



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

**PT. MOHAN LAL S.D. COLLEGE FOR WOMEN,
GURDASPUR**

KAHNUWAN ROAD, GURDASPUR

143521

www.ptmlsdc.ac.in

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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Pt. Mohan Lal S.D. College for Women, Gurdaspur is a self-financed institution affiliated to Guru Nank Dev University and recognized by the UGC under sections 2(f) and 12(B) running under the aegis of G.G.D.S.D College Society Chandigarh. Gurdaspur is a border district of Punjab and lies along borders of Narowal district of Pakistan Punjab. The institute has been surging ahead successfully towards realizing its much cherished goal to empower women through holistic education ever since its establishment in 1995.

The college was founded and crafted on the lofty ideals of revered Late (Dr.) Pt. Mohan Lal Ji, Former Home, Finance and Education Minister of Punjab. He emerged as a brilliant politician whose worth was aptly valued by politicians like Sardar Partap Singh Kairon and Pandit Jawahar Lal Nehru. He had strong association with former Prime Minister Mrs. Indira Gandhi and former President Giani Zail Singh.

After Pt. Mohan Lal Ji, the Governing Body was headed by his son Sh. Upkar Krishan Sharma (formerly Vice President of Eveready Industries India Ltd.) a philanthropist and educationist under whose dexterous guidance, the college achieved spectacular success. The present Governing Body is headed by Ms Vaishali Sharma, (Head, Marketing and Communications, Sony SAB and Sony MAX) who possesses quintessential quality and exceptional standards in achieving intellectual and challenging milestones.

The institution's success is the result of the teamwork and dedication of the Management, the Principal, staff, students, alumni and all stakeholders. The College Principal has been member of Board of Studies, Academic Council and Sports Committee, GNDU Amritsar She had honor of being Judge at National Youth Parliament. The college has a highly qualified and dedicated faculty who are guided by a strong code of ethics. They are fully committed to imparting value-based education to the students and upgrade themselves. Students have brought immense pride to the college through their remarkable achievements in academics by attaining distinctions and positions in university merit list and by winning medals at university, state, national and international competitions in sports also.

Vision

‘To emerge as a premier institution to empower women through holistic education’.

The college has a vision to emerge as a center of excellence, focusing on promoting female education and empowerment through holistic development. This vision extends to encompassing the rural and backward areas of the Gurdaspur district. The institution strives to instill in students the seeds of self-sufficiency, economic independence and academic excellence.

Our focus is to develop intellectual, emotional and pragmatic capabilities of our students. The college is striving to build a vibrant and dynamic academic atmosphere. With the changing needs of the present society and the New Education Policy, the college offers a wide range of courses in Arts, Commerce, Science, Computers and various skill development courses at UG and PG level. Technology is seamlessly integrated into

the learning process, empowering students to leverage the latest tools and resources to explore, create, and innovate. The main emphasis is to equip our students with the fortitude and resilience to be nimble and adapt to winning in an unpredictable world and more importantly, to be guided by the values of humanistic ethos and virtues of incorruptibility and honesty. This college embraces the same values and considers education a sacred field, where every faculty, staff and management committee member imbibe and imparts a socially responsible attitude to life.

The student- centric academic structure aims at the overall development of the students. Besides academics, the institute offers a plethora of extracurricular activities and community service opportunities, encouraging students to develop leadership skills, pursue their passions and make a positive impact on the world around them. The college has earned a reputation not only for its innovative practices and creative approach but also for performing its responsibility towards society by spreading awareness about social and national issues. The college believe that educated, capable women in this world will open the crucial pathway to a more peaceful and happier world. Respect to women and providing them equal opportunities is at the heart of all our efforts to raise them as confident, bright, intelligent, courageous and humanistic leaders in society.

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’.

The college is providing the best education, training and opportunities with a mission to disseminate knowledge that nurtures students to meet the highest standards of competence along with a sound value system. The aim is to make education and learning an enriching, fulfilling and enjoyable experience where the potential of each student is brought to the fore during this journey.

The college took initiatives such as career counseling, spoken English classes, in- house computer training, add on and certificate courses, value added, syllabus-oriented courses, disbursal of freships and hosting cultural programmes. Also, a variety of awareness programs and social campaigns are organized for students, tailored to meet their holistic development needs in terms of knowledge and skills. The college engages its staff and students in several curricular and co-curricular activities by conducting various seminars, webinars, guest lectures, commemorative day celebrations, extension and outreach programmes etc. We also provide rich learning experiences through field visits to industries, banks, and institutes. The diverse programs in academics and co-academics as well as sports, cultural and scientific activities are well synchronized and reinforced with an effective support system to produce enlightened and self-reliant women.

The mission is nurtured and honed through various clubs and committees to provide student support services and to instill a sense of social responsibility, inculcate moral and ethical values, environmental consciousness, creativity, gender equity, curiosity and scientific temper among students. The cells engender confidence in sports, provide support and oversee academic performance.

The college's mission is to enhance educational facilities by integrating ICT enabled learning environment in classrooms, implementing skill development projects, and leveraging the benefits of the NEP to enrich the overall learning experience. Many student centric skill development programs and extra-curricular activities are arranged by different departments and various clubs and committees to promote multidisciplinary approach, allowing students to explore diverse subjects and to develop a well-rounded skill set. The goal is to create an inclusive and future-ready learning environment.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Visionary and farsighted Governing Body committed to quality education.
- Highly reputed institute with twenty-nine years of experience in academics.
- State of art infrastructure, amidst arboreal surroundings of a lush green campus.
- Qualified and dedicated faculty.
- Running Add on and skill development courses.
- All the laboratories equipped with latest equipments.
- Automated and spacious well-stocked library including INFLIBNET/ DELNET resources.
- Wi-Fi Enabled Campus.
- Number of MOUs and linkages with NGOs and district administration.
- Practical knowledge imparted to students through educational trips and field visits to enhance their employability skills.
- Effective feed-back, grievance redressal and ATR system.
- Various extension Lectures, PDPs, Short Term Courses and Value-added Courses arranged as per need of hour.
- Innovative ICT enabled student centric teaching.
- Extracurricular and cultural events organized from time to time.
- Active and supportive Alumni.
- PT Meet conducted regularly.

- Regular institutional social responsibility and outreach programs.
- Charitable initiatives by staff and students such as Prayas, Neki ki Diwar, Arpit, Aashiyana.
- Internal and external auditing system for financial, academic and administrative process.
- Empowering girls from backward area.
- Safe and secure environment for girls.
- Excellent student support with a large number of scholarships to meritorious and university toppers by management.
- Welfare measures for teaching and non-teaching staff.
- Liberal concession and freeships through management funds and various government/non-government scholarships schemes.
- Eco-friendly campus with vision of sustainable development.
- Well-planned aesthetically designed Women hostel with sufficient accommodation and all amenities.
- Skill enhancement programs to incorporate the objectives of NEP.
- The college successfully installed a 20KW solar power system, embracing sustainability and renewable energy.
- A fire safety set up is installed to ensure students' safety.
- IIC created entrepreneurial culture in the college.
- Ragging free campus, not any complaint and incident of ragging.
- Students under PMSSS attended internship programmes from IITs.
- Financial support to needy students and support staff by Principal and college staff.
- Contribution by faculty and students for charitable projects.

Institutional Weakness

- Limited funding for research initiatives from government and non-government agencies.
- Low Research & Consultancy output in the form of patents, publications and products.
- Less number of publications in UGC CARE List journals.
- Dropout rate of female students due to socio economic disparities.
- Limited transport facility for students.
- Low industry institute interaction due to limited accessibility and rural location which reduce opportunities for students.
- Financial contribution by Alumni is very low.
- We are having less number of Ph.D. teachers. Though at present 07 teachers have started their Ph.D.
- Border area belt, reach to college is not easy for various reasons.
- Due to low socio-economic belt, Parents cannot support their wards for higher education.
- Financial limitations of parents restrict the college from designing a new programme to provide global exposure to students like student exchange programmes.
- In addition, being self-funded college, we are not eligible for grants from various funding bodies for research and development.
- Lack of entrepreneurial startup logistic and supply chain issues.
- Lack of industry partnerships for practical learning opportunities.
- Lack of Placement opportunities for the students.
- Difficulty in retention of faculty in Science stream.
- Potential disconnects between theory and application in the real world.
- Limited internship opportunities for the students.

Institutional Opportunity

- Supportive and nurturing environment for young girls of rural areas for educational opportunities.

- Introducing more Short term and Certificate programmes at UG level.
- Multiple career opportunities for the students with their graduation in Sciences, Commerce, Computers and Arts.
- Introduction of new courses in alignment with the NEP 2020 will help the students to avail a wide choice of interdisciplinary subjects.
- More self-defense and first Aid training programs.
- Raising competitive edge among students.
- Use of research journals and books for updating knowledge.
- E-learning resources for the library.
- Expansion of on-line learning platforms to reach wider audience.
- Recruit more permanent faculty.
- Arranging more educational trips.
- Introduce more entrepreneur activities in association with NGOs and district administration.
- Seeking funds from NGOs for seminars and conferences.
- Better understanding of general, historical, cultural and environment education through extracurricular activities.
- Boost up faculty exchange and student exchange programmes.
- Faculty with potential for more research projects and publications.
- Arranging more FDPs on research.
- Enter into collaboration for teaching, student exchange and research.
- Scope for funds from various prominent bodies for collaborative activities, seminars and conferences etc.
- Allocation of more financial resources by management.
- To cultivate alumni as potential contributors to support funds for students facing financial adversity.
- Possibility of introducing more Skill oriented short-term courses.
- Improving quality of products for sale in exhibitions.

- To have tie ups with industry experts for placement drives in the college.
- Motivating staff for clearing UGC NET and for pursuing research (Ph.D. Program)
- Motivating students for presenting and writing papers in conferences & seminars.
- Educating and helping poor and needy students by hostel students.
- Possibility of more outreach programmes by Central Association, NSS & Rotaract.
- Register more students to access NList & Delnet resources.

Institutional Challenge

- Lack of financial support from Government and other funding agencies.
- UGC not funding unaided colleges.
- Organization of national seminars and research projects hindered by paucity of funds.
- To establish academic and industrial collaborations with reputed institutions or industries.
- Students come from economically and educationally underprivileged families and have little family support.
- Teaching the first generation of socially and economically underprivileged students with inadequate English language skill.
- Growth of private, government and university constituent colleges offering same courses.
- Due to backward area, the people are not enlightened about the difference between regular and correspondence study and they join private institutes.
- Being backward and financially weak belt students are not able to pay fee in time.
- Mushroom growth of IELTS centers.
- High rate of mobility of the students from this region seeking overseas education
- Development-deprived area surrounding the college gives a rural feeling which fails to allure/ influence students.
- To encourage the students for Competitive examination
- Placement with higher annual package.

- To motivate for self-employment programmes and create more entrepreneur.
- Globalization of education through MOOCs such SWAYAM and NPTEL program.
- Creating awareness about digital learning.
- Mushrooming of private tuitions in Gurdaspur.
- Socio – Economic disparities impacting enrollment rates and students’ retention.
- Lack of enough industries in the surroundings for placement and internship.
- Changes in trends of market demands and skills required thereof.
- Girls getting married during studies, going abroad after marriage big challenge in this area.
- Parental psyche in this belt seeking concessions.
- Less enrolment in Home Science, Hindi, Music and Punjabi PG programs.
- Less participation and lack of interest among students for Youth festival due to academic stress.
- Diverse student groups and rural background is a challenge to bridge the gap.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution is affiliated to GNDU, Asr. Curriculum of all programmes is designed by the university and effectively implemented and delivered at the institutional level. The process of curriculum delivery is well planned, documented and transparent. The institution prepares an academic calendar in consultation with IQAC indicating a schedule of curricular & extra- curricular activities. Teachers prepare a blueprint of the curriculum for the whole semester and communicate to the students in classrooms. Teaching methodology is a balance of traditional chalk and talk method and modern innovative ICT enabled method. To ensure effective curriculum delivery, faculty continuously upgrade their knowledge by participating in faculty development programmes and presenting their research papers in conferences, seminars. The college offers various skill development courses and short-term courses which are designed as per the requirements of the students. Special lectures, workshops and conferences are also organised to enhance knowledge and academic growth of the students. Regional seminar of students, 3-day online workshop on Research Methodology, 3 Day workshop on Income Tax and E-filing by Commerce department; Techno fun, International webinar on ‘Big Data Analytics’ and National webinar on ‘Industry 4.0’ by Computer Science department; National Seminar sponsored by ICSSR, Chandigarh by Political Science department; training, exhibition and industry visits by Fashion Designing Department; Patriotic week by Social Sciences and National Science Day by Science Department etc. are sailent features of our college. The institution takes keen interest in continuous internal evaluation of the students. Periodic assessment and review of students is taken in the form of class presentations, assignments, group discussions and tests. Parent-Teacher meetings are conducted to discuss students’

progress. Various clubs and committees of the college conduct programmes to address the cross-cutting issues on drug abuse, domestic violence and human values. New committees like NEP and NAD committee, BYAS club, Patriotic club, Electoral Literacy club etc. have been formed to work on the particular areas concerning students. Internships and project work enable the students to have better understanding of their subjects. An efficient feedback system that involves various stakeholders helps to maintain the continuous evaluation of curriculum delivery and pave the way for further improvement.

Teaching-learning and Evaluation

The institution primarily aims at empowering women by providing value-based skill oriented education to them. The institution has a broad spectrum of programmes and courses available for the students who come from diverse backgrounds. The college provides inclusive education to students including SC, OBC and Minorities for the last five years. The admission process of all the programmes is transparent, non-discriminatory and impartial. Student diversity is wider as many from financially backward families, rural remote and urban areas get admission in the college. The teachers are actively engaged in providing academic, psychological and general counselling to the students. Slow and advanced learners are identified based on their performance. Slow learners are supported with additional inputs through remedial classes and Advanced learners are encouraged to attain higher level of excellence through special classes. Bridge classes are conducted by Mathematics, Commerce and Computers department to cover the gap between existing and desired. The Institute continuously evolves the student centric methods, such as Experiential Learning (field and industrial visits) Activity Based Learning (interactive session/model and video based/concept) and Participative Learning (practical assignments/course related projects //quiz/exhibition etc.) to enhance the learning experiences and to supplement classroom teaching. ICT enabled tools are used for effective teaching and learning. The Programme Outcomes (Pos) and Course Outcomes (Cos) are displayed on the departmental notice boards and also on college website. The institution maintains complete transparency in evaluation methods and examination related grievances of students are redressed immediately. During the last five years the students bagged 71 University merits and 311 Distinctions in Guru Nanak Dev University, Amritsar. The top performers of the last five years in university include first positions in B.Sc. (Medical), (Non- Medical) and Vocational course in Fashion Styling and Grooming. The students securing merit positions in university examinations are honoured and get Scholarships in the form of special cash prizes from the college management as appreciation. Feedback is efficient and helps in maintaining fair and transparent teaching-learning evaluation system. During pandemic students have been trained to manage on-line classes and were continuously engaged in attending on-line webinars, quizzes and participating in competitions.

Research, Innovations and Extension

The Research Promotion Committee takes the initiative to support research interests among the faculty and the students. It motivates faculty members to clear UGC NET and pursue Ph.D. Resultantly, two faculty members completed Ph.D., two members cleared UGC NET and seven members are pursuing Ph.D. programs. Several faculty members got their papers published in reputed journals besides sharing their expertise by acting as resource persons. About 123 papers have been published in edited books and in national/international conference proceedings during the last five years. Students too are involved in doing surveys, contributed articles for the News magazine Amar Samriti (released in 2020), and e-magazine Darpan (released in 2021), and making project reports/seminar files, thus, allowing them to gain experiential learning and building strong academic foundation. Students are also motivated to appear for competitive and UGC examinations. Financial assistance and leave are provided to faculty members for attending workshops/seminars etc. In these five years

college has conducted a number of guest lectures, workshops/conferences/webinars and exhibitions. Faculty members have presented papers at National Conferences/Seminars. The institution released one research journal 'Shodh Dhara' of its own. The college has published a monthly newsletter Udaan (covering the best 3 events of the month) since April 2018. The college has its digital presence through FB, Instagram pages and YouTube channel. All the staff members are registered on the Vidwan portal and filled in the required data.

The Institution Innovation Council(IIC) (registered in December 2022) of the College aims to streamline and strengthen the innovation and startup ecosystem in the campus so that the students can develop the skill set that enables an entrepreneurial mindset.

Several community outreach programs are organized by NSS and other clubs. MoUs/Linkages have been maintained with NGOs and District Administration. Students enrolled under PMSSS attended internships at places like IIT-Jammu, NIT-Jalandhar, IIT-Ropar and NIT-Karnataka. Field visits and industrial trips are organized to bridge the gap between the theoretical and practical application of knowledge.

Infrastructure and Learning Resources

The college comprises six blocks having 26 well-ventilated classrooms and 18 fully equipped laboratories to provide ample space for academic activities. Additionally, the institution has 90 desktops for academic use, 7 laptops, 1 portable projector and one interactive board to enhance teaching-learning experiences. Ten smart classrooms and a language lab with 10 computer systems further enrich the educational environment. The college has a 20kw solar power system, a 62kw generator and a fire safety system. There is a Seminar Hall with a total area of 1600 sq.ft., NSS room, IQAC room, IIC office, Youth club office, examination strong room, medical room, recreational room, student centre, sweeper's restroom, heritage room, 27 open cemented seaters, 41 washrooms and 5 drinking water coolers. For students with special needs, there are ramps, a wheelchair and a washroom in the college. The institute has large open playgrounds for volleyball, Boxing and Basketball. Hostel accommodations offer essential amenities, including a sports room with gym facilities, provisions for yoga, wi-fi facility and generator. Introducing an open-air gym promotes fitness among students, comprehensively enriching campus life.

The college employs ILMS software for its E-library, a fully-automated Information and Learning Management System implemented in February 2020, version 2.4. The main library stocks many resources, including 11,961 books, 28 journals, 26 magazines, textbooks, reference materials and Newclipping files. Since 2016, the library has expanded its collection by purchasing 2025 new books and collected 1010 books through donations. The library is integrated with INFLIBNET and DELNET, providing extensive electronic resources. A library committee organises book donation drives, book exhibitions, library day and facilitates events to promote library usage.

The college also prioritizes Information Technology, which was crucial during the pandemic. It boasts of IT department ensuring a secure Wi-Fi network, website updates and campus-wide connectivity. With fibre optics and 12 Wi-Fi access points, students and faculty enjoy 24*7 internet access at 100mbps. High-resolution surveillance cameras are being used for examination monitoring and emergency situations. Teachers utilize interactive board and projectors for effective teaching, while desktops and laptops facilitate academic work. Maintenance, software installations, and support are managed by technical expert, ensuring seamless IT operations campus-wide.

Student Support and Progression

The college has an effective and resourceful student support system. Besides offering all the scholarships under government schemes, the college has a fair and just policy for scholarships and provides generous scholarships and fee concessions to meritorious, deserving and needy students. The college provides cash prizes to university toppers. Sport-students are provided sports kits and relaxation in their fees. On the 25th anniversary of the college, meritorious students were provided special scholarship coupons. During Covid -19 pandemic, liberal concessions were given to the students. Various Non-Government Bodies and Philanthropists like NGO Dhean Pukardian, USA and Govt. College Retired Teachers Welfare Association contribute every year to students' education. Financial support from Nehru Yuva Kendra, Jai Hind Sewa Club and Red Ribbon Club is also helpful for conducting seminars and student-centric activities. The institution ensures that capacity-building and skill-enhancement initiatives are taken for the benefit of students. Professional development courses, personality development programmes, motivational lectures and workshops are organized to enhance the soft skills, communication skills and computing skills of the students. Yoga classes, lectures on health and hygiene awareness by experts are arranged. Career Counselling Cell organizes various workshops and lectures in collaboration with DBEE, Gurdaspur. Counselling sessions for various competitive exams such as banking, JRF, NET, CA, and SSC are also organized. Students have qualified for many competitive exams like UGC, JRF, IELTS etc. A significant number of our graduates and post-graduates progress to higher education in reputed institutes and are well placed in teaching, accountancy profession and industry and many are successful entrepreneurs. Our students regularly participate in various cultural and sports competitions and activities and have shown glorious results by winning a large number of awards, medals and recognitions at international, national, state and inter-university levels. Central Association acts as a link between students and administration. The institution has an effective & time-bound grievance-redressal mechanism for the students. SD alumnae association is a registered body, actively working since 2001. Our Alumnae provide various kinds of services for the welfare of the institution.

Governance, Leadership and Management

The institution is responsive to the needs of students belonging to the diverse socio-economic background and all-round development of its students as per the vision and mission of the college. Decentralization and participative management is followed in all academic and administrative activities with formation of various committees. The organizational hierarchy of PTMLSD College consists of the Management, Governing body, the Principal, Teaching, Non-Teaching Staff and the Students. The governing body of the college conducts regular meetings in which action taken reports of previous meetings, present progress report and suggestions for improvement are discussed. Monthly report and requirement are sent regularly to society office in Chandigarh. E-governance leads to managing hassle free administration, finance, accounts, student admission, student support and examination. Faculty members are inspired to upgrade their knowledge through faculty development programs, faculty induction programs and refreshers. IQAC plays a pivotal role in planning and implementation through constant meetings and effective feedback from all the stake holders. Regular feedback and action taken report system is maintained and documented by IQAC for improvement in various aspects of institutional operations and procedures. Regular meetings of IQAC are held and documented. Annual action plan is prepared well in advance. AQAR is prepared and submitted to NAAC well in time. There is a well-developed, transparent and efficient Management Information System for admissions, accounts and library. The institution has evolved effective welfare measures for teaching and non-teaching staff. The college follows the performance appraisal system for teaching and non-teaching staff based upon annual confidential reports. Seven members of support staff have been given financial help at the time of need. The college has established methods and procedures for mobilizing funds from different funding agencies, voluntary organisations

and philanthropic individuals. There is a well-developed system of internal and external financial audit which is conducted by competent authorities regularly.

Institutional Values and Best Practices

Introduction

The college firmly believes in empowering female folk by broadening their physical and mental horizons. The institution shows gender sensitivity through various initiatives. Various departments and clubs conduct programmes for awakening students about social evils. Environment Association and Swachh Committee follows effective waste management. The institution also believes in equality of all cultures and traditions. For linguistic unity, three language formula have been adopted in teaching. To make the students aware of the national pride and rich cultural heritage commemorative days, patriotic week and festivals are celebrated.

Best Practice I

Engaged Learning

The college's objective is to support students while honing skills aligned with current job market demands, aiming to equip them with essential knowledge, and techniques in line with the National Education Policy (NEP) 2020. Guided by the Internal Quality Assurance Cell (IQAC), the institution has initiated various skill development programs, short-term/certificate courses aimed at cultivating students' personality and engage their minds in constructing way through various departments and clubs such as the Institution Innovation Council (IIC), Fashion Designing, Fine Arts, and Home Science departments. These programs focus on bridging the gap between academia and real-world applications, fostering critical thinking, problem-solving abilities, effective communication skills and holistic growth among students.

Best Practice II

Eco-Sustainable Green Campus

Our institution is deeply committed to environmental protection and has been a trailblazer in implementing green practices, aiming to create a harmonious and eco-conscious learning environment. Through the active participation of students and faculty members, the institute has successfully launched various green campus initiatives with a multifaceted approach. These initiatives focus on environmental preservation, water conservation and optimal energy resource management within the campus premises. By promoting eco-sustainable practices and responsible resource usage, the institution strives to educate students about sustainability while fostering a healthy environment. Through seminars, workshops and training sessions, students are sensitized about ecological sensitivity and the importance of biodiversity conservation. To instil environment consciousness among the students, the institution provides hands-on training and practical knowledge through initiatives like SD nursery and Kitchen Garden.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	PT. MOHAN LAL S.D. COLLEGE FOR WOMEN, GURDASPUR
Address	Kahnuwan Road, Gurdaspur
City	GURDASPUR
State	Punjab
Pin	143521
Website	www.ptmlsdc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Neeru Sharma	01874-502681	9417268680	-	ptmlsd@gmail.com
Associate Professor	Rama Gandotra	01874-242953	9888283580	-	arorarama68@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Punjab	Guru Nanak Dev University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	11-05-2001	View Document
12B of UGC	11-05-2001	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Kahnuwan Road, Gurdaspur	Semi-urban	2.5	10117.1

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts And Humanities,	36	SEN. SECONDARY	Punjabi,English + Hindi	470	103
UG	BSc,Arts And Humanities,Economics	36	SEN. SECONDARY	English,Hindi,Punjabi	60	9
UG	BA,Arts And Humanities,English Honors	24	BA Ist Year	English	30	6
UG	BSc,Science, Non Medical	36	SEN. SECONDARY	English	60	28
UG	BSc,Science, Medical	36	SEN. SECONDARY	English	60	32
UG	BCom,Commerce,	36	SEN. SECONDARY	English	75	66
UG	BCA,Computer,	36	SEN. SECONDARY	English	60	58
UG	Bachelor of Computer Science,Computer,	36	SEN. SECONDARY	English	60	24
UG	BSc,Fashion Designing,Fashion Designing	36	SEN. SECONDARY	English,Hindi,Punjabi	50	22
PG	MA,Arts And Humanities,Punjabi	24	GRADUATION	Punjabi	60	6
PG	MCom,Commerce,	24	GRADUATION	English	60	18
PG	MSc,Computer,Computer Science	24	GRADUATION	English	30	14

PG	MSc,Fashion Designing,Fashion Designing	24	GRADUATION	English,Hindi,Punjabi	30	7
PG Diploma recognised by statutory authority including university	PGDCA,Computer,	12	GRADUATION	English	40	11

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				2				49			
Recruited	0	0	0	0	0	2	0	2	0	49	0	49
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				22
Recruited	11	11	0	22
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	2	2	0	4
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	2	0	0	5	0	7
M.Phil.	0	0	0	0	0	0	0	5	0	5
PG	0	0	0	0	0	0	0	15	0	15
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	0	23	0	23
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	851	3	0	0	854
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	81	0	0	0	81
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	11	0	0	0	11
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	47	0	0	0	47
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	234	199	158	132
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	295	285	260	223
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	472	460	520	527
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	73	106	0	58
	Others	0	0	0	0
Total		1074	1050	938	940

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Multidisciplinary approach not only broadens the thought process of scholars but also brings clarity about all issues and events. It can be implemented at an institutional level in many ways. As per the guidelines issued for NEP, along with the curriculum delivery, our college focuses on multidisciplinary education with skills and value enhancement. There are various add-on courses available in the college. These are Functional English, Information Technology, Cosmetology, Banking and Insurance, Basic Cooking and Catering, Apparel Designing, Bio- Technology etc. A student can opt any of these add on Courses irrespective of their stream. Besides this, our college organises short term courses in Soft
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	<p>Skills, Vedic Maths, Basics of Experimental Techniques, Basics of Mathematics, Artistic Entrepreneurship, Web Designing, Desktop Publishing, Hair do, Retail Management, Drafting and Stitching etc. in which students from all streams can participate. Keeping in view the NEP guidelines, our college organises various workshops from time to time for the students to enhance their skills. Student from different streams also participate in various sports, Youth festival and cultural events. The Physical Education department in association with Central Association organises workshops on Self-defence. Environment Association, Green Club and Red Ribbon Club of the college organised an interactive programme sponsored by Ministry of Jal Shakti, Govt. of India. Personality development programmes are also arranged for students. In future as per the guidelines of NEP more skill-based programmes would be added.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>With the implementation of the NEP 2020 in the GNDU colleges, it will be mandatory for all students to register for the Academic Bank of Credits in the coming academic year. The concept of Academic Bank of Credits with an emphasis on enabling student mobility across Higher Education institutions is an innovative idea and has a potential in seamless integration of skills and experiences earned as credits deposited in an institution that can be redeemed at another institution allowing lateral and horizontal mobility in the academic programmes. The college is fully equipped and proactive to implement the guidelines of UGC and GNDU for the establishment of Academic Bank of Credits. The College Principal and NEP Committee attended university meetings regarding NEP implementation.</p>
<p>3. Skill development:</p>	<p>To improve students' understanding and make the learning process more productive and enjoyable, our college conducts various skill programmes for employability. Several departments impart trainings and hands-on sessions for skill updating of the students in general. Thrust on value addition is the aim of our institution. These activities are locus of imparting skill to those students who have the will to learn. These skills teach communication, organization, team work, punctuality, emotional quotient, critical thinking, creativity, adaptability, computer literacy and inclusiveness. These skills</p>

bring into focus their interests and transform them into their talent. These value-added activities prepare productive workforce which is committed to excellence, intelligent planning and focused effort. Seminars, Short term and certificate courses and workshops are organised for the students to enhance their presentation skills, inter-personal skills, team building, emotional intelligence and decision-making skillset. Institution is having English language laboratory which has systems with required accessories and software. Various competitions in Hindi, English and Punjabi languages like declamation, essay writing, plays etc. are regularly organised in our college to improve their lexical, grammatical and communicative competence through the self-instructional, multimedia and language learning software. It helps the students to acquire their ability to speak effectively in real life situations. In order to enhance physical and mental health of students and faculty, our institution organizes regular Yoga and meditation classes. Various lectures and workshops on topics like First-Aid, Stress Management, Psychological Well-being etc. are organised in our college. To improve the ability, to cater needs of the job market, students are trained with new skills. Every year, Intercollege Technofun and Interactive Programme week is hosted in which various events such as programming skills, group discussions, debate, paper presentation, e-card making, power point presentations, quizzes, poster making etc. are organised. Software modules and internships are conducted as a part of the curriculum. Various ICT tools are used for conducting webinars, seminars, workshops, conferences etc. via Zoom, Google meet. It helps students to develop a practical and a realistic approach for understanding their course. In future as per guidelines from GNDU, Amritsar regarding NEP, more programmes would be added relating to skill enhancement and capacity building amongst the students. More emphasize would be given on student centric activities which are helpful in creating various kinds of skills in the students like life skills, soft skills, language/communication skills and ICT/Computing Skills.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using

Our college is committed to incorporating the objectives of NEP 2020. We believe in developing

online course):

well-rounded individuals by integrating skills, values, and technology into our courses and programs. The New Education Policy (NEP) 2020 places significant importance on promoting multilingualism in teaching and learning. By incorporating regional language in the classroom, we create an inclusive learning space that celebrates diversity and promotes a sense of belonging among students. The college wholeheartedly supports the three-language formula such as Punjabi, Hindi, and English for teaching and learning in the classroom. Furthermore, many courses offer the flexibility for students to choose their preferred language (Hindi, English, or Punjabi) for examinations, as allowed by the affiliating university. Punjabi is a compulsory subject at the undergraduate level. We celebrate events like International Mother Language Day, Hindi Divas, and Maatri Bhasha Divas with great enthusiasm to promote languages among students. Through various activities and student participation, we strive to promote the integration of Indian languages and culture in our teaching. These initiatives create a lively and immersive learning atmosphere, transforming our institute into a vibrant hub for cultural exchange and appreciation. English Honours is offered at our college, allowing students to delve into the intricacies of the English language. We also have a language lab to enhance language learning and communication skills. Functional English is an invaluable addition to the college curriculum as it equips students with practical language skills that are essential in various professional settings. Punjab History and Culture is also included in the college curriculum for non-Punjabi background students. It provides students with a deeper understanding and appreciation of our heritage. It's a convenient and effective way to expand their knowledge within the Indian knowledge system. Incorporating youth festivals, cultural events, and ethical values into the college curriculum is crucial for nurturing the Indian Knowledge System. These events provide a platform for students to showcase their talents, celebrate our diverse culture and instill ethical values. Our Institute's Heritage Society and Youth Club arranges various activities and events such as debates, declamations, essay writing, poetry recitations, and commemorating significant individuals. Events like rangoli making, photography, painting, dance performances,

	<p>exhibitions on Punjab heritage, cooking competitions, mehndi, and nail art are hosted to contribute to the overall development of students, fostering a deep appreciation for our cultural heritage and traditions. Our teachers regularly do mentor students, share their social experiences and provide guidance. We organise yoga and meditation camps, arrange trips to religious, historic sites and celebrate festivals such as Lohri, Diwali and Eid with full enthusiasm. The institute proactively tries to provide an inclusive environment for students from different religions, castes, and backgrounds, such as Punjab, Himachal, Jammu and Kashmir. Our college students showcased their talents by performing Giddha at the district, state and national levels on different occasions to promote Punjabi culture. We are committed to providing our students with the best educational opportunities available. We strive to create a holistic learning environment that prepares students for future challenges.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Outcome-based education is an educational process that is based on trying to achieve certain specified outcomes in terms of the best learning environment. Students join the institute from different backgrounds, cultures and experiences. Program Outcomes (POs) are descriptions of the qualities, skills, abilities and understandings. These indicate what students are expected to know and be able to do by the time they graduate from the institution. The learning outcomes of each course are built into the prescribed syllabi and play a crucial role in determining and planning the teaching, learning, and assessment strategies. While studying in the institution, we want them to broaden their horizon and attitudes through field visits, educational tours, vocational training and skill development programs. The college updates its website regularly with notifications and important information. Students are provided a framework to engage with ongoing learning of new knowledge. Some of the Programme outcomes in general are as – Support to students: Flexibility in the choice of subject, stream, add-on and value-added programmes. Creativity: an ability to develop creative and effective responses to Intellectual, professional and social challenges. Ethical practice: a commitment to sustainability and high ethical standards in social and professional</p>

	<p>practices. Knowledge of a discipline: command of a discipline to enable a smooth transition and contribution to professional and community development. Communication and social skills: the ability to communicate and collaborate with individuals and within teams. Cultural competence: an ability to engage with diverse cultural and indigenous perspectives in both local and global level. Greater access and equity: A range of welfare measures for financially and economically backward students through increased scholarships and concessions. Skill Enhancement: To meet the requirements of NEP, along with their course curriculum, students are enrolled in various skill enhancement courses to upgrade their learning levels and gain entrepreneurial skills. Adoption of ICT enabled learning: This emphasized ICT enabled learning strategies in classrooms through presentations, spoken tutorials, webinars to strengthen the knowledge base towards attainment of learning outcomes. The College follows the guidelines/curriculum prescribed by university for all the courses. In future, College will follow the NEP guidelines as instructed by the university from time to time.</p>
6. Distance education/online education:	<p>-The college is affiliated to Guru Nanak Dev University so an independent decision cannot be taken on online mode of teaching. This mode will be adopted only if permission is granted by the University. -Technology was put to its maximum usage during the hard times of the pandemic when educational institutes faced a sudden closure and there was no way through which teachers could reach students. Our college took initiative to teach students through Cisco Webex, Edmodo, Zoom and Google Meet to continue education seamlessly. Both teachers and students have gained a first-hand experience of the online classes. This trend has been continued; many meetings are conducted online with the governing body. A series of webinars are arranged when direct physical interaction is not possible. -Use of e-learning resources such as Spoken Tutorials are being promoted. Several students and teachers updated themselves through e-courses offered by different organizations such as Cyber Shiksha Programme. -The College library is enriched with Inlibnet and Delnet e-resources to meet the</p>

requirements of online education which provides unparalleled access to innumerable resources at the click of a button. -Motivating the faculty for e-content development is needed for qualitative productivity. Thus, the college is fully prepared for the New Education Policy as far as the delivery of Online Education is concerned.

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>In 2020 the college has established an Electoral Literacy Club in collaboration with Political Science department with the primary objective of enhancing students' awareness and understanding of their democratic rights, particularly the right to participate in elections through voting.</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>Faculty: - Mrs. Daljinder Kaur (HOD, Political Science), Mrs. Punita Sehgal, Mrs. Samita Khajuria Students: - SVEEP campus Ambassadors are Jaismeen Kaur, Shruti, Mansi, Kiran, Prabhjot, Simranjeet and Pinky.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>Assisting District Administration: - •Provided hands-on experience to students, created Google form for enrolling, enabling them to learn about voter registration, the electoral process, and related matters. •Organized sessions and demonstrations to familiarize students with Electronic Voting Machines (EVMs) and Voter Verifiable Paper Audit Trail (VVPAT). •Collaborating with District SVEEP team and BLOs in registration drives. •Provided every possible help sought by District Administration during Lok Sabha Elections 2019 and Punjab Assembly Elections 2022. •Four rooms of college are utilized as Booths during elections. •For such initiatives in previous years and present, worthy DC, Gurdaspur Sh. Himanshu Aggarwal awarded us appreciation letter for conducting SVEEP activities.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>Voter Awareness Programs- ELC created google form for students, organized skits, sent WhatsApp messages to students for registration and distributed voters' awareness stickers in rural area. SVEEP Activities- Under the directions of District Election Officer, District SVEEP team, Gurdaspur, the college</p>

	<p>has organized various SVEEP activities. A wall magazine on SVEEP was also displayed. A ‘Selfie Stand’ was prepared with inspirational slogans written on it. Voter Registration Drives- One of the pivotal initiatives undertaken by the club is organizing voter registration drives on campus. The club conducts in-class voter registration drives, making it easy and convenient for students to register. Rally and Outreach Programs- The College conducted various rallies and outreach programs to enhance youth participation in elections. Creation of Pink Booths- In 2019 Lok Sabha Election, for women voters, Pink booth was created in the campus as per the direction of DC, Gurdaspur.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>80% Students above 18 years have been enrolled and 20% are yet to be enrolled.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1074	1050	938	940	985

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 252

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
51	50	44	54	56

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
198.86914	140.72374	91.62283	142.3357	133.88745

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Curriculum Delivery: The college has evolved an efficacious mechanism for curriculum delivery. The college prepares its own academic calendar indicating a tentative schedule of curricular & extra-curricular activities in synchronization with GNDU's Academic Calendar in consultation with IQAC, Academic Council and Advisory Committee.

Time table Committee headed by the Vice-principal draws up a detailed time table, checks clash of subjects and after modification, if needed, displayed it on notice board and uploaded it on the college website. At the onset of the session, the orientation programme is conducted in which students are acquainted with curricular and co-curricular activities, leave rules, fee concession, library rules, inter-disciplinary courses, annual activities, syllabi, examination pattern and institutional rules etc. Bridge classes are also conducted to fulfil the knowledge gap. Teachers prepare planners semester-wise. New recruits are given orientation regarding teaching.

Curriculum Enrichment: Various seminars, workshops and webinars are conducted as per the curriculum. Internet, computers, LCD projectors and other visual aids are used. There is optimum utilization of labs for practical subjects/classes. To meet the attendance requirements as mentioned by the university, the student attendance registers are maintained. Teachers also arrange books from publishers for distributing those to needy and meritorious students. There is arrangement of a library period for students when any faculty member is on leave.

The college promotes the use of library among the students where they can access journals, newspapers, newspaper clipping files, magazines, reference books etc. to update their knowledge. Library Committee organizes book exhibition and order new books for students. A Book Donation Drive was organized by the library committee to inculcate the habit of reading. Academic and administrative audit of departments is conducted by IQAC to ensure that the curriculum is delivered effectively. BYAS club promotes book reviews and reading culture.

Evaluation:The institution takes keen interest in continuous internal evaluation of the students across various parameters of development. The college abides by the academic calendar of the affiliating university in letter and spirit for examination, assessment, evaluation, sports events and youth festival. College prospectus including academic calendar is uploaded on the college website.

For CIE, students' interests, skill levels and language barriers are taken into consideration. Departmental clubs conducted classroom seminars, co-curricular events, intra and inter college competitions to evaluate learning levels of the students.

Adherence to calendar of events for evaluation: Under the continuous internal evaluation system, two monthly class tests and pre-semester examinations are conducted during each semester. Table marking system for evaluation of answer books has been introduced for speedy and transparent evaluation process. The academic results of the pre-semester examinations are evaluated and maintained.

Twice a year, Parent-Teacher meet is organized to declare the results and inform parents about the behaviour, class attendance and performance of their wards. Their suggestions are also taken into consideration. The students are honored for their better performance in academics, sports and extracurricular activities. An initiative is taken by college Principal to discuss the problems faced by students in academic and non-academic areas under the program titled 'Vidyarthi Darbar'.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 31

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 51.61

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
698	527	583	479	287

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The development of curriculum is the prerogative of the university, we are to implement it as designed by GNDU, Amritsar. However, during Board of Studies meetings conducted by GNDU, we suggest to add such relevant societal issues. At institutional level, various co-curricular activities are conducted by departmental clubs and committees.

Professional ethics

Professional ethics is a core of all teaching and learning activity. In Commerce, Professional Ethics are taught in subjects like Insurance, Corporate Governance, Business Communication etc. Institution's Innovation Council and Entrepreneurship club organized various events. Central Association plays a role in the maintenance of discipline.

Gender

In Political Science, students' study about universal adult franchise, in Sociology, topic of gender and in Languages many prose and poetry related to gender equality are taught. Various events such as skit, role play, programmes on women, girl child, slogan writing and poster making are organized. Physical Education department of the college organized self-defense workshops for students to make girl students more confident by empowering them to defend themselves in times of danger. 'Dhiyan di Lohri' is celebrated with college students in the campus .

Human Values

Under Social Sciences, students study the topics on national integration, stress management, national movement, human rights, fundamental duties and sustainability. New academic session begins with 'Hawan' every year. Debates, declamation, PowerPoint presentations and quizzes are organized on great thinkers. NSS camps are arranged by NSS unit of the college. Motivational Corner and Sanatan Dharam Sabha of the College ensure that students develop values like community service, equality, discipline, etc. Human Rights Day is celebrated by organizing a rally and writing slogans regarding human rights. Political Science department and Electoral Literacy Club organized SVEEP activities. In 'Neki Ki Diwar', college students contributed monetary as well as material help. For charitable projects like Diwali project 'Sharing happiness with others', students are taken to old age homes, orphan homes and slum areas to understand value of empathy and compassion. 'Samvedna' a Lohri project is a regular feature of the college to help the needy and underprivileged sections of the society. College offers liberal fee concessions to married students for continuing education.

Environment and Sustainability

The subject of EVS is taught as a compulsory paper in the 2nd year of degree classes. Environment Protection Act is covered in M. Com Ist Sem curriculum under Business environment. Drug abuse is a subject taught to first year students of UG as a compulsory subject to inculcate human values among students and to keep them away from social evils like drug addiction which is prevailing at large scale in Gurdaspur. College also organised an 'Awareness rally on Swachh Bharat and Drug Abuse' in collaboration with community centre and District Sanjh Kendra, Gurdaspur.

The topics of environment and sustainability are taught in Commerce, Physics and in B. Sc

(Medical). Environment Association of the college performs activities like cycle rally with slogans to protect the environment, talk on the National water mission, Green Diwali and Van Mahatosav .To spread the message of 'Go Green', we always honour our guests with plants.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 45.81

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 492

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 33.88

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
446	467	430	403	448

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1295	1295	1295	1295	1295

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 44.69

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
227	225	191	160	194

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
452	481	436	407	455

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 21.06

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Experiential learning

- Department conducts add-on, certificate, Skill development courses to support students in their experiential learning.
- Educational and Industrial visits are organized to nurture and learn experience.
- Well -equipped Laboratories are available for students.
- Guest lectures by eminent and academic experts from universities and colleges are arranged.
- Project work is organized by Computer and Fashion Designing departments.
- Internships are organized to gain field work experience.

Participative learning

- The activities like NSS camp, Tree plantation drive, Swaachh Bharat, Village Adoption, Health Awareness, Rallies on social issues and charitable projects are organised to help the students to learn and embrace human values.
- The IQAC, Youth club, Rotaract, and Central Association of the college arranged various events.
- Activities like marketing, com-fest, seminars, guest lectures, Quiz, essay writing are organized by Commerce and Social Sciences department.
- Interactive Programme week and Techno Fun are organized by Computer department.
- Stalls and Exhibitions under 'Learn & Earn' are arranged by F.D, Fine Arts, Home Science and Cosmetology department.

Problem-solving methodology

- Remedial classes are conducted for students who are slow learners.
- Career Counseling Cell, Student Council, Grievance Redressal Committee, and Mentor-Mentee relationships are there to support.
- During the COVID-19 period, technical issues faced by rural students were addressed by sharing brief instructional videos on topics such as PDF usage and e-mail composition. Mobile phones were also provided to students.
- Students participating in sports, inter-college events, competitions and youth festivals are taught

to manage their time accordingly and improve their performance in extracurricular activities as well as academics.

- Arranged workshops and training sessions on Stress Management techniques for living a healthy lifestyle.
- Recognizing the dynamic role of ICT in the effective teaching-learning process, the college uses a diverse set of ICT tools to communicate, create and manage information.
- The College has various ICT tools like projectors, desktops, laptops, photostat machines, smart classrooms, digital library resources, printers, etc.
- IQAC and IT Cell guide the teachers about online apps and websites like INFLIBNET, SWAYAM, Edmodo, EBSCO, etc., for assessing e-resources.
- The College has access to e-books and e-journals.
- Access for INFLIBNET and DELNET information resources is provided to post-graduate students.
- Video conferencing and lectures through Zoom, Google Meet, Cisco Web-Ex Meet, Skype, etc. are also organized for the students. Desktops, laptops, digital pen drives, cameras, microphones, and other tools are extensively used.
- During the COVID period, various technical events such as poster making, debates, paper presentations, e-card making, PowerPoint presentations, quizzes, etc. were organized with the help of the ICT wing of the college.
- Management Information System (MIS) facilitates the maintenance of a complete profile of students.
- Students are benefited through NPTEL, spoken tutorials, IIT Bombay and SWAYAM by receiving lessons on selected topics from experts.
- The college uses Google forms for feedback, reviews, and student attendance.
- YouTube, e-mails, WhatsApp groups, Zoom and Google classrooms are used as platforms to communicate, provide material, syllabus, conduct class tests and share important information.
- Scholarships in-charges guide students in the process of applying application forms for various scholarships.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
51	50	44	54	56

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 27.06

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	14	12	14	14

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

College is affiliated to Guru Nanak Dev University, Amritsar and hence, follows its rules and guidelines regarding the assessment and evaluation process of performance of students.

- The college Examination committee consisting of the Registrar and other teaching and non-teaching staff as members is constituted to handle the issues regarding the internal examination process like preparation of date sheet, invigilation, evaluation, and any other issue related to examination, etc.
- College Registrar conducts meeting with the Examination committee before the commence of examinations. The Registrar and Examination committee looks after the smooth conduction of exams in each semester. Teachers are to submit Question papers to the Registrar. They are instructed to set Question papers according to University pattern.
- The question papers are verified to eliminate errors and stored in a sealed envelope. To remove language barriers, question papers are printed in three languages i.e. English, Punjabi and Hindi, where required.
- The date sheet is displayed on the notice board. If students have any grievances regarding clashes in papers, they approach the examination committee to resolve the issue.
- Attendance of students is maintained properly during the examination.

- Emergency leaves are considered by the Registrar.
- The Institute has taken additional measures to avoid malpractices during examinations by fixing CCTV in each room. Any unfair activity of the student is reported to the center superintendent for appropriate investigation and action.
- If a student is not able to appear for examination due to medical or any genuine reason, the examination is conducted for that student as per norms.
- Evaluation of answer books are done as per guidelines of the university. To ensure transparency in the internal evaluation process, the Principal, Registrar and HODs evaluate the answer sheets randomly.
- The College Principal and HODs reviewed the sheets and made one-to-one interaction with the teachers as well as with students if required.
- The answer sheets are shown to the students by each subject teacher and they are given a chance to clarify their doubts, if any.
- Each department prepared compiled result record and submitted the same in office.
- Parent-Teacher Meet is conducted to inform parents about the performance, attendance, behavior, and aptitude of their wards.
- The Examination committee discuss the suggestions made by the students with The Principal and Grievance Redressal Cell of college. Genuine suggestions are taken on priority basis. The students have the freedom to use a suggestion box.
- The remedial classes are arranged for Slow learners. Special counseling sessions are also arranged for Advanced Learners where they are motivated to work hard and excel in university examinations.
- The students with excellence are honored for their better performance in academics, sports and extracurricular activities. Every year students scoring positions and distinctions in University Examinations are honoured and get scholarships in the form of special cash prizes from the college management as appreciation in 'Achievers Programme' organized by IQAC.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Program outcomes and course outcomes offered by the institution are uploaded on the website. The curriculum of the Programmes is designed by the university. The curriculum of self-financed certificates is designed by the college faculty.

After getting admission the students are made aware of the course prescribed for the degree through the Admission Committee.

The objectives and importance of the Programme and course outcomes are communicated to the teachers and the students in the following ways.

- The Po's are the formulated by reflecting the Vision & Mission of the college in accordance with Affiliated University. While formulating PO's the college considered academic excellence, scope of extension activities, Human & ethical values, essential life skills & recent trends in the job market. The course outcomes are expected of attaining, cognitive, effective & psychomotor learning levels.
- The Programme and course outcomes are displayed on the departmental notice board, faculty meetings, parent -Teacher Meet, libraries, and also displayed on our college website.
- All the students are apprised of the objectives & outcomes of their programme during the compulsory orientation programme. Students are educated and provided with the detailed syllabus & course outcome in each course & the assessment strategy for each course. The students are made aware of the aims and objectives and program outcomes through class room interactions.
- While addressing the students, the HOD's create awareness on Pos, Cos & Pso's through special interactive sessions. The faculty members, class-incharges, mentors, course-coordinators also inform the students & emphasize the need to attain the course outcome.
- The College supports the acquisition of knowledge by students through emphasis on interactive and participative learning.
- The college has started many self-designed skill enhancements, value added and short-term courses.
- The assessment of the students provides feedback to faculty and benefits in improving the teaching-learning process.
- The Programme outcomes are measured over a period of time by assessing the performance of students in pre semester, class tests and various co-curricular activities conducted by the college and other institutions.

- The College strives to offer ‘Value-based education’ by inculcating values like truth, sincerity, hard work, and generosity in every morning assembly and other concerned activities.
- Career guidance and personality development programs are offered by the College. Industrial visits throw light on the practical demands of the industry.
- Celebration of festivals inside and outside the college helps in developing various organizational skills, holistic and moral values.
- The performance of students in university examinations and in different internal examinations is a parameter of outcomes assessment.
- Achievement and good results of the college are highlighted through print and electronic media.
- Daily thoughts by motivational Club helped students to adopt virtues in their life.
- News reading in morning Assembly update the students about recent happenings.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Outcome-based education is an educational process that is based on trying to achieve certain specified outcomes in terms of the best learning environment. Students join the institute from different backgrounds, cultures and experiences. Program Outcomes (POs) are descriptions of the qualities, skills, abilities, and understandings. The learning outcomes of each course are built into the prescribed syllabi and play a crucial role in planning the teaching, learning, and assessment strategies.

There are three levels of outcome-based education which includes Course Outcome (CO), Program Outcome (PO) and Program Specific Outcome (PSO).

Course Outcomes declare what students should be able to do at the end of a course. The Program outcomes reflect the ability of graduates to demonstrate knowledge in fundamentals of Physical Sciences, Humanities and Social Sciences, Computers, Commerce and Fashion designing and apply these principles in understanding and practically apply the knowledge in professional core subjects, electives

and projects which enables the graduates to be competent at the time of graduation. Program Specific Outcomes are the statements that assert what the grandaunts of a specific engineering program should do what they can able to do. Program Educational Objectives are the broad statements which describe in detail about the career and professional accomplishments after significant years of graduation that the program prepares the graduates to achieve.

Each course has a defined set of course outcomes and corresponding evaluation criteria. Assessment methods include direct and indirect methods. The process of course outcome assessment by direct method is based on mid examinations, semester end examination and quiz. Each question in mid/semester end/assignment/quiz is tagged to the corresponding CO and the overall attainment of that CO is based on average mark set as target for final attainment. Each COs can be assessed using direct assessment tools that reflect the knowledge level and skills of the students based on their performance in Continuous Assessment Test, Assignments, Tutorials, GDs, seminars and etc. This Direct assessment is taken to attain individual Course Outcomes (COs). In indirect assessment approach, the quality of the learning process is taken into account on the basis of their performance in extracurricular activities, participation in extension activities and various clubs and societies.

All the courses together must cover all the POs (and PSOs). Cognitive Level is mapped for each course outcome according to Bloom's Taxonomy. For a course we map the COs to POs through the CO-PO matrix and to PSOs through the CO-PSO matrix as shown below.

The various correlation levels are:

Level “0” – No attainment

Level “1” – Low

Level “2” –Medium

Level “3” –High

Gap Analysis: The articulation of COs with POs and PSOs is analyzed to find out the gaps. The gaps are bridged by compensating for the observations that may include updating of curriculum, arranging guest lectures, workshops and by mentoring the students with other suitable measures as required. The evaluation of COs is analyzed by concerned faculty and HODs and corrective measures are taken accordingly. Similarly, the attainment level of POs and PSOs is monitored, analysed and corrected.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 95.6**2.6.3.1 Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
346	289	275	318	272

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
364	312	275	319	299

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey**2.7.1****Online student satisfaction survey regarding teaching learning process****Response:**

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 2.09

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

2022-23	2021-22	2020-21	2019-20	2018-19
0.63	0.60	0.03	0.27	0.56

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Our college has an enriching ecosystem that supports creativity and innovation. It has an active IQAC, IIC, Research Promotion Committee, Entrepreneurial Cell, Enactus Cell and IT Cell to promote initiatives for startups, research and entrepreneurship.

- The College IQAC and Research Promotion Committee bridges the gap between learning and research-related activities. It organizes interactive sessions, workshops/seminars and FDPs on Research Methodology and Intellectual Property Rights to enhance research quality and professional ethics. Eminent speakers are invited to deliberate on recent research and knowledge. The college encourages its faculty members to go for research.**

Adequate infrastructure such as labs, internet facilities across the campus and other facilities such as INFILBNET, SPSS Software, DELNET and EBSCO linked library are ensured for faculty.

- **The College has established an Institution's Innovation Council (IIC) under the aegis of the Ministry of Education Innovation Cell-MHRD to systematically foster the culture of Innovation and nurture students by supporting them to work on new ideas. PTMLSD IIC has been awarded 2 stars in November 2023.**
- **Our college provides various Certificate/Add-on courses to enhance employability opportunities among the students by providing them skill-based training.**
- **For promoting an entrepreneurial mindset, the institution has an Entrepreneur Activity Cell that encourages building a relationship between the industry and the institution. The individual department interacts with the industry to ascertain its needs to fill the gap in the curriculum. The gap has been filled by arranging workshops on topics like Video Editing, Social Media Marketing, Digital Marketing and Sustainable Development Goals etc. addressed by personnel from MGNCRE and IECA.**
- **To give field exposure to students various departmental Clubs arrange educational, field and industrial visits to places like Punjab Legislative Assembly, Chandigarh; GNDU, Amritsar; PAU Centre, Gurdaspur; Verka Milk Plant; and Sugar Mills etc.**
- **The college students have attended internships at various places like IIT-Jammu, NIT-Jalandhar, IIT-Ropar, NIT-Karnataka and even places like Amritsar, Mohali and Ludhiana. They have also attended boot camps organised by IIIT-Noida, Karnavati University- Gujarat, Swami Keshvanand Institute of Technology- Rajasthan etc.**
- **To empower students to stay competitive, resilient, and continuously strive for improvement in the college IT Cell and Computer Science department conducts workshops and seminars on topics like Artificial Intelligence, Big Data Analysis, Prototyping etc.**
- **The Fashion Designing, Cosmetology, Fine Arts and Home Science departments provide support and professional assistance to students for startups. CAD/CAM Software is used by the students to design garments. 'Earn while you learn' scheme is successfully implemented through handicraft items, stitching, tailoring and salon services.**

Outcome: Several faculty members have published their papers widely in reputed journals. Students and faculty members have cleared various exams like UGC, NET, GATE and have presented papers at Seminars. The students are able to earn while they learn as the college gives them a platform to showcase their talents and skills in the form of exhibitions, food stalls, creative corner and SD Bazars. By combining the efforts of all these activities, our college demonstrates a commitment to foster innovation and contribute to the broader knowledge ecosystem. This holistic approach has a positive impact on the institution's reputation and the professional growth of the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 99

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
38	22	28	5	6

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.12**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
8	3	7	0	12

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response: 0.49****3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
28	21	25	26	23

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Our college organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contributing to the community.

- The **NSS unit** takes part in various initiatives like organizing seven-day camp, tree plantation, Swachh Bharat Abhiyaan, awareness programme on social issues, Beti Bachao Beti Padoo Abhiyaan, Rally on Drug Awareness, Medical camps, Stitching classes for village ladies, Each One Teach One, Azadi Ka Amrit Mahatosav, Poshan Pakhwara and Voter awareness. It has adopted one nearby village. Apart from this, the College Principal paid a personal visit to the Drug-de-addiction Centre and slum areas for charitable work.
- Besides NSS, the **Central Association** also remains active in extension activities like charitable programs, 'Neki ki Deewar', festival celebrations, visiting the orphanage/ old age home/ slum areas and also distributing stationery, clothes, and many more needful things. This Association is the backbone of the college.
- The **Red Ribbon Club** and **Health Club** organises various awareness seminars on blood donation, AIDS, tackling drug menace, diet awareness, menstrual health and cervical cancer. It arranges Public Interactive Programme on groundwater scenario, First Aid Training Camp and various District level competitions on social issues. A Sanitary Pad vending machine and incinerator is also installed in the college campus.
- The **Environment Association** plays a pivotal role in the holistic growth of the students. Various programs like environmental awareness campaigns, tree plantation drives, plastic eradication, the Arpit Project and awareness talks are initiated by this club.

- **Electoral Literacy Club** conducts awareness programmes for the community through SVEEP, rally on voter awareness and District level events for enrollment and using the right to vote. This club also played an active role in creating pink booths in the Lok Sabha elections 2019 and Punjab Assembly elections 2022. 4 booths have been arranged in the college campus and college support is provided to BLOs for the enrolment of new voters.
- The College **Youth Welfare Club** organizes various activities on road safety, female foeticide and competitions on 'Beti Bachao Beti Padhao'. It also helps in cultivating the hidden personality of students and creates awareness through Youth Utsav, Youth Consultation activities under G-20 and Inter college youth festivals.
- The **Rotaract Club** of college helped the society in COVID times by providing free meals, honoring the covid patients and their family members. Also, the Covid warriors were honored for their selfless service in these tough times. The plantation drive and Sanitary pad distribution drive in Central Jail was adjudged as the best project by Rotary District 3070.

Impact:

- Student participants of various clubs and committees in collaboration with NGOs contribute to society through campus activities.
- These activities help in building the reputation of the college.
- The students' community work is highlighted through print and electronic media.
- It aims at developing qualities of leadership, character building and the ideal human being.
- Moreover, these activities develop student-community relationships, leadership skills, and self-confidence among the students.
- It also helps in nourishing the personality of students.

All these activities help in sensitizing the students and thus facilitate their holistic development.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The institution has proved itself as a prolific exponent of shifting felicitous opportunities for its girl students and has given them wings to develop their talent in all spheres of life. With rigorous efforts and perseverance, we are proud to form such a great family that has justified its stakeholders' faith and trust. The institute believes that besides academics, extension activities also form an integral part of students' learning. We encourage our students to take part in cultural events, sports, moral/religious activities, programmes/rallies related to social issues and other extra-curricular activities. The College Principal, Staff and Students are recipients of various awards and appreciation from different Government/ non-Government recognised bodies from time to time.

Established in December 2022, **Institution's Innovation Council (IIC)** at PTMLSD was awarded with 2 stars. The college has received awards and letters of appreciation from bodies like **Naya Yug Nayi Soch Welfare Society, Punjab** for contribution to different projects and health awareness Programmes; **The Gurdaspur Library Welfare Society, Gurdaspur** for remarkable service in the field of education; **Bharat Vikas Parishad, Gurdaspur** for organising Shaurya Samman; **Assistant Director District Youth Centre, Gurdaspur** for organising 2 day Youth Day in the college; **National Securities Depository Limited, Mumbai** for conducting an Investor Awareness initiative; **Environment Protection Society, Gurdaspur** for conducting rallies and awareness programmes for Environment Protection; **MGNCRE, Govt. of India** for Promoting Self Help Groups and Submitting Videos on Skill and Entrepreneurship and for sustainability parameters. Every year, Giddha team is being honored by DC, Gurdaspur on Republic Day and Independence Day.

Apart from this, our students came out with flying colors in extra-curricular activities along with academics and sports. The college students showed great zeal in **literary and fine arts** events and bagged top positions in essay writing, debate, extempore and poetical symposium, slogan writing, poster making, on-the-spot painting, collage making, salad making and rangoli competitions organized by various government/ government recognized bodies. Our college student Miss Kiranpreet was selected as **Miss Gurdaspur** in an event organized by Sabhyacharak Sath, Punjab. Earlier she won the title of **Ms. Beautiful Smile in Miss PTC Punjabi 2022** and was among the top five finalists. Our college giddha team presented giddha at **President House, New Delhi** and College Principal, 1 faculty member and the Giddha Team were given beautiful gifts.

During various state and national level sports tournaments, the college team won top positions in basketball, athletics, volleyball, softball, boxing and Kabaddi competitions. The students have shown outstanding performance in **'Khelo India' youth games 2022** held at Madhya Pradesh and **Kheda Wattan Punjab Diya**.

Our students received **awards, certificates and cash prizes** in various religious/moral education activities conducted by Guru Gobind Singh Study Circle and SGPC etc.

The college faculty too has received awards and recognitions for various activities like **Best Teacher Award, Nation Builder Award** etc. They are also invited as chief guest, guest of honour, Judge, paper reviewer, chairing session, member of editorial board, resource person and for delivering lectures at various renowned colleges/institutions and organisation.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 120

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
32	34	25	17	12

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 40

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The college comprises six blocks having 26 well-ventilated classrooms to provide ample space for academic activities. Besides this college has 18 laboratories including numerous kinds of instruments, equipments, chemical compounds, glasswares, solvents, specimens etc. which are used in different science laboratories. All the laboratories are well equipped with equipments and facilities. There is also a separate area of 26 sqft. for further expansion.

There are 90 computers allocated for academic purposes. Moreover, in the administrative office, there are 7 computers, while the library, principal's office and IIC room each have 2, 1 and 1 separate computers respectively. The college also has 07 laptops, 1 portable projectors and 1 interactive board employed for better teaching-learning outcomes. 10 smart classrooms have been installed in the college. The college has a language lab consisting of 10 computer systems with headphones.

The college has one main library with wide range of textbooks, reference books, journals, different encyclopedias and variety of magazines. Every department of the college has its own book bank facility. Audio-visual aids like OHP, LCD and computers are available in almost all the departments.

The college have 20KW photoelectrical solar system, 62kw generator and fire safety system. There is a Seminar Hall with total area of 1600 sq.ft., NSS room, IQAC room, IIC office, Youth club office, examination strong room, recreational room, Student Centre, sweeper's restroom, heritage room, 27 open cemented seaters, 41 washrooms and 5 drinking water coolers. For students with special needs there are ramps, a wheelchair and washroom in the college. Four classrooms are utilized as polling booths during elections and also serve as examination centres for public examinations.

The college has a book shop for students. Photocopy machine services are also

provided to the students.

The college has adequate infrastructural facilities for sports. The institute has large open grounds for a Volleyball court (16x9m), a Boxing court (16x24feet) and a Basketball court (28x15m). The total area of the playground measures 1.5 acres.

The college has a well-lighted seminar hall(1600sqft) with a portable LCD projector and 3 new ACs for workshops and other co-curricular activities and a student centre(1600sqft) for free periods. Also, an open-air stage has been constructed for arranging convocation, morning assembly and sports events. Dean ECAs allocate seminar hall for different events. Lush green lawns are used for cultural activities like Teej, Lohri, Basant, exhibitions, celebrations, and alumni meet etc.

For hostel students, there are 33 rooms, one mess, one dining hall, one reception room, one LCD, one washing machine, two iron, one generator, one fire setup and 12 fire extinguishers.

In the hostel's sports room, there is an indoor gym facility offering a range of amenities, such as a punching bag, bench press, dumbbells, chess, carrom boards, 14 mats, skipping ropes and Ludo. First aid kits are maintained and upgraded from time to time. Sports kits are provided to sports students every year. Yoga and meditation activities are conducted regularly. An open gym with four machines was introduced in the campus to encourage students to prioritize fitness.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 10.86

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
33.23409	16.94924	8.23880	6.82242	11.55143

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The college has ILMS software, E-lib (LMS), which is a fully automated Information and Learning Management System version 2.4. The comprehensive automation of this system was implemented in February 2020. Record keeping and issuing and returning books is processed through ILMS. An online access catalogue facility is also available for searching documents in the library by title, author, publisher, etc. Apart from printed books, the library has access to subscribed e-resources, where users are given awareness and made to access, browse, and download e-books, e-journals, databases, etc.

The library is a member of INFLIBNET. Inflibnet provides access to e-resources, e-journals and eBooks through NLIST. The college is a member of DELNET, which is the single largest Resource Library Network in India. It provides access to more than 3.7 crore records of books and journal articles through its Discovery Portal. The whole faculty is registered on the e-vidwan portal to access its academic and professional networking features.

The college has one main library with a wide range of textbooks, reference books, journals, different encyclopedias and a variety of magazines. The college library has 11,961 books, 28 journals, 26 magazines, 271 DVDs, 11 newspapers, 2 computers, 2 printers and 01 barcode scanner. The library has a sitting capacity of 130 students with 3 newspaper stands, 13 open bookshelves, 2 bag racks, 35 almirahs and 3 magazine stands. Since 2016, a total of 2025 books have been purchased, and 1010

books have been collected through book donation drives for our college library. Every department of the college has its own book bank facility. The library has a wi-fi facility with 100mbps bandwidth for fast and seamless access to the Internet.

The college has a library committee, which comprised of 2 senior staff members, the college Head Librarian and the Assistant Librarian. This committee actively encourages students and staff to use library resources optimally by organizing workshops on Inflibnet and Delnet usage. Library Day is celebrated enthusiastically to implant the importance of books among students. Book Exhibitions and Book donation drives are organized from time to time. The requirement for new books and journals is taken from every department. Then books and other resources are purchased in accordance with financial accountability. Additionally, the Newspaper club and BYAS (Books You And Silence) Club are actively organizing diverse activities to enhance the reading culture among students . In the last five years, the Newclipping files covering information of national and international news have been maintained year-wise in the library as an additional source of knowledge. Furthermore, the BYAS Club focused on fostering a culture of reading among students by organizing book reviews. Hostel students are allowed to use library in the evening. The use of cell phones is restricted in the library.

Every year, a thorough stock verification is conducted. Each student is issued a library card at the beginning of the first semester, and students are allowed to borrow books as needed. Returning the borrowed books is mandatory for both students and faculty members when leaving the institution.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Information Technology being essential component of the college, played crucial role during the pandemic. The college has established IT department staffed with qualified faculty and technical personnel. They have diligently established a secure and stable campus-wide Wi-Fi network for both staff and students, ensuring regular updates. Additionally, the college consistently maintains and updates a dedicated website to offer comprehensive and timely information to all stakeholders.

College campus networking was upgraded with fiber optics network for providing the internet facility and 12 wi-fi access points were installed throughout the college and hostel. The entire campus is wi-fi enabled with 24x7 internet facility to the students and faculty with available bandwidth of 100mbps. The connectivity, through a fully networked campus with IT infrastructure, computing & communication resources, offers students the facilities of e-mail, net surfing, using web-based applications, besides helping them in preparing projects & seminars. The college has a biometric facility as well.

The college has high-definition CCTV Cameras for monitoring surveillance. Video recordings are reviewed in the event of an emergency. In 2019, under instructions of our university, we got 20 cameras in classrooms for smooth conduct of examination. The link is also shared with university during exams. For safety more cameras have been installed in the campus.

Teachers make use of projectors to demonstrate the teaching pedagogy for enhanced learning. The institution provides access to desktop systems and laptops to both faculty and students which allows them to use computer aid for academic projects, practical sessions and for learning. This includes giving group assignments and having power point presentations, where students can discuss and explore their knowledge together. Learning combined with visual presentations or working on certain software is much more enjoyable and comprehensive for the students.

To make the learning process more effective various innovative methods are used by the teachers. Resources are shared across departments whenever needed. These can be used for conducting guest lectures, trainings, conferences, workshops etc. Grammarly and antivirus software have been purchased to ensure the seamless working of the college. Technical expert and IT club help office staff and different departments for any type of technical assistance. They played an important role in successful completion of uploading data on AISHE, NIRF, VIKSIT BAHARAT and e-vidwan portal.

The administrative block is also equipped with IT facilities. The college library is partially computerized. The college has 10 smart classrooms with fixed projectors. The institution employs a full-time technical expert and lab attendant for IT infrastructure, routine maintenance, software installations and networking tasks.

Regular upgrades are performed across various areas including office, library, language lab and computer labs. Additionally, the college provides a range of ICT equipment such as printers, scanners, photocopiers, projectors, screens and speakers for student use.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 11.93

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 90

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 5.69

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
13.87508	5.35077	2.83480	9.21569	9.00128

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 63.08

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
656	697	681	579	533

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 58.21

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
842	771	712	326	252

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 41.37

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
136	155	129	97	116

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
365	275	264	301	325

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 7.25

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
37	14	5	6	3

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

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 last five years

Response: 139

5.3.1.1 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 wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
47	32	22	22	16

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 40

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
52	38	24	43	43

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The Alumni Association of the college is a registered body and conducts regular meetings in order to plan and ensure successful conduction of events and activities. It was registered as SD Women Alumni Association (SDWAA) on July 20, 2021, though it has been actively working since 2001. The Alumni Association of the college registers the alumni. It offers them membership and takes structured feedback from the members, which is conveyed to the IQAC that analyses the feedback and takes the initiative to bring changes accordingly.

- **We are extremely proud of our alumnae, Ms. Veena Arora-International Taekwondo Player and Para Olympic Participant, Ms. Kanica Sharma- Assistant Gymnastics Coach at Indira Gandhi Stadium, Delhi, under Sports Authority of India; Ms. Shallu Kumari- Advocate High Court, Ms. Heena Mahajan- Chartered Accountant, Ms. Nipun Sharma- Advocate, Ms. Komal Mahajan- Grade A officer at SEBI, Mumbai, Ms. Kajal Kalsi- Operations Executive Aleph India QMS, Delhi, Ms. Kritika Abrol- Financial Analyst at Cliff Chance Pvt. Ltd. Gurgaon, Ms. Neha Prasher-Officer, Punjab National Bank, Ms. Paramjit, Ms. Gurpreet, Ms. Navneet Kaur – Punjab Police, Ms. Rupali Sharma - P.O State Bank of India, Ms. Pooja Chauhan-Fronted Developer, LP Infotech, Mohali who are a real source of inspiration to our students. The Alumni Association also arranges motivational lectures and professional workshops by the alumni in the field of their specialization. WhatsApp group has been created to interact on one platform.**
- **During the lockdown period, expert alumni conducted a series of webinars. The series covers a wide gamut of fields, such as the Golden Era of Hindi Literature, the Importance of the Mother Tongue, Punjabi, how to prepare for research work and its avenues, Journey as an Entrepreneur, Career Guidance in the Banking Sector, Mathew Arnold's Contribution to English Literature, Choosing CA as an Entrepreneur and Documentation & Network Analysis.**
- **The association organizes Alumni Meet every year. Invitations are sent to the ex-students of the college through different modes such as the College Website, Emails, WhatsApp Group(s), Facebook Page, telephonic interactions and personal invitations through staff & students.**
- **After the lockdown, the Alumni Association organized a grand Alumni Meet on January 30,**

2021, in tune with the celebrations of the Silver Jubilee of the college. Former Principal Dr. (Mrs.) Neelam Sethi was invited as the Chief Guest.

- **On 6th June 2022, our alumnus CS Geetanjali Bedi (Financial Associate in Wipro) was honoured by DC Gurdaspur in Achievers Programme, Stories of the Champions of Gurdaspur and awarded Rs. 5000/- cash prize.**
- **The association organized a series of workshops in campus on September 2022, during which the alumni acted as resource persons. Our alumnus CA Heena Mahajan also organized a three-day workshop on ‘Income Tax and E-Filing’.**
- **During UGC/NET coaching classes, UGC-qualified alumni provided their expert guidance to PG Students.**
- **Alumni are permitted to put up their stalls under entrepreneurial efforts. They guide and counsel students in their areas for seeking admission. They provide help during youth festivals and sports tournaments. Approximately 543 books were donated by alumni in the college library.**

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Pandit Mohan Lal S.D. College for Women, Gurdaspur is a pivotal institution running under the aegis of GGSDS College Society, Chandigarh.

- The institutional leadership consisting of the Management and the Principal ensures that the policies and action plan of the institution are in line with the vision & mission statement of the institution. The management takes review of quality policies and makes amendments in policies if required. We provide value-based education through various activities promoting discipline, social awareness and patriotism.
- Many staff members attended various seminars and webinars to acquaint themselves with NEP. An open discussion was also arranged with staff. Expert talks were arranged to discuss the salient features, potential impact and implementation of NEP. During management meets in Chandigarh our society members discussed the issue frequently, had exchange of ideas for preparing blueprint and readiness for NEP.
- The governing body of the college conducts regular meetings in which progress report of the college and achievements are evaluated and suggestions are given for further improvement. A proper record of minutes of meeting is maintained, prompt actions are taken accordingly. Every month progress report is sent to head office regularly.
- Management meetings are arranged for interaction between principal and society members. Besides this online meetings and virtual conferences are also arranged.
- The managing committee GGSDS Society Chandigarh and Governing body of college actively participates in all matters of college. The College adopts a multi-stakeholder approach with participation of Head of the Institution, Management representatives, IQAC members, alumni, parents and external experts like people from the industry, GOs, NGOs, etc., guiding the college in its enthusiastic journey towards achieving mission and its vision.
- The institution has five year perspective plan. One such broad area in which the institutional perspective and strategic plan has been successfully implemented is that of Teaching, Learning and Infrastructural development.
- The institution formed various academic and non-academic committees to devise plans and strategize academic, cultural and socially relevant activities, which would promote the all-round

development of the stakeholders.

- The practice of decentralization and participative management is evident in every sphere. Some duties have been delegated to senior faculty members such as Dean Admission, Dean College Development, Dean ECA, Registrar, NAAC Coordinator, Bursar and Staff Secretary.
- All committees have well defined functions. The incharges are permitted to assign duties to their respective committee members for better results.
- The heads of the departments along with departmental clubs are given full autonomy to arrange departmental activities.
- Regular meetings are convened amongst the management, the principal, the committee members and the student representatives through which matters of strategic importance are discussed.
- Office Superintendent in consultation with the Principal and IQAC prepares a tentative budget proposal for the financial year. This budget is approved by GGSDS Society.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The college management, along with IQAC, constantly works on planning and effective implementation of activities.

Deployment of activities is done by:

- Providing the best infrastructure for an interactive teaching-learning environment.
- Building a harmonious and motivating work culture.
- Providing the latest technological trends in the field of education.

- Inviting experts from diverse areas to provide practical knowledge to students.

This has been achieved through the deployment of the action plan for the initiatives:

- The college has established IIC (Institution Innovation Council) as per the norms of the Innovation Cell, Ministry of Education, Govt. of India.
- The college has started new multidisciplinary and skill-based courses such as B.Sc (FD), M.Sc (FD), Diploma in Food Production and English Hons. etc.
- The college has upgraded its digital infrastructure to facilitate teaching and learning through IT tools.
- The college has successfully installed a 20kW solar power system embracing sustainability and renewable energy. Additionally, a fire safety setup has been installed to ensure students' safety.
- The college arranges skill enhancement short-term certificate courses to incorporate the objectives of NEP 2020.
- The college has organized various skill-based regional level workshops with MGNRE, Govt of India.
- The college library is automated. INFLIBNET services are renewed every year. The college has subscribed to DELNET to enrich library e-resources.
- The college has signed MOUs with GOs, NGOs and the District Administration to strengthen the academic interaction of the industry.
- The college management motivates the teachers to do research. A Research Committee has also been formed for this purpose.
- The institute follows a democratic and participatory approach to achieve its goals. All stakeholders participate actively in its administration.
- The college has a three-tier governance system. At the top level, the college is governed by the parent body, GGSDS Society Chandigarh. Being the nerve centre, it monitors the overall functioning of the college. At the local level, the Governing body, which has local members, facilitates necessary coordination and monitors matters related to academic planning, finance, admission and development of the college.
- The posts for permanent and ad hoc faculty are advertised and filled. Permanent faculty is appointed by the GNDU Panel. Ad hoc faculty are appointed at the college level by an external subject expert. Vacant non-teaching and supporting staff positions are filled at the college level.
- For Promotions, the college follows the rules and regulations laid down by UGC and GNDU Amritsar. The promotion cases of teaching faculty are screened at the college level by Principal and sent to GGSDS Society, Chandigarh for approval.

The institution has formed various committees at the institute and department levels for the effective functioning of the organization.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The Performance Appraisal system is done at two levels: the level of teaching staff and the level of nonteaching staff. At the end of the academic session, each faculty member fills the Self Appraisal Form which enlists her teaching performance, academic achievements and contribution to co-curricular activities. These forms are submitted to the Internal Quality Assurance Cell. After a thorough examination of the same, gives recommendations to the principal who gives her remarks and makes decisions accordingly. Appreciation letters and recognition are given to the better-performing employees. Annual increments and promotion to following grades as the conditions permit. Student feedback on teaching-learning and evaluation is initiated by IQAC every year. The performance of the non-teaching staff is also assessed to analyze their competence, participation and performance for the development of the Institution. The principal analyses the performance of teaching and non-teaching staff and recommends promotions and incentives.

The institute has established the following welfare measures for teaching and non-teaching staff:

Welfare Measures for Teaching Staff: -

- Group insurance is offered by the management of the college
- Employee provident fund is provided for teaching staff
- Every year, Diwali gifts are given to the faculty members by management
- An accommodation facility for teaching staff
- The study leaves for Ph.D. and other exams
- Incentives are given to attend FDP, Workshops, Conferences etc.
- Transportation facility for local and outstation assignments
- Fee concession to the wards of staff
- Free parking facility for two-wheelers and cars
- Open Gym facility
- Boutique and Beauty & wellness services at subsidized rates
- Staff trips on holiday
- Well- Furnished staff room with full-time caretaker
- Various leaves are available to teaching staff, such as casual leave, medical leave, duty leave, maternity leave, COVID leave and compensatory leave in distress time

Welfare Measures for Non-teaching Staff: -

- Group insurance is offered by the management of the college
- Every year, Diwali gifts are given to the non-teaching staff by management
- Employee provident fund is provided for the non-teaching staff
- An accommodation facility for the support staff
- The institute provides monetary benefits on the occasion of festivals
- Free college uniform to the supportive staff
- Loan in advance against salary
- Boutique and Beauty & wellness services at subsidized rates
- Canteen facility and subsidized food facility at the college mess
- Fee concession to the wards
- Free parking facility for two-wheelers and cars
- The college helps and honours support staff on Lohri, Labour Day and through the 'Neki ki Diwar' project
- Financial help in time of need by principal and staff
- Various leaves are available to non-teaching staff such, as casual leave, medical leave, maternity leave and compensatory leave

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 20.78

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and

towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
18	14	10	07	04

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 55.66

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
20	17	101	36	03

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
14	13	12	12	12

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The institution maintains and follows a well-planned process for the mobilization of funds and resources. The college is a self-financed institution, where the funds are generated through the fee paid by the students.

The institutional budget is prepared by the Accounts department every year taking into consideration of recurring and non-recurring expenditures. Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. During the preparation of the budget, inputs are obtained from IQAC, departments, library, sports and committees. All major financial decisions are taken by management in consultation with the Principal and Accounts Department of the college.

The institute adheres to the utilization of budget approved for academic expenses and administrative expenses by the management. After final approval of the budget, the purchasing process is initiated which includes all heads of departments and account officer; accordingly, the quotations are called and after the negotiations the purchase order is placed. The payments are released after delivery of the respective goods. It is done as per the terms and conditions mentioned in the purchase order. All

transactions have transparency through bills and vouchers. Only authorized person operates the transaction through bank. Head of the respective department ensures that whether suitable equipment/machinery with the correct specification is purchased. Afterwards the new purchases are added in stock register. Financial audit is conducted by a chartered accountant every financial year to verify compliance.

Following strategies are adopted for fund mobilization

- Scholarship incharges keeps track of all scholarship donors and liaisons with them
- In-charge alumni association mobilizes funds from the alumni of the college.
- Sale of prospectus for admission.
- Donations from NGOs for students.
- Contributions from NGOs for students' fee, cultural events and tournaments.
- Sundry income generated through sale of scrap.
- Sponsorship of events in collaboration with GOs and NGOs.
- Solar power generated is wheeled to the power grid.
- Kitchen garden creates revenue by selling vegetables.
- Hobby classes are arranged during vacations.
- PG facility in college hostel for working women.

With an objective to introduce fairness and transparency in financial matters, the institution has introduced a system of both internal and external audits.

- External auditing is done once every year. It is conducted by chartered accountant appointed by GGSDS College society, Chandigarh. Institution conducts internal financial audit regularly. Minor errors pointed out during audit are immediately rectified and precautionary steps are taken to avoid reoccurrence of such errors in future. Suggestions given by society office are followed in letter and spirit.
- In Internal auditing the bursar supervises the financial aspects of the college and a team constituted by the principal checks the physical stock regularly.
- The budget for self-financed courses is approved by the GGSDS College Society, Chandigarh and Local management committee. The expenditure on major projects is also sanctioned by the management.
- An accounts wing has been constituted to monitor the optimum utilization of funds for various

recurring and non- recurring expenses. The purchase committee and office superintendent seeks quotations from vendors for the purchase of equipment, computers, books etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

IQAC of the college mainly works for quality initiatives, quality sustenance and quality improvement. The IQAC meets quarterly to plan, direct, implement and evaluate the teaching, learning and other innovative practices in the college. Significant improvements in quality have been made by institutionalizing the following IQAC initiatives

- It helps the newly entrant students to earn the transition from secondary education to higher education and Graduate to PG level programmes.
- The IQAC regularly keep track of students' learning outcomes through periodic analysis of their performance each semester. It reviews Annual Academic Plans, departmental activity, Planners, Bridge classes, Remedial classes and implementation of ICT-based pedagogical methods.
- The IQAC had led the formulation of the most needed policies for maintaining outcomes in the institution. It includes environment policy, anti-ragging policy, mentoring policy, fee concession policy, student grievance policy etc.
- Academic and Administration Audit is conducted every year to evaluate, confirm and verify academic and administration process as per standard operating procedures.
- The IQAC continuously monitors, review and take steps to improve the teaching learning process based on feedback taken from stakeholders. Various career oriented and multidisciplinary courses were introduced during previous years at UG and PG level.
- The academic calendar is prepared well on time keeping in view the university calendar at the start of the year. Admission to various programs, summer & winter vacations, examination

schedule, festival & other important days celebrations are notified in the academic calendar.

- The pre-semester examinations are conducted to evaluate students' performance. On the basis of their performance, slow & advance learners are attended by the incharges. Feedback is properly analyzed & reviewed by IQAC and corrective actions measures are taken accordingly.
- To enrich the college library new books are added and journals are subscribed. Additionally, DELNET subscription is taken and INFLIBNET services are renewed every year. Book exhibitions and book donation drives are also arranged.
- In the endeavor to promote quality education, various seminars, workshops, guest lectures and PDPs were arranged to incorporate soft skills and other life skills among students.
- To contribute towards societal development various outreach programs were conducted under Government launched campaigns such as Azadi ka Amrit Mahotsav, Swatch Bharat, Panch Pran, EK Bharat Shresht Bharat, Beti Bachao Beti Padhao and many more.
- To promote the research culture faculty is highly motivated for applying and attending seminars and conferences. Incentives are given for publications, attending seminars and completing Ph.D. The college has released research journal 'Shodh Dhara'.
- The college has ICT enabled learning environment that include 10 smart classrooms, wi-fi campus and access to e-resources. Cisco Webex, Google meet and Edmodo platform were used for online teaching during pandemic.
- MOUs and linkages are created with various GOs, NGOs and District Administration.
- The college has registered "SD Women Alumni Association" that help college in conducting webinars and seminars, donating books and training for university youth festivals.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**

5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**Response:** A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The institution shows gender sensitivity through various initiatives and actions by creating secure and healthy atmosphere in the campus. Sensitization of students is done through curriculum, awareness programmes and various trainings.

(a) Safety and Security

- 24 hrs CCTV surveillance cameras.
- Two security guards deputed at the entry gate.
- Wearing I-cards compulsory.
- Proper boundary wall with fencing to restrict unwanted entry.
- Safe transport facility.
- Refilling of fire extinguisher cylinders.
- Installation of fire hydrant system with hose pipes.
- Prohibition of ragging in any form.
- Frequent rounds of the college by Principal.
- For safe monitoring female warden in hostel.

(b) Counselling:

- Counselling regarding gender discrimination and any kind of abuse.

- Grievance Redressal cell attends grievances of the students.
- Counselling during orientation programme and morning assembly.
- Counselling regarding download of Shakti App and contact numbers of District Community Police shared with students.
- The college running Buddy programme, a Punjab Government drug prevention initiative.
- Mentoring/Tutorial sessions for student progression.
- Legal awareness by District free Legal Aid Services.

(c) Common room and other facilities

- Student's center for students for interacting with their peers.
- Seating benches at fixed places where girls can sit with peers.
- Separate medical room.
- Open Gym facility.
- Playgrounds for all kind of games and sports activities.
- Sanitary vending machine.
- Book shop.
- A suggestion box installed in the campus.
- Cafeteria is available.
- Separate visitor room in the hostel.
- Rest room for lady sweepers and gardeners.
- Separate space for cab drivers in canteen.
- Separate washrooms for gents.

(d) Awareness Programmes

Various departments, clubs and committees like Women and Sexual Harassment cell, Legal Awareness cell, Red Ribbon and Health club conduct different programmes for students:

- Hobby classes and an interactive session on socially relevant issues.
- Various seminars and guest lectures on social and health issues such as Dowry Problem, Female Feticide, Women Health and Hygiene, 'Health Awareness', 'World Health Day' 'Importance of Blood Donation', 'World AIDS Day', 'Life Style Disorder in Adults', 'Breast Cancer and First Aid', 'Anemia Free Society', 'Iron Rich Food', 'Stress Management' and 'Drug Awareness'. etc.
- Special care to ensure good health of the students by carrying out health checkups camps, meditation camps and First Aid Training camps etc.
- Workshops on 'Yoga', 'Self-defense' and 'Anxiety' by Sports and Psychology departments.
- Awareness campaigns and rallies on Women safety, Swachh Bharat, Drug Abuse in collaboration with various NGOs.
- Slogan writing and poster making competitions on the theme 'Beti Bachao Beti Padoo, Save Girl Child, AIDS Awareness, etc.
- The college provides various opportunities to promote women empowerment by organizing various exhibitions cum sales by students. Students created innovative dresses, home décor items, jewellery, innovative dishes and beauty services inside the college under earn while learn.
- College Principal is a member of community police.
- Celebration of International Women's Day, International Day for the 'Elimination of Violence against Women', Girl Child Day and Rashtriya Poshan Mah.
- Celebration of Teej, Dhiyan Di Lohri and Navratras.
- Cyber Shiksha Programme.
- Honoring of married students and mothers for continuing their studies.

(e) Day Care Centre for Young Children

- Day Care Centre for young children.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The College believes in the equality of all cultures and traditions. Students from different castes, religions and regions are getting education without discrimination.

- The college caters to students from Punjab, Himachal Pradesh, very few students from Kerala, Tamil Naidu, Jammu and Kashmir of Army Personnel.
- Walls outside college are painted with the slogans of Sudha Krishnamurthi, Mahatma Gandhi, APJ Abdul Kalam and Kautliya.
- Frequent visits are arranged for students to religious and cultural places of historical importance, such as Pandori Dham, Gurudwara Kand Sahib, Babe da Viah, Achaleshewar Dham, Takht-i-Akbari and Virasat-e-Khalsa.
- Morning assemblies include Gayatri Mantra, Shabad, Bhajan, Mool Mantra, National song, National Anthem and news reading.
- Students from poor and economically backward families are helped with funds and books by Principal and faculty of the college.
- In February 2020, college Gidha team represented state of Punjab in Rashtrapati Bhavan, New

Delhi.

- The college celebrates all festivals including Mahashivratri, Good Friday, Kabir Jayanti, Maharishi Valmiki Jayanti, Eid-al-Fitr, Eid al-Adha, Gurupurab of Sikh Gurus, the Birthday of Guru Ravidas, Baba Lal Dyal, Diwali, Lohri, Birth and Martyrdom days of various Saints and Gurus.
- Lok Utsav-2020 was hosted by college in collaboration with the North Zone Culture Centre, Patiala under the Ministry of Cultural Affairs, India. Artists from different states like Punjab, Haryana, Gujarat, Madhya Pradesh, Maharashtra, Jammu and Kashmir, Orissa, etc., presented folk dances from their respective states.
- Special projects like 'Neki Ki Deewar', 'Samvedna', 'Arpit', and 'Sharing happiness with others' are undertaken to help underprivileged sections of society.
- Three language formula is adopted for teaching. The institute focuses on value-based education and emphasizes secular ethos.
- The campus has displayed boards featuring vision/mission of the college, Fundamental Duties, the National Song, the National Anthem and inspirational quotes of Swami Vivekanand, Rabindra Nath Tagore, Robert Frost and Harivansh Rai Bachan.
- Various academic and co-curricular activities are held to celebrate commemorative days highlighting struggle of freedom fighters, Azadi Ka Amrit Mahotsav, importance of Indian constitution and G-20.
- Human Rights Day, National Integration Day, Voter's Day, Ambedkar Jayanti and Constitutional Day are celebrated to apprise the students about their constitutional values. The college organized expert talks, lectures and rallies on 'Voting Awareness', and seminars on 'Constitutional Day'.
- Wall magazine on Freedom fighters is displayed.
- Our participation in district level Republic Day and Independence Day parades is regular.
- 'Patriotic week celebration' is regular feature in the month of January (23rd Jan-30th Jan). Lectures, slogan writing, essay writing events are arranged to remember our freedom fighters.
- From time-to-time for legal awareness lectures and Mega District Level Service camp are arranged.
- Electoral Literacy Club organized series of activities in 2019 Lok Sabha elections and 2022 Punjab Vidhan Sabha such as quiz, essay writing, documentaries and poster making under SVEEP.
- For first time students were taken to Punjab Legislative Assembly Chandigarh to observe proceedings of the house in 2018 and 2019 Monsoon Sessions.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

Best Practice I

Title:Engaged Learning

Our objective is to support students while honing skills aligned with current job market demands, aiming to equip them with essential knowledge, and techniques in line with the National Education Policy (NEP) 2020. Guided by the Internal Quality Assurance Cell (IQAC), the institution has initiated various skill development programs, short-term/certificate courses aimed at cultivating students' personality and engage their minds in constructive way through various departments and clubs such as the Institutions' Innovation Council (IIC), Fashion Designing, Fine Arts, and Home Science departments. These programs focus on bridging the gap between academia and real-world application, fostering critical thinking, problem-solving abilities, effective communication skills, and holistic growth among students. The college has undertaken a multitude of initiatives by various departments aimed at enriching students' academic experience. Furthermore, the college offers Training and Internship opportunities to students through a variety of programs conducted both on-campus and in collaboration with external organizations. These initiatives are designed to equip students with the skills necessary for future employment. In addition, various departments, clubs, and committees organize on-campus exhibitions and sales to nurture students' entrepreneurial skills, providing platforms for them to showcase their talents and products. This strategy empowers students to earn while they learn, fostering self-support. Furthermore, students have the opportunity to set up stalls for sales. As part of the "Earn while Learn" initiative, the college has established a Student Handicraft Shop (SHS), on campus. These hands-on activities complement the traditional academic curriculum, ensuring that students acquire increasingly profound insights and practical skills. This preparation not only readies them for the job market but also equips them with the essential skills needed to excel in their chosen fields, contributing to their overall development. The college also empowers girls from remote villages of border areas by equipping them with skills that promote self-reliance. For example, the Home Science department teaches recipes for pickle preparation, snacks and 'Papad' enabling students to set up cafeterias on campus and sell coupons to both staff and students, while also gathering feedback. This initiative helps them market these products and generate income. Similarly, the Cosmetology Department instructs students in services such as threading, facials, preparing lotions, face packs, and oils for sale. This training enables them to provide home services or establish their own salons. Additionally, students of Fashion Designing open boutiques

in their hometowns, offering valuable services to the community and supporting themselves and their families.

Best Practice II

Title:Eco-sustainable Green Campus

Our institution is deeply committed to environmental protection and has been a trailblazer in implementing green practices, aiming to create a harmonious and eco-conscious learning environment. Through the active participation of students and faculty members, the institute has successfully launched various green campus initiatives with a multifaceted approach. These initiatives focus on environmental preservation, water conservation, and optimal energy resource management within the campus premises. By promoting eco-sustainable practices and responsible resource usage, the institution strives to educate students about sustainability while fostering a healthy environment. One of the key initiatives undertaken by the institute is the promotion of environmental consciousness and the reduction of resource usage. This involves implementing energy conservation measures and waste reduction strategies. Additionally, the institution has embraced renewable energy sources such as solar power to reduce its carbon footprint. Through seminars, workshops, and training sessions, students are sensitized about ecological sensitivity and the importance of biodiversity conservation. To instill environmental values in students, the institution provides hands-on training and practical knowledge through initiatives like the SD nursery and Kitchen Garden. This empowers students to adopt sustainable practices not only within the campus but also in their homes and local communities. By promoting pesticide-free vegetable cultivation and creating a bird-friendly campus through native tree plantations, the institution actively supports environmental conservation efforts. Energy, green, and environment audits are conducted to assess progress and identify areas for improvement. The college continues to work towards enhancing the campus's environmental friendliness through infrastructural enhancements and ongoing efforts. Various initiatives such as vermicomposting units, mushroom farming projects, waste management systems and bird shelters ('Aashiyana') contribute to the overall sustainability goals of the institution. Furthermore, the institution organizes awareness rallies and outreach programs to engage students and the community in environmental conservation activities. Plantation drives both within and outside the campus, celebrating important environmental days, competitions, and initiatives like "Gift a Plant" and "Project ARPIT" further amplify the institution's commitment to sustainability. The outcomes of these initiatives are noteworthy, with students actively spreading awareness about celebrating a Green Diwali and advocating for charitable activities instead of spending on firecrackers. The fruits and vegetables harvested from the Kitchen Garden are not only nutritious but also free from harmful chemicals, benefiting both students and staff. Students' involvement in planting vegetables and fruits at their homes, along with their awareness of renewable energy sources like solar power, reflects their growing environmental consciousness and activism. Overall, these efforts have contributed to making students more aware of ecological and biodiversity sensitivities, preparing them to be responsible stewards of the environment and champions of sustainability in the future.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

We all do believe that community service is a fundamental aspect of our ethos deeply rooted in Indian culture. In our Punjabi culture and Sikh Guru's philosophy, there is a message of 'Sewa' means selfless service without any reward or personal gain. Our commitment is to make the institute with difference by taking "one small step at a time".

The Altruism drive is to inculcate the spirit of volunteerism among the students through community interaction and to empower women with sound value system. Community service or helping others does not require mere finance or richness rather it involves time, efforts and service without expecting something in return. Though our students are from middle class and financially weak families even then they have one spark and urge to do a bit for needy. To keep the spiritual and humanitarian flag high have always been the part of college working. Community service rendered by the students has covered several aspects.

Different initiatives by Clubs and Committees:

Charity and donations:

- Under project '**Sharing Happiness with Others**', started from session 2018-19, college family celebrated Diwali festival and distributed grocery items, stationery, clothes and other useful things in Shani mandir, old age home Gsp., RP Agrawal DAV and S.D Primary School, Preliminary Education Study Centre, Orphanage, slum areas of villages Mann Kaur, Ram Nagar, Bhoon and near Chandan Palace, Gsp, Kushth Ashram, Dinanagar, Central Jail Gsp. After 2018-19, this project became annual feature of college.
- Under project '**Samvedna**' (Lohri) woolen suits and sweaters to the supporting staff and uniform to the needy students were distributed. Woolens and clothes are collected with collaborative effort of SD family.
- Under '**Neki Ki Diwar**' woolens and eatables were given to the old women of the adopted village. All clothes and useful things were donated by Principal, staff members and students of

the college.

- Under '**Basket of Care**', a project of District Legal Service was organized. New clothes, stationary items and eatables were distributed among needy people.
- Under project '**PRAYAS**' the birth anniversary of our founder started from 2020 (regular feature), college students visited slum area and distributed certain useful things among the needy children.
- On **death anniversary** of Pt. Mohan Lal ji college family collected 3 quintal ration and distributed in Kasowal village under guidance of Major Amit of Gorkha rifles.
- A **donation** of Rs.15,000/- has been given as a tribute to the **martyred soldier** S.Maninder Singh in the Pulwama Attack.
- A **donation** of 2500/- and 5100/- have been given to **Chinmaya Mission**, Gurdaspur for Widow Ration distribution.
- Various donations have been given to different charitable trusts like Salvation Army, India Northern territory, Rajya Sainik Board, Punjab, National Foundation for Communal Harmony and Ek Noor Charitable trust, Asr.
- Every year '**Labour Day**' is regularly celebrated by the college to honor supporting staff by giving gifts and essentials.
- '**Disabled Day**' was celebrated by distributing stationery and eatable items to physically challenged children of Govt. Primary School, Hanumani Gate, Gurdaspur.
- Rotaract club distributed stationary, eatables items in an orphanage for boys, Gurdaspur.
- On **Mahashivaratri**, fruits were distributed for pilgrims at historic Shiv Mandir, Kalanaur.
- Central Association arranged **Sanitary Pad** distribution drive in Central Jail, Gurdaspur for women inmates.
- In Seven-day **NSS camp** masks, stationery and woolens were distributed to needy people.

Health Checkups:

- College arranged HB and Blood group **checkup camp** at village Babowal especially for women.
- **Blood donation** camp was organized in college premises.
- Awareness programs organized in adopted village to make youth aware about eating healthy food and **avoid junk** food which is gaining popularity even in the villages.

Awareness Programs:

- A lecture to provide awareness about Child helpline number 1098 for different type of social evils like child labour, physical and mental harassment arranged.
 - The real warriors of COVID-19 who served society amid corona were honored by college.
-
- During corona, ration was distributed to 25 families of slum area, Ram Nagar.
 - Pamphlets on COVID were distributed to general public to spread awareness among villagers about COVID-19 and its vaccination.
 - The students of FD Department stitched and distributed **face masks** in the nearby villages during COVID-19.
 - Awareness on using **cooking gas** in kitchen in place of dung cakes and wood fuel creating pollution. The outcome of this program is they have started using cooking gas.

Rallies and 'Sewa':

- A **rally** regarding '**Anti-Drug** addiction and **AIDS** Awareness' was organized in which students participated with full fervor by holding placards on which was written – 'Do not waste your life', 'Stay Away from AIDS', 'Hate Sickness' and 'Give Happiness and Peace instead of Aids'.
- 'Offering water to a thirsty person is the greatest service.' On different occasions students organized Jal-Sewa and offered '**Chabeel**' to the general public.

Empowering Women:

- Fine Arts, Fashion Designing and Cosmetology department taught basics of card making, handicraft item, fabric designing, stitching, embroidery work, hand-skills of threading, skin care, make-up to empower women folk of the society.
- Vocational training was given to the students of Govt. Girls Sr. Sec. School, Gsp. It involves basic techniques of taking body measurement, stitching of kids' frocks, hands-on training on different cuisines and food preservatives.
- Students of Home Science department provided training of preparing pickles, sauces and squash from local fruits.
- Women Sarpanch of 13 villages were honored for their contribution in their villages.

Student Welfare:

- Besides our outreach programmes, we help needy students with books and uniforms every year.
- We provided fee concessions to parentless, fatherless and handicapped.
- College Principal and staff contribute for poor students’ fee and outreach charitable projects.

Evidence of Success:

- Our student volunteers became highly active to organize various activities to aware villagers on several social and economic issues.
- It developed a sense of social and civic responsibilities among our students.
- The students became more sensitized regarding various social issues.
- They started believing in ‘sharing and caring’ by giving back to the society.
- It ensures mental and physical wellbeing of students.
- It helps them in problem solving and relation building.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

The college is recipient of Certificate of Appreciation from MGNCRE, Govt. of India for following sustainability parameters and also a Certificate of Appreciation from MGNCRE, Govt. of India for Promoting Self Help Groups. The college achieved letter of appreciation for organizing North Zone National Lok Utsav 2020. Our Giddha team performed at Rashtarpati Bhawan on the occasion of Rashtarpati Bhawan Diwas in Feb 2020.

The college established the Innovation and Entrepreneurship Cell (IIC) in 2022 under the Ministry of Education. The chief functionaries of the IIC received letters of appreciation for building the innovation and entrepreneur culture in the campus. The college has achieved two stars appreciation after working of two quarters.

The college organized a series of events to celebrate 25 years of academic excellence including online webinar in which Dr. Jaspal Singh Sandhu, Vice Chancellor, Guru Nanak Dev University, Amritsar was the keynote speaker. E-Science Fest, Release of CA Newsletter, research journal Shodhdhara, Talent hunt, Alumni meet, Thanks Giving and staff appreciation ceremony, webinar series with alumni etc. were organised to commemorate 25th anniversary celebrations. Dr. Harmohinder Singh Bedi, Vice Chancellor, Central University of Himanchal Pardesh graced the 25th Silver Jubilee Annual Convocation.

The IQAC upgrades quality by acting upon inputs received from expert stakeholders. It has chalked out and successfully implemented annual plans, and initiated many reforms in the five-year period. Data collection through prescribed formats has resulted in timely submission of AQARs. The IQAC of the college arranges numerous quality initiative programs such as G-20 Exhibition, Achievers Programme and arranged series of lectures, FDPs on Research, IPR, NEP 2020 and NAAC framework.

The college uploaded annual survey on higher education on AISHE portal and has also participated in NIRF to further enhance and establish its standing as an excellent institution. The college achieved appreciation from Ministry of Education for uploading survey on AISHE portal. The faculty members have also created their IDs on the VIDWAN Portal to gain more exposure for their research contributions.

The Central Association, Rotaract and NSS unit undertook many charity projects and donation drives to help underprivileged sections of society.

Concluding Remarks :

In conclusion, this executive summary encapsulates a comprehensive overview of our institution's performance and areas of improvement to be assessed by the NAAC. Through rigorous evaluation, we have identified both strengths and challenges, providing a roadmap for our journey towards academic excellence and holistic development. It is evident that while we have made significant strides in certain domains, there remain areas that require focused attention and strategic interventions. By leveraging our strengths and addressing the identified gaps, we can enhance the quality of education and student experience, thereby fulfilling our mission

of fostering learning, innovation and societal impact. By aligning with the NAAC's quality parameters and incorporating feedback from stakeholders, we are committed to foster a culture of continuous enhancement.

The institution has augmented its collaborations and linkages with various GOs and NGOs and district administration to arrange workshops, seminars, expert talk sessions, internships, outreach activities, awareness programmes and cultural events. Our students are witness of live proceedings of Punjab Vidhan Sabha in 2018 and 2019 which was a unique experience for them.

Compliance to recommendations of NAAC, Post Graduate and multidisciplinary programs were added; ICT enabled learning enhanced; rise in training, counseling, placement and entrepreneurial activities. ICT Infrastructure augmentation includes adding 6 more smart classrooms, over 50 new computers, provision of wi-fi etc. Our students attended National Integration Camp, internships and bootcamps sponsored from IITS and scripted success stories and set examples for other students. Our collaborations with MGNCRE, IECA and IIC under MOE, Govt. of India helped us in creating culture of innovation and startups. Daughters of farmers, labourers and factory workers compliment our college logo 'Women Education and Empowerment' by clinching university positions and distinctions. We do believe that there are never any full stops in institutional work as growth is never ending process. We are proud to form such a great family which has justified the faith and trust of its stakeholders. With the constant, dedicated efforts, we are going to touch zenith of success and glory in times to come and fulfill the dreams of our worthy founder Pt. Mohan Lal Ji.