



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	Khalsa College Amritsar
• Name of the Head of the institution	Dr. Mehal Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	01832258097
• Alternate phone No.	01832258097
• Mobile No. (Principal)	8528828200
• Registered e-mail ID (Principal)	khalsacollegeamritsar@yahoo.com
• Address	G.T.Road, Amritsar
• City/Town	Amritsar
• State/UT	Punjab
• Pin Code	143002
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	22/05/2013
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the IQAC Co-ordinator/Director	Dr. Taminder Singh				
• Phone No.	01832258097				
• Mobile No:	9988195770				
• IQAC e-mail ID	iqac@khalsacollege.edu.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://khalsacollege.edu.in/Iqac.php				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://khalsacollege.edu.in/prospectus2021-22.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	86.05	2003	16/09/2003	15/09/2008
Cycle 2	A	3.41	2011	16/09/2011	15/09/2016
Cycle 3	A	3.47	2017	30/10/2017	29/10/2022
6.Date of Establishment of IQAC			01/07/2004		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Khalsa College Amritsar	CPE	UGC	01/07/2006	27,000,000
Khalsa College Amritsar	Heritage Status	UGC	01/07/2017	1,000,000
Department of Chemistry	FIST	DST	01/07/2008	2,000,000
Khalsa College Amritsar	FIST	DST	01/07/2020	68,000,00

8. Provide details regarding the composition of the IQAC:

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	View File	
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9. No. of IQAC meetings held during the year

02

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes
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<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
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10. Did IQAC receive funding from any funding agency to support its activities during the year?

No

<ul style="list-style-type: none"> If yes, mention the amount 	
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11. 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

12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality

enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
1. To promote academic interactions by organizing seminars/workshops in various departments.	1. A total of 47 seminars/workshops and conferences were conducted by various departments during session 2020-21.
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 systems have been installed.
4. To promote the use of renewable energy in the college campus.	4. Solar panels have been installed on the rooftops.
5. To enhance skills of students by introducing skill related courses.	5. 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.
6. To start B. Voc. courses under SDC.	6. The college has been sanctioned by the UGC to the start 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

13. Was the AQAR placed before the statutory body?

Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Academic Council	06/03/2021
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
20/02/2020	20/02/2020
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	

Extended Profile

1. Programme

1.1

68

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student2.1 **6110**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **1520**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **1823**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic3.1 **68**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 **275**

Number of full-time teachers during the year:

Extended Profile

1. Programme

1.1	68
Number of programmes offered during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File

2. Student

2.1	6110
Total number of students during the year:	
File Description	Documents
Institutional data in Prescribed format	View File

2.2	1520
Number of outgoing / final year students during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	1823
Number of students who appeared for the examinations conducted by the institution during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File

3. Academic

3.1	68
Number of courses in all programmes during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	275
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Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
3.3	139	
Number of sanctioned posts for the year:		
4.Institution		
4.1	0	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	218	
Total number of Classrooms and Seminar halls		
4.3	304	
Total number of computers on campus for academic purposes		
4.4	467.77	
Total expenditure, excluding salary, during the year (INR in Lakhs):		

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college attained the autonomous status in July 2013 and prior to this period, the curriculum of affiliating Guru Nanak Dev University was adopted.

The college believes in justifying the trust of its founding fathers by synchronizing tradition and modernity. The curriculum needs are assessed after getting feedback from eminent academicians, industry experts, alumni, students and their parents. The syllabi are prepared keeping in mind the current

developments, need based curriculum and feed backs. The curricula are designed keeping in mind the needs of society in the field of agriculture, food science, physiotherapy, biotechnology, computer and IT sector, chemical industry, education, trade service and industry sectors.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

03

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

04

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

04

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Khalsa College Amritsar has always a priority for the professional ethics and human values. The paper on human rights has been introduced in M.A. political science class for the understanding of human values. The students of B.A. Social Sciences study papers on Gender and Society and fin course on Ethics and Integrity. A compulsory paper on environment science has been introduced in Semesters II and IV of all undergraduate classes to sensitise the students with environment issues.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

03

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

34

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

556

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://khalsacollege.edu.in/igac_documents/32Feed%20Back.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://khalsacollege.edu.in/igac_documents/32Feed%20Back.pdf
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

2626

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

6110

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

- The college has streamlined mechanism to analyze the academic growth of disadvantaged section of society and address their needs accordingly.
- The advanced and slow learners are identified by the concerned faculty based on: (i) Student profile (ii) Performance in house tests and semester examinations (iii) Student teacher interactions (iv) Class room response, class tests, house tests, assignments.
- Regular counseling and mentoring sessions are held to help the students to overcome their Psychological problems and achieve their goals successfully.
- The college conducts remedial classes, extra theory and practical classes for slow learners.
- Teachers motivate such students in their vernacular language.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
Nil	22	1

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

- The college has made conscious effort to shift from traditional teacher centre approach to student centric. Experimental learning, participative learning, problem solving methodologies are used to enhance learning of students. The teacher as facilitator plays a vital role in knowledge management and skill development through following activities :
- College organizes student centric seminars/paper presentations, declamation contests, poster making competitions and Internships.
- `Students are encouraged and motivated to be student editors of various sections of college magazine 'Darbar'.
- Group Activities: Tutorial, group discussions, organizing exhibitions, inter-departmental and inter-college competitions, documentary, short film making, field survey, outdoor photography, quizzes, fine art competitions, excursions, industrial visits, educational tours, National level competitions/workshops.
- Subject Societies/Clubs: Subject societies and clubs (with students as Presidents/Vice Presidents and Secretaries) to facilitate the creative and academic pursuits of the students individually and collectively. Collaborative learning, team spirit and organizational skills are promoted by societies and clubs.
- Tree Plantation Drives and Blood Donation Camps by NSS and NCC promote environmental concern and humanitarian spirit among students.
- Lectures and workshops for career guidance and personality development classes to develop and improve soft skills in students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

- All departments are well equipped with ICT- enabled facilities for teaching like OHP, LCD Projectors and Internet facility.
- A well equipped Mass Communication studio is available for training students in Production, Film editing, Film Shooting, Online editing etc.
- English language laboratory is equipped with DVD players, Computers, and CDs that are used for screening films, plays so as to equip the learners of English with good command of language for communication skills.
- Faculty makes use of all the latest gadgets viz. (multimedia projectors, power point presentation, OHP, LCD Projectors, internet facility DVD, CDs etc.
- The students are asked to collect the latest information from internet and quote the references of websites.
- Application of accounting softwares (BUSY and TALLY) by the students for learning computerized accounting.
- Virtual laboratories/ Smart class rooms.
- e-learning: The lectures on different topics are uploaded on the website for the students.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://khalsacollege.edu.in/igac_documents/38NAAC.pdf
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

275

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution
Teaching, Learning and Evaluation Schedules are planned on the

basis of academic calendar which is prepared prior to the commencement of new academic session, in consultation with department and other academic bodies.

•To make teaching effective, syllabi of each class are divided term wise keeping in view the semester and annual examination system.

- Time table prepared by the constituted committee is uploaded on the college website before the commencement of the classes.
- Workload division is done by Heads of departments.
- House tests, mid semester examination including practical tests, group discussions, seminars, projects, quiz etc. as applicable, are conducted for assessment of students. Teachers split the syllabi as per the requirement and prepare the teaching plan which is communicated to the student. Thus each department has a well defined semester plan and monthly plan to ensure smooth functioning.
- At the end of the final semester the results are announced as per schedule.
- The extracurricular activities are also incorporated in the academic calendar. The academic calendar thus prepared is printed in the college prospectus. The prospectus is available to the students and the faculty at the beginning of the session.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

97

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year**88**

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)**2024**

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms**2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year****Nil**

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year**0**

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

- The advent of autonomy introduced major examination reforms in the college.
- Pre-autonomy where the examination system was governed by Guru Nanak Dev University, the scope for continuous assignment, though not mandatory, was created through two term house/tests and regular class tests.
- College introduced continuous internal assessment system in all classes.
- Continuous internal assessments give the teacher a scope to periodically monitor the academic performance of the students and accordingly identify suitable and timely strategies for improvement.
- Autonomy has made different modes of evaluation available to the teacher.
- Transparency and scrutiny (Pre-audit) reflect the positive impact on the system.
- The continuous evaluation of students is done by internal assessment, house examination, attendance, overall activity, curricular activity etc .
- The autonomous evaluation system enables the teacher to monitor the student performance and mentor him for improvement.
- Skill based tests which comprise of assignments, presentations, seminars in addition to practical exams, project and viva voce.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

- The learning outcomes/objectives are clearly stated for each course when the course content is being prepared. Then it is passed through the BoS and Academic Council.
- The course content and the learning outcomes are made available in the prospectus.
- Orientation programmes are conducted for freshers at the beginning of the session.
- Programme-wise charts are prepared and are displayed at the time of admission.
- Regular career counseling lectures are organized for making students and staff aware of future opportunities.
- The class tests and assignments are regularly given and the marks are recorded that act as ready reference for monitoring the academic progress of the students.
- The faculty members are encouraged to conduct surprise tests, oral tests, to monitor academic progress of each student.
- Success in competitive exams, placement record, and feedback from alumni regarding their employment ensures the achievement of learning outcome.
- The students are encouraged to attend inter college competitions, workshops and seminars to compare their learning outcomes with that of others.

Achievements of learning is monitored through:

- Continuous internal assessment
- Tutorial groups seeking information regarding the deficiencies in the learning outcomes.
- Feedback from the students.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Achievements of learning is monitored through:

- Continuous internal assessment
- Tutorial groups seeking information regarding the deficiencies in the learning outcomes.
- Feedback from the students.
- The college collects and analyzes data on student learning outcome through class tests, house examinations and tutorials.
- The previous years results of various classes and the data collected by the result performance of students through departments, the calculative percentage is analyzed and discussed in the meeting of Staff, HODs and Principal and necessary actions are taken to overcome the barriers of the learning.
- Students inadequacies in meeting the learning outcomes are dealt proactively through counseling and remedial classes for improvement in examinations.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1520

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

https://khalsacollege.edu.in/iqac_documents/37Student%20Satisfaction%20Survey%2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college has a research committee to monitor and facilitate research activities in different departments. The research committee prepares the policy guidelines and provides direction in creating an environment conducive for research in the college. The college after achieving the autonomous status has moved forward towards inculcating the spirit of research amongst its faculty and students. The following are the main policy guidelines for promoting research in the college:

- To involve majority of staff members and students in research activities in their areas of interest/specialization.
- To enhance library facilities by providing more journals.
- To provide internet facility for students and faculty members in all departments.
- To make research projects/surveys/field work a part of the curriculum of all P.G. science classes, B.Sc.(Agriculture), B.Com. (Hons.), DRM.
- To promote publishing of research/review articles as per UGC guidelines during every stage of promotion of the faculty.
- To introduce research degree programme in the college which includes starting of M.Phil. in all streams.
- Relaxation in workload for two periods/week to faculty members having major/minor research projects.
- Encourage the staff to attend seminars/conferences/workshops etc.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://khalsacollege.edu.in/igac_documents/36Research%20Policy.pdf
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

NIL

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

02

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

NIL

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

02

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

- Khalsa Collee Amritsar has created a Research Centre which cters to the needs of the teachers and students.
- Sikh History and Research Centre houses a large number of old manuscripts, news papers, rare books, reference books and old weapons. Research scholars from the country and abroad consult these precious documents for their research.
- Department of Agriculture conducts the soil testing of near by farrs in its soil Testing and Research Lab.
- Department of Agriculture transfers the techniques of cultivation of various crops to the farmers.
- The bio pest lab transfers the techniques for bio friendly pests to the farmers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

Nil

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

C. Any 2 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

107

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

94

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

1083

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

Not Available

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

NIL

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

NIL

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college is committed to holistic development of students by involving them in community services. Various programmes being run by the college for promoting college neighbourhood network and student engagement are

- 10 days' NSS programme every year
- Voter awareness rallies

- Tree plantation
- Agents for change programme
- Kisan melas in collaboration with Punjab Agricultural University, Ludhiana for the benefit of farmers of the region.
- Career Counseling festivals
- Dissemination of information through web portal and mobile application containing useful information regarding crop production, weather and marketing of crops. Students installed these applications on the mobile phones of the farmers and also guided them regarding the use of these applications.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

09

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

391

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

240

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

07

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The college has adequate number of class rooms, laboratories, libraries and other physical facilities to fulfil the needs of the

teacher and the taught. Before the start of the financial year, requirements are taken from the departments for upgrading infrastructure in view of starting of new courses and increasing number of students in various courses. The management ensures the adequate availability of physical infrastructure by allocating the budget for maintenance and construction.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

To promote interest in sports, the following facilities are available in the campus:

- Large and lush grounds for outdoor games.
 - Cricket ground approved by BCCI with additional practice pitches.
 - Swimming pool of 25 m length.
 - 400 m Athletic track with 8 lanes.
 - Hockey ground
 - Football ground
 - Basketball court
 - Handball ground
 - Kho-Kho ground
 - Netball ground
 - Badminton court
 - Baseball ground
 - Boxing ring
 - Volleyball court
- Multipurpose hall for indoor games, is available for:
 - Table Tennis
 - Chess
 - Fencing
 - Shooting
 - Gatka
 - Taekwondo
 - Boxing

To promote Cultural Events, the college has following facilities.

- a) Majestic hall, where regular cultural activities are organized for students.
- b) Open air theatre for major events.
- c) Student Centre for the preparation of cultural activities of students for youth festival.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

05

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

467.77

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is fully automated. Software is used to manage the repository of books in library. All books are barcoded.

1.

Name of ILMS Software

Orbit EZ Lib

2.

Nature of automation (Full/Partial)

Fully with barcode

3.

Version

English

4.

Year of automation

2005

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: A. Any 4 or more of the above
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

2.84

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

225

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The college has IT committee which frames the IT policy. This committee reviews and takes decisions on the following matters:

- Regular network management and administration.
- Regular future facing review.
- Conduct the necessary check and fix any minor problems that may have arisen during intervening period.
- Regular review of the general I.T. requirement and ensure

the network fits with the longer term I.T. strategy.

- Identifying any potential future problems which need to be managed in advance.

The college is equipped with latest IT infrastructure which includes 9 computer labs. The college has total 326 computers with latest configuration connected to internet via 12 Mbps 1:1 OFC and 24 Airtel 4G Connections. The Administrative Block, Examination Centre and Computer Science Department are connected with 'Lease Line'. All the administrative work of the college has been computerized.

WiFi Facility:

Date and nature of updation

Broadband facility

Date and nature of updation

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
20	01

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in A. ?50 Mbps

the Institution and the number of students on campus

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: C. Any two of the above
Facilities available for e-content development
Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

467.77

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

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 who supervises 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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

631

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

231

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are C. Any 2 of the above

organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	https://khalsacollege.edu.in/Placements.php
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

2000

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

219

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

338

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

01

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

39

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

37

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The college has an Alumni Association having different chapters as Mohali chapter and USA chapter.

Activities of Alumni association during the last two years

- Directory of Alumni Association is published and updated annually.
- Alumni meet is organized every year and alumni from all over the world attend the meet.
- Many of the scholarships/stipends are being sponsored by the Alumni.
- Interaction of the students with distinguished alumni who have occupied the top occupational positions.
- Prominent Alumni are honoured on the occasion of convocation and prize distribution functions every year.
- The Mohali chapter of Khalsa College Alumni Association purchased a land and donated to Khalsa College Governing Council to establish Khalsa College of Technology and Business Studies in Mohali. All the alumni of Mohali chapter are members of the local management committee of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

- 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 non teaching level, the Registrar takes care of matters related to administration in consultation with the Principal.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

- 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 non-teaching level, the Registrar takes care of matters related to administration in consultation with the Principal.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Khalsa College Amritsar has built up an annual Strategic Plan which includes the following

- Introduction of Discipline-Centric Social Involvement Programme

- Up gradation of Classroom Infrastructure
- Optimal use of Resources on the Campus
- Developing Wellness on the Campus
- Energy and Water Conservation

Many audits have been conducted in a phased manner which includes Administrative, Academic, Campus Accessibility, Books, Environmental, Fire and Structural audits. The suggestive outcomes of these audits are implemented to achieve better functionality of the college.

As an example, an audit to upgrade classrooms was conducted by a team of senior faculty members. A round of meetings with staff members and students was carried out to accumulate suggestive measures for effective classroom teaching. Physical inspection along with student's feedback accounted for the need to Upgrade many classrooms in each department in the campus.

Many classrooms as the result were AV enabled, projectors and smart boards were installed, additional laboratories were constructed, supplementary computers and software's were purchased and faculty members were introduced to the newer technology by conducting seminars and workshops on the ICT's. Students of higher classes were also encouraged to prepare some topics and deliver presentations to their juniors using AV enabled classrooms.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The college has developed organisational structure keeping participative management in consideration.

File Description	Documents
Paste link to Organogram on the institution webpage	https://khalsacollege.edu.in/igac_documents/34ORGANISATIONAL%20STRUCTURE.pdf
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

- Regular seminars, guest lectures, workshops and conferences are organized by college to upgrade the knowledge of teaching staff. College grants duty leave to its faculty members to attend Refresher, General Orientation Courses, workshops, seminars, Faculty Development Program etc. organized by UGC-Human Resource Development Centre.
- Workshop on computer learning, e-governance and other related areas is organised by the college to appraise non-teaching staff on computer related technicalities.
- The college has set up dispensary in the campus where a full time doctor and nursing staff is available.
- Physiotherapy department has set up an OPD in the campus where treatment for various problems is provided to staff and people from outside college.
- The college promotes Organic farming for which 3 acre farm has been allotted for producing vegetables. The college is

also maintaining nursery for plants. Most of the faculty members buy vegetables and plants from college farm and nursery at concessional rates.

- Mutual aid fund for providing financial help to the staff members in case of any emergency is also being maintained.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

42

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

NIL

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

- Most of the funds required for resource mobilization are raised through fees charged from students.
- The college also mobilizes funds by acquiring grants from State Government, Central Government (DST, DBT, UGC) and MPLAD funds.

- The college has also raised 63 sponsored scholarships for the benefit of financially weaker brilliant students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

- The recommendations of IQAC led to starting of remedial classes, tutorial groups, counselling session of students in the college. All these efforts further led to higher academic standards.
- Due to regular analysis of teachers performance and motivation infused in them for excelling further, significant increase in the number of faculty members with doctoral degree has been witnessed. Increase in number of research publications has also been observed in the past few years. The recommendation of IQAC led to publishing of research journals in college.
- IQAC also recommended rebuilding of infrastructure for providing better facilities to students. Considering these recommendations, many new buildings have been constructed and old buildings have been renovated and repaired.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

- The college has well established IQAC for continuous review of teaching learning process. Structure of IQAC is as per UGC guidelines. The Principal of the college is the chairman

and a senior teacher is appointed as co-ordinator of the cell. In addition to five senior most members of the faculty, the IQAC has its members from various sections of the society.

- IQAC meets regularly to review the academic standards and quality measures established by the college.
- Suggestions from members are recorded and the administration takes suitable measures to implement them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://khalsacollege.edu.in/iqac_documents/29Annual%20Report%202020-21.PDF
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college has constituted a Gender Club. The students elect

President, Seretary and other members of the club to run its affairs. Two senior teachers are appointed Nodal Officers who guide the members of Genders Champions Club to promote gender equity and sensitization. The club organises seminars and talks on gender equity. Due to Covid 19 and the closure of all educational institutions, no such activity could be undertaken in the session 2020-21.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy plant Wheeling to the Grid energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

1.

Solid Waste Management

Solid waste is collected in blue and yellow dustbins and handed over to processing units within college campus. Different treatment methods are applied for treatment of solid waste which includes landfills, composting, vermicomposting and incineration.

2.

Liquid Waste Management

As per the manual on Jal Shakti Campus and Jal Shakti Gram given by Ministry of Human Resource Development, Department of Higher Education EBSB Cell the rain water is harvested regularly.

Recycled water is used for gardening purposes.

3.

Biomedical Waste Management

Biomedical waste from laboratories is treated with microwave irradiation, UV radiation, autoclaving and the discarded material is collected in red bags which are taken for further degradation in the incineration plant situated in Khalsa College Amritsar.

4.

E-waste Management

E-waste generated in college is sent to collection centres authorized by Punjab Pollution Control Board for dismantling, recycling and refurbishment.

5.

Hazardous chemicals and radioactive waste management

- Used and unused chemicals are properly labeled as hazardous, non-hazardous and universal waste.
- Expired and left over used chemicals are labeled and sent back to companies or suppliers for proper disposal. (washing water recycling and incineration)
- Chemical in small amounts such as salt, non-toxic and non-corrosive chemicals are disposed in sinks.
- The radioactive material is disposed by filling it up in lead (Pb) container and dumped in landfills and water bodies.

6.

Waste recycling system

The college waste is collected and segregated (biodegradable and non-biodegradable) and sent for recycling.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

D. Any 1 of the above

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

D. Any 1 of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

- The college admits students from all religions, castes and creeds and does not discriminate on the basis of region or state.
- The students are encouraged to participate in various academic, sports and cultural activities collectively.
- Many of our award winners are from different religions and belong to different states of the country.
- National events are organized to promote harmony among the students.
- The students visit different parts of country on their educational tours to promote unity among diversity.
- College contributes to national development by offering wide range of courses catering to the needs of various sections of society. The college has activities under NSS, NCC, Red Ribbon Club through which outreach programs are undertaken in community.
- To inculcate a value system amongst students, extension lectures and seminars are organized in the college. Faculty from Sikh History and Research Centre visit different classes on regular basis and inculcate moral values by delivering lectures on divinity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

- Contributing to national development

College contributes to national development by offering wide range of courses catering to the needs of various sections of society. The college has activities under NSS, NCC, Red Ribbon Club through which outreach programs are undertaken in community.

- Inculcating a value system among students

To inculcate a value system amongst students, extension lectures and seminars are organized in the college. Faculty from Sikh History and Research Centre visit different classes on regular basis and inculcate moral values by delivering lectures on divinity. College also organises seminars cum interaction sessions of staff and students on certain issues such as AIDS, Drug De-addiction, Women Health Environment where experts from respective areas are invited. The departments organize inter and intra college competitions to promote team spirit and tolerance among students. The college also organizes orientation programs and motivational lectures to inculcate value system among students.

- Quest for excellence

College has formed 21 societies which are managed by students of respective department. Arranging various activities under the banner of these committees develop managerial skills among students.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for

C. Any 2 of the above

students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- Independence Day is celebrated by hoisting National Flag.
- Khalsa College celebrates Vanmahautsav by planting trees in the campus.
- World Earth Day is celebrated by various departments.
- Book Fair is organised on international Literacy Day
- World Theatre Day is celebrated by organising cultural events.
- Melas (Fairs) are organised on Baisakhi/Diwali

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

https://khalsacollege.edu.in/iqac_documents/30BEST%20PRACTICES.pdf

File Description	Documents
Best practices in the Institutional website	https://khalsacollege.edu.in/igac_documents/30BEST%20PRACTICES.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Khalsa College Amritsar 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.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college attained the autonomous status in July 2013 and prior to this period, the curriculum of affiliating Guru Nanak Dev University was adopted.

The college believes in justifying the trust of its founding fathers by synchronizing tradition and modernity. The curriculum needs are assessed after getting feedback from eminent academicians, industry experts, alumni, students and their parents. The syllabi are prepared keeping in mind the current developments, need based curriculum and feed backs. The curricula are designed keeping in mind the needs of society in the field of agriculture, food science, physiotherapy, biotechnology, computer and IT sector, chemical industry, education, trade service and industry sectors.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

03

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

04

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility**1.2.1 - Number of new courses introduced across all programmes offered during the year**

04

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Khalsa College Amritsar has always a priority for the professional ethics and human values. The paper on human rights has been introduced in M.A. political science class for the understanding of human values. The students of B.A. Social Sciences study papers on Gender and Society and fin course on Ethics and Integrity. A compulsory paper on environment Science has been introduced in Semesters II and IV of all undergraduate classes to sensitise the students with environment issues.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

03

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

34

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

556

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://khalsacollege.edu.in/igac_documents/32Feed%20Back.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://khalsacollege.edu.in/igac_documents/32Feed%20Back.pdf
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

2626

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

6110

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

- The college has streamlined mechanism to analyze the academic growth of disadvantaged section of society and address their needs accordingly.
- The advanced and slow learners are identified by the concerned faculty based on: (i) Student profile (ii) Performance in house tests and semester examinations (iii) Student teacher interactions (iv) Class room response, class tests, house tests, assignments.
- Regular counseling and mentoring sessions are held to help the students to overcome their Psychological problems and achieve their goals successfully.
- The college conducts remedial classes, extra theory and practical classes for slow learners.
- Teachers motivate such students in their vernacular language.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
Nil	22	1

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

- The college has made conscious effort to shift from traditional teacher centre approach to student centric. Experimental learning, participative learning, problem solving methodologies are used to enhance learning of students. The teacher as facilitator plays a vital role in knowledge management and skill development through following activities :
- College organizes student centric seminars/paper presentations, declamation contests, poster making competitions and Internships.
- `Students are encouraged and motivated to be student editors of various sections of college magazine 'Darbar'.
- Group Activities: Tutorial, group discussions, organizing exhibitions, inter-departmental and inter-college competitions, documentary, short film making, field survey, outdoor photography, quizzes, fine art competitions, excursions, industrial visits, educational tours, National level competitions/workshops.
- Subject Societies/Clubs: Subject societies and clubs (with students as Presidents/Vice Presidents and Secretaries) to facilitate the creative and academic pursuits of the students individually and collectively. Collaborative learning, team spirit and organizational skills are promoted by societies and clubs.
- Tree Plantation Drives and Blood Donation Camps by NSS and NCC promote environmental concern and humanitarian spirit among students.
- Lectures and workshops for career guidance and personality development classes to develop and improve soft skills in students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

- All departments are well equipped with ICT- enabled facilities for teaching like OHP, LCD Projectors and Internet facility.
- A well equipped Mass Communication studio is available for training students in Production, Film editing, Film Shooting, Online editing etc.
- English language laboratory is equipped with DVD players, Computers, and CDs that are used for screening films, plays so as to equip the learners of English with good command of language for communication skills.
- Faculty makes use of all the latest gadgets viz. (multimedia projectors, power point presentation, OHP, LCD Projectors, internet facility DVD, CDs etc.
- The students are asked to collect the latest information from internet and quote the references of websites.
- Application of accounting softwares (BUSY and TALLY) by the students for learning computerized accounting.
- Virtual laboratories/ Smart class rooms.
- e-learning: The lectures on different topics are uploaded on the website for the students.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://khalsacollege.edu.in/igac_documents/38NAAC.pdf
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

275

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Teaching, Learning and Evaluation Schedules are planned on the basis of academic calendar which is prepared prior to the commencement of new academic session, in consultation with department and other academic bodies.

•To make teaching effective, syllabi of each class are divided term wise keeping in view the semester and annual examination system.

- Time table prepared by the constituted committee is uploaded on the college website before the commencement of the classes.
- Workload division is done by Heads of departments.
- House tests, mid semester examination including practical tests, group discussions, seminars, projects, quiz etc. as applicable, are conducted for assessment of students. Teachers split the syllabi as per the requirement and prepare the teaching plan which is communicated to the student. Thus each department has a well defined semester plan and monthly plan to ensure smooth functioning.
- At the end of the final semester the results are announced as per schedule.
- The extracurricular activities are also incorporated in the academic calendar. The academic calendar thus prepared is printed in the college prospectus. The prospectus is available to the students and the faculty at the beginning of the session.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

97

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

88

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

2024

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

Nil

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

- The advent of autonomy introduced major examination reforms in the college.
- Pre-autonomy where the examination system was governed by Guru Nanak Dev University, the scope for continuous assignment, though not mandatory, was created through two term house/tests and regular class tests.
- College introduced continuous internal assessment system in all classes.
- Continuous internal assessments give the teacher a scope to periodically monitor the academic performance of the students and accordingly identify suitable and timely strategies for improvement.
- Autonomy has made different modes of evaluation available to the teacher.
- Transparency and scrutiny (Pre-audit) reflect the positive impact on the system.
- The continuous evaluation of students is done by internal assessment, house examination, attendance, overall activity, curricular activity etc .
- The autonomous evaluation system enables the teacher to

monitor the student performance and mentor him for improvement.

- Skill based tests which comprise of assignments, presentations, seminars in addition to practical exams, project and viva voce.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

- The learning outcomes/objectives are clearly stated for each course when the course content is being prepared. Then it is passed through the BoS and Academic Council.
- The course content and the learning outcomes are made available in the prospectus.
- Orientation programmes are conducted for freshers at the beginning of the session.
- Programme-wise charts are prepared and are displayed at the time of admission.
- Regular career counseling lectures are organized for making students and staff aware of future opportunities.
- The class tests and assignments are regularly given and the marks are recorded that act as ready reference for monitoring the academic progress of the students.
- The faculty members are encouraged to conduct surprise tests, oral tests, to monitor academic progress of each student.
- Success in competitive exams, placement record, and feedback from alumni regarding their employment ensures the achievement of learning outcome.
- The students are encouraged to attend inter college competitions, workshops and seminars to compare their learning outcomes with that of others.

Achievements of learning is monitored through:

- Continuous internal assessment
- Tutorial groups seeking information regarding the deficiencies in the learning outcomes.

- **Feedback from the students.**

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Achievements of learning is monitored through:

- **Continuous internal assessment**
- **Tutorial groups seeking information regarding the deficiencies in the learning outcomes.**
- **Feedback from the students.**
- **The college collects and analyzes data on student learning outcome through class tests, house examinations and tutorials.**
- **The previous years results of various classes and the data collected by the result performance of students through departments, the calculative percentage is analyzed and discussed in the meeting of Staff, HODs and Principal and necessary actions are taken to overcome the barriers of the learning.**
- **Students inadequacies in meeting the learning outcomes are dealt proactively through counseling and remedial classes for improvement in examinations.**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1520

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

https://khalsacollege.edu.in/igac_documents/37Student%20Satisfaction%20Survey%2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college has a research committee to monitor and facilitate research activities in different departments. The research committee prepares the policy guidelines and provides direction in creating an environment conducive for research in the college. The college after achieving the autonomous status has moved forward towards inculcating the spirit of research amongst its faculty and students. The following are the main policy guidelines for promoting research in the college:

- To involve majority of staff members and students in research activities in their areas of interest/specialization.
- To enhance library facilities by providing more journals.
- To provide internet facility for students and faculty members in all departments.
- To make research projects/surveys/field work a part of the curriculum of all P.G. science classes, B.Sc.(Agriculture), B.Com. (Hons.), DRM.
- To promote publishing of research/review articles as per UGC guidelines during every stage of promotion of the

faculty.

- To introduce research degree programme in the college which includes starting of M.Phil. in all streams.
- Relaxation in workload for two periods/week to faculty members having major/minor research projects.
- Encourage the staff to attend seminars/conferences/workshops etc.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://khalsacollege.edu.in/igac_documents/36Research%20Policy.pdf
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

NIL

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

02

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

NIL

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

02

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

- Khalsa Collee Amritsar has created a Research Centre which cters to the needs of the teachers and students.
- Sikh History and Research Centre houses a large number of old manuscripts, news papers, rare books, reference books and old weapons. Research scholars from the country and abroad consult these precious documents for their research.
- Department of Agriculture conducts the soil testing of near by farrs in its soil Testing and Research Lab.
- Department of Agriculture transfers the techniques of cultivation of various crops to the farmers.
- The bio pest lab transfers the techniques for bio friendly pests to the farmers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

Nil

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

C. Any 2 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

107

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

94

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

1083

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

Not Available

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

NIL

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

NIL

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college is committed to holistic development of students by involving them in community services. Various programmes being run by the college for promoting college neighbourhood network and student engagement are

- 10 days' NSS programme every year
- Voter awareness rallies
- Tree plantation
- Agents for change programme
- Kisan melas in collaboration with Punjab Agricultural University, Ludhiana for the benefit of farmers of the region.
- Career Counseling festivals
- Dissemination of information through web portal and mobile application containing useful information regarding crop production, weather and marketing of crops. Students installed these applications on the mobile phones of the farmers and also guided them regarding the use of these applications.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

09

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

391

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/

student exchange/ internship/ on-the-job training/ project work

240

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

07

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The college has adequate number of class rooms, laboratories, libraries and other physical facilities to fulfil the needs of the teacher and the taught. Before the start of the financial year, requirements are taken from the departments for upgrading infrastructure in view of starting of new courses and increasing number of students in various courses. The management ensures the adequate availability of physical infrastructure by allocating the budget for maintenance and construction.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

To promote interest in sports, the following facilities are available in the campus:

- Large and lush grounds for outdoor games.
- Cricket ground approved by BCCI with additional practice pitches.
- Swimming pool of 25 m length.
- 400 m Athletic track with 8 lanes.
- Hockey ground
- Football ground
- Basketball court
- Handball ground
- Kho-Kho ground
- Netball ground
- Badminton court
- Baseball ground
- Boxing ring
- Volleyball court
- Multipurpose hall for indoor games, is available for:
 - Table Tennis
 - Chess
 - Fencing
 - Shooting
 - Gatka
 - Taekwondo
 - Boxing

To promote Cultural Events, the college has following facilities.

- a) Majestic hall, where regular cultural activities are organized for students.
- b) Open air theatre for major events.

- **c) Student Centre for the preparation of cultural activities of students for youth festival.**

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

05

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

467.77

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is fully automated. Software is used to manage the repository of books in library. All books are barcoded.

1.

Name of ILMS Software

Orbit EZ Lib

2.

Nature of automation (Full/Partial)

Fully with barcode

3.

Version

English

4.

Year of automation

2005

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals

during the year (INR in lakhs)**2.84**

File Description	Documents
Audited statements of accounts	View File
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)**4.2.4.1 - Number of teachers and students using the library per day during the year****225**

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The college has IT committee which frames the IT policy. This committee reviews and takes decisions on the following matters:

- Regular network management and administration.
- Regular future facing review.
- Conduct the necessary check and fix any minor problems that may have arisen during intervening period.
- Regular review of the general I.T. requirement and ensure the network fits with the longer term I.T. strategy.
- Identifying any potential future problems which need to be managed in advance.

The college is equipped with latest IT infrastructure which includes 9 computer labs. The college has total 326 computers with latest configuration connected to internet via 12 Mbps 1:1 OFC and 24 Airtel 4G Connections. The Administrative Block,

Examination Centre and Computer Science Department are connected with 'Lease Line'. All the administrative work of the college has been computerized.

WiFi Facility:

Date and nature of updation

Broadband facility

Date and nature of updation

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
20	01

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development:
Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

C. Any two of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

467.77

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

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 who supervises 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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

631

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

231

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and

C. Any 2 of the above

Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	https://khalsacollege.edu.in/Placements.php
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

2000

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

219

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

338

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

01

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

39

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

37

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The college has an Alumni Association having different chapters as Mohali chapter and USA chapter.

Activities of Alumni association during the last two years

- Directory of Alumni Association is published and updated annually.
- Alumni meet is organized every year and alumni from all over the world attend the meet.
- Many of the scholarships/stipends are being sponsored by the Alumni.
- Interaction of the students with distinguished alumni who have occupied the top occupational positions.
- Prominent Alumni are honoured on the occasion of convocation and prize distribution functions every year.
- The Mohali chapter of Khalsa College Alumni Association purchased a land and donated to Khalsa College Governing Council to establish Khalsa College of Technology and Business Studies in Mohali. All the alumni of Mohali chapter are members of the local management committee of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year

D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

- 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 non teaching level, the Registrar takes care of matters related to administration in consultation with the Principal.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as

decentralization and participative management

- 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 non-teaching level, the Registrar takes care of matters related to administration in consultation with the Principal.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Khalsa College Amritsar has built up an annual Strategic Plan which includes the following

- Introduction of Discipline-Centric Social Involvement Programme
- Up gradation of Classroom Infrastructure
- Optimal use of Resources on the Campus
- Developing Wellness on the Campus
- Energy and Water Conservation

Many audits have been conducted in a phased manner which includes Administrative, Academic, Campus Accessibility, Books, Environmental, Fire and Structural audits. The suggestive outcomes of these audits are implemented to achieve better functionality of the college.

As an example, an audit to upgrade classrooms was conducted by a team of senior faculty members. A round of meetings with staff members and students was carried out to accumulate suggestive measures for effective classroom teaching. Physical inspection along with student's feedback accounted for the need to Upgrade many classrooms in each department in the campus.

Many classrooms as the result were AV enabled, projectors and smart boards were installed, additional laboratories were constructed, supplementary computers and software's were purchased and faculty members were introduced to the newer technology by conducting seminars and workshops on the ICT's. Students of higher classes were also encouraged to prepare some topics and deliver presentations to their juniors using AV enabled classrooms.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The college has developed organisational structure keeping participative management in consideration.

File Description	Documents
Paste link to Organogram on the institution webpage	https://khalsacollege.edu.in/igac_documents/34ORGANISATIONAL%20STRUCTURE.pdf
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

- Regular seminars, guest lectures, workshops and conferences are organized by college to upgrade the knowledge of teaching staff. College grants duty leave to its faculty members to attend Refresher, General Orientation Courses, workshops, seminars, Faculty Development Program etc. organized by UGC-Human Resource Development Centre.
- Workshop on computer learning, e-governance and other related areas is organised by the college to appraise non-teaching staff on computer related technicalities.
- The college has set up dispensary in the campus where a full time doctor and nursing staff is available.
- Physiotherapy department has set up an OPD in the campus

where treatment for various problems is provided to staff and people from outside college.

- The college promotes Organic farming for which 3 acre farm has been allotted for producing vegetables. The college is also maintaining nursery for plants. Most of the faculty members buy vegetables and plants from college farm and nursery at concessional rates.
- Mutual aid fund for providing financial help to the staff members in case of any emergency is also being maintained.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

42

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

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.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

NIL

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

- Most of the funds required for resource mobilization are raised through fees charged from students.
- The college also mobilizes funds by acquiring grants from State Government, Central Government (DST, DBT, UGC) and MPLAD funds.
- The college has also raised 63 sponsored scholarships for the benefit of financially weaker brilliant students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

- The recommendations of IQAC led to starting of remedial classes, tutorial groups, counselling session of students in the college. All these efforts further led to higher academic standards.
- Due to regular analysis of teachers performance and motivation infused in them for excelling further, significant increase in the number of faculty members with doctoral degree has been witnessed. Increase in number of research publications has also been observed in the past few years. The recommendation of IQAC led to publishing of research journals in college.
- IQAC also recommended rebuilding of infrastructure for providing better facilities to students. Considering these recommendations, many new buildings have been constructed and old buildings have been renovated and repaired.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

- The college has well established IQAC for continuous review of teaching learning process. Structure of IQAC is as per UGC guidelines. The Principal of the college is the chairman and a senior teacher is appointed as co-ordinator of the cell. In addition to five senior most members of the faculty, the IQAC has its members from various sections of the society.
- IQAC meets regularly to review the academic standards and quality measures established by the college.
- Suggestions from members are recorded and the administration takes suitable measures to implement them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://khalsacollege.edu.in/igac_documents/29Annual%20Report%202020-21.PDF
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college has constituted a Gender Club. The students elect President, Seretary and other members of the club to run its affairs. Two senior teachers are appointed Nodal Officers who guide the members of Genders Champions Club to promote gender equity and sensitization. The club organises seminars and talks on gender equity. Due to Covid 19 and the closure of all educational institutions, no such activity could be undertaken in the session 2020-21.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

1.

Solid Waste Management

Solid waste is collected in blue and yellow dustbins and handed over to processing units within college campus. Different treatment methods are applied for treatment of solid waste which includes landfills, composting, vermicomposting and incineration.

2.

Liquid Waste Management

As per the manual on Jal Shakti Campus and Jal Shakti Gram given by Ministry of Human Resource Development, Department of Higher Education EBSB Cell the rain water is harvested regularly. Recycled water is used for gardening purposes.

3.

Biomedical Waste Management

Biomedical waste from laboratories is treated with microwave irradiation, UV radiation, autoclaving and the discarded material is collected in red bags which are taken for further degradation in the incineration plant situated in Khalsa College Amritsar.

4.

E-waste Management

E-waste generated in college is sent to collection centres authorized by Punjab Pollution Control Board for dismantling, recycling and refurbishment.

5.

Hazardous chemicals and radioactive waste management

- Used and unused chemicals are properly labeled as hazardous, non-hazardous and universal waste.

- Expired and left over used chemicals are labeled and sent back to companies or suppliers for proper disposal. (washing water recycling and incineration)
- Chemical in small amounts such as salt, non-toxic and non-corrosive chemicals are disposed in sinks.
- The radioactive material is disposed by filling it up in lead (Pb) container and dumped in landfills and water bodies.

6.

Waste recycling system

The college waste is collected and segregated (biodegradable and non-biodegradable) and sent for recycling.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles

A. Any 4 or All of the above

- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms

D. Any 1 of the above

Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

- The college admits students from all religions, castes and creeds and does not discriminate on the basis of region or state.
- The students are encouraged to participate in various academic, sports and cultural activities collectively.
- Many of our award winners are from different religions and belong to different states of the country.
- National events are organized to promote harmony among the students.
- The students visit different parts of country on their educational tours to promote unity among diversity.
- College contributes to national development by offering wide range of courses catering to the needs of various sections of society. The college has activities under NSS, NCC, Red Ribbon Club through which outreach programs are undertaken in community.
- To inculcate a value system amongst students, extension lectures and seminars are organized in the college. Faculty from Sikh History and Research Centre visit different classes on regular basis and inculcate moral

values by delivering lectures on divinity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

- Contributing to national development

College contributes to national development by offering wide range of courses catering to the needs of various sections of society. The college has activities under NSS, NCC, Red Ribbon Club through which outreach programs are undertaken in community.

- Inculcating a value system among students

To inculcate a value system amongst students, extension lectures and seminars are organized in the college. Faculty from Sikh History and Research Centre visit different classes on regular basis and inculcate moral values by delivering lectures on divinity. College also organises seminars cum interaction sessions of staff and students on certain issues such as AIDS, Drug De-addiction, Women Health Environment where experts from respective areas are invited. The departments organize inter and intra college competitions to promote team spirit and tolerance among students. The college also organizes orientation programs and motivational lectures to inculcate value system among students.

- Quest for excellence

College has formed 21 societies which are managed by students of respective department. Arranging various activities under the banner of these committees develop managerial skills among students.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- Independence Day is celebrated by hoisting National Flag.
- Khalsa College celebrates Vanmahautsav by planting trees in the campus.
- World Earth Day is celebrated by various departments.
- Book Fair is organised on international Literacy Day
- World Theatre Day is celebrated by organising cultural events.
- Melas (Fairs) are organised on Baisakhi/Diwali

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

https://khalsacollege.edu.in/iqac_documents/30BEST%20PRACTICES.pdf

File Description	Documents
Best practices in the Institutional website	https://khalsacollege.edu.in/iqac_documents/30BEST%20PRACTICES.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Khalsa College Amritsar 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.

File Description	Documents
Appropriate link in the institutional website	https://khalsacollege.edu.in/index.php
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

PLAN OF ACTION FOR SESSION 2021-22

- To conduct Webinars, Seminars and workshops.
- To organise Book Fair
- To procure equipments and improve other lab structure.
- To apply for ICAR accreditation of B.Sc. Hons. Agriculture
- To increase the capacity of solar panels.
- To construct new building for Gurmat Training Centre.
- To purchase books for libraries.
- To conduct on line courses in collaboration with TLC.
- To procure equipments under DST FIST scheme.