



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	KHALSA COLLEGE
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
2. Institutional Status	

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)	http://khalsacollege.edu.in/Iqac.php
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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/Prospectus2020.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-2020 01	0
Participation in NIRF	18-Feb-2021 01	0
Regular Meetings of IQAC	24-Apr-2019 01	0
Regular Meetings of IQAC	29-Aug-2019 01	0
Regular Meetings of IQAC	21-Dec-2019 01	0
Regular Meetings of IQAC	14-Mar-2020 01	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
Khalsa College Amritsar	FIST	DST	2020 0	6800000
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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 :

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 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)

(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
1. To promote academic interactions by organizing seminars/workshops in various departments.	1. A total of 58 seminars/workshops and conferences were conducted by various departments during session 2019-20.
2. To promote research, publications in research journals of science, languages and arts developments.	2. Two research journals in Punjabi and Science having ISSN numbers are being published bi-annually.
3. To provide more infrastructural facilities for students.	3. New class rooms and laboratories have been constructed. Seating capacity in library has been increased. New RO
4. To construct a separate Commerce block for commerce department.	4. The construction of new Commerce Block has been completed. The departments of Commerce and Economics have been shifted to new block.
5. To promote the use of renewable energy in the college campus.	5. Solar panels have been installed on the rooftops.
6. To enhance skills of students by introducing skill related courses.	6. Short term skill development courses in computer, Accounting Software, Food & veg. processing, Web Designing, Acting & Theatrical arts, Comm. & Personality Development, Devotional Music (Gurbani Sangeet) have been started.
7. To apply for B. Voc. courses under SDC.	7. The college submitted the application to UGC for the start of the following four B. Voc. Courses under NSQF:- (i) B. Voc. Food Processing (ii) B. Voc. Software Development (iii) B. Voc. Theatre and Stage Craft (iv) B. Voc. Fashion Design and Apparel Technology

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Academic Council	06-Mar-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	17-Apr-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	20-Feb-2020
17. Does the Institution have Management Information System ?	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"> • Attendance record, • Course coverage in form of electives • Accounts details • Academic performances. • Library Management Modules available in E-governance system • Accounts ? Fee Management ? Payroll Management • Inventory • Staff ? Leave ? Service book • Student ? Enrollment ? Admission ? E-Lecture • Library ? Accession Register ? Issue Register ? Return Register • Hostel ? Building and Students • Goods and Services ? Guest House ? Physiotherapy ? Dispensary ? Generator Details <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
No Data Entered/Not Applicable !!!			
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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 2019-20	01/07/2019

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
Web Designing (SDWD)	24/02/2020	25
Computerized Accounting Software (SDCAS)	24/02/2020	25
Acting and Theatrical Arts (DSATA)	24/02/2020	25
Gurmat Sangeet (SDGS)	24/02/2020	25
Food and Vegetable Processing (SDFVP)	24/02/2020	25
Communication Skill Personality Development (SDCSPD)	24/02/2020	25
B. Voc. Food Processing (BVFP)	10/11/2020	25
B. Voc. Theatre and Stage Craft (BVTS)	10/11/2020	25

B. Voc. Textile Design and Apparel Technology (BVTD)	10/11/2020	25
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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	BFST Training	144
BCom	Hons.	26
DM	Retail Management (DRM)	16
BCA	BCA	74
BSc	IT	30
MSc	CS	9
BSc(Agriculture)	Agriculture	61
BSc(Agriculture)	Agriculture	215
MSc	IT	7
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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
<p>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 post-graduates 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.</p>

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
2019	5351	1007	165	144	309

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	Number of smart classrooms	E-resources and techniques used
309	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
6358	309	1:21

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
139	99	40	1	69

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
2019	Prof. Prabhjit Kaur	Assistant Professor	"Young Scientist Award" in National Commission for women Govt. of India New Delhi
2019	Dr. Bhupinder Singh	Assistant Professor	"NACO Appreciation Honor" in Ministry of Health and Family Welfare, Govt. of India, New Delhi
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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
No Data Entered/Not Applicable !!!				
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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
Nil	Nil	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)

http://www.khalsacollege.edu.in/Iqac.php

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
No Data Entered/Not Applicable !!!					
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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/Iqac.php

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	01/07/2019	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	Total grant	Amount received
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		agency	sanctioned	during the year
Major Projects	0	NIL	0	0
Minor Projects	0	NIL	0	0
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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	01/07/2019
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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
N.A.	N.A.	N.A.	01/07/2019	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.	01/07/2019
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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
English	2
Political Science	1
Computer Science	1

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
No Data Entered/Not Applicable !!!	
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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.	01/07/2019
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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
No Data Entered/Not Applicable !!!						
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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
No Data Entered/Not Applicable !!!						
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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/Seminars/Workshops	50	431	43	64
Presented papers	32	84	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil
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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
No Data Entered/Not Applicable !!!			
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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.	Nill
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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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Gender Issue	Gender Champion Club	Workshop on Gender Sensitization	4	200
Gender Issue	Gender Champion Club	Guest Lecture on Teachings of Guru Nanak and Gender Equality	4	200
Aids Awareness	Red Ribbon club	Camp on Dental Check-up	3	300
Aids Awareness	Red Ribbon club	Seminar on Dental Awareness	3	300
Aids Awareness	Red Ribbon club	Seminar on Aids Awareness	2	400
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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
NIL	NIL	NIL	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
No Data Entered/Not Applicable !!!					
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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.	01/07/2019	N.A.	Nil
No file uploaded.			

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
520	523

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
Video Centre	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	196982	84312167	2612	855778	199594	85167945
Reference Books	2680	1081897	52	24794	2732	1106691
Journals	95	133509	Nil	133509	95	267018

CD & Video	380	Nil	11	Nil	391	Nil
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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	01/07/2019
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	261	20	155	11	1	13	0	155	0
Added	15	3	0	2	0	2	0	0	0
Total	276	23	155	13	1	15	0	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
NIL	NIL

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
240	24309736	70	7027000

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.php>

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	Scholarships Freeships	1683	21882985
Financial Support from Other Sources			
a) National	SC	613	13913055
b) International	Nil	Nil	0
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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 implementation	Number of students enrolled	Agencies involved
Orientation classes	10/09/2019	500	Career Guidance Cell
Career counselling classes	24/10/2019	400	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
2019	LECTURES ON IMMIGRATION FOR GRADUATES	300	300	Nil	Nil
2019	Lecture on career options after graduation	500	500	Nil	Nil
2019	WORKSHOP ON MENTAL ABILITY	250	250	Nil	Nil
2019	EXTENSION LECTURE ON HOW TO CRACK IAS/PCS	300	300	Nil	Nil

2020	MOCK TEST	300	300	Null	Null
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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
Null	Null	Null

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 !!!					
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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	16	Khalsa College	Khalsa College	-	Research Programme
2019	481	Khalsa College	Khalsa College	Khalsa College	PG Programme
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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	8
GATE	2
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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 2019	Inter -College	450
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

[View File](#)

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 50-70 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) :

33100000

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
Curriculum Development	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.

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.

Examination and Evaluation

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. 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.

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, ejournals, 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
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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)
No Data Entered/Not Applicable !!!						
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
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
99	210	9	328

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	-	Yes	Committee of Senior Teachers
Administrative	No	-	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
No Data Entered/Not Applicable !!!					
View File					

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
Guest Lecture on Teachings of Guru Nanak and Gender Equality	09/06/2019	09/06/2019	100	100
Workshop on Gender Sensitization	03/04/2020	03/04/2020	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

- 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.
- The college has installed solar panels on the rooftop of the buildings to cater to the power needs of the college.
- 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.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6358
Provision for lift	Yes	6
Ramp/Rails	No	Nil

Braille Software/facilities	No	Nil
Rest Rooms	Yes	6358
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil

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	18/02/2019	03	Fashion Designing :- Certificate Course in Stitching Tailoring	Free training to girls/women of nearby areas	32
2019	1	1	18/04/2019	03	Certificate Course in Food Processing (Achar, Murabba, Chutney, bakery etc.)	Free training to girls/women of nearby areas	32
2019	1	1	18/09/2019	03	Fashion Designing :- Certificate Course in Stitching Tailoring	Free training to girls/women of nearby areas	71
2019	1	1	18/11/2019	03	Certificate Course in Food Processing (Achar, Murabba, Chutney, bakery etc.)	Free training to girls/women of nearby areas	71
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Handbook	01/07/2020	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
Seminar on Dental Awareness cum Free Dental Check-up Camp	06/03/2020	06/03/2020	600
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

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