theatre halls.

4. To provide computers to every department of college.

5. T provide internet facility to all staff members and students in college.

6. To have more ICT facilities in college for academic purpose.