



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	Khalsa College Amritsar
Name of the head of the Institution	Dr. Mehal Singh
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01832258097
Mobile no.	8528828200
Registered Email	khalsacollegeamritsar@yahoo.com
Alternate Email	dr.taminder@gmail.com
Address	G.T.Road, Amritsar
City/Town	Amritsar
State/UT	Punjab
Pincode	143002
<b>2. Institutional Status</b>	

Autonomous Status (Provide date of Conformant of Autonomous Status)	22-May-2013
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Taminder Singh
Phone no/Alternate Phone no.	01832258097
Mobile no.	9988195770
Registered Email	iqackca@gmail.com
Alternate Email	dr.taminder@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://khalsacollege.edu.in/Iqac.php">http://khalsacollege.edu.in/Iqac.php</a>
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### 4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:  
Weblink :

<http://khalsacollege.edu.in/Files/prospectus2019.pdf>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	A	86.05	2003	16-Sep-2003	15-Sep-2008
2	A	3.41	2011	16-Sep-2011	15-Sep-2016
3	A	3.47	2017	30-Oct-2017	29-Oct-2022

### 6. Date of Establishment of IQAC

01-Jul-2004

### 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

AISHE	20-Feb-2019 1	0
Participation in NIRF	27-Feb-2019 1	0
Regular Meetings of IQAC	28-Apr-2018 1	0
Regular Meetings of IQAC	28-Jul-2018 1	0
Regular Meetings of IQAC	08-Dec-2018 1	0
Regular Meetings of IQAC	23-Mar-2019 1	0
Academic Audit	23-Mar-2019 1	0

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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
Khalsa College Amritsar	CPE	UGC	2006 0	27000000
Khalsa College Amritsar	Heritage Status	UGC	2017 0	1000000
Department of Chemistry	FIST	DST	2008 0	2000000

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

3

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 Uploaded File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities**

No

during the year?

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

(1) Faculty Development Programme (2) Feedback from Students (3) Academic Audit  
(4) Extension of Autonomous Status

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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
6. To renovate Post Graduate Science Block.	6. The labs and class rooms of PG Science block have been renovated.
1. To construct new block in girls hostel.	1. A new block in Girls Hostel was constructed and is operational
2. To conduct seminars/workshops in various departments.	2. A total of 61 seminars/workshops and conferences were conducted by various departments during session 2018-19.
3. To publish Research Journals in Punjabi, English, Science and social Sciences	3. Two research journals in Punjabi and Science have been allotted ISSN number and are being published bi-annually.
4. To provide more infrastructural facilities for students.	4. New class rooms and laboratories have been constructed. Seating capacity in library has been increased. New RO systems have been installed.
5. To construct separate Commerce block.	5. The Department of Commerce and Economics have been shifted to new block.
7. To construct new building for Sikh history AND Research Centre.	7. The Sikh history and Research Centre has been shifted to new building
8. To construct new building for Department of Journalism.	8. The Department of Journalism has been shifted to new building.
9. To construct separate building for Skill Development Centre.	9. The construction of new building has started.
10. To install Solar panels in the college.	10. Solar panels have been installed on the rooftops

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

Yes

Name of Statutory Body	Meeting Date
Academic Council	23-Nov-2019

<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes
Date of Visit	17-Apr-2019
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2019
Date of Submission	20-Feb-2019
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>To monitor and control academic and administrative activities with respect to the quality, college has implemented e-governance system. Introduction of e-governance by the college has facilitated exchange of information and communication between management, faculty and students thereby improving administration/governance of the college. Centralized e-governance office has been established in the administrative block of the college. The features of e-governance system are:</p> <ul style="list-style-type: none"> <li>• Attendance record,</li> <li>• Course coverage in form of electives</li> <li>• Accounts details</li> <li>• Academic performances.</li> <li>• Library Management Modules available in E-governance system</li> <li>• Accounts ? Fee Management ? Payroll Management</li> <li>• Inventory</li> <li>• Staff ? Leave ? Service book</li> <li>• Student ? Enrollment ? Admission ? E-Lecture</li> <li>• Library ? Accession Register ? Issue Register ? Return Register</li> <li>• Hostel ? Building and Students</li> <li>• Goods and Services ? Guest House ? Physiotherapy ? Dispensary ? Generator Details</li> </ul> <p>The e-governance system is accessible by members of faculty and staffs, parents and students. For example, all students of the institution could check their attendance, fee receipts, lectures, library books, circular and notices through the e-governance system. The e-governance cell has been well supported by the management, faculties, and students.</p>

## 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
MCom	MCOM	M.Com	17/11/2018
PG Diploma	PGDFS	Financial Services	16/10/2018
MSc	MIT	MSc(IT) Sem IV	16/10/2018
MSc	MCS	MSc(CS) Sem IV	16/10/2018
BA	BAECO	BA (Eco) Sem III, IV	17/11/2018
BSc	BSECO	BSc (Eco) Sem III, IV	17/11/2018
BSc	BSBT	Biotechnology	16/10/2018
BSc	BSBT	Biotechnology	17/11/2018
MSc	MSBT	Biotechnology	16/10/2018
MSc	MSBT	Biotechnology	17/11/2018
MSc	BOT C-512	Botany (Sem-I)	17/11/2018
BCom	BCG	B.Com(R)	16/10/2018
BCom	BCG	B.Com(R)	17/11/2018
MA	MAECO	MA (Eco) Sem III, IV	17/11/2018
BA	BAHE	Elective Hindi	16/10/2018
BA	BASS	Social Science	16/10/2018
BSc	BMH	BSc (Hons.) Maths Sem I, II	17/11/2018
BA	BAHF	Fundamental Hindi as an ID Course	16/10/2018
BA	BAPHC	Punjab History & Culture	16/10/2018
MPhil	MPP	Punjabi	16/10/2018
MA	MAP	Punjabi	16/10/2018
BA	BAPH	BA (Hons) Punjabi	16/10/2018
BA	BAP	Punjabi	16/10/2018
BSc	BSP	Punjabi	16/10/2018
BCom	BCOMP	Punjabi	17/11/2018
BCA	BCAP/ BITP	Punjabi	17/11/2018
BPT	BPTP	G Pbi, E Pbi. & Basic Pbi.	17/11/2018
BA	BMH	Mathematics	16/10/2018
BSc	BMH	Mathematics	16/10/2018

BSc	BHMH	BSc (Hons) Mathematics	16/10/2018
MSc	MHM	Mathematics	16/10/2018
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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
No Data Entered/Not Applicable !!!				
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## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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
BSc	CBCS has not been adopted in the session 2018-19	01/07/2018

## 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
0	01/07/2018	0
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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
BSc	Food Science & Technology (BFST)	43
BCom	Hons.	20
DM	Retail Management (DRM)	13
BCA	BCA	70
BSc	IT	42
MSc	CS	15
MSc	IT	12
MSc(Agriculture)	Agriculture	50
BSc(Agriculture)	Agriculture	240
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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

There is a mechanism to get proper feedback from students. The students are asked randomly to fill performa in forms evaluating the institution and also the teaching faculty. During convocation graduates and postgraduates give their views by filling in performa's. The employers always contribute and extend a helping hand for any step to be taken for the growth and development of the institution. PG alumni are members of various Board of Studies. Their suggestions serve as an objective tool to introduce need based changes curriculum of various courses.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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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	5114	984	0	0	256

### 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
256	200	250	100	20	50
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)



Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
6098	256	1:24

## 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
292	292	36	157	100

### 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. Rajbir Singh	Assistant Professor	Best Oral Presentation Award in National Conference at Shri Guru Granth Sahib World University, Fatehgarh Sahib
2018	Dr. Paramjeet Kaur	Assistant Professor	Best Poster Presentation Award in National Seminar at GNDU, Amritsar
2019	Dr. Prabhjit Kaur	Assistant Professor	Young Scientist Award in National Conference Increasing Participation of Women in Science and Technology Organized by National Commission for Women, (Govt. of India) on March 16, 2019
2019	Prof. Devender Singh	Assistant Professor	Jeet Cultural Club
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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
<b>No Data Entered/Not Applicable !!!</b>				
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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
0	0	0

## 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)

[www.khalsacollege.edu.in/igac](http://www.khalsacollege.edu.in/igac)

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
<b>No Data Entered/Not Applicable !!!</b>					
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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)

<http://www.khalsacollege.edu.in/igac>

## 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

No

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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	01/07/2018	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	548	ICSSR	1.5	1.5
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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
NIL	NIL	01/07/2018
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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
N.A.	N.A.	N.A.	01/07/2018	N.A.
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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
N.A.	N.A.	N.A.	N.A.	N.A.	01/07/2018
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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
Punjabi	2
Zoology	2

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)
No Data Entered/Not Applicable !!!			
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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
Biotechnology	8
Commerce and Business Administration	5
Computer Science Applications	3
Chemistry	5
English	2
English	10
Hindi	2
Hindi	1
Punjabi	29
Zoology	4
Botany	6
Physics	2

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### 3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
N.A.	Published	N.A.	01/07/2018

No file uploaded.

### 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
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No Data Entered/Not Applicable !!!

[View Uploaded File](#)

### 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
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No Data Entered/Not Applicable !!!

[View Uploaded File](#)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	25	215	0	0
Presented papers	27	169	0	0
Resource persons	0	4	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

No file uploaded.

### 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
N.A.	N.A.	N.A.	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
Extension Programme	Punjabi Literary Society	2	124
Literary Comptions	Punjabi Literary Society	2	124
First EBSB National Camp	11 Punjab Battalions	1	11
Second EBSB National Camp	NCC Air Unit Hyderabad	1	3
Yoga Camp	1st Punjab Battalions	1	12
Sadbhawna divas	Khalsa College Amritsar	8	400
Swachh Bharat Mission under No Polythene Drive	Khalsa College Amritsar	8	80
Seven Day Camp	Khalsa College Amritsar	4	150
Tree plantation drive	Khalsa College Amritsar	4	100
Youth Empowerment Day	Khalsa College Amritsar	10	150
One day blood donation camp	Khalsa College Amritsar	4	110
One day seminar on Traffic Rules	Khalsa College Amritsar	10	200
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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
N.A.	N.A.	N.A.	0
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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 activities	Number of students participated in such activities
Aids Awareness	Red Ribbon club	Seminar on Aids Awareness	2	120
Aids Awareness	Red Ribbon club	Inter Collage Posters, Declamation Competition	6	100

Gender Issue	Gender Champion Club	Seminar on Gender Equality	2	100
Gender Issue	Gender Champion Club	Nukkar Natak on Gender equality	5	200
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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
N.A.	N.A.	N.A.	0
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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
On the job training	Training	Ministry of Ayush, Department of Ayurveda Joginder Nagar, District Mandi HP175015	20/12/2018	09/01/2019	11
On Job Training	Training	The Ajnala Cooperative Sugar Mills Ltd Bhala Pind, Tehsil Ajnala, Distt. Amritsar, Punjab	20/12/2018	09/01/2019	03
On Job Training	Training	Nestle India Pvt. Ltd. Guru Ram Dass Nagar, Moga, Punjab	20/12/2018	09/01/2019	02
On Job Training	Training	New Egerton Woolen Mill, Dhariwal Gurdaspur, Punjab	20/12/2018	09/01/2019	01
On Job	Training	Amar Singh	20/12/2018	09/01/2019	05

Training		Chawal Wala, Chatiwind Gate, Amritsar, Punjab			
On Job Training	Training	Glacier Products (i) Pvt. Ltd., Mission Road, Pathankot, Punjab	20/12/2018	09/01/2019	05
Research Techniques	Research Techniques, hands on training on new instruments	Deptt. of Botanical and Environm ental Sciences, Guru Nanak Dev University, Amritsar, Emerging Life Sciences Ins trumentation Facility at GNDU, Amritsar	15/01/2019	30/04/2019	33
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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
N.A.	01/07/2018	N.A.	0
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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
950	959

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing

Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	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 partially)	Version	Year of automation
Orbit EZ lib	Fully	English	2005

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	195169	83617500	1813	694667	196982	84312167
Reference Books	2655	1059174	25	22723	2680	1081897
Journals	104	125699	9	133509	113	259208
CD & Video	377	0	3	0	380	0
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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
NIL	NIL	NIL	01/07/2018
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	250	20	80	11	1	13	0	80	0
Added	11	3	0	2	0	2	0	0	0
Total	261	23	80	13	1	15	0	80	0

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

80 MBPS/ GBPS
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#### 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
NIL	<a href="#">NIL</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
450	45148209	175	18406290

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)

A Project Officer has been appointed as designated officer to supervise the maintenance of buildings, classrooms and laboratories. Under his supervision a team consisting of one SDO, three junior engineers, one drafts man, one electrical engineer, one supervisor and fifteen staff members is involved in maintenance of infrastructure. During new construction and renovation work special care is taken so that there is no violation with the existing heritage structure of building of college. The Governing body has appointed Secretary (Buildings) for maintenance, repair and construction of new buildings. The college has its own Works and Maintenance Department which is fully responsible for all repairs and maintenance. This department has a regular staff under the supervision of Project Officer.

<http://www.khalsacollege.edu.in/igac>

#### 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	Scholarship	1405	19579891
Financial Support from Other Sources			
a) National	OBC	650	16215190
b) International	NIL	0	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Orientation classes	08/10/2018	400	Career guidance cell
Career counselling classes	20/10/2018	300	Career guidance cell
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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 passed in the comp. exam	Number of students placed
2018	IAS MOCK TEST	500	500	0	0
2018	LECTURE ON CHANGES IN UGC NET SYLLABUS PAPER I	200	200	0	0
2019	LECTURES ON IMMIGRATION FOR GRADUATES	300	300	0	0
2019	Lecture on career options after graduation	500	500	0	0
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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
0	0	0

**5.2 – Student Progression**

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	512	Khalsa College Amritsar	Khalsa College Amritsar	Khalsa College Amritsar	PG Programmes
2019	119	Khalsa College	Khalsa College	Other than Khalsa	Ph.D. and other

		Amritsar	Amritsar	College Amritsar	research programs
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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	16
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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
Khalsa Institutions Inter College Diwali Tournament 2018	Inter -College	700
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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
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

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

The student council consists of university and college toppers. The college has department wise societies. The students are elected as President, Secretary and Finance Secretary with senior faculty members as the convenors of the society. The societies can have 5070 members as volunteers. ?100 is charged as membership fee.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

32

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

40638502

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meet 2019 held on March 5, 2019

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

words)

• The college management holds a meeting after every two months wherein Principal of the college and two staff representatives participate and give suggestions to the management to enable it to take decisions related to the college. • Faculty members have been appointed as members of various statutory bodies as per UGC guidelines. • The college promotes culture of participative management both at the department and college level. The organisational structure of the college is an indicator of a culture of participative management. The Principal regularly holds meetings with faculty, Deans and Heads of Departments to discuss the matters related to college administration and seeks their suggestions to resolve such issues. • Regular meetings of the departments with proper agenda are convened under the chairmanship of HoD. Suggestions are taken from staff to help the department in providing better facilities to the students. • The Principal also conducts regular staff meetings wherein the challenges in dealing with certain problems are discussed. Suitable suggestions given by staff are made part of the policy designed to handle such issues. • At the nonteaching level, the Registrar takes care of matters related to administration in consultation with the Principal.

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
Examination and Evaluation	<p>The students are continuously evaluated through tests, assignments, quizzes, seminars and semester/final examinations. The performance of the students is displayed on notice boards as well as on website of the college.</p> <p>The college disseminates the information regarding evaluation processes and results to all its stakeholders through website and notice boards. The evaluation process is learner centric as per UGC guidelines. A complete transparency is observed in the setting of question papers, evaluation of answer sheets and declaration of results.</p>
Curriculum Development	<p>The major considerations in the design process and development of the curriculum include employability, innovations, pursuit of higher knowledge, research, developing professional competencies and overall development of students. The employability aspect is given special attention. The projects in all professional courses, industrial visits, training camps, workshops, seminars, career counseling etc. are part of curriculum to enhance employability.</p>

Teaching and Learning

Student centric methods are an integral part of the pedagogy adopted by the faculty that includes experiential learning, participative learning and problem solving methodologies. The learning environment is conducive for critical thinking, creativity and scientific temper. The college fosters an inclusive academic ambience. In consultation with the departments, academic calendar for teaching, learning and evaluation activities is planned and printed in the college prospectus which is available to students and faculty before the commencement of the session. The detailed academic calendar is prepared keeping in view the special needs of students, remedial classes for weaker students and enrichment courses for advanced learners, extracurricular, sports and cultural activities. The departments meticulously plan and organize the teaching schedules and time tables as per the departmental academic calendar. Besides the lecture methods, latest technologies are being used by the faculty for effective teaching. The judicious mix of lecture method and ICT based teaching is adopted such as smart boards, multimedias, OHPs, audio visual aids, use of charts, models, slides, ppts, quizzes, seminars, workshops, group discussions, assignments and tutorials are regular features of class room teaching and learning.

Research and Development

The different departments of the college are actively engaged in research and create advanced knowledge. The college has a Research Committee for fostering excellence in research by formulating Research Policy of the college for promotion of research. Eminent scientists and experts are regularly invited for fostering a research culture and enthusing the learners and researchers. The college regularly organizes conferences, seminars, workshops and guest lectures. 138 seminars/workshops/conferences were organized in the last five years. Two research journals, with ISSN registration, are started by the college. Besides a centralized research centre, two research centres are established in the Departments of Agriculture and Commerce Business

	Administration.
Library, ICT and Physical Infrastructure / Instrumentation	The college lays great emphasis on infrastructure and learning resources to enable the learners righteous blending of knowledge, skills, and values for serving the society. A conducive physical ambience for the faculty is created by providing physical and IT infrastructure, good departmental and central library resources, e-journals, databases, seminar halls, conference halls and multimedia facilities. The college is supported from UGC grants under UGCCPE, DSTFIST, DBT, research project grants, besides its own provisions to provide encouraging environment for the faculty to carry out the research work.
Human Resource Management	The college encourages the human resources by means of awards, review of academic results, duty leave for staff to participate in conferences etc. The institution ensures that the potential of the staff is properly utilized in the overall growth of the college.
Industry Interaction / Collaboration	The college encourages the human resources by means of awards, review of academic results, duty leave for staff to participate in conferences etc. The institution ensures that the potential of the staff is properly utilized in the overall growth of the college.
Admission of Students	The college admits students on entrance test basis, on merit basis and on first come first serve basis. The admission tests are conducted as per UGC guidelines with full transparency. The criteria for the selection of the students on entrance test basis include objective multiple choice based questions, interview and counseling are for merit based and first come first serve basis. The college reviews periodically its enrollment profile and the outcomes are used for improvement of the process.

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

E-governance area	Details
Planning and Development	Yes
Administration	Yes
Finance and Accounts	Yes
Student Admission and Support	Yes
Examination	Yes

### 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	NIL	NIL	NIL	0
No file uploaded.				

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)
2019	UGC Sponsored Faculty Enrichment Program on Statistica l Techniques using STATA	Nill	25/03/2019	25/03/2019	55	0
2019	Faculty Developmen t Programme on Physics Education	Nill	29/03/2019	29/03/2019	16	0
2018	Faculty Developmen t Programme	Nill	26/12/2018	01/01/2019	2	0
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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
Faculty Enrichment Program, Department of Physics, Khalsa College Amritsar	50	29/03/2019	29/03/2019	1

One week FDP, Internal Quality Assurance Cell, Khalsa College Amritsar	60	26/12/2018	01/01/2019	7
ICSSR Faculty Enrichment Program on Statistical Techniques using STATA, Department of Commerce Khalsa College Amritsar	55	25/03/2019	25/03/2019	1
7 Days workshop on Data Science Theory and Practice, Department of Computer Science Khalsa College Amritsar	40	12/04/2019	18/04/2019	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	153	0	50

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Aid	Medical Aid	Insurance/ Fee Con./ Scholarships

**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 being conducted by the audit party of management. Each and every voucher is checked intensively. External audit is being conducted by Sehgal, Khanna, Mudra and Mehra Associates. They check record and prepare balance sheets.

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



0

**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	No	Nil	Yes	Committee of Senior Teachers
Administrative	No	Nil	Yes	Committee of Senior Academic and Administrative Officers

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

NO

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

(1) Orientation Programme (2) Training Programme (3) Excursion

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

- Introduction of Internal Assessment
- Implementation of e-governance
- Energy Saving initiatives (Solar Panels)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
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
2018	One week FDP, Internal Quality Assurance Cell, Khalsa College Amritsar	26/12/2018	26/12/2018	01/01/2019	60

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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

Title of the programme	23/10/2018	23/10/2018	50	50
Nukkar Natak	14/02/2019	14/02/2019	100	100

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
<ul style="list-style-type: none"> <li>• As the main building of the college is more than 100 years old architectural marvel, its thick walls (1824 inches) with high ceilings (20 to 24 feet) make the classrooms airy and well lit. Therefore, more energy consuming electrical gadgets like air conditioners are not required.</li> <li>• The college has installed solar panels on the rooftop of the buildings to cater to the power needs of the college.</li> <li>• CFL and LED bulbs have been installed in place of incandescent bulbs.</li> <li>• The students and staff members ensure switching off all electrical fittings before leaving their classrooms or labs.</li> </ul>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6098
Provision for lift	Yes	250
Ramp/Rails	No	0
Braille Software/facilities	No	0
Rest Rooms	Yes	6098
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	28/03/2019	1	Seminar on Drug Abuse	Drug Abuse	500
2018	1	1	13/10/2018	1	Seminar on Environmental Concerns	Environment	500
2018	1	1	11/11/2018	1	Medical Checkup Camp	Health	500

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### 7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Handbook	01/05/2018	The college handbook consists of the courses offered, library, sports and other student support facilities. It also contains the college links and ethics.

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Seminar on Drug Abuse	28/03/2019	28/03/2019	500
National Seminar on Environmental Concerns	13/10/2018	13/10/2018	500
No file uploaded.			

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

• **Energy conservation:** As the main building of the college is more than 100 years old architectural marvel, its thick walls (1824 inches) with high ceilings (20 to 24 feet) make the classrooms airy and well lit. Therefore, more energy consuming electrical gadgets like air conditioners are not required. ? CFL and LED bulbs have been installed in place of incandescent bulbs. ? The students and staff members ensure switching off all electrical fittings before leaving their classrooms or labs.
 • **Use of renewable energy:** Twenty solar lights have been installed in the campus for providing green energy and saving energy. One solar water heater has been installed in the boy's hostel and the process of installation of three more solar water heaters in the student hostels are in the pipeline.
 • **Water harvesting:** ? Eleven new rain water harvesting bores have been installed in the campus for ground water recharge. The new buildings which are constructed have rain water harvesting systems for recharging the subsoil water. ? All rain water from buildings of the college flows to lawns and grounds, thus, irrigating them and recharging sub surface water level.
 • **Efforts for carbon neutrality:** ? The college has large green cover for carbon neutrality and keeps on increasing this cover by regular plantation drives in and around the campus. ? E-governance has reduced the paper usage considerably helping in carbon neutrality.
 • **Plantation:** ? Vanmahotsava is observed every year and new trees are planted in the college campus by NSS/NCC students, teachers and management members. ? Students are sensitized through street plays (Nukad Natak) on environment conservation and are encouraged to participate in plantation drives.
 • **Hazardous waste management:** ? Separate (coloured) dustbins have been installed at different places for biodegradable and nonbiodegradable waste management. The waste is collected by municipal van every day for its proper disposal. ? Practice of dumping damaged glassware and wastes in specified locations. ? Bio medical waste is disposed by a liaison agency "Amritsar Biomedical Waste Disposal" under annual contract with them since 2011.
 • **E-waste management:** ? A government registered company "Attero Recycling" has been engaged and 3865 kg of e-waste was disposed off in an environment friendly manner.

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

(i) Institutional Social Responsibility (ii) Use of IT in Administration  
([www.khalsacollege.edu.in/iqac](http://www.khalsacollege.edu.in/iqac))

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

### 7.3 – Institutional Distinctiveness

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

Khalsa College is committed to preserve its rich history and cultural heritage and making it a place of learning that would strive towards ever higher degree of excellence in the development of the mind and spirit. • It has preserved its rich history and culture by establishing Sikh History and Research Department that houses rare manuscripts, books, and a museum. • High degree of excellence has been achieved by: (a) Optimum transparency in admission of student and faculty appointment (b) Upholding merit as foremost criterion (c) Maintenance of work culture (d) Discipline combined with freedom of thought and expression (e) Sense of national consciousness. • Development of mind and spirit is woven into the ambivalence of learning environment. Students are encouraged to give up all that is dogmatic, respect all religions, be honest and hardworking, courteous towards the staff, faculty to be caring, understanding and responsive. Moreover emphasis is also laid on serving humanity and living life with dignity.

Provide the weblink of the institution

### 8.Future Plans of Actions for Next Academic Year

1. Extension of Autonomous Status 2. Completion of New Sikh History And Research Centre Block 3. Completion of Skill Development Centre. 4. Addition of new equipments 5. Purchase of books 6. Organising of Faculty Development Programmes 7. Conduct of Seminars/Conferences/Workshops 8. Training Programme for Students 9. Organising of Medical Camps for local population