YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   Pt. Mohan Lal S.D.College For Girls Fatehgarh Churian

- Name of the Head of the institution   Mrs. Pardeep Kaur

- Designation   Officiating Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   01871502515

- Mobile no   9501822600

- Registered e-mail   sd_fgc@yahoo.in

- Alternate e-mail   pardeep_31@hotmail.com

- Address   Dera Baba Nanak Road

- City/Town   Fatehgarh Churian

- State/UT   Punjab

- Pin Code   143602

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Women

- Location   Rural

- Financial Status   **Self-financing**

- Name of the Affiliating University   **Guru Nanak Dev University ,Amritsar**

- Name of the IQAC Coordinator   **Mrs. Jiwan**

- Phone No.   **01871502960**

- Alternate phone No.   **01871502515**

- Mobile   **9815737464**

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

- Alternate Email address   **sd_fgc@yahoo.in**

3.Website address (Web link of the AQAR (Previous Academic Year)   www.pmlsdfgc.in

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

- if yes, whether it is uploaded in the Institutional website Web link: www.pmlsdfgc.in

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B**	**2.19**	**2023**	**30/03/2023**	**29/03/2028**

6.Date of Establishment of IQAC   **24/07/2014**

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
0	**0**	**0**	**0**	**0**

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   4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

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. To organize skill based workshops 2. To conduct special lectures by the resource persons from other institutes 3. To conduct orientation programs for the new comers 4. To organize social activities to aware the students about their social responsibility 5. Encouragement for participation of teaching staff to attend various seminars / workshops & conferences

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
Encourage faculty members to use ICT tools to compete with other institutions	Exposure of faculty & students to latest tools of teaching and learning there by enhancing students interest and attentio
Introduction of mentorship programs for slow learners	Academic support to slow learners and academically weak students
To organize educational trips and tours	Providing students the opportunity to get first hand knowledge

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

- Name of the statutory body

Name	Date of meeting(s)
G.G.D.S.D, College Society , Chandigarh	**07/07/2023**

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Pt. Mohan Lal S.D.College For Girls Fatehgarh Churian
• Name of the Head of the institution	Mrs. Pardeep Kaur
• Designation	Officiating Principal
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• Mobile no	9501822600
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• Alternate e-mail	pardeep_31@hotmail.com
• Address	Dera Baba Nanak Road
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• Pin Code	143602
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• Location	Rural
• Financial Status	Self-financing
• Name of the Affiliating University	Guru Nanak Dev University ,Amritsar
• Name of the IQAC Coordinator	Mrs. Jiwan

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• Alternate phone No.	**01871502515**	
• Mobile	**9815737464**	
• IQAC e-mail address	**iqacsdfgc@gmail.com**	
• Alternate Email address	**sd_fgc@yahoo.in**	

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• if yes, whether it is uploaded in the Institutional website Web link:	www.pmlsdfgc.in

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9.No. of IQAC meetings held during the year	**4**
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13.Whether the AQAR was placed before statutory body?	**Yes**
• Name of the statutory body	

Name	Date of meeting(s)
G.G.D.S.D, College Society , Chandigarh	07/07/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	26/04/2023

15.Multidisciplinary / interdisciplinary

No such provision is there from the university, but our college is running add-on courses through various departments like Cosmetology, fashion designing. Students from different streams are benifitted with different skills.

16.Academic bank of credits (ABC):

Credit system is going to be implemented from 2023-2024. But till 2022-23 such system is not there in the colleges.

17.Skill development:

As skill development is the need of the hour, college has started giving skill based add-on courses through different departments. This effort proves a success in enhancing the skills of the students and making the students self sufficient.

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

Teaching is done in regional,national and international (english) language. Integration ofculture is reflected during celebration of different festivals.

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

The focus on the outcomes creates a clear expectation of what needs to be accomplished by the end of the course. Keeping in mind the course outcome, faculty of different departments like Fashion Designing/B.Com/BCA/Cosmetology plans the activities like workshops/skill development activities/ Visits to industries/ competitions/Exhibitions

20.Distance education/online education:

Distance education/ Online education is not provided in the institute, but in future short term courses will be started from

other university. College is seriously working on this side.

Extended Profile

1.Programme

1.1	16
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	262
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	28
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	108
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	28
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**28**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**12**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**6980624.77**
4.3 Total number of computers on campus for academic purposes	**54**

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 institute strives for effective curriculum delivery through conventional as well as modren techniques. The teachers take utmost care to complete the syllabus in time. The students are encouraged for additional assistance and guidance from the teachers beyond class room hours. House tests are taken to access the performance of the students. After evaluating the performance of the students in the internal exams, special remedial classes are provided to the weak students to boost up their performance. The progress of the delivery of the curriculum is regularly monitored and necessary actions are taken when ever required. Feedback from stake holders is taken and analysed to improve over all performance of their wards. Modren methods of teaching are used including PPT'S, audio-visual aids,educational trips etc.

The students are given projects and assignments which enable them to channelize their creativity and energy.

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)

Continuous evaluation is done on the basis of class tests,assignments and internal exams. The academic calendar is prepared well in time ensuring the smooth sailing of the academic session. The academic calendar is uploaded on the college website for the faculty, stakeholders as well as for the students. It carries schedule related to curricular, co-curricular,major departmental and institutional events to be organized. The college follows its academic calendar for conducting internal pre-semester exams.

The examination committee plans for the matters related with conduction of house exams including preparing date sheet and results etc.The students who are absent in the exams due to unavoidable reasons are allowed to appear in the condition clear tests at the later dates.

The important purposes of the academic calendar are as follows:-

1. Detail of college activities

2. Planning of extra curricular activities

3. Tentative schedule of university exams

4. Schedule of pre-semester exams

5. Schedule of university holidays and vacations with session start and session end dates.

6. Planning of multiple activities of respective committees

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	`D. Any 1 of the above`

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	<u>View File</u>

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

`00`

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

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

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

4

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

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

154

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

1.3 - Curriculum Enrichment

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

The objective of establishing institute in this area is to educate and empower women through holistic education. Thus it is our constant endeavor to integrate the aspects relevant to professional ethics, gender sensitivity, human values, environmental sustainability into the curriculum. The students are motivated to become member of NSS which aims at inculcation of the spirit of social service and patriotism in them.

For gender sensitization , women cell has been set up, which organizes seminars and extention lectures based on gender issues. The subjects of environmental studies and drug abuse have been included in the curriculum to aware the students about the issues like:-biodiversity, climatic changes, green house gases and drug issues etc.

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

1

File Description	Documents
Any additional information	[View File](#)
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**
Institutional Data in Prescribed Format	**No File Uploaded**

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

7

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**C. Any 2 of the above**

from the following stakeholders Students Teachers Employers Alumni

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

316

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	**No File Uploaded**

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

122

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

2.2 - Catering to Student Diversity

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

The college has a team of well qualified, dedicated and performance driven faculty. The faculty understands the needs of stakeholders and students.

In order to ensure the all around development of the students , many measures are taken:-

At the starting of the session , the college organizes:-

1. Orientation session for the new students

2. Formal meeting with the HODs for gauzing the learning level of the students.

This practice enables the faculty to devise methods to cater thedifferent academic levels of the students

Apart from the above mentioned dimensions following methods are under taken for developing the skills:-

1. Use of experimental learning

2. Seminars

3 Tutorials

4.Remedial classes (slow learners)

5. Special classes (Advance learners)

6. Assignments

7. Power Point Presentations

8. Weekly class tests

Performance of the students is accessed through different ways by the teachers through:-

a. Classroom interaction

b. Oral testing

c. Periodic written tests

d. Assignments

The following types of assistance is provided to the students hailing from economically disadvantaged families:-

1.Provision of prescribed books from book bank section of the college library

2. Fee concession

3. Remedial classes free of cost to the slow learners

4. Provision of easy notes

5. Question banks for all

6. Solution of previous ten years university question papers

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

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

Number of Students	Number of Teachers
316	28

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

The college ensures that the students are the pivotal points of teaching-learning process:-

The faculty employs the experimental learning methods which teaches the students to experience, to conceptualize ,to apply, to act and reflect practically (CAAR technique).

Participative teaching-learning is imparted by :-

1. Giving group projects

2. Giving group assignments

3. Organizing group discussions/ debates

4. Involving students in planning and organizing seminars, workshops, IT tests, Commerce Tests and other departmental competitions

Students are encouraged to participate in E-Learning problem solving methodology. Remedial classes are coducted for slow learners. For all the students Mentor- Mentee facility is available to support them in solving academic as well as personal problems. Students participating in sports, Inter- college events and Youth festivals are provided opportunities of special classes beyond set time table to improve their academics.

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

ICT enabled tools are used for effective teaching - learning

process by the college in the following ways:-

1.The college has various ICT tools like projectors, desktops, laptops, smart class rooms etc.

2. From time to time faculty is provided the training of on-line apps for assessing E-Resources.

3. Faculty members are encouraged to prepare power point presentations to make the teaching-learning more interesting.

4. Arranging workshops and activities to stimulate creativity.

For the purpose of teaching and learning, internet facility is provided in the whole campus.

The facility of INFLIBNET in the college library helps the staff members and the students to have access to :-

1. e-journals

2. e-books

3. e-articles.

ICT tools are also used in :-

- Class Rooms
- Computer-labs with smart boards
- Science laboratories

In addition :-

The faculty uses ICT during orientation as well as communication skill sessions.

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

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

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	<u>View File</u>
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

28

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**No File Uploaded**
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

1

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	**No File Uploaded**

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

2.4.3.1 - Total experience of full-time teachers

5

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

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.

All the procedures followed for over all internal assessment are strictly as per the university norms:-

1. The tentative schedule of the house Tests is notified in the college admission brochure.

2. The schedule is also displayed in the college on students notice board.

3. College releases Academic calendar at the beginning of the session

4. When the house tests are decided , the students are intimated through:-

a) Circulation of notice in the classes

b) Display of date sheet on the college notice boards

c) The seating arrangement during the exams is also displayed on the notice boards

d) Allotment of the marks and setting of the question papers during the House Tests are strictly according to the prescribed university pattern.

e) In order to ensure transparency , students are required to use

the bluebooks provided by the college during exams. The bluebook is the replica of the university answer-book. These answer sheets are evaluated and returned to the students.

f) In case of any discrepancy ,students may approach to the teachers.

Regular assessment of the performance is undertaken by monitoring the :-

a. Class attendance

b. Assignments

c.Class tests

d. Participation in various co-curricular 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

The college ensures that all the grievences of the students are redressed in a transparent , timely and efficient manner. The grievences of the students in the terminal examination can be related to totalling of marks & interpretation of the answers etc.

1 Grievances of the students are redressed by the teachers timely.

2. Students are given 2-3 days to revert with the problems.

3. The discrepancy , if any in the list prepared for the annual award presentation is rectified with the permission of the principal.

4. A suggestion box is also provided in the college for the students to drop their grievances

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

2.6 - Student Performance and Learning Outcomes

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

Achieving the desired programme outcomes,programme specific outcome and course outcome is vital for accomplishing the purpose of education in general and success of any institution in particular. The dissemination of POs/PSOs/COs in the college is done as follows:-

a) Programme outcomes are made available on the college website

b) Programme Specific Outcomes for each program are discussed in the respective departments and are communicated to the students also.

c) Course Outcomes are compiled for each course after discussion with the concerned members of faculty

Awareness about POs/PSOs/COs is also created among the students by the faculty in the beginning of the semester.

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

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

Attainment of POs/PSOs/COs can be gauged by :-

a) Performance of the students in the University Examinations , College House Tests , Class Tests and Assignments and their

feedback serve as one of the yardsticks for academic evaluation and progress with regard to the outcomes.

Another key indicator to assess the outcomes are :-

1) The number of college students who are placed in different companies and organizations (on- campus/ off -campus), whether public or private

2) IT students placed in various IT companies and commerce students placed in their respective fields

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

97

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
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)

www.pmlsdfgc.in

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)

00

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

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

3.1.2.1 - Number of teachers recognized as research guides

00

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

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

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

00

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

3.2 - Innovation Ecosystem

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

The institute has taken initiatives for creation and transfer of knowledge by encourging the faculy members to participate and present research papers in the seminars and conferences organized by other colleges/universities. The post graduate students are motivated to write papers on the topics prescribed in their syllabus. This creates the spirit of research in them. The papers written by the master class students are kept in the library for future use.

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

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

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

00

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

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

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

00

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

3.4 - Extension Activities

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

Pt. Mohan Lal S.D. College For Girls, Fatehgarh Churian has shown a very strong presence in the extension activities that go beyond the curriculum. In line with the goal of " Social awareness on

Health and Education ", the extention activities encompass Gender Concerns, Imparting Modren education in the remote areas, Solid waste management, Environmental conservation , Career and Enterpreneurial development.

The NSS unit takes initiatives by organizing different activities like:- Tree Plantation , Swachh Bharat Abhiyan , Republic Day celebration , Voter Awareness Rallyetc.Beside NSS, Central association remains active in the extention activities like charitable programmes such as Neki Ki Diwar, Visits to Orphanages and Kushat Asharam and also distribute stationery, clothes and many more things of daily needs.

The college has different clubs and committees to sensitize students and community to social issues. These activities develop students - community relationships, leadership skills and self confidence among the students.

The vision of the college is to nurture and develop students' potential and abilities , guiding them in their learning journey and preparing them for life's challenges. A regular feature of the college is to celebrate the days of historic importance in the community. The organized activities include international Women's Day , Women Health and Hygiene issues ,World Girl Child Day, Women Empowerment etc.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

01

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

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

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

3

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

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

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

250

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

3.5 - Collaboration

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

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

`00`

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

`00`

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college was established in the year 2005 and during 18 years of its existence the college has improved the facilities for the enhancement of Teaching and Learning. The administration and the

faculty members make continuous efforts for planning, creation and enhancement of the infrastructure to meet their commitment to provide value based effective teaching . For the smooth functioning of the institute,the college is divided into three blocks like main building , science block and student centre.The college has a spacious library.The computer labs are continuously upgraded with the latest technology to make the students aware about the new methods. In the physical education department new indoor games are added. To provide safe and secure environment , the college campus area is under CCTV surveillance. In order to cater to the needs , the college has constructed different rooms in the past years. To provide hygienic environment spacious cross ventilated washrooms are provided. Audio-visual aids like:- OHP, LCD and sufficient computers are available in almost all the departments.

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.

The college has well ventilated and lighted student centre for cultural activities. Lush green lawn area is also used to organize cultural activities like Teez, Lohri, Basant, Independence Day , Republic Day celebration and alumni meet etc. The college is known for its sports achievements and facilities provided to the players .For providing these facilities the college has large open grounds for the utilization of the students. The maintenance of these sports facilities is taken care of by the physical education department and the ground man. Indoor games like chess, skipping ropes , ludo and carrom boards etc. are available in the recreational room. Yoga and meditation activities are conducted in the yoga room. Special Karate classes are provided to the students. A special coach for this has been appointed. The winners of the sports events are awarded for their excellent performance . Along with this they are granted fee-concession on the basis of their performance.

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.

3

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

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

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

2,18,618.00

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

4.2 - Library as a Learning Resource

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

The college library is fully equipped with all the facilities required for both the teachers and students. Good seating capacity

for the students as well as for the teachers is available in the library . Round the clock internet facility is also available for the convenience of the users.The librarian keeps herself updated with the modern equipments and designs to meet educational needs of the teachers and students. It is not confined to mere collection of books on various subjects, their issues and return , but it makes an effective contribution towards dissemination of knowledge.

Installation of E-Lib software:-

Year of installation:- 2022

File Description	Documents
Upload any additional information	[View File](#)
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 | C. Any 2 of the above |

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

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

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

51,303

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

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

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

50

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

All the departments have shared connection of Wi-Fi Connect Lease Line -50 MBPS. All the blocks including class rooms have been given Wi-Fi facility. Computer department has two fully air conditioned computer labs with 54 PC's. Computer department has its laptop also. Various departments have also been equipped with the PC's.The same facility is provided to the administrative office as well as office of the principal.

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

4.3.2 - Number of Computers

54

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

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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

1231029.00

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

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

According to the university norms ,policies are framed and implemented right from the students admission . There is counselling cell for admissions & secrutinizing the applications.The admission data is uploaded on the university web portal.

The students and faculty members are free to use all the

facilities available in the college campus. To regulate these facilities different incharges are employed to supervise. Whereas sports is concerned along with the outdoor games, Yoga, Meditation & karate classes are provided. Both computer and science labs are fully equipped with the best infrastructureand students use them for their curriculum. Classroom facilities such as blackboards, electrical fittings and furniture etc. are regularly maintained. The library follows certain protocols for its operation. The entry register is kept at the enterance of the library.College security guards provide security throughout the college campus round the clock. . CCTVs have been installed at all the prime locations of the campus. Adequate parking facility is provided. First-Aid provision is made available in the college. College has a connection with the local hospitals in case of emergency. There is a cafeteria with a large dinning area where proper hygeine and cleanliness is the salient feature.

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

41

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

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

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

64

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

50

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

50

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**D. Any 1 of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

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

26

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

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

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

00

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

5

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

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

The college believes in the students empowerment through their representation and engagement in various activities. The college has initiated a number of activities that involve the students in the administrative and co-curricular activities. Their detail is as follows:-

1. The Annual Toppers Meet:- In every session , the college meets the toppers to elicit their views about the various aspects pertaining to their needs and aspirations. Students are encouraged to provide their valuable suggestions regarding teaching-learning, campus facilities and students welfare activities.

2. The students are given representation in IQAC cell and central association. The college encourages the students to organise departmental activities under the guidance of teachers. The students actively participate in sports in order to promote creativity and physical well being. Extra curricular actitivity committeeconducts a talent search programme every year to identify talented students in various fields and provide them the training to hone their skills.

To sum up the college is committed to provide support to the students to help them grow in terms of administrative and

educational acumen. Various bodies seek the participation of the students and allow them to have experience in decision making. Identification of talented students helps to give training and support in their respective fields.

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

37

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

5.4 - Alumni Engagement

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

The alumni of the college is the valuable asset of the institute. Our Alumni Association got registered on 16 March, 2023. With the passage of time the college has turned out many generations of successful alumni. Over the years the alumni have occupied reputed positions in various fields. The alumni association of the college organizes an annual meet of our ex-students and offers a platform for the reunion of alunmi. At the same time, departments are encouraged to create and maintain data of their alumni. The objectives of maintaining an alumni association in the college are multifold. Primarily it serves as a platform for association. Our

students have expressed a strong desire to help the college in whatever way they can. The college is proud to acknowledge the contribution of its alumni to the nation and society and the past generations are a source of inspiration for the present academic generation.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION :- To emerge as a premier institution to empower women through holistic education.

MISSION :- To disseminate knowledge that nurtures students to meet the highest standards of competence and professionalism along with grounding them firmly in a sound value system.

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.

For the smooth functioning of the college various institutional practices such as decentralization and participative management are implemented.The Principal is the administrative and academic

head followed by Vice Principal, Dean Admission, NAAC Coordinator, NAAC Co-Coordinator, Registrar, Bursar, and Staff Secretary. They join hands together for enhancing admission and proper functioning of the college .The institution forms various academic and non-academic committees to devise plans and strategies to promote the all-around development of all the stakeholders. Various camps, campaigns and charity programs are organizedby NSS and Central Association. Students are empowered to play an important role in different activities The heads of the departments are given full autonomy to arrange departmental activities and to solve the matters at the departmental level. Regular meetings are arranged with the management, and the student representatives to discuss the plans for their effective execution. The college prepares a financial budget in the beginning of the year. Non-teaching staff also has representation in the governing body and the Internal Quality Assurance Cell. House examinations are held in the college once in every semester.Copy of rules of examination is circulated among the faculty involved in the examination.

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

For the smooth functioning, strategies must be formulated, communicated and implemented effectively.The plans are projected after a discussion based on analysis, assessment and estimation. To meet the changing demands of students the management has adopted a 'student centeredapproach' and innovative teaching-learning methods. Laboratory infrastructure has been upgraded with respect to number of computers and software packages. Website has been updated. In order to make students employable various skill enhancement and career guidance activities are organized. ICT appears as a 'bridge' to break the distance and 'survive' the learning. Different apps such as Zoom, Google meet, Webex, Edmodo, Swayam etc. are used .

The college having the three blocks for its use,so it has to bear a huge expenditure on electricity. To bring down the expenditure, following steps are being taken:-

1. The conventional lighting system in the entire college has been replaced with LED's

2. A committee of teachers has been formed which is responsible for ensuring the judicious use of electrical appliances in the entire campus.

3. The NSS department is encouraged to organize activities to control wastage of energy and at the same time promote use of renewable sources of energy

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

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

The college works under the GGDSD college society Chandigarh. The governing body appoints principal through university pannel to administer the college affairs with the help of local managing committee. The principal deputes various teaching and non teaching staff on different posts.The institution has formed various committees at the institute and department level for the effective functioning of the organization.The work is divided among different committees related to administration and academics. They work effectively to improve the quality and standard of the institute. The important decisions are taken in the meetings which are held amongprincipal,IQAC members and stakeholders.IQAC ensures efficient progression of the college with regard to academic and quality initiatives.Principal is fully supported by Vice Principal, Dean Admission, Bursar & Registrar in taking decisions and implementing them. Heads of the departments have the major responsibility of planning and executing various activities .Notices regarding various events,examinations,scholarship,government schemes are issued by office for faculty and students from time to time. Appointments and service rules are followed as per GNDU and UGC norms.

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	**C. Any 2 of the above**

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

6.3 - Faculty Empowerment Strategies

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

The institution follows a proactive approach towards the welfare of the employees. The college has the following welfare schemes in place for teaching as well as non teaching:-

1. Study leaves for the staff members

2. Fee-concession to staff wards

3. Duty leave for attending workshops, seminars,orientation programsand refresher courses

4. Grant of various leaves- Medical leave/ casual leave/ Earned leave/Compensatory leave/Maternity leave

5. The institute organizes Neki Ki Diwar to help supporting staff twice a year.

6. Diwali bonus is given to the supporting staff.

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

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

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

00

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

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

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

1

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

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

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

22

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	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	**No File Uploaded**

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

The performance Appraisal System of the college is based on getting a Self-Assessment Performafilled by all the teachers at the end of each academic session. The performa is designed in a way so as to assess the academic as well as professional growth of

the teacher. The various parameters covered inthe performa include Courses being taught and teaching methods used

Examination and evaluation duties performed

Participation in research related activities

Participation in Seminars/Conferences/Workshops/Orientation Programmes

Participation in extra-curricular and extension activities

Participation in activities related to college administration

The purpose of the performa is to encourage the teachers to participate in other activities in addition to classroom teaching and work towards their own growth as well as of the institution.These forms are submitted to the Internal Quality Assurance Cell which after a thorough examination of the same, gives recommendations to the principal who gives her remarks and takes decisions accordingly. The teachers working on ad hoc basis are also asked to fill in self appraisal forms .The ad hoc teachers performing well are appointed again in the next session too. Annual Performance Assessment Report (APAR) of non teaching staff is evaluated by the principal.

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 and external audits are conducted by the institution. The two types of audits conducted are :-

1. Internal Audit.

2. Audit by Management appointed CA.

The annual budget report is received from society after getting

signed by the CA

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

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

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

00

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

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

The Principal,in consultation with the Bursar and members of AFC (Amalgamated Fund Committee) ,monitors the financial flows by formation of different committees like purchase committee, hospitality committee etc for managing finances in the various functions/activities organized by the college.

The annual budget of the college is discussed in the Local Managing Committee meeting.

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

The two practices institutionalized as a result of IQAC efforts and initiatives are:

1.Decentralization of Administrative Set up.

2.Students Mentorship Programsand Toppers Meet.

1.Decentralized administrative set up and appointment of teachers to various administrative posts on the basis of seniority :-On the recommendation of IQAC, the college administration has been decentralized to large extent and members of the faculty have been assigned duty to assist the Principal in the smooth functioningof administrative and academic affairs

2.Students Mentorship Programsand Toppers Meet: The IQAC ensures that the periodic meetings are convened by the Heads of teaching departments with the Class-Coordinators to evaluate the progress made and devise uniform strategies for the involvement of the students in the teaching learning process and completion of syllabus as per the 'Schedule of Work' duly notified to the students.

With the initiative of IQAC, the feedback of the meritorious students is taken in the scholars (Toppers) meet. The regular monitoring of the teaching through feedback from Toppers has resulted in a large number of college students getting merit positions in the University examinations.

The college feels that it is our primary responsibility to provide academic support to the weaker students in order to curb the dropout rate and to improve the academic performance. With the efforts of IQAC, the various teaching departments are monitoring the performance of academically weak students and assist them

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

The learning outcome is reflected in the results and achievements of our students during the terminal and external examinations.The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC.

Class committee meetings are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching – learning process.Feedback from students is also taken individually by teachers for their respective courses. A result oriented and performance-based model is adopted at the college that emphasizes accountability based on student learning.

IQAC continuously reviews and takes initiatives to improve quality of teaching- learning process. The college recognizes that a large number of students who are enrolled in the first year of the undergraduate courses especially of rural background face difficulties in English. keeping in mind the above sited issue,IQAC recognizes the need of English spoken classes by using various technological tools. Head of the English department along with their staff startorientation programsfor first year undergraduate students that include the classes on overall English skills. As a result of this, the dropout rate in compulsory English has reduced to a significant level.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college firmly believes in the fact that women empowerment can be achieved by broadening mental horizons, enhancing knowledge and sharpening the skills of the girls through quality education. Education is undoubtedly a potent tool in improving the status of women in the society. It not only gives them courage and self confidence to face the challenges of life but also makes them financially independent.Therefore, the college leaves no stone un turned to ensure safe and conducive atmosphere for girl students and provide them an opportunity to get education without any fear and hesitation.

Safety and Security :- To ensure safety and security of the students, college has taken concrete steps as follows:

1.College has installed CCTV's at prominent and strategic points.

2. Full time security guardshave been appointed.

3.The college has a team of staff members who perform discipline duty during their free periods to keep the environment disruption free and to monitor security in campus.

4.The Principal also takes frequent rounds of the campus to keep an eye on the activities of the students.

5. Outsiders are not allowed to enter without proper inquiry at the entrance.

6. NSS conducts programs, workshops, rallies and seminars for awakening students against social issues like Sexual Harassment, AIDS and Drug Abuse 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	D. Any 1 of the above

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

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

Solid Waste Management :- The college is exceptionally cautious about hygiene and cleanliness in the campus. To keep the campus clean and eco-friendly, blue colored dustbins and green colored dustbins have been placed at different areas of the campus. Teachers advise the students to put the dry waste in blue dustbins and wet waste in green dustbins. In addition to it, dustbins have been placed in the offices to manage the problem of the waste disposal.

To convert organic waste into fertilizers,organic solid waste like garden waste, kitchen waste from college canteen is collected in this unit and organic fertilizer is prepared which is used for the growth of the plants.

The solid waste is properly disposed off from time to time by
calling municipal corporation members. The NSS unit takes
initiative to make the campus clean . Waste material is disposed
off by calling junk dealers.

Liquid Waste Management:- No banned chemicals are used in the
college laboratories so that the liquid waste generated in the lab
is free from harmful chemicals. The internal sewage system, which
is connected to the sewer line, safely disposes off the waste
water to water the plants.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus — C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: — B. Any 3 of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**B. Any 3 of the above**

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**E. None of the above**

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

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

The college caters to the needs of the students with different religious, cultural and socio-economic backgrounds . The college provides equal opportunities to these students without any discrimination on the basis of caste, religion and region.The college believes in broadening the mental horizons of the students and setting their mind free from various disparities and distinctions. Hence college always takes initiative for organizing various activities in the campus to instill the spirit of brotherhood and oneness among students.

Different festivals such as:-Hawans, Paths etc. are celebrated with full fervor. We celebrate Ambedkar Jayanti, National Youth Day, Mahashivratri, Good Friday, Kabir Jayanti, Maharishi Valmiki Jayanti, Id-Ul-Fitar, Idulzuha, Gurupurab of Sikh Gurus. Neki Ki Deewar', 'visits to orphanage and old age home with the motto of 'sharing happiness with others'. These programs are directed towards imparting moral values among students.

Moreover, the students take part in the youth festivals.They select their songs and dance forms of their own culture and interest. These programs play a vital role in inculcating the sense of cooperation and developing their team building skills. Students of all religions, castes and languages perform in these activities and bring laurels to the 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

As far as sensitization of the students and employees to the constitutional obligations is concerned,the thoughts and quotations,displayed in the campus make the students and staff aware of rights, duties and responsibilities of the citizens. Apart from this, the college organizes various activities to sensitize the students and teachers about their rights and duties.To make students responsible citizens, each department and various clubs and committees organize different curricular and co-curricular activities. The students enthusiastically participate in various programs like seminars, webinars and guest lectures on different topics which enrich the awareness to show respect towards National Anthem, National Flag, obey the laws of our country, safeguard public property and maintain the unity and integrity of the country. Various activities like poster making, slogan writing, essay writing competitions etc. have been organized by different departments. The college has organized students activities like oath taking ceremonies, celebrating Patriotic Week and competitions on the Independence Day, the Republic Day, Human Rights Day, Voter Day and Constitutional Day wherein a large number of students participated. NSS Unit, Political Science department, Central Association, Social Sciences Club, Language Society celebrate birth and death anniversaries of great freedom fighters throughout the year.

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

7.1.10 - The Institution has a prescribed code | **B. Any 3 of the above**

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

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

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

The College celebrates the Independence Day and the Republic Day to commemorate the teachings of the great freedom fighters who sacrificed their lives for the nation The Principal of the college performs the ceremony of flag hoisting which is followed by the National Anthem and patriotic recitations.Keeping in view the teachings of Mahatma Gandhi, Swachh Bharat Abhiyan was organized by NSS to clean the area surrounding the college. Different departments of the college enthusiastically keep on organizing programs to remember the contribution of martyrs in nation building.The institution celebrates different national and international days, events and festivals with great zeal.To make the students aware of the national pride and rich cultural heritage, the national/International commemorative days and events are regularly celebrated in the campus such as Save Water Day, World Environment Day, World population Day, the Independence Day, National Youth Day, World Literacy Day, International Yoga Day, Birth anniversary of Mahatma Gandhi & Banda Singh Bahadur, World

AIDS Day, Martyrdom of Shri Guru Gobind Singh ji, National Voters day ,the Republic day,International Women Day, Birth and death anniversary of Dr. B.R. Ambedkar etc. Such practices inculcate self-discipline, high spirit and confidence in students.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**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.

Title of the Practice :-

Student Support :-

The Objective:-The main objective of this practice is that no student should be deprived of education due to financial and other restrains.

The Context:-The college makes a conscious effort to take following welfare measures to support the students:-

- **Fee concession to the poor and needy students**
- **Book bank facility to the financially weak students**
- **Transport facility**
- **Provision of easy notes and solution of ten year university question papers**
- **Extra care of compartment students,slow learners as well as advance learners**
- **Help in availing scholarship provided by the government**
- **Karate training keeping in mind the girls safety**

Evidence of Success :-

1. 64 students are benefited with the fees concession ofamount 1,18,600 Rs.

2. Transportation facility is provided to 81students covering 39 villages.

2 :--

Title of the Practice :-

Skill Development Programme:-

Objective :- The objective of this practice is to make the students self sufficient. This practice also gives opportunity of earning while learning

The Context :-Our departments like cosmetology, fashion designing,stitching and tailoring and english run add on certificate courses. The students benefited may run their parlours and boutiques

Evidence of success :- Students trained in these skills are 154

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

7.3 - Institutional Distinctiveness

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

College is committed towards Quality based education with special attention to the weaker sections of the society.

The primary goal of the college is to impart the value based education focused on skill development. The college believes in broadening the mental horizon, sharpening the skills and enhancing the knowledge of the students so that they can develop the ability to meet the challenges of the ever changing competitive world confidently. The college organizes various types of academic, cultural and sports activities to improve analytical, managerial, leadership and communication skills of the students throughout the year. Apart from classroom teaching, the institute ensures

students' interaction with professionals and academicians through guest lectures and soft skill development programs. The college organizes industrial visits to bridge the gap between the class room learning and practical training. These visits provide the students the first hand knowledge.

Besides this, to make students socially responsible citizens, the college holds Blood Donation Camps, Tree Plantation Drives and Eco Friendly Marches, etc. Such programsstimulate the spirit of cooperation, brotherhood and sacrifice among students. They also learn how to shoulder their responsibility towards the community, the society, the nation and above all towards the world.

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. Enhancing employment skills and providing skill development opportunities in their respective academic domains to make them employable and self-reliant.

2. Building intellectual capital by training our faculty and encouraging their participation in skill enhancement programs like Seminars, Conferences and Workshops.