



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	KHALSA COLLEGE, GARHDIWALA, DISTT. HOSHIARPUR (PUNJAB)
Name of the head of the Institution	SATWINDER SINGH DHILLON
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01886260940
Mobile no.	9872778123
Registered Email	kcghoshiarpur@gmail.com
Alternate Email	kcgregistrar@gmail.com
Address	VPO- GARHDIWALA
City/Town	HOSHIARPUR
State/UT	Punjab
Pincode	144207

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	private
Name of the IQAC co-ordinator/Director	SANJEEV SINGH
Phone no/Alternate Phone no.	01886260323
Mobile no.	9417364465
Registered Email	spathania18169@gmail.com
Alternate Email	davindersingh_75@yahoo.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.kcghoshiarpur.org
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.kcghoshiarpur.org/(S(ttwdxfsf3mf13yq2d2yjplp))/website/acad-calendar.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.07	2016	29-Mar-2016	28-Mar-2021

6. Date of Establishment of IQAC	01-Jul-2008
---	-------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		

No Files Uploaded !!!

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Career advancement of one assistant professor and one librarian under process.

No Files Uploaded !!!

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

Plan of Action	Achievements/Outcomes
B.VOC (AGRIBUSINESS AND AGRARIAN ENTREPRENEURSHIP)	GRANTED BY UGC AND PU CHANDIGARH
BVOC (HARDWARE AND NETWORKING)	GRANTED BY UGC AND PU CHANDIGARH
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2022
Date of Submission	12-Jan-2022
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

To provide quality education to the economically and socially backward people of Kandi region in general and in particular girls in order to make them competent to compete with the new world on one hand and to preserve the greatest ethos and culture of India and Punjab on the other by inculcating moral and ethical values among the new/coming generation, Khalsa College, Garhdiwala follows the following aims and objectives: • Educational empowerment of the poor, rural and agrarian people of the area. • Imparting education to girl students in educationally backward area. • Helping young learners in all-round personality development. • Inculcating moral and ethical values among students. • Developing a sense of universal brotherhood, tolerance and self sacrifice among the students. Khalsa College, Garhdiwala is permanently affiliated to Panjab University Chandigarh and Follow the curriculum prescribed by the University. The college ensures effective/speedy curriculum delivery through a well planned and documented process, the IQAC of the college prepares the academic calendar of the college and also the concerned departments prepare their departmental academic calendar prior to the commencement of every academic year. the academic calendar specifies the suitable available dates for significant academic and other activities. the faculty members are briefed on the academic activities of the college on the first meeting of the commencement of every academic year. the head of departments arranges departmental meetings to distribute and assign workload. considering the workload and planning held in departmental meeting, the syllabus is disseminated as per classes and paper/courses for teaching. faculty members prepare semester wise teaching plan for theory and practical at the beginning of every term/semester. each teacher is provided with an academic diary containing time table, workload, annual/semester teaching plan, actual teaching units, daily teaching plan and academic/administrative committee responsibilities. Faculty members of the college are actively involved in the curriculum development through their elected members in board of studies of different faculties. Feedback from stakeholders is also taken and evaluated by Internal Quality Assurance Cell through its meetings. College follows the curriculum designed by the different Board of Studies as well as Academic Council of Panjab University, Chandigarh and these are implemented at UG and PG levels in the college. All decisions

related to university/ colleges are taken through Senate and Syndicate of Panjab University Chandigarh involving elected representatives of the different colleges. • Academic calendar designed by university specifies and determines the schedule of the semester e.g. as commencement and end of semester classes, examination, vacations etc. • Academic Staff College of the University organizes refresher courses and orientation courses for the benefit of faculty members of colleges. College sends the faculty members to faculty development programs conducted by University, ICSSR and other agencies of education. Faculty is encouraged to publish articles in journals of national and international repute. Student feedback on curriculum is taken to make teaching more effective and same is conveyed to the University.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc(Agriculture)	Mushroom Cultivation	28
MCom	Commerce	11
PG Diploma	PGDAA (Flori-Culture and Landscaping)	4
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The college has a well planned multi-dimensional mechanism for feedback for students, teachers, alumni and parents/different stake holder. As far as feedback from students is concerned suggestion boxes have been installed for students at most frequent places such as college library, common room corridors and canteen. They are also encouraged to deliver their feedback directly to their departments (teachers). The feedback is also collected through internal discussions held with students at different levels. The students also convey their opinion about the academic and other co-curricular aspects of the college through their representatives of students of the college. The teachers and media persons attending the different functions/events also provide their valuable inputs for overall developments of the institution. Popularity of social media like Facebook has been established by the college as an efficient tool for receiving feedback. The students, alumni and other stake holders can post their suggestion on the facebook account of the college as all are connected with it. The feedback obtained is thoroughly analyzed in the annual review meeting of IQAC to devise corrective, constructive of remedial steps for strengthening existing practices and undertake new initiatives curriculum enrichment and different model of students evaluation. The relevant feedback regarding syllabus and final semester examination question paper is also given to the University through Principal and other faculty members represented on senate/syndicate Board of Studies of Panjab University Chandigarh. The faculty of the College remains in touch with Board of Studies of concerned departments. The same has been conveyed to the University through appropriate channels. Office Bearers of the Alumni association often visits the college for meeting purpose and other reasons. Alumni meet is also held in the college. They not only give chance of get to gather to old students but also share their various experiences for the betterment of the college. The role of Alumni in the development of the college is very significant. Fruitful discussions also take place during inspections carried out by the University for the commencement of new programs/courses where the faculty members have the opportunity to interact with the members of inspection committee. The feedback is also taken from the various resource persons from the academics fields and industry. They are invited by the different departments to deliver the keynote address/ extension lecture in seminars/workshops. The guest lectures are also arranged by the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	583	137	43	14	57

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
57	15	4	3	2	2

No file uploaded.

No file uploaded.

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

The college has students mentoring system. In this system each teacher is assigned a small group of student wards. The interactions between them in the tutorial period help the mentors to have a comprehensive understanding of their activities, academic co-curricular achievements and problems. The practice of the mentor system was started, recognizing the need for the present day college students to have friend, counsellor and confidante on the campus. The practice is aimed at fostering a better rapport between the students and teachers at a personal level. Objectives Mentoring of students thus, is an essential feature to render equitable service to all our students having varied background. Students-mentorship has the following aims To enhance teacherstudent contact hours. To enhance students academic performance and attendance. To minimise student drop out rates. To identify and understand the status of slow learners and encourage advanced learners. To render equitable service to students. The Practice The teacher takes students attendance in every class during the first five minutes and after the class enters the list of absentees in academic activity register and absentees information is given to the Principal of the College. If the student is absent more than ten days continuously then HOD calls the parents of a student, enquires the reason and advises them to take care of their ward. Even after informing student parents, HOD forwards the detail of the students to the Principal for further action.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
720	57	1:13

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	17	7	Nil	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
---------------	---	-------------	--

No Data Entered/Not Applicable !!!

No file uploaded.

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college also follows criteria for internal college evaluation system. The college displays all the circulars on notice boards from time to time. The faculty informs and elaborates the syllabus, its objectives and paper patterns to students at the beginning. The faculties provide extra guidelines and counselling to students. Thus, the system provides ways and means to ensure its credibility and reliability. The following are the evaluation processes are also implemented by the college: 1. seminar: Seminars are conducted for all P.G. students. Students are asked to present seminars in classroom on select and assigned topics related to subject. Presentation skills, subject knowledge, communicative ability, responses given to questions are the criteria to evaluate the class and students. 2. Group Discussion: Students are assigned current issues for group discussion, which is arranged by respective subject teachers in order to evaluate the students. Student's subject knowledge, general awareness, oratory and vocabulary skills, social awareness etc. are evaluated through group discussion and marks are given as per participation and performance. It helps to motivate the students and enhance knowledge by sharing thoughts among themselves. 3. Semester Examination: As per the university guidelines students appear for the semester examinations. 4. Project-work: Projects are assigned to students. Students are also required to prepare project report based on field study. The teachers evaluate the projects on the basis of the field work done by the students and active participation for completion of project. The objectives of the project report are to enhance critical thinking, analytical skill, and collaborative learning skills are fulfilled through project works 5. Computer Practical Exam: Computer practical exams are conducted in college in accordance with prescribed syllabus. In this activity, a theory exam is conducted and student has to face viva-voce along with computer practical as suggested by external examiner. The results and marks of practical are conveyed to university as per schedule. This practical exam is strictly conducted with adherence of university rules.

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

Institution prepared a Calendar as per the scheduled prescribed by the affiliating university for implementation of Curriculum and participation in Extracurricular and co-curricular Activities. As per university rules and regulation academic activity run in college throughout the year. At the beginning of session institution prepared an academic calendar to organise the curricular and extracurricular activities in the institution. In academic calendar institute adhered to available working days, short and long Holidays, National Public holidays, Admission process, Semester wise Teaching Plans, Tentative University Examination days of semester, Tentative practical examination days, allocation of Internal Assessment work i.e. Seminar activity,

Project Assignment, Theory Assignment , Class tests, Practical assignment, Submission of Internal Assessment work, ICT Lectures, Guest Lectures, Celebration of National Science day, Celebration of various Birth and Death Anniversary, celebration of weeks like wild life, sampling plantation etc. and special days, Departmental unit tests, Educational tour, Departmental stock verification, various Literacy days, Awareness Programmes and rallies, organising workshop / seminar activity are planed month wise and makes implementation on it. As per academic calendar Institution follows all the related curricular, Co-curricular and Extra-curricular activities for the better academic work, As per academic calendar institution Participated in the Extra- curricular activities like participation Athletics, participation in Youth Festival, Participation Inter-collegiate sport competitions like cricket, kabaddi, chess, badminton table tennis organised by the affiliating university.

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Award of honour	Prof. Gurpinder Singh	Gadri Baba Harnam Singh Tundilat Govt.	28/11/2019	Services in Music and Promotion of

Sr. Sec. School
Kotia Nodh
Singh, Punjab.

Punjabi Culture

No file uploaded.

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	POLITICAL SCIENCE	14	Nill
International	COMMERCE	2	Nill
National	COMMERCE	1	Nill
International	AGRICULTURE	1	Nill
No file uploaded.			

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

Department	Number of Publication
Agriculture	1
Political Science	5
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self	Institutional affiliation as mentioned in
--------------------	----------------	------------------	---------------------	---------	------------------------------------	---

citation the publication

No Data Entered/Not Applicable !!!

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	9	Nil	Nil

No file uploaded.

3.4 – Extension Activities

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

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

No Data Entered/Not Applicable !!!

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
----------------------	-------------------	-----------------	------------------------------

No Data Entered/Not Applicable !!!

No file uploaded.

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
--------------------	---	----------------------	--	--

No Data Entered/Not Applicable !!!

No file uploaded.

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
--------------------	-------------	-----------------------------	----------

No Data Entered/Not Applicable !!!

No file uploaded.

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

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

No Data Entered/Not Applicable !!!

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
9	8.62

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
E-LIB SYS	Partially	LATEST	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5250	424197	4	1080	5254	425277
Reference Books	23254	2797199	2	893	23256	2798092
e-Books	5	2500	Nill	Nill	5	2500
Journals	1897	419142	49	13086	1946	432228
e-Journals	5	2500	Nill	Nill	5	2500
CD & Video	70	Nill	5	Nill	75	Nill
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	61	3	15	1	5	8	5	0	3
Added	0	0	0	0	0	0	0	0	0
Total	61	3	15	1	5	8	5	0	3

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

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
No Data Entered/Not Applicable !!!			

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

The college has a spacious and splendid building which is stretched out in an area of more than nine acres. The college campus includes Administrative Block, Staff Room, and Common Rooms for Boys and Girls, 35 Class Rooms, 12 Laboratories, a Library with separate reading rooms for boys and girls, Separate Hall for conducting functions and examinations. The examination hall is multipurpose and being used for class rooms and conducting examinations time to time. College has a conference hall that is used for the organising seminars. Our college canteen came into existence with the assistance of our college's Old Students' Association (OSA) is the place where students and staff get their refreshments and get relaxed. The college also has well-maintained sports grounds for different games and events. The college has three beautifully maintained lush-green lawns that not only beautify the campus but also attracts students to take rest after their lectures. Four water-coolers with RO are installed to provide the students with fresh and pure water. College owns a generator set of 70KV capacity to provide the power for smooth run of office work during electricity-cuts and two Photostat machines. The college owns two buses to provide the transport facility to students living in remote villages. It has stage that is used for Zonal and Inter-Zonal Youth Festivals and other co-curricular activities. College has well-maintained Hockey, Football, Volleyball, Basketball grounds and two Badminton Courts. The college has UGC Network Resource Centre being equipped with 61 computers and provides free internet through LAN and Wi-Fi facility. The college plans to

meet the need for augmenting its infrastructure to keep pace with academic growth with the help of financial assistance from UGC, Punjab Government and Managing Committee SGPC and by mobilising personal resources. It has fully furnished Girls' hostel that meets up with the expectations and requirements of students. To satisfy the recreational need of students, a 42 inches LCD with cable has been installed. In order to deal with case of medical emergency, college administration has made adequate arrangements i.e. a doctor who is available on a single call and First Aid kit available with Ms. Darshan Kaur (Clerk). We have a fully automated library which provides the facility of Open Access System. There is an advisory committee comprising of Principal as Chairman, Librarian as Secretary, two faculty members and two Students' Representative that recommends the allocation of budget, purchase of new books, maintenance of library infrastructure and regarding new activities. The total carpet area of library is 4500 square feet. The library has reading room having capacity of 150 students and a separate room for teaching faculty. N-List service is provided to the staff and the students. The college has a work committee, which ensures the purchase of quality material as per requirement and completion of work under overall supervision of the Principal. The college has an efficient network of regular and ad-hoc staff for maintaining the infrastructural facilities essential for the proper running of an educational institution.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit, Sports,Cultural, OSA, Brother-sister Concessions	162	365600
Financial Support from Other Sources			
a) National	SC,BC and Minority	74	1279485
b)International	Nil	Nil	Nil
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
------	--------------------	--	--	---	----------------------------

No Data Entered/Not Applicable !!!

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received

Number of grievances redressed

Avg. number of days for grievance redressal

No Data Entered/Not Applicable !!!

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus

Off campus

Name of organizations visited

Number of students participated

Number of students placed

Name of organizations visited

Number of students participated

Number of students placed

No Data Entered/Not Applicable !!!

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	4	BA	ARTS	KHALSA COLLEGE, GARHDIWALA	BLIB
2019	5	BSC-FD	FASHION DESIGNING	KHALSA COLLEGE, GARHDIWALA	PGDFD
2019	6	BA	ARTS	KHALSA COLLEGE, GARHDIWALA	PGDCA
2019	4	BSC	SCIENCE	KHALSA COLLEGE, GARHDIWALA	PGDAA
2019	5	BSC	SCIENCE	KHALSA COLLEGE, GARHDIWALA	MSC-CHEMISTRY
2019	7	BCOM	COMMERCE	KHALSA COLLEGE, GARHDIWALA	MCOM
2019	8	BA	ARTS	KHALSA COLLEGE, GARHDIWALA	MA-POLITICAL SCIENCE
2019	2	BA	ARTS	KHALSA COLLEGE, GARHDIWALA	MA-PUNJABI
2019	11	BA	ARTS	KHALSA COLLEGE, GARHDIWALA	MA-HISTORY

No file uploaded.

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Various Cultural Activities	Zonal Level	99
Inter College Competition Cricket Boys	Panjab University Chandigarh	16
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Our institution has an active student council that is set up according to the norms and directives of the university. it assists the college administration in the smooth functioning of the college. The composition of the student council includes the students with academic competencies are nominated as class representatives (CR) and students from cultural, sports, NSS and NCC are nominated by the Principal. The main purpose of the student council is to ensure harmony across an ample, vibrant and continuous range of campus events and activities in the course of an academic year. It ensures maximum involvement and engagement of all members of the college and its respective stakeholder group. The members of the student council disseminate information from college administration to all students. They act as mediators between students and teachers to share, discuss and solve their problem. they motivate the students to actively participate in the cultural activities i.e. rangoli, mehendi, Bhand, Bagh, Collage Making and music competitions. They encourage the students to take action part in celebrating days like Traditional Days, Teachers Day, Farewell Function and play an important roll in maintaining discipline in the campus. NSS unit of our institute plays pivotal role in enhancing the social and interpersonal skills of the students. The activities of NSS include the field work and survey conducted during the summer and winter camps. students get a proper exposure to rural life and develop a rapport with villagers to understand and resolve some of their social problems such as habits of cleanliness and hygiene, importance of literacy and eradication of superstitions. College has a NCC wing that instills the spirit of national service among the students. All these practices show the active engagement of our students in all the activities that can lead them to over all personalitydevelopment and enhance their communication and professional skills.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

405

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

144600

5.4.4 – Meetings/activities organized by Alumni Association :

no meeting held due to Covid-19.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college was established in the year 1966, since then it has been trying to its level best to serve the requirements of society to establish itself as a primer institution in the rural districts. The mission of this institution is to enable rural people to promote education and to enable weaker sections of society to receive higher education so that they can strive to leave their mark on life. The students from the rural and kandi areas have in particular benefited from the education that is imparted by this institution by charging nominal fee. It also wants to promote education that would be liberal and progressive which contributes to the new dimensions of the education. The institution promises both formal and non formal educational programmes at the undergraduate and post -graduate levels to meet the changing and challenging needs of the society through quality education. It also provides value based education through curricular, co- curricular and extra - curricular activities and vocational training in order to give job opportunities to students. The mission of College is to establishment of values for overall development of youth and providing special care and attention to girl students, marginalized and minority sections of the society and increase the employability amongst students by opening new job oriented courses. The college imparts scientific, commercial and physical training of best quality with equal opportunity to all. So its mission is to providing quality education and creating responsible citizens for the future. The college follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. At top level Management holds regular meetings with Principals of different institutions to discuss all administrative issues like admission strategies, employee's welfare policies, budgeting and future expansions etc. It gives sufficient freedom to the principal to function in order to fulfil the vision and mission of the college. The principal with the consultation with the teacher's council nominates different committees for planning and implementation of different academic, student administration and future policy. He often allows the staff to come up with their constructive suggestions and grievance and goes out the way to address them. In addition to this ,he also co-ordinates with outside agencies like University authorities, UGC and other governing bodies to fulfil with necessary regulations.. The principal selects the bursar and the in charges of various committees. Every year, the composition of different committees is changed to ensure exposure of duties for academic and professional development of faculty Council. • Administration work

and NAAC Committee • Dean academic affairs and scholarship Committee • Registration /examinations /results/merits scholarship Committee • UGC/research/seminar Committee • ALUMNI Committee • Guiding /counselling and placement cell Committee • Youth co-ordinate /MEEP/Religious Committee • Discipline/anti-Ragging/Anti-drug Committees The administration is decentralized through the control of the departments by respective heads. Head of department contributes in the formulation of various action plans and its implementation in their respective departments. Even the suggestions of non-teaching staff are considered while framing policies or taking important decisions.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	<ul style="list-style-type: none"> • Faculty and students are motivated to publish and present research papers in national and international level seminars, webinars. • Faculty and students organise national seminars, publish books, and involve themselves in different minor and major funded projects.
Examination and Evaluation	<ul style="list-style-type: none"> • Before any semester examination, college meetings were held for examination planning and formulated rules and regulations regarding it. • Internal marks are fixed based on the house test marks and the student's attendance Percentage. Theory and practical examinations consists of two components Namely, External evaluation and internal evaluation. • House examinations are conducted before the university examination for the preparation of final examinations. • Zero lectures and Counselling are providing for weak students. • The faculty contributes in the examination work like- question paper setting, invigilation of theory examination, evaluation of answer scripts, internal examiner and subject experts for the University examinations assessment of theory examinations' answer books • For online examinations class wise Whatsapp groups are formed by teaching staff to handle the examination hindrances.
Teaching and Learning	<ul style="list-style-type: none"> • Syllabus is discussed and evaluated by Board of Studies. • Use of various teaching aids with ICT like smart class rooms, language labs, projectors Promoting E-Learning. • Educational and Historical Tours • Regular assessment

to measure student outcomes • Regular Seminars, Faculty Development Programmes, Conferences, Workshops etc. • Conducting online classes through Google meet, Zoom app and other recorded materials etc. • Online feedback from students

Curriculum Development

• It follows by the changes in curriculum as prescribed by the Panjab University Chandigarh. • Some of our faculty are the members of board of study in University • Add on courses are going as per requirement of students on job prospective. • The feedback has been taken from the students and the parents for improvement prospective. • In initial phase of the new session, we organise talent hunt competition for recognising the interests of students. • Institution has two smart classrooms, overhead projectors. • Teaching method is implemented through group discussions, seminars, presentations, questionnaires etc. • To enhance online teaching internet facility is provided.

Admission of Students

• The admissions of the students are followed as per rules and regulation based on the PU Chandigarh norms. • After the end of the session, different staff committees are formed to connect with students of rural area and encourage them to further high education. • Even in college different committees are interact with new students for counselling and find their interests for particular course. • The college has also circulated pamphlets in various newspapers for advertising new and existing courses. • Many poor, meritorious and unprivileged students are admitted on the basis of various scholarships. • There is facility of free coaching classes of any course before the admission. • Online admission facility is provided to meet COVID situation.

Industry Interaction / Collaboration

• College organise Industry-Institute Interaction activities like industrial visits, in-hand trainings, value added courses, guest lecturers etc., for the professional development of students and faculties

Library, ICT and Physical Infrastructure / Instrumentation

• College Library is well equipped with e- books, textbooks, journals, magazines and newspapers etc. • Library

housekeeping operations are automated with barcode scanner. • Updating the library with appropriate books as suggested by the faculty

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

E-governance area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	34	Null	10

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • Maternity Leave • Medical Leave/Casual Leave/Compensatory Off facility • Duty Leave facility wherever 	<ul style="list-style-type: none"> • Concession provided in School fees for employees children • Maternity Leave • Provident Fund as per 	<ul style="list-style-type: none"> • Scholarships for brilliant and poor students • Fee concession for meritorious students. • Transports • Free-

applicable • Provident Fund as per rules • Group Insurance • Earned Leaves	rules • dress code for class IV and supplied free of cost to the employees • Deserving wards of non-teaching staff given preference in jobs.	medical aid • Special classes for moral/religious classes
--	--	---

6.4 – Financial Management and Resource Mobilization

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

There is non-recurring and recurring purchase. In non recurring the management Shiromani Gurudawara Prabhandak Committee has given maximum contribution in the college development and management purpose. A special committee is formed with SGPC members and purchase committee of college and they evaluate the proposals short lists prospective vendors after thorough analyzes both technically and financially. Short listed vendors are issued with purchase orders and equipments are purchased according to demand. Under Recurring the list of consumable items are given to the HOD's by the concerned staff of their department and HOD forward these demand to the Head of the Institution or to the purchase committee. Request for maintenance/servicing of equipment is processed either through Annual Maintenance Contract (AMC) or the purchase Committee. The accounts are audited regularly. The Institution has both internal and external audit. The internal audit is managed by accountant department of the college and the external audit take place at the end of the every year by the management Shiromani Gurudawara Prabhandak Committee and DPI. Main source of mobilization is fee collected from the students, various donations like OSA, NRI's, shops rent, bank rent, canteen rent, grants from state government against 95 and 75 and from the Management Shiromani Gurudawara Prabhandak Committee, Sri Amritsar to meet the salary of all teaching and non-teaching staff.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Directorate of Education, S. G.P.C.	Yes	Directorate of Education, S. G.P.C.
Administrative	Yes	CAG of India AG of Punjab	Yes	Management

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

• The PTA has been focusing on the growth and development of the college and gives suggestions time to time regarding students issues. • They participate in

various college functions to support the development of the college. • They always be in touch with staff members and give their feedback.

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Nil
b) Participation in NIRF	Nil
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Lecture on Gender Equity and Sustainable Development	25/02/2020	25/02/2020	20	25

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

Percentage of power requirement of the University met by the renewable energy sources

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	31/03/2	1	Old	Nil	700

			019		Student Meet		
2019	1	1	22/08/2019	1	Swachh Abhiyan	Nil	45
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
SWEEP Lecture about Right to Vote	04/04/2019	04/04/2019	60
Lecture about Chemical its application by the PG Department of Chemistry	16/04/2019	16/04/2019	40
Educational Trip to Chapparchiri and Chandigarh	18/04/2019	18/04/2019	30
Shukrana Diwas	29/04/2019	29/04/2019	500
Yoga Camp on International Yoga Day by NCC Unit	22/06/2019	22/06/2019	140
Swachh Abhiyan Cleanliness drive by NSS Unit	22/08/2019	22/08/2019	100
The Play entitled the Merchant of Venice was enacted	14/09/2019	14/09/2019	200
3 days programme on the 550th Prakash Utsav of Guru Nank Dev Ji	30/10/2019	01/11/2019	500
Gatka Tournament	22/12/2019	23/12/2019	180
Educational Trip to Fatehgarh Sahib	30/12/2019	30/12/2019	35
No file uploaded.			

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

<p>1. Many shady trees have been planted and wooden nests have been arranged for birds. 2. The college has beautifully maintained lawns. 3. The college has seasonal plant varieties with their scientific botanical names written on them. 4. The Department of Agriculture maintains its own vegetable farm which provides organic seasonal fruits and vegetables.</p>
--

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The College staff has tried its level best to provide quality education to the students through the online mode during the Covid-19 Lock-down period by keeping in touch with the students and monitoring their studies. The college is committed to provide quality education to the financially weak and deprived students of the Kandi area. To keep them aware about the significance of education the teachers of the college make a door to door campaign every year in the months of June-July to encourage students to continue their studies informing them about the various courses being available in the college. The college provides various scholarships on its own to the fatherless girls, financially weak meritorious students so that they can continue their studies.

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

7.3 – Institutional Distinctiveness

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

No data entered !!!

8.Future Plans of Actions for Next Academic Year

1. To promote the strength of students in various courses. 2. To plant mango fruit trees in the agriculture garden. 3. To develop the new park in the front space of the college. 4. To promote the sports activities. 5. To promote the research culture among the faculty members. 6. To make efforts for getting funds from the management to meet the salary requirements of staff.