The Annual Quality Assurance Report (AQAR) of the IQAC
Khalsa College Amritsar

Part – A

AQAR for the year *(for example 2013-14)*   2015-16

1. Details of the Institution

1.1 Name of the Institution

Khalsa College Amritsar

1.2 Address Line 1

G.T. Road

Address Line 2

City/Town

Amritsar

State

Punjab

Pin Code

143002

Institution e-mail address

khalsacollegeamritsar@yahoo.com

Contact Nos.

0183-2258097

Name of the Head of the Institution:

Dr.Mehal Singh

Tel. No. with STD Code:

0183-2258097

Mobile:

08528828200

Name of the IQAC Co-ordinator:

Dr.Taminder Singh

Mobile:

09988195770

IQAC e-mail address:

iqackca@gmail.com

1.3 **NAAC Track ID***(For ex. MHCOGN 18879)*

OR

1.4 **NAAC Executive Committee No. & Date:**
*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

EC/56/RAR/90 dated 16-09-2011

1.5 Website address:

www.khalsacollegeamritsar.org

Web-link of the AQAR:

http://khalsacollegeamritsar.org/kcaiqac.html

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	-	2003	5 years
2	2nd Cycle	A	3.41	2011	5 years
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY

2004

1.8 Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

    i.   AQAR 2011-12 submitted to NAAC in 2014
   ii.   AQAR 2012-13 submitted to NAAC in 2014
  iii.   AQAR 2013-14 submitted to NAAC on 28.1.2015
  iv.   AQAR 2014-15 submitted to NAAC on 29.10.2015

1.9 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes [✓]   No ☐

Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes [✓]   No ☐

Regulatory Agency approved Institution   Yes ☐   No ☐

  (eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [✓]   Men ☐   Women ☐

                       Urban [✓]   Rural ☐   Tribal ☐

                       Financial Status [✓] Grant-in-aid [✓]   UGC 2(f) [✓] UGC 12B

                       Grant-in-aid + Self Financing [✓] Totally Self-financing ☐

1.10 Type of Faculty/Programme

    Arts [✓]   Science [✓] Commerce [✓] Law ☐   PEI (PhysEdu) ☐

    TEI (Edu) ☐ Engineering ☐   Health Science ☐   Management [✓]

    Others (Specify)   . Agriculture and Physiotherapy

1.11 Name of the Affiliating University *(for the Colleges)*   Guru Nanak Dev University, Amritsar

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

State Govt./University

| University with Potential for Excellence | | UGC-CPE | √ |

| DST Star Scheme | √ | UGC-CE | |

| UGC-Special Assistance Programme | | DST-FIST | √ |

| UGC-Innovative PG programmes | | Any other (*Specify*) | |

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

5

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2. 6 No. of any other stakeholder and

Community representatives

1

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

1

2.9 Total No. of members

10

2.10 No. of IQAC meetings held 3

2.11 No. of meetings with various stakeholders: No. | 2 | Faculty | 1 |

Non-Teaching Staff Students | 1 | Alumni | | Others | |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | √ |

If yes, mention the amount | |

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | Nil | International | | National | | State | | Institution Level | |

(ii) Themes | |

2.14 Significant Activities and contributions made by IQAC

> The IQAC chalks out an Academic plan in the beginning of
> the session which helps the faculty and students in making
> the teaching –learning process more effective. The IQAC
> monitors the academic activities throughout the year, makes
> suggestions and incorporates the remedial measures.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
1. To introduce Research Degree courses (M.Phil.) in Commerce, English, Political Science and Punjabi.	1. M.Phil in Commerce, English, Political Science and Punjabi have been started from session 2015-16.
2. To introduce new post graduate course in Physiotherapy.	2. Master in Physiotherapy has been introduced from Session 2015-16
3. To introduce new courses in History, Journalism, Mass communication and Fashion technology	3. Master of Arts in History and PG diploma in Fashion Technology have been introduced from Session 2015-16.
4. To construct new block in girls hostel.	4. The construction of new block in girls hostel has started.
5. To conduct seminars/workshops in various departments.	5. A total of 61 seminars/workshops and conferences were conducted by various departments during session 2015-16.
6. To publish Research Journals in Punjabi, English, Science and social Sciences.	6. Two research journals in Punjabi and Science have been allotted ISSN number and are being published bi-annually.
7. To provide more infrastructural facilities for students.	7. New class rooms and laboratories have been constructed. Seating capacity in library has been increased. New RO systems have been installed.
8. To construct separate Commerce block.	8. The construction of new commerce bloc has been started.
9. To renovate Post Graduate Science Block.	9. The labs and class rooms of PG Science block have been renovated.
10. Shifting of Computer Science Department in newly constructed building	10. The Department of Computer Science has been shifted to its new building
11. Shifting of Administrative and Examination Branches in newly constructed blocks.	11. The Administrative and Examination branches have been shifted to newly constructed Administrative Block.

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [ ]   Syndicate [ ]   Any other body [√]

Provide the details of the action taken

The AQAR was placed in the meeting of Academic Council and was approved by the Council.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
M.Phil		04	04	
PG	15	04	14	
UG	16	04	06	
PG Diploma	02		02	
Advanced Diploma				
Diploma		02	02	
Certificate				
Others				
Total	33	14	28	

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	46
Trimester	
Annual	1

1.3 Feedback from stakeholders Alumni   √ Parents   ☐ Employers   √ Students √
   (On all aspects)

Mode of feedback   :   Online ☐   Manual √ Co-operating schools (for PEI) ☐

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> The college has been conferred Autonomous Status by UGC in session 2013-14. Although a review of all the syllabi has been done by the Board of Studies and Academic council, no major revision was incorporated.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> - Department of Mass Communication and Journalism and Department of Fashion Technology have been introduced.
> - New courses such as M.Sc. Food Science and Technology and M.Sc. Biotechnology Master in Physiotherapy, Master of Arts in History and PG Diploma in Fashion Technology have been introduced from Session 2015-16

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
63	36	27	-	-

2.2 No. of permanent faculty with Ph.D. | 40 |

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	3	-	-	-	-	-	3

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | | 7 | | |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	20	53	1
Presented papers	20	53	1
Resource Persons			

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Effective teaching-learning programmes.
- Internal assessment has been introduced.
- Tutorial groups of students for interaction and academic and administrative feed back
- Active subject societies managed by students to instil leadership qualities.
- Motivation to students to attend and organize research seminars and conferences in and outside the college.
- Excellent results.
- Well-equipped laboratories
- Healthy rapport between staff and students, conducive atmosphere
- Highly enriched main library and departmental libraries.
- Spacious class rooms,Sprawling lawns and play fields
- Strict discipline.
- Active Placement Cell, Systematized Career Counselling.
- Special emphasis on moral values,Divinity education and competitions
- Boarding and lodging facility for sportspersons, well equipped Open Gymnasium.
- Highly qualified and experienced staff.
- The Sikh History and Research Department has rich collection of historical books, documents and rare manuscripts. The department has played a major role in preserving old photographs, historical artefacts. It is a rich source of information to research scholars from within and even outside India.

2.7   Total No. of actual teaching days during this academic year

| 180 |

2.8   Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

The examinations are being conducted by the college itself under Autonomous College status. The total transparency and the secrecy is maintained. The evaluation is done strictly under the norms laid by University/UGC.

2.9   No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

| 100 |

2.10 Average percentage of attendance of students

| 75 |

2.11 Course/Programme wisedistribution of pass percentage :

Title of the Programme	Total no. of students appeared	Pass %
M.Com	118	100
M.Sc. (Botany)	29	100
M.Sc. (Zoology)	29	100
M.Sc. (IT)	16	100
M.Sc. (Chemistry)	28	100
M.A. (English)	24	100
M.A. (Eco.)	43	100
M.Sc. (Agriculture)	43	100
MFST	15	100
M.Sc. (Biotech)	10	100
M.Sc. (Maths)	130	95.38
M.Sc. (Physics)	29	96.55
M.Sc.(Comp. Sci.)	23	95.65
M.A. (Pol. Sci.)	35	94.28
M.A. (Punjabi)	51	96.07
B.Com (P)	63	100
B.Sc. (Biotech)	33	100
B.Sc. (Agriculture)	88	100
BBA	74	98.64
BFST	34	97
BCA	63	96.82
B.Sc. (IT)	25	96
B.Sc. (Economics)	27	92.59
B.Sc. (N.Med)	105	92.38
B.Com (H)	40	90
B.Com (R)	44	81.81
B.Sc. (Med)	97	77.31
B.Sc. (Comp. Sc)	53	77.35
B.A.	116	75.86
BPT	15	86.66
PGDFS	09	100
PGDCA	25	88
BJMC	29	79.31
B.Sc. (Fashion Designing)	37	37.83
B.A. (Social Science)	40	82.50
DRM	06	100
DCA	34	76.47

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

The academic plan for the session is prepared and distributed among the faculty and students at the beginning of the session. The splitting of the syllabus term wise helps the teachers and students to prepare

themselves for the session. The IQAC meets regularly to monitor and evaluate the teaching and learning processes. The feedback from the students and teachers helps the administration to incorporate the necessary remedial actions.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	3
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	5
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	15
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	115	55	-	-
Technical Staff	50	24	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> The teachers are advised and encouraged to participate in various conferences/seminars/workshops etc. The faculty is also encouraged to publish papers and submit research projects to various funding agencies. The college also holds seminars/workshops and extension lectures to keep the faculty and students abreast of latest developments. The college has taken initiative to publish research Journals in Punjabi (*Samvad ISSN 2395-1273*) and Sciences (*Current Reports on Science and Technology ISSN 2455-023X*) from this year.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		04		
Outlay in Rs. Lakhs		79.44		

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		-		04
Outlay in Rs. Lakhs		-		20.0

3.4   Details on research publications

	International	National	Others
Peer Review Journals	90	68	24
Non-Peer Review Journals		12	
e-Journals	5		
Conference proceedings	6	7	

3.5 Details on Impact factor of publications:

Range ☐   Average ☐ √   h-index ☐   Nos. in SCOPUS ☐

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Three	UGC/DST		26,12,441/-
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				

☐

3.7 No. of books published   i) With ISBN No. | 17 | Chapters in Edited Books | 15 |

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [√]   CPE [√]   DBT Star Scheme [√]

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy | Rs. 83,037/- |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		08		53	
Sponsoring agencies		PSCST, Self funding		Self funding	

3.12 No. of faculty served as experts, chairpersons or resource persons | 8 |

3.13 No. of collaborations   International | 01 | National | 01 | Any other | 01 |

3.14 No. of linkages created during this year | - |

3.15 Total budget for research for current year in lakhs :

From Funding agency | UGC/Govt. | From Management of University/College | - |

Total | - |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions   received by faculty and research fellows
of the institute in the year

Total	International	National	State	University	Dist	College
03	02	01				

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

> The affiliating university does not permit the teachers from the colleges to become Ph.D. guides.

3.19 No. of Ph.D. awarded by faculty from the Institution   -

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF   -   SRF   -   Project Fellows   -   Any other   -

3.21 No. of students Participated in NSS events:

University level   150   State level   [ ]

National level   [ ]   International level   [ ]

3.22 No. of students participated in NCC events:

University level   86   State level   61

National level   06   International level   -

3.23 No. of Awards won in NSS:

University level   -   State level   -

National level   -   International level   -

3.24 No. of Awards won in NCC:

University level   [ ]   State level   03

National level   [ ]   International level   [ ]

3.25 No. of Extension activities organized

University forum   [ ]   College forum   20

NCC   [ ]   NSS   [ ]   Any other   [ ]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- The Department of Physiotherapy organised a Blood Donation Camp.
- A Bone Mineral Density Check-up camp was held in the College.
- The Health Dispensary runs an OPD and provides necessary medical aid to the people of nearby areas.
- The Farmer Training Centre holds short term training courses for ketchup, sharbat, pickles etc, making.
- The Vocational Training Centre under Life Long Learning Programme provides free short term courses in tailoring, stitching, embroidery and food preservation etc. to the poor and needy women from neighbouring areas.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	300 Acres			
Class rooms	150	15	College Management	165
Laboratories	74	09	College Management	83
Seminar Halls	3			3
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	44.17			
Others				

4.2 Computerization of administration and library

- The administrative office dealing with the process of admissions, examination results and issue of certificates is fully automated.
- The library is fully automated. The books have been bar coded and the circulation of books is carried out through computer assisted laser system.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	1,85,364	8,04,02,066	1784	6,84,567	1,87,148	8,10,86,633
Reference Books	2,584	9,84,677	13	6,379	2,597	9,91,056
e-Books	-	-	-	-	-	-
Journals	103	1,02,569	21	63,000	124	1,65,569
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	314 CD's		02		316	
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	167	8	Leased Line	5	1	1		
Added	156							
Total	323	8		5	1	1		

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- The Centralised Computer Laboratory is available for the teachers and students with internet access. The Faculty Development Programme for the teachers are organised to make them abreast about the computer and information technology.
- The college has switched over to e-governance handling all the academic and administrative works.

4.6 Amount spent on maintenance in lakhs :

i) ICT

| 14.26 |

ii) Campus Infrastructure and facilities

| 1359.20 |

iii) Equipments

| 44.17 |

iv) Others

| 1082.47 |

Total :

| 2500.00 |

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Personal Attention to students
- Counseling Cell
- Tutorial meets
- Regular seminars/workshops/extension lectures.
- Feedback from students on teachers performance.
- In the beginning of every session, a 'Talent Search' programme for the fresher's is organized.
- Students express their views in college magazine 'Darbar'.

5.2 Efforts made by the institution for tracking the progression

- The Internal Quality Assurance Cell (IQAC) consists of renowned academicians and other stakeholders. The meetings are held to evaluate and seek opinion of its members.
- The teachers take up the problems faced by the students in the classroom or in the campus and make efforts to solve them.
- Deliberations by Eminent Speakers.
- Talent search of the students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4695	1513	-	-

(b) No. of students outside the state

(c) No. of international students

Men

No	%
3120	50.2

Women

No	%
3088	49.8

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
5173	121		39		5333	5922	258	-	28	-	6208

Demand ratio   Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

A coaching programme for PCS preliminary examinations was organised by the college. The forty day course was open for the outsiders as well as the students of the college. The resource persons from the various faculties of the college and the experts from outside were engaged for the purpose. Mock tests were also conducted on the examination pattern to make the students realise the requirements of the examination.

No. of students beneficiaries   550

5.5 No. of students qualified in these examinations

NET   03   SET/SLET   GATE   CAT

IAS/IPS etc   State PSC   UPSC   Others   4

5.6 Details of student counselling and career guidance

Career Guidance Cell of Khalsa College has been very active in providing the latest knowledge to the students about the career prospects in various fields of education. In this era of competition, it is the endeavour of the cell to keep the students of the college at pace with the latest career prospects in their respective areas of interest. The guidance cell organised various orientation courses right before the commencement of the new session to make the students aware about the new and ongoing courses in the college. It is also a kind of exercise to help the students feel at home in the new environment of the college.

No. of students benefitted   1080

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
9	316	214	13

5.8 Details of gender sensitization programmes

- Data regarding male and female students is available in the office.
- Instructions are given from time to time to the staff regarding admission and to solve problems of male and female students.
- Appointment of separate Dean Student Welfare (Girls and Boys)
- Gender Champion Club has been established and Gender Champions appointed as per UGC guidelines.
- Establishment of Women Redressal Cell

5.9 Students Activities

   5.9.1   No. of students participated in Sports, Games and other events

State/ University level   404   National level   12   International level   03

No. of students participated in cultural events

State/ University level   94   National level   International level

   5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level   85   National level   16   International level   01

Cultural: State/ University level   42   National level   International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	112	5,33,210/-
Financial support from government	SC/ST/OBC Scholarships	39,56,483/-
Financial support from other sources	Fee Concessions, Freeships etc.	1,66,94,321/-
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level [ ]   National level [ ]   International level [ ]

Exhibition: State/ University level [1]   National level [ ]   International level [ ]

5.12   No. of social initiatives undertaken by the students   [ ]

5.13 Major grievances of students (if any) redressed: No major grievance was reported by the students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> The goals and objectives of the institution as envisaged in its constitution are:
>
> i) To impart value based education and promote high standards of research in Humanities, Commerce, Science and Agriculture.
> ii) To provide opportunities for educational, vocational, professional, social, linguistic and cultural development to the people of all abilities and backgrounds so that they can discover their potential and fulfil their aspirations.
> iii) To develop multidimensional personality of the students by providing an opportunity to participate in religious, cultural, co-curricular, theatrical, literary and sports activities.
> iv) To inculcate in students high standards of morality, culture and character as taught by Sikh Gurus and laid down in the holy Guru Granth Sahib
> v) To value originality and vision, encourage initiative and promote creativity.
> vi) To instil a sense of pride and achievement of personal accomplishment
>
> The vision statement is translated into activities by:
>
> • Inculcating progressive attitude of mind by imparting value to intelligence and logic.
> • Believing in the dictum of 'sound mind in a sound body', the institute lays stress on physical and mental growth.
> • Providing congenial and healthy environment conducive to learning and teaching.
> • Offering such courses to make students self-dependent.
> • For the overall development of personality the emphasis is laid on extra and co-curricular activities like NCC, NSS, sports, youth and cultural activities.

6.2 Does the Institution has a management Information System

> The college has admission, examination and student cell fully automated.
> The college is implementing e-governance in all sectors. Initially the student data has been put on e-governance.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> The college has been conferred Autonomous status in the session 2013-14. The Board of Studies and Academic Council have been constituted which review the curricula and syllabi at their own levels.

6.3.2   Teaching and Learning

- The academic calendar is prepared at the beginning of the session
- The latest teaching tools are available and are frequently used by the faculty.
- The seminars and extension lectures are organised to keep the teachers and students abreast of latest developments.
- The library houses more than 1.85 lacs of books and subscribes to many journals of international and national repute and periodicals

6.3.3   Examination and Evaluation

The examinations are being conducted by the college itself under Autonomous College status. The total transparency and the secrecy is maintained. The evaluation is done strictly under the norms laid by University/UGC.

6.3.4   Research and Development

- The teachers are encouraged to get minor and major research projects from various funding agencies.
- The teachers also participate in National and International Conferences and present their research papers.
- The college also organises conferences, seminars, workshops, extension lectures, faculty development programmes to keep the faculty and students abreast of latest developments in various fields.

6.3.5   Library, ICT and physical infrastructure / instrumentation

The college library boasts of a huge collection of books and rare manuscripts. The following measures have been undertaken for upgrading the library facilities.

- Computerization of the library services,
- Creation of separate reading rooms for post-graduate students and girls.
- Setting up additional display boards for latest arrivals and magazine racks and
- Purchase of recent books and journals.

6.3.6 Human Resource Management

> Apart from academic responsibilities, staff is involved in other activities also such as holding of seminars/workshops/talent search/subject societies campus committees etc.

6.3.7 Faculty and Staff recruitment

> To recruit the staff, the advertisement is given in the newspapers and the reservation policy is adopted as per Punjab Government/Guru Nanak Dev University/UGC norms.

6.3.8 Industry Interaction / Collaboration

> - The college has a separate College Industry Linkage Cell.
> - Students are encouraged to visit various industries and institutes of higher learning.
> - Experts from industries are invited for guiding and interacting with students.

6.3.9 Admission of Students

> - Eligibility Criteria for General, Professional and Vocational Courses is determined by Guru Nanak Dev University, Amritsar.
>
> - College admits students to some courses on entrance test basis, some on merit basis and others on first come first serve basis. However, where admission is made on first come first serve basis, the cut off percentage is above the minimum qualifying or eligibility percentage set by the University.
>
> - Complete transparency is maintained in admission process.

6.4 Welfare schemes for

Teaching	Quareters, Dispensary, Insurance
Non teaching	Quareters, Dispensary, Insurance
Students	Dispensary, Insurance

6.5 Total corpus fund generated

19,230/-

6.6 Whether annual financial audit has been done   Yes √   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Through Committee	Yes	Management
Administrative	Yes	M/s. SehgalKhanna MundraMehra & Associates.	Yes	Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes   √   No ☐

For PG Programmes   Yes   √   No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The college has maintained the transparency and secrecy in the conduct and evaluation of exams. The Examination branch has been put under the independent control of Controller of Examinations who in consultation with the Academic Council makes the necessary reforms in the system. The examination system is fully computerised. The results are declared within one and half month of the examinations are over.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The college has been conferred the status of Autonomous College from the session 2013-14.

6.11 Activities and support from the Alumni Association

- An Alumni meet was held in the month of November in which more than 300 distinguished Alumni participated.
- An Alumni meet of Science departments was held on the occasion of Hundred Years of Science in college. More than 100 distinguished Alumni participated.
- Interaction of students with distinguished alumni who have occupied the top associations.
- Prominent Alumni are honoured on the occasion of convocation and prize distribution functions every year

6.12 Activities and support from the Parent – Teacher Association

- The Parent Teacher meetings are conducted by various departments.
- The College plans to have Parent-Teacher Association.

6.13 Development programmes for support staff

The support staff is provided all the needed assistance

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Vanmahautsav is celebrated every year with the plantation of samplings.
- The campus itself has a huge number of trees and plants.
- The campus houses a Botanical Garden in which rare species of plants are grown.
- The incandescent bulbs have been replaced by CFLs and LEDs.
- Rain water harvesting systems have been installed at various points in the college.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Department wise meet of the Principal with all the students
- Starting of classes from the very first day of the academic session. The students are given provisional admission without the declaration of result.
- Ensure maximum number of teaching days available to the students.
- Regular addresses by top academicians/eminent scholars/legal luminaries/internationally renowned sportsmen/administrators and prominent alumni etc.
- Strict Discipline
- Cash prizes, medals and certificates to the toppers
- Personal Guidance and Free access to authorities
- Regular divinity classes and discourses by learned scholars.
- Honouring of teachers for their services to the institution.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. M.Phil in Commerce, English, Political Science and Punjabi have been started from session 2015-16.
2. Master in Physiotherapy has been introduced from Session 2015-16
3. Master of Arts in History and PG Diploma in Fashion Technology have been introduced from Session 2015-16.
4. The construction of new block in girls hostel has started.
5. A total of 61 seminars/workshops and conferences were conducted by various departments during session 2015-16.
6. Two research journals in Punjabi and Science have been allotted ISSN number and are being published bi-annually.
7. New class rooms and laboratories have been constructed. Seating capacity in library has been increased. New RO systems have been installed.
8. The construction of new commerce bloc has been started.
9. The labs and class rooms of PG Science block have been renovated.
10. The Department of Computer Science has been shifted to its new building
11. The Administrative and Examination branches have been shifted to newly constructed Administrative Block.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- Fostering Global Competences among students
- Inculcating a value system among students
- Promoting the use of Technology (E-governance)
- Quest for Excellence
- Tutorial Classes for students

7.4 Contribution to environmental awareness / protection

- Vanmahautsav is celebrated every year with the plantation of samplings.
- The incandescent bulbs have been replaced by CFLs and LEDs.
- Rain water harvesting systems have been installed at various points in the college.
- Dustbins have been placed at different points for collection of segregated garbage.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> Khalsa College Amritsar is a premier institution of Northern India, running a number of courses in various faculties. Students from urban, rural and remote areas prefer to join this institution. The college has been conferred a status of "College with Potential for Excellence" and Heritage status by UGC and Star status by DBT. NAAC has recently awarded A grade (CGPA 3.41) to the college. Being a century old institution it needs more funds for infrastructural development.

8. Plans of institution for next year

- Extension of Library building with construction of new reading rooms
- Construction of New Commerce Block
- Construction of New building for Sikh History and Research Department
- Construction of Heritage museum
- Extension of Department of Food Science and Technology
- Commencing of New courses M.Sc. (Pharmaceutical Chemistry), B.Sc. (Hons) in Physics and Chemistry, MJMC, M.Sc. Fashion Designing, M.Sc. (Vegetable Sciences, Soil Sciences, Entomology), PG Diploma in Garment Construction, Master in Performing Arts, Master in Fine Arts.
- Extension of Department of Chemistry.
- Establishment of Research Centres.
- Renovation of Boys Hostels.
- Reading Room and other recreational facilities in hostels.
- Strengthening of e-governance
- Creation of more smart rooms.
- Updating laboratories with modern instruments.
- More parking lots for staff/students