Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GENERAL SHIVDEV SINGH DIWAN GURBACHAN SINGH KHALSA COLLEGE PATIALA**
Name of the head of the Institution	**Dr. Dharminder Singh Ubha**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01752215835**
Mobile no.	**9855711380**
Registered Email	**khalsacollegepatiala@gmail.com**
Alternate Email	**khalsacollegepatiala@yahoo.com**
Address	**Badungar Road**
City/Town	**Patiala**
State/UT	**Punjab**
Pincode	**147001**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**16-Jun-2016**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. Jasleen Kaur**
Phone no/Alternate Phone no.	**01752215835**
Mobile no.	**8146574224**
Registered Email	**kcpiqac@gmail.com**
Alternate Email	**khalsacollegepatiala@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.khalsacollegepatiala.org/alldownloads/aqar_report_2017_18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.khalsacollegepatiala.org/alldownloads/academic_cal_18_19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**2.96**	**2006**	**02-Feb-2006**	**01-Feb-2011**
2	**A**	**3.02**	**2015**	**01-May-2015**	**31-Dec-2021**

6. Date of Establishment of IQAC

05-Jul-2006

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC Meeting	12-Sep-2018 01	20
IQAC Meeting	15-Mar-2019 01	13
IQAC Meeting	14-Jun-2019 01	3
Participation in NIRF	28-Nov-2019 15	10
Participation in AISHE	27-Feb-2019 15	10
Internal Financial Audit	27-Jun-2019 36	5
Participation in AAA	25-Feb-2020 01	10
Feedback from Parents	16-Nov-2018 01	54
Feedback from Students	03-Mar-2019 30	1886
Feedback from Alumni	29-Apr-2019 33	132
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
GSSDGS Khalsa College Patiala	Autonomous	UGC	2016 2190	0
GSSDGS Khalsa College Patiala	CPE of UGC	UGC	2016 1825	11400000
DDU KAUSHAL Kendra, GSSDGS Khalsa College Patiala	DDU KAUSHAL Kendra	UGC	2015 1234	29610968
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File]()
10. Number of IQAC meetings held during the year :	4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Significant contributions made by IQAC during the current year (maximum five bullets) 1.   Feedback from the different stakeholder of the college: the students, the parents, the teachers, the management and the Alumni were collected and evaluated for the effective administration of the institution. On the basis of the feedback the College introduced a new course of M.Sc. Geography and M.Sc. Ag. Horticulture (Vegetable Science) on the demand of the UG students. The college also introduced Cultural Studies, Fashion Designing, Retail Management and Tabla as elective subjects. 2.   Students induction programmes were organsied by various departments for the new students at the beginning of the academic session. 3.   The college organised various conferences, seminars, workshops and lectures during the session. Seminars were organised to celebrate the 550th Birth Anniversary of Shri Guru Nanak Dev Ji. 4.   In order to provide alternate culture to various stakeholders Khalsa College Patiala is continuously uploading videos in the form of Shabads, Cultural Songs, Poems, Days celebrated, Short Punjabi Movies, Fest, Play, Conferences glimpse, poetic symposium, dialogue session on KCP Web TV on Youtube channel. 5. Eleven teachers were allotted research project under CPE grant and seed money of the college.

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

Plan of Action	Achivements/Outcomes
· To introduce Cultural Studies, Retail Management, Tabla and Fashion Design as an elective subject for undergraduate classes.	· The college has introduced Cultural Studies, Retail Management, Tabla and Fashion Design as an Elective subject for undergraduate courses
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Academic Council	**15-Jul-2019**

15. Whether NAAC/or any other accredited	**Yes**

body(s) visited IQAC or interacted with it to assess the functioning ?	
Date of Visit	**31-Jan-2020**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**27-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**General Shivdev Singh Diwan Gurbachan Singh Khalsa College Patiala has taken up an ICT based digital initiative to cope up with the diverse and voluminous process of managing information for the effective working of the institution. The college developed an in house robust framework to provide flexible solutions for the efficacious access of information to all the stakeholders of the college. The MIS of the college has different modules to improve the efficient working of the institution. The various modules are: • The Student Online Admission Portal: The student online admission portal is a web portal which undertakes all the pre and post admission activities of the college. The arduous task of managing the information being provided by the students seeking admission along with retaining the information of the existing student is made easy and quick with the use of the web portal. The personal and educational details of the students filled through the online student registration form facilitates the generation of the unique IDs for each student. The students then receive an auto generated SMS that provides them access to their records. • Generating Smart ID Cards: The college has developed a process of generating Smart Id cards for the students admitted to the college. The students through the usage of the Smart Id cards can have an access to the library facility of the institution. These cards are also used for the identification of the students for the**

general information purpose. • The College Fee Management System: This module deals with the computerised process of student fee collection and issuing of fee receipts. The module also helps in maintaining fee related data in the form of fee day books which helps in generating fee related reports giving specific details regarding daily fee collection, student wise outstanding fee, month wise outstanding fee etc for the managing and streamlining of complex process of fee collection on daily basis. • Faculty Portal: This module provides a complete record in the form of faculty profile. This includes personal, academic and research publication information. The portal also serves as common platform between the management and academic staff for retrieving the resume provided by each of the faculty member. • The Student Portal: This module provides a facility to all the students of the college for the filling, updating and accessing of the personal as well as educational information. • Online Availability of the Syllabi, Date Sheets and Examination Results: The college management information system enables all the stakeholders of the institution to view the syllabus of the previous and current academic sessions of all the courses being run by the college. The scheduled date sheets of all the disciplines of the college are uploaded on the college website from time to time which is easily accessible to the students. The examination results are also uploaded on the college website as and when declared by the examination branch to be viewed by the students. • Information about availability of books in library is available

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MSc(Agriculture)	MAGR	Agronomy	26/04/2018
MSc(Agriculture)	MVSC	Horticulture (Vegetable Science)	30/07/2018

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BA	Humanities	26/04/2018	BA 123-Cultural Studies	26/04/2018
BA	Humanities	25/05/2018	BA 115-Retail Management	25/05/2018
BA	Humanities	25/01/2018	BA 118-Fashion Designing	25/01/2018
BA	Humanities	04/05/2018	BA 122-Tabla	04/05/2018
MSc	Geography	23/07/2018	MGEO	23/07/2018
MSc(Agriculture)	Horticulture (Vegetable Science)	30/07/2018	MVSC	30/07/2018
MA	Economics	07/05/2018	MECO	07/05/2018

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	Economics	07/05/2018
MSc	Geography	23/07/2018
MSc(Agriculture)	Horticulture (Vegetable Science)	30/07/2018
BA	Cultural Studies	26/04/2018
BA	Fashion Designing	25/01/2018
BA	Retail Management	25/05/2018
BA	Tabla	04/05/2018

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	Geography	23/07/2018
MSc(Agriculture)	Horticulture (Vegetable Science)	30/07/2018
MA	Economics	07/05/2018

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled

Advanced Diploma in French	26/04/2018	6
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BVoc	Automobile	20
BCom	Honours	82
BBA	Business Administration	35
MSc	Fashion Design & Technology	19
MBA	Leadership Development	11
MBA	Business Administration	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The feedback activity is undertaken manually by distributing to the students the Feedback Performas. The Feedback Performas are designed based on the four key parameters on which the students evaluate the institution. The four parameters are: • Teaching • Administration • Library • Hostel During the survey a total of two thousand students participated for the purpose of first three parameters and two hundred and sixty students participated in the survey for the purpose of fourth parameter. The data collected through the Feedback Performas was analyzed and interpreted. Data Analysis: The data obtained was analyzed using MS Excel. Descriptive statistics were depicted using absolute numbers and simple percentages. The first parameter examined student perceptions of their teachers performance. For this purpose the students were asked to rate their feedback of 15 items on a five point Likert scale. A consensus agreement has been used to describe the total numbers of students who have rated good or excellent with a statement. The results shown that the majority of students reported teachers evaluation as good or excellent with respect to teachers methodology, efficiency, motivation and competence in teaching. The second parameter examines student perception related to college administration. For this purpose they were asked to rate then perception of 14 items. The results show that most of the students are satisfied with the quality level of college administration in the form of cooperation, cleanliness, drinking water, refreshments, social services, Redressal of grievances, functioning of placement cell, infrastructural facilities, scholarships and campus environment. The third parameter describe the students feedback response with respect to library facilities. The results reported that

most of the students were satisfied with availability of books, cataloguing and arrangements of books availability of reading space, lab staff cooperativeness, usage of Xerox facility in the library. The fourth parameter reflects the students response with respect to Hostel facilities, Mess facilities, Warden and Staff related information. The results reflected that most of the students were satisfied with the Hostel facilities, Mess facilities, Warden and Staff behavior. 2. The feedback from the teachers was taken in the staff meetings and departmental meetings and further the matters were deliberated upon in the college advisory committee and wherever required the necessary action was taken. 3. The feedback from employers was taken in the annual meeting of the College Governing Body and the comments were recorded in the minutes register. 4. The feedback from the alumni was collected online and in the alumni meetings and further the matters were deliberated upon in the college advisory committee and wherever required the necessary action was taken. 5. The feedback from the parents was taken in the biannual PTA meets and further the matters were deliberated upon in the college advisory committee and wherever required the necessary action was taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Humanities	1020	1263	1018
BCom	Commerce	410	570	404
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	5330	1048	93	2	118

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
213	200	484	57	9	16
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

• Career Guidance Cell: The students are being equipped to face the challenges of the competitive world. Dr. Ganda Singh Career Guidance, Counselling and Placement centre organises workshops, lectures and special classes to prepare the students for the competitive exams. Career Guidance and Counselling is provided to the students through one to one interactions and seminars. Industrial placement drives have been organised to

provide job opportunities to the students. • Academic Mentoring: The institution is highly receptive to the requirement of the students. For this purpose the institute has an integrated mentoring system where the faculty acts as a link between the students and the institution. Class in-charges are assigned to monitor and guide the students throughout the academic year. Class in-charges coordinate with the parents regarding the progress of the students. Individual recognition and encouragement is provided to the students. Class representatives are mutually decided among the students. They are the voice the batch and are the mediators between the faculty, the administration and the students. Doctors are provided for psychosocial support at the time of need. Routine advices are provided to the students on balancing of academic and professional responsibilities. • Social Values: To inculcate the social values among the students dialogue session were organised between the college Principal and the students. The purpose is to encourage the interactions and the interest of students on diverse field of life.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
6378	215	1:30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
217	215	2	10	61

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Harvinder Kaur	Associate Professor	Hindi Gaurav Samman by Hindi Bhasha Sammelan
2018	Dr. Varinderjit Kaur	Assistant Professor	Outstanding Faculty in Science Award
2018	Dr. Sarabjeet Singh Ahluwalia	Assistant Professor	Expert and Reviewer for Journal of Hazardous Materials
2018	Dr. Gurmeet Singh	Associate Professor	Expert and Reviewer for Asian Research Journal of Mathematics
2018	Dr. Rattanpal Singh Randhawa	Assistant Professor	Expert and Reviewer for Chemical Engineering Communication, an International Journal published by Taylor and Francis
2018	Dr. Manju Mittal	Assistant Professor	Recognised as Ph.D supervisor by School of Applied Management, Punjabi University, Patiala
2018	Mr. Kamlesh Kumar	Assistant Professor	Member ofReviewer

2018			and Editorial Board Agriways Journal
2018	Dr. Amanpreet Singh	Assistant Professor	Reviewer in IRJESTI
2018	Ms. Inderbir Kaur	Assistant Professor	Honoured to be Keynote speaker and Chair a session at IRES, London
2018	Dr. T.S. Mahajan	Associate Professor	Honoured as Technical Programme Committee Member of series of International Conference on Agriculture and Biological Sciences, Hangzhou, Zhejiang, China.
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	BCOM	VI	11/05/2019	21/05/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
16	5657	0.3

2.6 – Student Performance and Learning Outcomes

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

https://www.khalsacollegepatiala.org/programoutcomes18_19

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MHST	MA	History	10	10	100
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2.7 – Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes
Name of the teacher getting seed money
Ms. Jaspreet Kaur
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	Nil	Nil	30/06/2019	Nil

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3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	College Research Fund	300000	300000
Minor Projects	365	UGC (CPE Seed Money)	250000	250000
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

1

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on ICT Tools	Computer Science	10/10/2018
Two Day Workshop on Basics of Software Development	Computer Science	12/02/2019
Workshop on Software Development	Computer Science	27/02/2019
Two Day Workshop on Care and Maintenance of Micro	Physics	26/02/2019

Processes, Micro Contours and Natural Energy.		
Special Lecture on Climate Change and Sustainable development	Agriculture	23/10/2018
Two Day 19th APG Meet and International Conference on Sustainable Agriculture, Food Security and Environment	Agriculture and Geography	14/12/2018
Workshop on New Recipes and Techniques for Baking Biscuits, Bread Cakes	Food Processing Engineering	30/10/2018
Special Lecture on working of AC and Refrigerator	Auto Electricals and Electronics	12/09/2018
Technical Lecture on Nuclear Reactions	Phyiscs	02/11/2018
Special Lecture on Applications of Biotechnology in Everyday Life and Environment	Biotechnology	17/09/2018
Workshop on Fertilizer Orientation Programme	Agriculture	31/08/2018
Workshop on Painting and Sketching	Fine Arts Department	13/11/2018
Special Lecture on Avocation with a Difference	English, Cultural Studies and Foreign Languages	25/01/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	30/06/2019	Nil

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Saplings/Products of exotic vegetables	Polyhouse	PG Department of Agriculture, KCP	Khalas Seedlings	Hightech Nursey Production	16/07/2018
Vernicomposting/Earthworm Production	Vermicompost Unit	Department of Agriculture, KCP	Khalas Vermicompost	Earthworm/Vermicompost/Vermiwash/Biosol etc.	25/07/2018
Mushroom Production/Spawn	Mushroom	Department of Agriculture,	Khalas Khoomban	Mushroom/Spawn	15/10/2018

Inoculation		KCP			
Beekeeping/Apiculture	Beekeeping Unit	Department of Agriculture KCP	Khalas Shehad	Honey/Beehive boxes	20/03/2019
Seed Production (Cereals/Pulses/Oil Seeds etc.	Seed Production Unit	Department of Agriculture, KCP	Khalas Beej	Quality seed /Grains/Oil/ Pulses and fibres etc.	20/09/2018
Medicinal and Aromatics	Medicinal and Aromatic Unit	Department of Agriculture, KCP	Khalas Aromas	Mentha Oil, Tulsi dry leaves, Stivia etc.	22/11/2018
Open Cultivatin of Vegetables	INM Vegetable Production Unit	Department of Agriculture, KCP	Khalas Sabzian	Vegetable seeds, Green Vegetables etc.	15/03/2019
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
NA	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Agriculture	6	5.6
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Department of Hindi	1
Department of Physical Education	2
Department of Punjabi	16
P.G.Department of Chemistry	1
P.G.Department of Computer Science	2
P.G.Department of English,Cultural Studies and Foreign Languages	8
P.G.Department of Mathematics	2
P.G.Department of Music Vocal	6
P.G.Department of Political Science	2
School of Commerce and Management	12
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
Nil	Published	0	30/06/2019

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Certain subclasses of Bi clos e-to- convex functions associated with quasi subordinat ion	Gurmeet Singh, Gagandeep Singh, Gur charanjit Singh	Abstract and applied analysis	2019	1	GSSDGS Khalsa College	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Microbial Consortium of Aspergi llus fumigatus, Aspergillu s terreus and Paenib acillus de ndritiform is in the bioremoval of Cadmium	Ahluwalia, SS.	Internatio nal Journal of Pharmaceut ical Research	2018	11	1	GSSDGS Khalsa College

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

Number of Faculty	International	National	State	Local
Attended/Semina rs/Workshops	55	46	6	2
Presented papers	19	16	0	2
Resource persons	13	2	0	0

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Nil	Nil	Nil	0

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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Nil	Nil	Nil	0	0

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3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Street play on drug abuse and dowry system was organized in village Dhablan, Distt. Patiala.	NSS, GSSDGS, Khalsa College Patiala and NSS Punjabi University, Patiala	5	45

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
All India Vayu Sainik Camp	Silver medal at All India Best Pilot Competition	NCC Directorate, New Delhi	1
Pre Vayu Sainik Camp	Bronze Medal in Skeet Shooting	NCC Directorate, New Delhi	1

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Drug Awareness	NSS, GSSDGS, Khalsa College Patiala and NSS Punjabi University, Patiala	Anti drug day was observed by NSS department in which a lecture was organised for volunteers to create awareness of	7	21

		ill effects of drugs among youth. Pledge was also undertaken for living a drug free life.		

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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Student Exchange Program	06	Self Funded	15
Faculty Exchange Program	01	Institution	15

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Summer Training Programme (B.Voc. SD)	6 Months training	IT Companies	01/01/2019	30/06/2019	17

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Rajdhani Tyres, Lower Mall, Patiala Pvt.	04/12/2018	Training Programme for B.Voc. Automobile students.	150
Synergy University, Moscow, Russia	05/12/2018	Student Exchange Program/Summer School	7
Punjab Bhawan, Surrey, Canada	07/03/2019	Seminar/Conferences	100
National Press Association	25/01/2019	Publication of Journals	10

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
32500000	25232744

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Newly Added
Class rooms	Newly Added
Campus Area	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	37502	0	3665	1362203	41167	1362203

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Heena Reekhi	Potentiometry	e-PG- Pathshala	25/07/2019

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/	Others

								GBPS)	
Existing	364	9	364	32	9	20	26	155	0
Added	16	1	16	3	1	6	2	0	0
Total	380	10	380	35	10	26	28	155	0

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

155 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Music Lessons and Music Videos	https://www.youtube.com/channel/UCDHyOlO_YANGXMVDv-cTNpA
Recording Facility	Recording Studio with iMac system

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
17000000	18457166	35000000	27370015

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

The college has various committees to maintain and utilize physical, academic and support facilities. Campus construction, development and maintenance committee look after the physical infrastructure of the college. The library committee is responsible for record keeping, purchase of new books and journals and upgradation of library infrastructure. Time table committee plans the classes and labs in such a way that there is optimum utilization of the physical resources. On the basis of feedback of students and departments the respective committees, in consultation with the Principal, takes the required action regarding maintenance and utilization of various facilities.

https://www.khalsacollegepatiala.org/alldownloads/allcommittees_2018_19.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Institutional and Management Scholarship	540	4941884
Financial Support from Other Sources			
a) National	Minority Scholarships	298	2180928
b)International	0	0	0

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,			
Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Ardas Diwas (Spiritual Communion Meditation)	16/07/2018	225	Gurmat Society Guru Gobind Singh Study Circle, KCP

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career Guidance and Counselling	0	196	0	58
2019	Personal Guidance and Coaching	100	0	25	0

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
ICICI PRUDENTIAL	75	19	OPPO	24	4

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	16	UG (B.A.-III)	Humanities	GSSDGS, Khalsa College	M.A. Political Science

| 2019 | 9 | B.A. (Honours English)-III | English | Punjabi University, Patiala | M.A. (English) |

| Patiala | | | | | |

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

Items	Number of students selected/ qualifying
NET	25

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

Activity	Level	Number of Participants
Annual Atheletic Meet	Institutional Level	400

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Bronze	International	1	0	716171687	Harman
2019	Gold	International	0	2	19631,947	Dalbir Singh, Adil Khan

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

The students are given representation in the editorial board of the college magazine 'Naviyaan Pairhaan' as student editor of the English, Punjabi, Hindi, Science, Agriculture, Computer, Commerce and Management sections. The creative potential of the students is channelized. They are constantly guided by the teacher editor about the nuances of creative writing which hones their skills. The student in their role of class representatives learn to officiate responsibly the duties of acting as a bridge between the academic staff and the students of a department. The students are also appointed as office bearers of the various societies of the college. The various activities undertaken by these bodies help in inculcating them organisational and presentational skills. The societies and clubs with student representation are as follows: English literary society, Punjabi Sahit Sabha, Hindi Sahitya Parishad, Computonics Club and Biotech Society. One senior student is selected as member of the college IQAC committee and one ex student is nominated as member of college governing body.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The old students association of Khalsa College Patiala is a registered body of

the institution. It is a bridge which connects the old students of the college to their bygone memories and to the new students. It provides a wonderful platform for the alumni of the college to keep the bond intact with the college and each other. It also facilitates various means through which the alumni can give back to the college in ways of their choice. Since alumni are backbone of college, their valuable views helps us move ahead faster. They contribute not only in spreading the legacy of college throughout the world but also enrich us with their inputs. They prove to be the asset for the college and for the present students as well. The association serves as a source of motivation for the current students of the institution to observe and learn from their seniors and to strive hard to achieve the success and heights that their seniors have accomplished. An annual alumni meet is organised in the college to greet and congratulate the former students who sprouted from the college and then bloomed into fragrant flowers. The alumni get a chance to relive their good old memories and reconnect to their origins. The spectrum of the alumni of Khalsa College Patiala encompasses the arenas of Bollywood, sports, business, administration, education sector, medicine and many others. Every year the college honours its distinguished alumni for their extra ordinary achievements in their respective fields with College Rattan Award.

5.4.2 – No. of registered Alumni:

8495

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

978000

5.4.4 – Meetings/activities organized by Alumni Association :

OSA organised two activities in the session 2018-19 • Special honour of S.Darshan Singh Dhaliwal (19-11-2018) A special OSA meet was organised by the college to honour business tycoon, industrialist and businessman S.Darshan Singh Dhaliwal who resides in Milwouki, USA and is a very successful established businessman. He also is very supportive to every student to America. He credited the college for his successful life. • Many old students of Khalsa College Patiala work in the college in various capacities. They are from various batches and from different departments, busy schedule in the college rarely gives them an opportunity to connect with each other, so an initiative was grabbed to bring them all on one platform to relive past memories of the years spent in college. That was a gala evening when they shared their experiences and sang songs and paid tribute to the college for their meaningful lives.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralization, Delegation and participative management are the important hallmarks in the administration of the college. The following are the two important practices which are in vogue in the college for the last many years. The college has constituted Governing Body which comprises of members from College Management, Academia, Society and College Staff. The Governing Body meets twice a year for overall planning of the college. The Academic Advisory Council has been constituted with members from Academia, Society, Alumni, and all head of the departments act for the overall planning of the institution. All major/minor decisions concerning the governance of the institution are taken after threadbare discussion and deliberations with the council. The decision which have impact on the majority of the staff members are also taken

to the Staff Meetings for further deliberations. The academic advisory council is also free to come out with any proposal in the interest of the institution to the chair. The minutes of the Academic Advisory Council are noted and shared with the staff in the staff meetings. A team of IQAC committee, consisting of members from Governing Body, local society, Alumni, Industry/ other stakeholders and a student, meet regularly to plan, guide and monitor the quality assurance and enhancement activities of the college. The various Board of Studies of various departments also have members from Academia from other institutions, student representatives, industry members and staff members. To further practice decentralization and participative management during the year, various committees like Time Table Committee, Girls Hostel Welfare Committee, Grievance and Redressal Committee, Examination Cell Etc. were formed. There is effective chain of authority in the institution. There is a Deputy Principal and Vice Principal (Administration) and Vice Principal (Academics). They have been given due authority to deal with different issues of the institution. Deputy Principal acts as officiating Principal in the absence of the Principal to deal with the academic and administrative matters of the college. The Vice Principals take care of academic and administrative duties respectively. Deputy Principal is authorized to sanction leaves to the staff and students, sign various documents on behalf of the Principal, to act as member secretary of academic council, member secretary of CPE scheme and to take overall care of the institution. The various deans like Dean Cultural Affairs, Dean Academics, Deans Student Welfare (Girls Boys), Dean Sports, Dean Creative Arts, Dean Research, Dean Languages, Dean Social Sciences, Dean Development and Dean Publications are independent to take decisions and organise activities in their respective fields. Besides the Head of the Departments independently run the affairs of their departments as per the overall policy and guidelines of the college. Each Department has Class Coordinators (Teachers), Class In charges (Teachers) and Class Representatives (Students) who meet regularly for effective functioning of the department. All the college Bodies, Council and Committees works on the principle of participative management and decision are taken and documented unanimously.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission process is online. The Prospectus is made available on the college reception counter. Candidate registers himself on admission portal to get a unique online id. The merit list is prepared of the eligible candidate on merit basis and due weightage is given to the reserved category as per Government regulation. Seats are also reserved for Rural candidates. On the date of the interview, the admission committee verifies the documents of the candidate and if they are in order he/she appears for the interview with the Principal. On the submission of the course fee he/she gets admission in the college.

Industry Interaction / Collaboration	The college has signed MOU's with various Industries for the College-Industry interactions and collaborations are done for Curriculum Design and Training, Internship and Visits of the students for the courses like B.Voc.in Software Development, Agriculture, Automobile, Food Processing and Engineering, Advanced Diploma in Green House Technology and Advanced Diploma in Auto Electricals and Electronics under the DDU KAUSHAL Kendra. Similarly the students of the Departments of Computer Science, Commerce and Management, Mathematics, Agriculture, Biotechnology and Sciences also interact with Industry through Seminar, Workshops and Visits.
Human Resource Management	At the beginning of the session, IQAC and Academic Council decide the number of faculty members to be recruited for the session on the basis of workload provided by the Head of the Departments. The requirement details for recruitment are sent to Directorate of Education, SGPC. The Directorate of Education conducts the interviews as per the University/UGC/DPI norms. Eligible and suitable candidates are selected and are recruited in the college. For achieving excellence in HRM, the staff orientation/training programmes are organised regularly by IQAC. Similar recruitment procedure is also followed for filling the non-teaching posts.
Library, ICT and Physical Infrastructure / Instrumentation	The library of the college has an extensive and varied collection of books, journals and magazines. This collection is augmented on a regular basis. Information regarding books is available on WEBOPAC, which can be seen online. The college also possesses e-library facility from INFLIBNET, J-Store and E-Resources. Anti-Theft System has been installed in the Library. The college seminar halls, auditorium and video conferencing room are fully equipped with the power podium, digital projector, remote screen, cameras and high class sound system. The college has well equipped ICT laced Science labs, Soft Skill labs and Tally software lab.
Research and Development	The management of the college motivates the faculty members to do Research Work for academic growth on regular basis.

	For this purpose, faculty is encouraged to participate in National and International level, workshops, seminars and conferences for which they are given funding and duty leave. They are facilitated to attend the refresher and orientation courses. The faculty is granted seed money to carry out Research Work on recommendation of the Research Committee. Financial assistance is provided to faculty by the management in case they want to present their research papers in National/International conferences.
Examination and Evaluation	Examination branch of college conducts internal and external examinations to evaluate the performance of the students. Two mid semesters test are held in each semester to prepare students for final examination. These tests are mandatory for all students. At the end of each semester examination branch conduct final examination. The examination branch plans and manages the process of invigilation, evaluation and re-evaluation as per UGC guidelines for Autonomous college. It ensures the effective and timely reporting of the results through college website. Proper process is followed to handle the grievances regarding examination within the stipulated time.
Teaching and Learning	The teaching is scheduled as per the College Academic Calendar. The subjects are allocated to the teachers according to their specialization by HOD. The teacher draws a monthly plan of the syllabus which is communicated to the students and Dean Academics for effective implementation. The teachers are encouraged to use ICT tools for effective teaching. Classrooms are equipped with portable and fixed ICT tools. The teaching and learning process is interactive that includes presentations, group discussions, mock interviews, seminars, business quiz, elocution, case studies etc. Industrial visits, educational tours are also organised to give practical knowledge and exposure.
Curriculum Development	Every Department has members from Academia, Industry, Alumni and Staff on their BOS as per the UGC guidelines for Autonomous colleges. The curriculum is designed on the basis of feedback from various stakeholders. The learning

	outcomes of all programmes and courses are made available on the college website and are also communicated to the students in the classes in the beginning of each semester. The BOS are conducted each year to review and update the curriculum wherever required. All undergraduate and postgraduate courses follow Credit Based System and the PG and UG courses except BA has choice based system.

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

E-governace area	Details
Planning and Development	Online feedback is taken from various stakeholders, which helps in drawing new plans and development policies. The College database is used to plan the development strategies and the budgets for the institution.
Administration	The major offices of the institution are computerised, whole campus is WiFi enabled, the campus is secured with the help of IP enabled cameras and full use of ICT is made in most of the situations and all this helps in better governance and administration of the institution
Finance and Accounts	The accounts and fee department is fully computerised. The accounts are maintained with help of Tally ERP 9.0 software for transparency and accuracy.
Student Admission and Support	The admission process is online, the information regarding the course curriculum, formation of various societies, availability of support systems, dissemination of information regarding programmes and holidays, examination date sheets, exams results are uploaded on the college website and wherever required auto SMS's are generated.
Examination	Examination branch is computerised. Information regarding examination date sheets, results and other relevant information is uploaded on the college website.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

2019	Dr. Dharminder Singh Ubha	National Conference on Curriculum Design and Evaluation	K.J. Somaiya College of Science and Commerce, Mumbai	25000
2019	Dr. Jagjit Singh	National Conference on Curriculum Design and Evaluation	K.J. Somaiya College of Science and Commerce, Mumbai	25000
2019	Dr. Jagjit Singh	2nd International Conference on Sustainable Globalization, Kochi, Kerala	Mahatama Gandhi University, Kerala	45000
2019	Sapna	STC on Global Entrepreneurship	Synergy University, Moscow, Russia	33500
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Orientation Program for new Academic Session	NA	20/08/2018	20/08/2018	155	0
2018	NA	Orientation Program for new Academic Session	21/08/2018	21/08/2018	0	100
[View File](#)						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course on Research Methodology, Patiala	5	01/12/2018	21/12/2018	21
Orientation	1	11/12/2018	07/01/2019	28

Course	No.	Start Date	End Date	Days
Programme, PU, Chandigarh				
Short Term Course-Advances in Enzyme and Bioprocess, NIT, Jallandhar	2	07/02/2019	11/02/2019	7
Short term course on International Entrepreneurship, Moscow, Russia	1	18/02/2019	01/03/2019	12
Short Term Course on MOOC and E-Content Generation, GNDU, Sri Amritsar	2	21/02/2019	27/02/2019	7
Short Term Course on Micro Controller, Patiala	1	07/01/2019	11/12/2019	5
Short Term Course on LIbre Officer Course, IIT Bombay	1	01/05/2019	07/05/2019	7
Short Term Workshop on Latex, Patiala	1	23/11/2018	25/11/2019	3
Short Term Workshop on Public Policy Discourse on Social and Religious minorities, IIDS, New Delhi	1	27/05/2019	31/05/2019	5
Short Term Workshop on Bioprocess Technology, Fatehgarh Sahib	1	14/02/2019	15/02/2019	2

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	53	2	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

Yes	Yes	Yes

6.4 – Financial Management and Resource Mobilization

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

Internal Audit is conducted every month by the auditors of SGPC, Sri Amritsar, the parent body of the college. The External audit is also done by the external auditors appointed by the governing body. Besides the audit is also done by the Auditors of Government of Punjab and Department of AG office.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

182105089

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Punjabi University, Patiala	Yes	IQAC, College
Administrative	Yes	College Governing Body	Yes	IQAC, College

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

• PTA fund is used to give books to meritorious and needy students. • The PTA meetings are held for each semester and the parents are informed about the result of mid semester test, attendance and report of their ward. • The Parents are also informed about the existence of various clubs, wings, societies and their activities. • Parents are made aware about the functioning of booster classes for brilliant students and remedial classes for weak students. • Parents meet their ward's class in charge and gather valuable information and progress report of his/her performance. • Feedback is taken from the parents for effective functioning of the college.

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

• IQAC organises staff development programmes for support staff to train them to handle automated MIS system for eg. Accounts, Library and Fee department. • There is a regular interaction of Principal with the support staff in order to keep them motivated and ignited. • Recreational activities are undertaken for the support staff.

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

• Introduction of New Courses : Post Graduation in Geography and Agri (Vegetable Science) and Elective courses of Cultural Studies, Retail Management, Tabla and Fashion Design at UG level were introduced. • Research Project : 11 Teachers were granted seed money for Minor Research Project from CPE grant and college funds • Foreign Tie-ups : MoU was signed with Synergy

University, Moscow Russia for Staff and Student exchange Programme.	

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	FEEDBACK FROM ALUMINI	29/04/2019	26/03/2019	29/04/2019	132
2019	PARTICIPATION IN NIRF-2018-19	28/11/2019	12/11/2019	28/12/2019	10
2018	IQAC MEETING	12/09/2018	12/09/2018	12/09/2018	20
2018	FEEDBACK FROM PARENTS	16/11/2018	16/11/2018	16/11/2018	54
2019	PARTICIPATION IN AISHE	27/02/2019	12/02/2019	27/02/2019	10
2019	FEEDBACK FROM STUDENTS	03/03/2019	01/02/2019	03/03/2019	1886
2019	IQAC MEETING	15/03/2019	15/03/2019	15/03/2019	13
2019	IQAC MEETING (FINANCE)	14/06/2019	14/06/2019	14/06/2019	3
2019	INTERNAL FINANCIAL AUDIT	27/06/2019	21/05/2019	27/06/2019	5

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
TeeyanTeejDiyan , a gender sensitization	10/08/2018	10/08/2018	500	10
Seminar on 'Value System in Punjabi Culture' emphasizing the importance of creation of	07/02/2019	07/02/2019	50	30

gender-equal society				
Khalsa College Nari Gaurav Award 2019 (International Women Day	08/03/2019	08/03/2019	137	43
Nutrition Fortnight emphasizing awareness on nutrition and the need to eradicate malnutrition among girls	08/03/2019	22/03/2019	100	0

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

Percentage of power requirement of the University met by the renewable energy sources
All the lighting equipment installed on the college campus and hostel has been replaced by CFL and LED technology. All the Air Conditioners, Water Coolers, RO system, Geysers etc are star rated and thus in energy conservation. All the installed Gensets are of latest technology, Govt. approved and sound proof. Solar lights were installed to reduce the electricity consumption and carbon footprints. Bhai Daya Singh Block of Commerce and Management has been constructed keeping in view the principle of maximum utilization of the natural light and good ventilating system

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	13
Provision for lift	Yes	13
Ramp/Rails	Yes	13
Braille Software/facilities	Yes	1
Rest Rooms	Yes	13

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	31/08/2018	2	Fertilizer Orientation Programme	For creating awareness among the farmers and students about the	100

| 2018 | 1 | 1 | 02/11/2018 | 2 | Sustainable Agriculture, Food Security and environment International Conference | To lay emphasis on the need of using sustainable practices in agriculture to save our environment for future generations | 427 |

safe use of pesticides insecticides and the use of new brands of pesticides in the market which are useful to control insect pests in the field crops

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Self Declaration Form for students given along the prospectus	07/05/2018	College authorities ensures that students adhere to following points: • Students are required to fill the form correctly and it must be ensured that they are not declared ineligible for the course by any university/college. • Student must have 75 attendance and are bound to give MST as prescribed by the college. • They are not involved in any illegal activity in/out the country. • They will not participate in any strike and will maintain discipline. • They will follow dress code and

			will wear ID card.
Self Declaration Form for sports person given along the prospectus	07/05/2018		Dean Sports ensures that students adhere to following points: • Student will not receive any kind of benefit like sports facility, fee concession and hostel facility in case of indiscipline or non-participation in national/international sports. • They are required to fulfil selection criteria set by Punjabi university/Government of Punjab. • Free hostel will be available on merit basis. • College is not liable for any injury during the tournament. • They will give prior information of practical/exam that falls on the same day of their tournament.
Self Declaration Form for cultural activities given along the prospectus	07/05/2018		Dean cultural affairs ensures that students adhere to following points: • Student will not receive any kind of benefit like fee concession and hostel facility in case of indiscipline or non-participation in Zonal/Interzonal/ Intervarsity/Cultural activities. • Selection in cultural quota will be decided by Dean, Cultural activities and team incharge of event. • College is not liable for any injury during the events. • They will not give prior information to the authorities in case of any practical/exam that falls on the same day of the event.
Hostel Handbook of Rules	14/05/2018		Chief Warden and her Committee ensures that students adhere to following rules: • Hostel conduct rule regarding

		indiscipline, ragging, cleanliness etc. • Rules regarding visitors to the hostel. • Hostel leave rules • Mess facility rules.
Service rules for teachers	07/08/2018	College administration ensures that all the rules specified in the Code of Conduct Rule Book framed by Punjabi University, Patiala are followed.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Video of Shri Harkrishan Dhiyaiye'was released which conveys the rich Sikh cultural heritage.	06/08/2018	06/08/2018	150
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

• The college is moving towards becoming a zero waste college campus. The college compost plant set up with help of Dr. Sarabjit Singh Ahluwalia uses horticultural waste weighing 35-40 Kg per day which is crushed manually and converted into mulch. The mulch is mixed with some amount of soil and sprinkled with water regularly. It is kept in open pit and mixed manually intermittently. When ready the compost is utilized by College Plantation, Landscaping and Environment Committee for maintaining college parks. The college campus and the hostel has 4 Solar lights and 2 solar lights respectively. High rated refrigerators, air conditioners and LED five star rated lights are installed in the college campus. • The college has undertaken strict implementation of restricting plastic use policy. • Go Green Campaign was organized by School of Commerce Management on 3rdAugust, 2018. Various activities like: tree plantation drive, no plastic use, cleanliness and sanitation of the campus were zealously undertaken by the students. • The college has Botanical, Zoological and Environmental and Plantation Committee for enhancing Eco-friendly environment in college. The college adheres to the guidelines put forward by Ministry of Environment, Forest and Climate Change (MOEFACC), Government of India, New Delhi for making the campus Eco-friendly and to spread awareness among the society to keep its environment clean and safe. • Department of Agriculture and College Plantation, Landscaping and Environment Committee of the college works on the principle of sustainable use of environment and in this direction the plantation is done at large scale to make efforts for carbon neutrality. • Annually most of the departments celebrated Diwali with the theme Yes to Green Diwali and No to Crackers to eradicate air and sound pollution. • Rainwater is directed towards low lying/ agricultural fields of the college so that it will perculate the earth.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-I 1. Title of the Practice: To provide an alternate culture to the society in the contemporary scenario of eroding values. 2. Objectives of thePractice: The goal of this practice of the college is to provide an alternate culture to the society at large by providing them with value based entertainment. • To organize an International Punjabi Conference for invigoration of the vernacular language of Punjab. • To undertake activities focalized upon sensitization of the youth towards their traditional values and cultural heritage. • To upload value based audios and videos for creating an ethos of refined sensibilities in the society. 3. Context: The present milieu of the state has been denigrated by the purveyance of valueless and unethical entertainment. The refining influences of poetry, music, drama and narratives have been debased by the entertainment industry leading to the tarnishing of the image of the culture of Punjab. It is made to assume that the accepted and common way of life of the people of Punjab is given to violence, addiction and indifference. The youth is being swayed by the presentation and appreciation of an antihero through the popular media of songs, movies and album videos. The character of the antihero is made attractive to the point of emulation making youth forget their cultural roots, legacy of the Gurus, and importance of their vernacular language. The young minds are bewildered at the wide gap existing between the ennobling parental values and the ignoble popular values exalting the dishonorable. 4. The Practice: GSSDGS Khalsa College, Patiala has taken up the initiative to bridge the chasm between the righteous values and popular means of entertainment. This will help to obliterate the degeneracy spread by the entertainment industry. The following actions were undertaken in this direction: • Uploading videos imparting socio-ethical values to the society on the Web TV on You tube Channel of the college .The channel is committed to the idea of propagation of alternate culture. • Organizing annually an international conference dedicated to the preservation of vernacular language of Punjab. • Reaching out to the underprivileged sections of the society by students along with the faculty members of the college. 5. Evidence of Success: The details of activities and achievements are described on the college website. Best Practice-II 1. Title of the Practice Skill Development for knowledge acquisition and upgradation of human capabilities to increase employability 2. Objectives of the Practice: The goal of skill development is to ensure the holistic development of the students to bridge the gap between the skills given and skills required in the employment market. For this purpose college concentrates on the working of DDU Kaushal Kendra. The Kendra is working on the following objectives: • To inculcate market oriented employability among the students. • To conduct skill development programmes. • To conduct lectures/workshops on their skill enhancement. • To arrange industrial visits so that the students get exposure to the latest technologies which are used in industries. • To facilitate placements 3. The Context: While the Global Population is ageing rapidly, India, with one of the largest youngest population in the world, is at the strategic advantage with regards to demographic dividend. Still, the growth rate of India is quiet low as compared to the developed countries. The reason behind is the wide gap between the skills required in the industry and the skills provided by the education system. To bridge the gap between employment and employability, KAUSHAL Kendra has been established in the premises. Under DDU KAUSHAL Kendra following courses are running successfully such as B.Voc. Food Processing and Engg.,B.Voc. Software Development, B.Voc. Automobile, B.Voc. Agriculture , Advance Diploma in Green House and Technology and Advance Diploma in Automobile and Autoelectrical. 4. The Practice: To impart employability skills to the students the KAUSHAL Kendra is engaged in giving them general as well as skill education. The general education includes 30 of the curriculum whereas skill education includes 70. Skill education is provided to them through qualification packs which are available on National Skill Development Cooperation website. The KAUSHAL Kendra opens frontiers of knowledge and

reveals new horizon of changes and creates positive attitudes in the students by organizing lectures and workshops. The students gain positive exposure through their frequent industrial visits. 5. Evidence of Success: The details of activities and achievements are described on the college website.

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

https://khalsacollegepatiala.org/alldownloads/bestpractices18_19.pdf

7.3 – Institutional Distinctiveness

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

New programmes and courses are introduced to fulfill the mission and vision of the institution to impart the students with the time and market relevant education. The ongoing courses are also regularly updated to make the curriculum suitable to the requirements of employability in the Global arena. As per the latest guidelines of UGC the representatives from the industry/ corporate sector/allied area related to placement form an essential part of the formation of the Board of Studies of the college which along with exhaustive discussions with the academicians frame a syllabi which aims to balance the twin demand of wholesomeness of knowledge and skill creation. The achievement of the employability factor is ensured through intensive training of the students by organising workshops and training programmes. The syllabi itself is framed on the lines of equipping the students with the empirical knowledge which makes their theoretical knowledge functional. International Seminars , workshops are organized for the students which provides a platform to the students to interact with the world renowned academicians. The institution also aims to instill in the students the rich legacy of their cultural heritage through the observance of the mostly religious and spiritual discourses. The social responsibility is engendered among the students through Blood Donation Camps, Swachh Bharat Initiative Camps and Communal Harmony Campaign Week. It is emphasized that the moral uprightness be instilled in the students so that they become responsible citizens of the world community. The thrust of the mission and vision of the institution is to shape the personalities of the students holistically so that they become the personification of competency, uprightness and responsibility.

Provide the weblink of the institution

https://www.khalsacollegepatiala.org/institute_distinctive

8.Future Plans of Actions for Next Academic Year

1. To frame the new welfare schemes for the regular employees of the college. 2. To frame the policy for Pay Parity among the Contract and Bill Mukta basis employees of the institution. 3. To celebrate the Diamond Jubilee of the College. 4. To purchase the equipment for Agriculture Department as per the conditions imposed by the Punjab Agriculture Council. 5. To frame the policy for Class IV employees regarding their job tenure on daily wages. 6. To construct a hall and two rooms in Music Department. 7. To open a Juice bar in the college. 8. To start B.Voc. (Fashion Design and Technology) course in the college. 9. To create separate facility for the hostel girls for their lunch. 10. To establish Guru Nanak Bagichi in the College to celebrate the 550th Birth anniversary of Sri Guru Nanak Dev Ji. 11. To prepare Academic Calendar for the session 2019-20. 12. To organise seminars on the Intellectual Property Rights and relevant academic issues. 13. To organise faculty induction programme and student induction programme. 14. To plant saplings in different adopted villages. 15. To organise Zonal Youth festival in the College and to make necessary arrangements. 16. To undergo repairs and renovation in the Girls Hostel and college. 17. To carry out

stock taking of various departments and labs 18. To carry out annual stock taking of library and to write off the damaged books. 19. To create Water recharge facility in the college. 20. To establish effective Research Centre was approved. 21. To organise a seminar on the Environmental aspect of Guru Nanak Bani. 22. To digitalize the Golden Jubilee Book and other rare college documents.