



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	GENERAL SHIVDEV SINGH DIWAN GURBACHAN SINGH KHALSA COLLEGE PATIALA
• Name of the Head of the institution	DR. DHARMINDER SINGH UBHA
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	01752215835
• Alternate phone No.	8146574224
• Mobile No. (Principal)	9855711380
• Registered e-mail ID (Principal)	savidharm@gmail.com
• Address	BADUNGAR ROAD
• City/Town	PATIALA
• State/UT	PUNJAB
• Pin Code	147001
<b>2.Institutional status</b>	
• Autonomous Status (Provide the date of conferment of Autonomy)	16/06/2016
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)
• Name of the IQAC Co-ordinator/Director	DR. JASLEEN KAUR
• Phone No.	01752215835
• Mobile No:	8146574224
• IQAC e-mail ID	jasleenkkinger@gmail.com
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://khalasacollegepatiala.org/uploads/files/21818.pdf">https://khalasacollegepatiala.org/uploads/files/21818.pdf</a>
<b>4. Was the Academic Calendar prepared for that year?</b>	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://khalasacollegepatiala.org/uploads/files/Academic_cal2021-2022.pdf">https://khalasacollegepatiala.org/uploads/files/Academic_cal2021-2022.pdf</a>

#### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.96	2006	02/02/2006	01/02/2011
Cycle 2	A	3.02	2015	01/05/2015	31/12/2021
Cycle 3	A	3.18	2022	28/06/2022	27/06/2027

<b>6. Date of Establishment of IQAC</b>	05/07/2006
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**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
Central Govt./State Govt./UGC	Autonomous	UGC	16/06/2016	0
Central Govt./UGC	CPE	UGC	01/04/2016	1,14,00,000
DDU, Kaushal Kendra, GSSDGS Khalsa College, Patiala	DDU Kaushal Kendra	UGC	14/08/2015	2,96,10,968
Biotechnology, Mathematics, Chemistry, Physics	Star College Scheme	DBT	05/03/2020	54,00,000

**8. Provide details regarding the composition of the IQAC:**

<ul style="list-style-type: none"> <li>Upload the latest notification regarding the composition of the IQAC by the HEI</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>02</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Did IQAC receive funding from any funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		

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

1. Feedback from the different stakeholders of the college- the students, the parents, the teachers, the management, the employers and the alumni- has been collected and evaluated for the effective administration of the institution.

2. Student induction programmes have been organised by various departments for the new students at the beginning of the academic session.

3. The college has organised various conferences, seminars, webinars, workshops and lectures during the session.

4. In order to provide alternate culture to various stakeholders College has been continuously uploading videos in the form of Shabads, Cultural Songs, Poems, Days celebrated, Fests, Plays, Glimpses of Conferences, Dialogue session on KCP Web TV on Youtube channel. Global Punjabi Conference has been organised regularly by the college.

5. MoUs have been signed with various industrial and educational institutions.

**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
To draft Academic Calendar.	Academic Calendar for Session 2021-2022 was prepared and posted on college website.
To organize SIP, FDP and STP	SIP for All Programmes and 03 STPs were organised
To organise various annual functions and programmes for the session 2021-22	Annual Prize Distribution - 23-04-2022, Annual Athletic Meet- 20& 21-04-2022, Founder's Day 18-07-21, 18-07-2022, Bussiness Fest - 15-03-2022, International Women Day - 08-03-2022, Global Punjabi Conference - 29&30-09-2021,
To avail the facility of online placement management portal for training and placement of final year students	MoU was signed with Almbay Networks Pvt. Ltd. for setting up online placement management portal and for training and placement of final year students on 22-09-2021
To organise Cultural, Sports Competitions and Extra-curricular activities	More than 200 activities were organised
To organise various webinar, online and offline placements/ workshops by Dr. Ganda Singh Career Guidance, Counselling and Placement Centre	23 activities were carried out for counselling and placement of the students.
To Sign MoU's with National and International Institutions.	Total 09 MoU's were signed
To send AISHE, IQAC and NIRF Reports on time	AISHE 2020-21 submitted on 14-2-2022; AQAR 2019-20 submitted on 21-06-2021; AQAR 2020-21 submitted on 22-08-2022 ; NIRF 2020-21 submitted on 09-02-2022
To introduce New Education Policy	Syllabi of some PG classes were modified as per the guidelines of New Education Policy

To commercialize the products of incubation centres	E-Store- <a href="http://www.Hunarkcp.com">www.Hunarkcp.com</a> was developed to promote 5 categories of products created under various incubation centres				
To organise Job fest	The Job Fest was organised on 10-5-2022				
To join NAD and ABC	The institution has been registered under NAD and ABC.				
To Construct Baba Banda Singh Bahadur Sports Complex	Baba Banda Singh Bahadur Sports Complex was inaugurated on November 10, 2021.				
To equip two gymnasiums with modern equipments	Modern equipments were purchased for the gymnasiums and shifted to Baba Banda Singh Bahadur Sports Complex				
To collect Feedback from all stakeholders	Feedback was collected, analysed and implemented from students (4520), teachers (84), parents (799), OSA (414), management and from Employers (4) for overall development of the institution.				
To introduce Skill oriented programmes	5 short term (120hrs) Certificate courses were successfully conducted during the academic session				
<b>13. Was the AQAR placed before the statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th>Name of the statutory body</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Academic Council</td> <td>23/11/2021</td> </tr> </tbody> </table>		Name of the statutory body	Date of meeting(s)	Academic Council	23/11/2021
Name of the statutory body	Date of meeting(s)				
Academic Council	23/11/2021				
<b>14. Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Year</li> </ul>					

Year	Date of Submission
2021-22	14/02/2022

**15. Multidisciplinary / interdisciplinary**

To ensure academic excellence the college has interdisciplinary and multidisciplinary programmes to give students exposure of varying fields thus facilitating their entry into diverse fields of knowledge. These interdisciplinary courses open plethora of avenues to students to develop their skill besides their core discipline. These fields complement each other and they make studies enjoyable and interesting. Rather than limiting students to one particular discipline, these innovative programmes offer students to choose minor programme, add-on-courses or another multidisciplinary programme along with their discipline. These courses encourage new ideas and innovations and helps students become better human beings. Authentic learning is one which focuses both on interdisciplinary and multidisciplinary programmes because both the standards (core discipline) and skill(interdisciplinary) are addressed in these programmes. Learners learn so many new things which were once considered out of their perview. Students work together in teams, learn from each other, brain storm together and learn many life skills. To make students compete at global level, they need to be instilled with knowledge, confidence, value and skills. This can happen only if there is flexibility in our education system to choose interdisciplinary and multidisciplinary programmes as per their interest. This flexibility offers them opportunities and avenues to learn their core subject and also helps them to explore additional avenues of learning beyond the core subject. These programmes offer a richer perspective on the world than any single discipline can provide which ultimately helps to develop their personality holistically. At the college, Students of Physics are allowed to study Music or some other language. In the same way, students of Humanities can opt for Economics, Retail Management and Environment Science. Science students can enjoy a few subjects of Arts and can learn a few life skills from other courses. Commerce students can relate themselves with computing skills and culinary skills. Students of B. Voc. And Agriculture study Marketing and Human Resource Management. Students of English Honours study Psychology and Philosophy in their graduation. All students study languages for better communication skills. Computing skills is a mandatory subject in Commerce, Sciences, in all B. Voc. Programmes, Agriculture, Mathematics, B.A., BBA and Master of Leadership Development. Many of our programme allow this freedom and flexibility to students to enrol themselves. Add-on-courses have

been made available to students of all streams. These programmes have various exit and entry points. The students can leave the particular interdisciplinary programme at any level and his credits are transferred to him/her for that particular time period. The college follows CBCS system to bring students at par with global standards. Under this system students can earn credits by combining unique combinations. It also offers flexibility to students to study at different time and at different institutions to complete one course. Ease of mobility and opening of various avenues makes the gist of this programme. The college is fully equipped to face any challenge of expanding the purview of the programmes. More interdisciplinary and multidisciplinary programmes can easily be added to the list.

#### **16.Academic bank of credits (ABC):**

General Shivdev Singh Diwan Gurbachan Singh Khalsa College Patiala taking cognizance of the notification by University Grants Commission in the Gazette of India on 28th July, 2021 to establish and operate Academic Bank of Credits in Higher Education Institutions, has obtained the Digi locker. The registration in the Academic Bank of Credits too has been completed. The college is fully prepared to register all its students with their own ABC accounts. The college is running the courses under CBCS Scheme or ECS Scheme. The evaluation is made on the basis of Credits. The college is in a position to transfer the credits to the students when they seek transfer to other institutions anywhere in the Globe. The college examination branch is fully equipped and proactive to implement the guidelines of University Grants Commission for the establishment of Academic Bank of Credits.

#### **17.Skill development:**

The vocational courses and skill enhancement programmes of the college play a pivotal role in the inclusive and holistic development of the students. These centres are locus of imparting skill to those students who have the will to learn because where there is a will only there is a way. We firmly believe that lives can be transformed by skill empowerment. We proudly proclaim that ours is one of the 47 colleges which received assistance from Government to establish DDU Kaushal Kendra to hone the skills of students. We run Skill Development Courses under DDU KAUSHAL Kendra for B. Voc. Food Processing & Engineering, Software Development, Automobile, Agriculture; Advanced Diploma in Auto Electrical & Electronics and Advanced Diploma in Green House Technology and B. Voc. Fashion Design & Technology. These courses focus on generating employability skills and entrepreneurship development. These skills



teach communication, organisation, team work, punctuality, emotional quotient, critical thinking, creativity, adaptability, computer literacy and inclusiveness. Success is rewired through these courses. The students work together in teams and their teachers facilitate them to bring out excellent work force out of them. Hard work is the key to success and these courses succeed on this specific purpose. These courses make the students design their career. Incubation Centre helps students in developing their business and solving any problems arising out of it. It also provides technical and advisory services. These incubation centres also act as start up for the students who can build up on these skills to start their business after leaving the college. In addition to these courses the college is running successfully skill enhancing P.G. Courses, U.G. Courses. Our labs are pivot of practical training. Students learn with aplomb from their teachers and these labs become a nerve centre of knowledge transmission. Students work fast and think fast without any limiting factor in these labs. They learn time management skills too which goes a long way in shaping their future lives. Many values added courses act as wind beneath the wings of learners and give wings to their degrees to soar high. These skills bring into focus their interests and transform it into their talent. These value-added courses prepare productive work force which is committed to excellence, intelligent planning and focused effort. The college has a state-of-the-art language lab where the study of conversational skills and communicational skills is imparted by expert teachers. One-year Intensive diploma in French and Advanced Diploma in French is running zealously and enthusiastically. The college regularly receives financial assistance from various funding agencies, like DBT-STAR Scheme, College with Potential for Excellence, Community College, Deen Dayal Upadhaya Kaushal Kendra (DDU), UGC- Innovative Course Master of Business Administration (Leadership Development) and B. Voc. The college has already carved a niche for itself as a hub of skill development and enhancement and we are ready to embrace any challenge to take this tag to the next level.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The Guru Shishya Parampra of the Indian knowledge system, where Guru and Disciples indulge in meaningful discourse has been integrated as the pedagogical practice of the college. This parlance is followed in the college religiously. Students look up to their teachers as their Gurus and stay connected to them not only during their study programmes but even after they leave the college. The world of technology has made it even more convenient and possible. Not only

in the class but even outside, not only in college hours but even beyond the time, teachers pass on knowledge to make students spiritually, morally, physically, mentally and academically sound. Language barrier is never an issue. Teachers use all suitable mediums of instruction to disseminate knowledge. Such is the extent of their mutual understanding that many a time student understand their Gurus gestures and nonverbal messages. Students are given the freedom to emote in the language of their choice so that they get opportunity to express themselves irrespective of their lingual background. All platform, cells, societies, associations, centres and festivals strive to connect students and expose them to the rich culture and heritage that they belong to. For this, many distinguished and eminent personalities are invited to have a good interface with students. Global Punjabi Conference and Youth Festival & Folk Festival shoulder the responsibility of keeping every student abreast of their rich heritage. Students are reassured that their culture is their brand and that they should always stay rooted to it without caring about the winds of western influence. The college has been making a good use of technological advances to restore India's position as Vishwa Guru. They make the class room arrive in their homes and transfer lessons, notes, videos, messages since we feel that it is the right of every child to have an equal access to quality education. All norms are moulded to suit the talent and interest of students. During pandemic, head of the institution and teachers stressed on their conceptual understanding, working on their creative and critical thinking, equipping them with life skills by connecting with them online. Every kind of method was evolved to make students resilient in the hard times so that they emerge out, after the pandemic, with nerves of steel. In future, this trend of offline and online sharing of knowledge will continue as we are equipped with all paraphernalia to transmit knowledge whatever way the need arises. Online tests, comprehensive assignments, life skills and counselling sessions will keep helping teachers to prepare a good formative assessment of students. Equity and inclusion will always be the core words at every platform so that every young mind gets opportunity regardless of their birth or background. Emphasis on quality will never be compromised. So, every effort has been made and will be made to tread on India's world-famous path of Global Knowledge Superpower path.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

The college has a student centric teaching and learning methodology with focus on achieving the stated learning outcomes. All the programmes of the institution have affixed programme outcomes, programme specific outcomes and course outcomes on their syllabi.

These outcomes present clearly and concisely the strengths of the particular programme. Students can visit the college website and choose a programme according to their interest. These outcomes allow students to know what they will learn in that specific programme, which skill of theirs will be honed, which entrepreneurship skills they will learn, if the programme will generate employability. Programme outcomes contain broad statements about the gist of the entire programme explaining programme with every detail. The students can set their priorities while choosing the programme by planning, evaluating, measuring, estimating the outcomes. These programme outcomes are prepared with the help and consensus of panel of Board of Studies, faculty members, alumni, industrial advisor and employer. In this way the requirement of stakeholders, industry, environment and academicians is sought to make the programme wholesome. Programme specific outcomes contain specific statements describing the outcome of that particular programme for every year. The students can gauge what the programme specific outcome would be after the completion of the study every year. It explains to students overall academic excellence that the programme expects from them. It delineates the point of undertaking those specific programmes and how it relates to their life, society and culture. Course outcomes demonstrate outcomes of each course or paper. Students can fathom what they are going to learn in each paper and how the knowledge will equip them after the study of each paper. They get to know how their acquired theory and knowledge will enhance their strength and how they will be able to apply the learnt theory to practical approach. They are told about the rewarding careers they will be eligible for. They are specified what they would be able to learn by the end of the course/paper. At the end of the session, it is ensured that course outcome aligns with programme specific outcome and programme outcome. To measure the successful fructification, mapping of syllabus is done which helps to make a good estimate of the satisfaction level of the syllabus. Our mission gets accomplish only when learners receive what exactly we try to deliver them. Our language programmes develop imagination and creative thinking of the students and this is transmitted to them through programme outcomes. Students get to know that their fine and gross motor skills will be groomed through reading. By going through the outcomes, students can justify their choice of the programme. The programme outcomes also specify that they would be given opportunities to explore, discover and experiment to enhance their cognitive skills. To conclude programme outcomes, programme specific outcomes and course outcomes provide necessary specificity above the pros and cons of the programme to make it easy for the students to decide their academic journey. The institution has already been following the outcome based education process and is ready to add

anything new as per the spirit of the New Education Policy.

## **20.Distance education/online education:**

The college stayed connected with its students in the disconnected world of Covid-19. Optimal utilization of technology was undertaken as the college took initiative to teach students by providing teachers access to free Wi-Fi facility, Zoom Software App and Google Meet. It is difficult to teach when students are sitting apart in their own homes but the teachers believed in themselves and used many online interactive options to keep the process of teaching learning going on. Several workshops were organised for teachers which taught them the nuances of holding online classes. Teachers became learners and quickly learnt how to schedule Zoom classes and form Google class rooms. They made additional email addresses to receive a flood of Assignments, MSTs and Exams. In addition to that, every department formed YouTube channels where every single teacher uploaded the lessons in a simple, clear, concise and lucid manner. Questions for quiz were made to make an assessment of the students' grasp on the lesson. For the last two years, the college has been equipping itself regularly with smart technological tools to disseminate knowledge and information to the students. Class rooms have been equipped with lecture capturing systems, interactive panels and open access Wi-Fi facility. Flexible hours have been adopted for teaching to ensure that no student is left behind. Though the traditional method of direct instruction in class rooms cannot be replaced at any cost, but through digital teaching and learning, we added to, supported & enriched it. It can be said that we had an interactive teaching and learning in a virtual way. Teachers are always there for their students. They always think about their welfare, they learn from them and for them. The college discovered many methods to be capable to reach more students and offered them lessons with a great variety. Technology proved to be a gold mine for the institute. Lessons, assignments and exams were taken online. Online revision and remedial classes benefited all students. The college connected with its students through online teaching for many academic, extra and co-curricular activities to keep stimulating their brains. Many programmes, webinars, workshops, alumni meet, celebration of important days, induction programmes, festivals, competitions, parents' teachers meet were organised with the help of technology. Pandemic could not restrict our activities despite many restrictions it imposed. It proved to be a blessing in disguise for us and now we are more strongly equipped to face any challenge if it poses in the future. Thus, the college is fully prepared for the New Education Policy as far as the delivery of Online Education is concerned. However, for Distance Education the

college is not authorised yet by UGC.

## Extended Profile

### 1.Programme

1.1 39

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1 5697

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 1855

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3 4929

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

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1 1404

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2	<b>190</b>
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.3	<b>197</b>
Number of sanctioned posts for the year:	

#### **4. Institution**

4.1	<b>973</b>
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

4.2	<b>121</b>
Total number of Classrooms and Seminar halls	

4.3	<b>404</b>
Total number of computers on campus for academic purposes	

4.4	<b>618.09948</b>
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.

Various stakeholders provide their suggestions towards curriculum enhancement which focuses upon augmenting student achievements at the completion of each course. It is ensured that the course outcomes are in tandem with program specific outcomes which results in appropriate fulfillment of program outcome.

The curriculum is designed in a manner where Programme Outcomes, Programme Specific Outcomes and Course Outcomes of each Programme

reflect the local, regional, national and global needs. It is then tabled by the departments at Board of Studies meetings for approval. The panel of Board of Studies has representation from academia, industry and alumni, who provide the valuable suggestions which are incorporated in the curriculum. It is approved and passed by Academic Council and ratified by Governing Body.

It is ensured that the programmes taught must enable the students to be employable, skill oriented and entrepreneurs. The time and market relevance of the courses and programmes of the college has always been given proactive thought process.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	Nil

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

10

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

1404



File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

**73**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

**32**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 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

**The college emphasizes on sensitizing the students towards gender, environment and sustainability, human values and professional ethics**



by incorporating these values into the curriculum. Curriculum of B.A. (Honours) Social Science focuses on human values; gender and environment and sustainability. B.Com, B.C.A. and B.A. Electives like Sociology, Political Science, Public Administration sensitize students towards the prevalent Social Inequality, Corruption in Public Life, Human Rights and its Violation, Caste Discrimination, Gender Inequality and measures for Women Empowerment.

Curriculum of B.A. Electives like Religion, Folk Art and Culture and Cultural Studies inculcates the core values of religious co-existence, communal harmony, diversity and cross-cultural understanding which promotes social awareness, inclusion and altruistic behaviour among the students. Various UG and PG Programmes under streams of Agriculture, Business Studies, Economics, Mathematics and Sciences focus on professional ethics in their respective fields.

Environmental issues and Sustainability; Drug Abuse and Road Safety Awareness are taught at UG Level to all the students at the under graduate level. A number of certificate courses, add-on courses and student interactions, discourses, deliberations, workshops, seminars, conferences focus on various cross cutting 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	<a href="#">View File</a>
Any additional information	No File Uploaded

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

16

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	No File Uploaded

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

388

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

401

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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	<a href="https://khalsacollegepatiala.org/igac/feedback-report">https://khalsacollegepatiala.org/igac/feedback-report</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
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	<a href="https://khalsacollegepatiala.org/igac/feedback-report">https://khalsacollegepatiala.org/igac/feedback-report</a>
Any additional information	<a href="#">View File</a>

## 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

2035

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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)

550

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 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.

Regular special programmes for both slow and advanced learners are organised by Dr. Ganda Singh Career Guidance, Counselling and Placement Centre of the College after undertaking assessment of the learning levels of students from the beginning of the academic session. Mentors assess regularly the learning level of the mentees. Mid semester tests, class tests, oral tests, monthly tests, discussions, seminars, presentations and assignments help teachers track the progress of the students in Academics. Appropriate strategies are chalked out to bring equity. Regular feedback is

taken to know the satisfaction level of the learners.

Booster classes are held for bright students. Advanced Learners are encouraged to participate in seminars and conferences.

Remedial classes, Revision Classes, One-to-one interactions, English speaking classes are arranged for slow learners. Extra classes are also organised for students coming from other states for the subject of Elementary Punjabi. Revision classes and doubt classes aim to prepare and equip slow learners to have a firm grasp on the subject. It is mandatory for all students to participate in co-curricular activities regularly undertaken by all departments. Braille Books are available in library for blind students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
20/11/2021	5697	190

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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 pedagogical methodology adopted in the college is student centric with focus on experiential learning, participative learning and problem-solving approaches for enhancing learning experiences.

Under experiential learning, students learn through active involvement and by doing things themselves with focus on Practicals, Field Projects, Internships and Industrial Training.

Under participative learning, students learn by participating in various activities like group discussions, role playing and working

in teams to complete projects. Students participate in shared learning by going in for internships, summer trainings and end semester trainings. After completion of the training, the students submit reports, make presentations upon the skill and lesson learnt and viva is conducted to check their learning level.

Under problem solving methodologies case studies, research projects and workshops on analytical skills are undertaken. Learners collect information by researching for data, statistics, information, and inputs, examine and scrutinize it. They evaluate the entire information and then draw conclusion. From conclusion they come out with their findings. Thus by analyzing, interpreting, inferencing, explaining, self-regulating they learn problem solving.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	<a href="http://khalsacollegepatiala.org/AQAR2021-22/QLM/about/student-centric-methods">http://khalsacollegepatiala.org/AQAR2021-22/QLM/about/student-centric-methods</a>

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

All the UG and PG Departments of the College uses Information and Communication Technology (ICT) in education to support, improve and optimize the teaching and learning process.

#### Use of ICT by Faculty-

College has Smart Class Rooms, Interactive Boards, Projectors for PowerPoint presentations to be used by the faculty for delivering lectures. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

Industry Connect Lectures- Seminar Halls and Auditorium are digitally equipped where interactions are regularly organized for students.

Video Conferencing - Students are counselled with the help of Zoom/Google Meet.

Online Lectures through Zoom, Google Meet, Microsoft Team, Google Classroom

Video lecture- Teachers are provided with desktops, laptops and

lecture capturing system facility for recording of video lectures for students. Teachers record and share their lectures on YouTube links with students.

Workshops- Teachers use various ICT tools installed in Computer and Soft Skills Labs for conducting workshops on latest methods such as SPSS, Programming languages, simulations and soft skills.

College Learning Management System- Platform for delivering e-learning content. A learning management system is software for creating, managing, and delivering e-learning content.

WhatsApp groups- For Mentor-Mentee interactions WhatsApp Groups are formed.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://kcpelearning.com/">https://kcpelearning.com/</a>
Upload any additional information	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

190

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

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

**Preparation of and Adherence to Academic Calendar and Teaching Plans:**

**Academic Calendar:**

- IQAC initiates the process by sending notices to all departments and examination branch at the onset of new

academic session.

- All Departments and Examination Branch prepare academic calendars and send them to the IQAC.
- IQAC prepares comprehensive academic calendar for the session which is displayed on the college website.
- On the completion of the session, IQAC checks the adherence and all the activities are published in the Annual Report which is displayed on the college website.

#### Teaching Plans:

- IQAC initiates the process of preparation of teaching plans by sending notices to all departments at the onset of new academic session.
- Departments prepare Teaching Plans for each course in all programmes.
- Departments keep record of covered/un-covered syllabus.
- Extra Classes are held wherever required.
- IQAC keeps soft copy of above documents

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

190

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

79

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

1392

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

9.7

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

203



File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
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 Examination Branch of the college has incorporated IT integration and reforms in all procedures and processes pertaining to examination. The major reform made by the Examination Branch can be highlighted briefly as under:

- Continuous Internal Assessment of the students is undertaken by the respective teachers through assessment of assignments, MSTs and other academic activities of the class.
- Case studies, practicals, viva-voce, project reports and dissertations form an integral part of the overall evaluation of the students.
- The results of all classes are declared within 15 days from the last date of examination of each class.
- Online filling of examination form is undertaken.
- Examination schedule is declared well in advance for each semester.
- Confidential results are issued within 24 hours from receipt of application.
- Transcripts are issued to the students within 2 days from receipt of the application.
- Online Payment for paper setters is done within a week from the receipt of Paper.
- Provisional certificate is issued to students within 2 days from the receipt of application.
- Online Internal Assessment portal for PG classes for teachers has been initiated.
- Examination Grievance Cell is also maintained for student grievances with regards to the examination.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://khalsacollegepatiala.org/academics/controller-examination">https://khalsacollegepatiala.org/academics/controller-examination</a>

## 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

All the programmes of the institution have programme outcomes, programme specific outcomes and course outcomes affixed on their syllabi. These outcomes present clearly and concisely the strengths of the particular programme as these outcomes are prepared with the help and consensus of panel of Board of Studies, faculty members, alumni, industrial advisor and employer. In this way the requirement of stakeholders, industry, environment and academicians is sought to make the programme wholesome. Programme outcomes, programme specific outcomes and course outcomes provide necessary specificity regarding the pros and cons of the programme to make it easy for the students to decide their academic journey.

Programme and Course outcomes are displayed on College website and communicated to teachers and shared with students through online mode.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://khalsacollegepatiala.org/iqac/program-outcomes">https://khalsacollegepatiala.org/iqac/program-outcomes</a>

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

All programmes have affixed Programme Outcomes, Programme Specific Outcomes and Course Outcomes on the syllabi.

Towards the end of each academic session, it is ensured that course outcome aligns with Programme Specific Outcome and Programme

Outcome. To measure the successful fructification, mapping of syllabus is done. This process is accomplished in two methods- Direct and Indirect. Under Direct method, two strategies CIE and SEE are employed to map attainment level. Under continuous internal evaluation (CIE), the marks of MST-I, MST-II and Assignments are considered. Under Semester End Examination (SEE), result of Final Exams is considered. Under Indirect method, a survey is undertaken which helps in mapping satisfaction level of the Course Attainment.

If there is a gap between Attained Target and Overall Course Outcome attainment, it is considered as not satisfactory attainment. Then the revision of teaching plan is undertaken with view to update it and plug the gap between the two. The action taken orients the teachers towards achieving complete attainment of Programme Outcomes and Course Outcomes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://khalsacollegepatiala.org/syllabusall">https://khalsacollegepatiala.org/syllabusall</a>

### 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

1678

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://khalsacollegepatiala.org/AQAR2021-22/ONM/uploads/files/2.5.1/annual%20report%20final.pdf">khalsacollegepatiala.org/AQAR2021-22/ONM/uploads/files/2.5.1/annual%20report%20final.pdf</a>

### 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://khalsacollegepatiala.org/AQAR2021-22/QNM/uploads/files/1.4.1/FEEDBACK\\_ANALYSIS.pdf](https://khalsacollegepatiala.org/AQAR2021-22/QNM/uploads/files/1.4.1/FEEDBACK_ANALYSIS.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 is highly enterprising and proactive in the promotion of research. The institution research facilities are frequently updated and there is a well-defined policy for promotion of research which has been uploaded on the institutional website and implemented.

The college has a dedicated Research Centre named as Prof. Piara Singh Padam Research Centre. It has independent library and computers for the dedicated researchers. There are special research grants for college faculty for doing research projects as well as for attending the conferences and workshops. College also conducts workshops for the staff members and students on research.

The faculty members are also encouraged to go for research innovations. As a result, some patents have been obtained on the name of the college. Many staff members of the college have done major/minor research projects of UGC and other agencies. The DBT, Government of India has given the Star Scheme to the Physics, Chemistry, Mathematics and Biotechnology of the College keeping in view the research achievements of the college. The faculty members also publish papers of high quality in various national and international journals.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://khalsacollegepatiala.org/research/research-policy">https://khalsacollegepatiala.org/research/research-policy</a>
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)**

**5.8**

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

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

**0**

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

**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)**

**0**

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

**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	No File Uploaded

**3.2.3 - Number of teachers recognised as research guides**

15

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

**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	No File Uploaded
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.

The College makes consistent and unstinted efforts for the promotion of research, transfer of knowledge, community orientation, making the education process innovative, entrepreneurial and time relevant. The college has established Research Centre and Campus for Research

and Advanced Studies, Dhablan with the state-of-the-art facilities for Research and Innovation.

An effort is made to involve the nearby farming community for transforming the agriculture in to organic agriculture. Vermicompost and Vermi-wash manure is prepared with the help of creating of proper digs and pits and the same is sold to the general farming community at very reasonable cost. Similarly, Seed Graders, Seed Dusters, Seed Winnower, Seed Cleaners and Seed-graders cum dusters are available in the Research Campus for the training of the Students and the local farming community. The soil and water testing facility is also made available to the community.

The college has three incubation units for students in Department of Food Processing and Engineering, PG Department of Agriculture and PG Department of Fashion Design and Home Science. The students are trained to become successful entrepreneurs, innovators and creators of new knowledge.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

31

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
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**

A. All of the above

through authenticated software

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	<a href="#">View File</a>
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**

36

File Description	Documents
URL to the research page on HEI website	<a href="https://khalsacollegepatiala.org/research/about-research">https://khalsacollegepatiala.org/research/about-research</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

62

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

43



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://khalsacollegepatiala.org/AQAR2021-22/QNM/about/books-chapter-published">http://khalsacollegepatiala.org/AQAR2021-22/QNM/about/books-chapter-published</a>

### 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

44

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 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

5

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
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)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
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**

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
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

NSS Department -Volunteers celebrate important national as well as international days, organizing activities under Cleanliness, Nutrition, Environment, Road Safety campaigns, organising blood donation camps, one day camps, seven days camps, providing rural exposure and awareness on electronic voting and elections to its volunteers. NSS volunteers occasionally visit five adopted villages to generate awareness among villagers in the form of rallies and street plays on social issues, environment safety, drug abuse.

NCC- Army, Naval and Air Wing - These platforms organize extension lectures and talks to build the personality of the students. Drug

Abuse programmes, blood donation camps, tree plantation drives, Swachh Bharat Abhiyan, Yoga Day and Awareness Camps on Air Pollution and Environment Safety are on the list of the programmes.

Youth Club and Red Cross Society organizes seminars/webinars in collaboration with vigilance bureau to observe Vigilance Awareness Week. The society also organizes blood donation camps, multi-specialty health camps.

Nanhi Chaan Cell organizes several programmes for the welfare of girl students. Seminar, workshops, awareness relay are organized to generate awareness regarding women empowerment, education of girls, domestic violence, rights or women etc.

Various Department Clubs and Associations organize several programmes to sensitize students and society on social issues.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://khalsacollegepatiala.org/AQAR2021-22/QLM/about/extension-activities">http://khalsacollegepatiala.org/AQAR2021-22/QLM/about/extension-activities</a>

**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**

30

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
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)**

89

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**5097**

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

**5**

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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)**

**10**

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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.

College has adequate infrastructure and physical facilities for teaching-learning. It has ICT enabled 89 class rooms, 02 seminar halls, 01 board room, 01 video conferencing hall, 01 auditorium.

The college has fully equipped 10 computer/soft skills labs and 01 research lab with latest configured computers. P.G. Department of Physics has 05 labs (Electronics lab, Optics lab, Nuclear Physics lab, Mechanics lab and Thermal lab) P.G. Department of Chemistry has 04 labs (Organic, Inorganic, Physical and Analytical). The Department of Biotechnology has 03 well equipped practical labs. P.G. Department of Fashion Design and Home Science has 03 Labs. Department of Agriculture has fully equipped 06 labs (Horticulture, Soil Science, Agronomy, Agronomy Forestry, Animal Husbandry, Plant Breeding and Genetic) and 03 smart classrooms. DDU Kaushal Kendra has 02 Food Processing Labs and 01 Automobile Workshop.

All labs, its equipments, tools, devices, gadgets, apparatus, gears and appliances are maintained by lab attendants for its maximum utilization. The college has 83 projectors, 404 desktop and laptops Computers, 81 printers, 8 photocopiers, 6 multifunction scanners, 3 smart boards, 07 interactive boards, 14 portable projectors, video meeting tools like (Zoom, Google Meet, Microsoft Team, Google Classroom) and College Learning Management System (KCPLMS) Platform for delivering e-learning content.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://khalsacollegepatiala.org/AQAR2021-22/OLM/about/infrastructure-for-teaching">http://khalsacollegepatiala.org/AQAR2021-22/OLM/about/infrastructure-for-teaching</a>

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

The institution has adequate facilities for cultural activities and is known for its exemplary achievements. These activities are locus of imparting skill to those students who have the will to learn.

Various facilities available for cultural activities are Fine Arts lab, Music Vocal lab and studio, Music Instrumental lab, Theatre lab and equipments, auditorium, 4 open air theatres and media centre.

The college has outdoor and indoor sports facilities equipped with modern gadgets and machines. The indoor sports include Chess, Carom and Table Tennis. The college has a its long list of playgrounds- Hockey, Football, Handball, Cricket, Badminton, Basketball, Kabaddi, Kho-Kho, Table Tennis, Volleyball, Gatka and Athletics.

Baba Banda Singh Bahadur Sports Complex has been established in the year 2021 with an area of 5193.94sq.ft. It houses Yoga and Aerobics Hall and a Gymnasium. The track is daily utilized for walk in mornings and evenings by fitness enthusiasts from outside the college.

The students of Cultural activities and Sports avail many incentives like fee concession, hostel accommodation, refreshments and bus facility.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
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

121

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

158.30862

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
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 of the college is automated using Integrated Library Management System. The ILMS Software is SOUL (2.0) with the Year of automation: 2008-2009

**WEB OPAC:** The library has developed its own collection database through library software. The library is fully computerized with the barcode-based issue and return process. Online Public Access Catalogue (OPAC) facility has been provided in the Main Library. OPAC is widely used by students and faculty members to search books by title, author, subject name, etc. 04 Touch Screens have been installed. The information about books can be accessed from anywhere in the world on WEB OPAC Link (<http://192.168.2.101/webopac/>).

**E-Resources:** The library is a member of the Delnet, J-Gate and N-List consortia of the Information Library Network (INFLIBNET). Under this consortium library, more than 19,000 e-journals, 1.37 lakh e-books for students and faculty members have been provided. Internet and reprographic facility with a computer system.

**Library Automation:** The entire active book collection is updated in the library software database and the online public catalogue (OPAC) is available to students and faculty members. Book issue and return is fully automated in the library software. Library is partially automated and has 01 server, 04 computers for public access, 3 barcode scanner and 01 RFID Gate.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**4.2.2 - Institution has access to the following: e-** A. Any 4 or more of the above

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

**4.53**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

**284**

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
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 regularly updates its IT facilities. IT Cell is highly proactive in IT and E-Governance measures pertaining the institution. IT Policy is quite exhaustive and covers almost all the areas of Academic Administration. Every year plans are made for



matters like updation, cyber security, WiFi and budget allocation for the same. The college provides need-based budget for IT requirements. The college website [www.khalsacollegepatiala.org](http://www.khalsacollegepatiala.org) is regularly updated.

The various IT facilities available in the college are: 404 desktops and laptops, 32 access points, 07 interactive panels, 03 smart boards, 83 projectors, 14 portable projectors, 81 printers, 6 scanners, 8 photocopiers and 10 lecture capturing system. The internet lease line has been upgraded from 155 mbps to 200 mbps in the year 2020-2021 and college campus is fully WiFi. Sophos firewall for providing cyber security has been installed in the college. The Antivirus software has been installed on all the computers in the college.

The e-content development facility includes the following platforms:

- Video Lectures on YouTube
- E-Content on Slide share, Whatsup groups.
- KCP Learning Management System
- Media Centre for recording Video Lectures
- Soft Skill Labs
- Zoom and Google meet for virtual classes and meetings.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
5697	404

File Description	Documents
Upload any additional information	<a href="#">View File</a>

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

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
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**

A. All four of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 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)**

411.46174

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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 college has an effectively productive and operative policy to maintain and utilize all facilities available in the college. The head of the institution proactively ensures that all facilities are not only utilized but also regularly maintained and updated.

- The college has a well-established and well-organized system and procedure for maintaining and utilizing physical, academic and sports facilities.

- The institute has formed various committees for efficient functioning of the system.
- College Advisory committee facilitates the head of the institution in all kinds of important and significant decisions for effective maintenance and utilization of all facilities.
- Regular meetings are undertaken to discuss new policies for improvement, utilization and maintenance of infrastructure.
- The committees like Campus Construction, Development and Maintenance; College Plantation, Landscaping and Environment Committee etc. regularly work to keep the campus in proper shape and form.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

502

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

769

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

<p><b>5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology</b></p>	<p><b>A. All of the above</b></p>
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File Description	Documents
Link to Institutional website	<a href="https://khalsacollegepatiala.org/campus/soft-skills">https://khalsacollegepatiala.org/campus/soft-skills</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

**4518**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<p><b>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</b></p>	<p><b>A. All of the above</b></p>
--	-----------------------------------

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>

## 5.2 - Student Progression

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

**56**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

**126**

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

### 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

**147**

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

27

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

The college functions through an active student council congregation. Rather than a centralized body, the college has decentralized the functioning through various bodies and cells that become an integral unit of the student council. This strengthens the student council as different bodies look after diverse aspects essential for the growth of the college and the students.

The Nanhi Chaan Cell functions uniquely by choosing a gender champion; English Literary Society elects its members in the capacity of Vice President, Organising Secretary, Creative Head, Executive Members; Brave Hearts Club of Department of English elects its Coordinators; Department of Punjabi elects its members who then organises events to uphold and spread Punjabi as a Language through the Kirat Club; each teacher selects five Students and a total of 500 students are thereby selected who become part of this prestigious council.

The SCM appoints Office Bearers of Commerce and Management Association and co-ordinate various activities of the department.

Students have representation in various academic and administrative bodies/committees of the institution like IQAC and Departmental Board of Studies.

Each department of the college also nominates minimum of two class representatives for each class to enable the smooth functioning of its activities: Academic and Extra Curricular.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

28

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
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

Alumni Association of the college is registered under DIC/PTA/Society/314 of 2014-15 under Societies Registration Act (XXI of 1860) and as amended by Punjab Amendment Act 1957. OSA Khalsa College Patiala has its own Constitution and is managed by the Governing Body.

The College Alumni Association has 10000+ Members and 13 OSA Chapters- Khalsa College Patiala Chapter, India Chapter, Canada Chapter, Australia Chapter, New Zealand Chapter, UK Chapter, America Chapter, Spain Chapter, Oman Chapter, Norway Chapter, Denmark Chapter, UAE Chapter and Ethiopia Chapter.

The various contributions of College Alumni Association are- Financial Contribution, Counselling Services, Placement Services, Scholarships, Exchange Programmes, Information Dissemination, Students Interactions and Motivational Talks.

Many of its worthy alumni are working in the college in various capacities and they are valuable part of the Khalsa College Patiala OSA Chapter. Many books in the college library have been donated by our old students. Our Alumni also donates rare books and manuscripts to the college as well as departmental library. Alumni fund is used to develop infrastructure in the college. OSA Park has been developed by our Alumni, Solar Lights have been installed in the college Campus as well as in hostel by Old Students' Association.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

<b>5.4.2 - Alumni's financial contribution during the year</b>	C. 5 Lakhs - 10 Lakhs
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File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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 administration derives its course of action through its vision and mission statement which lucidly outlines the functioning directives for the college.

The governance of the institution follows well-developed policies and procedures manual on admission, teaching, learning, research and evaluation processes. The vision of the college with its focus on perseverance for perfection permeates all areas of governance of the college.

The college is being effectively run under the management of Shiromani Gurdwara Prabandhak Committee (SGPC), Sri Amritsar Sahib. The College Governing Body, which governs the academic, administrative, financial and other important matters of the college. It comprises members from college management, academe, society and staff representatives. The College Academic Council is an important recommendatory body which plays a vital role in the



overall academic planning and growth of the institution. It comprises members from academe and all Head of the Departments.

The college administration is decentralised through delegation of administrative, academic, cultural and sports responsibilities and authorities among the Deputy Principal, Vice Principal (Skill Development and Evening Courses), Vice Principal (Administration), Vice Principal (Academics), Deans, Heads of the Departments, Co-ordinators and Members of various committees. Regular meetings to plan, organise and monitor the activities of the college are undertaken.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 has a decentralized and participative management organisational structure with academic and administrative statutory bodies and committees: Governing Body, Academic Council, IQAC, Academic Advisory Planning and Evaluation Committee, Internal Compliant Committee, Academic Audit Committee, Departmental Board of Studies. These bodies and committees facilitate effective decision making through expression of creative and innovative ideas, individual or group suggestions and representations. The participation of the staff members in decision making is ensured through their active involvement in the administrative process of the college. Periodic meetings at multiple levels are conducted to plan, coordinate, execute and evaluate the activities for the current academic session in accordance with the long-term planning of the college.

Along with the participation of the faculty members, the students are also involved in the process of decision making. The student representatives are members of the key statutory bodies and also as class representatives provide the opinion of the students regarding the academic and administrative process of the college.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
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

The College has the mandate to promote Punjabi Culture, Language and the values upheld by Sikhism. This is one of the major strategic area of the college. To achieve the desired objective, the college regularly organised Global Punjabi Conference and it is a very successful implementation of one strategic activity of the College.

To take the Punjabi Culture and Language at the International level, a high-level committee comprising of honorary secretary, principal, heads of all departments, and entire department of Punjabi, was formed to deliberate on the road map for its promotion. After much deliberation, modalities were delineated and it was decided to organize Global Punjabi Conference annually, to invite distinguished writers and speakers to take part in the conference from all over the world.

It was also decided to confer Khalsa College Global Punjab Rattan Award and Khalsa College Global Punjabi Gaurav Award every year to esteemed & eminent personalities.

The college has organised four Conferences since 2018 and published three conference proceedings in book form as decided. Every year the conference sees participation of delegates from all over the world who make the conference a huge success with their valuable words, discussions and presentations.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://khalsacollegepatiala.org/iqac/strategic-plan">https://khalsacollegepatiala.org/iqac/strategic-plan</a>
Upload any additional information	<a href="#">View File</a>

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 administration is headed by the Principal, who is appointed as per the UGC, Punjabi University, Patiala and State Government norms.

The principal is responsible for the academic and administrative matters of the college. The principal is assisted in the administrative process by the Deputy Principal, Vice Principals - Skill Development and Evening Courses, Administration and Academics.

Governing Body governs academic, administrative, financial and other important matters of the college. It is constituted by the Trust of the College.

Academic Council is responsible for framing rules and regulations for academic, sports, cultural and other co-curricular activities. It Scrutinizes and approves the proposals of the Boards of Studies regarding start and modification of new programmes and courses.

Finance Committee is responsible for financial planning and management

Board of Studies is constituted as per the UGC guidelines and is responsible for Planning and preparing syllabus and ordinances of the academic programmes and approving the panel of external examiners.

The College has various committees - IQAC and Committees for SC/ST, Minority and OBC Scholarship, Grievance Redressal, Internal Compliant, Anti-ragging, Anti-Sexual Harassment, PTA, Old Student Association etc.

All the above committees are constituted as per the UGC guidelines

and other regulatory bodies.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://khalsacollegepatiala.org/iqac/education-policy">https://khalsacollegepatiala.org/iqac/education-policy</a>

**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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
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

The college has a policy of consistently undertaking effective welfare measures for the teaching and non-teaching staff. These are Fee Concession to wards of Staff Members, Group Insurance Scheme, Loan against Provident Funds, Staff Welfare Fund, Free Uniforms for Class IV Employees, Subsidised Medical Facility from Selected Hospitals, Provision for Advance Salaries, Maternity Leave, Station Leave, Earned Leave, Duty Leave, Medical Leave and Casual Leave. For physical fitness and wellbeing, the staff members can avail the facilities of outdoor games through the playgrounds as well as indoor games and gymnasium through Banda Singh Bahadur Sports Complex. Health services are provided to staff members through round-the-clock doctor availability, provision of ambulance facility and arrangements of regular health check-up camps.

To facilitate academic and career development college Organises Faculty Development Programme for Teaching Staff, Staff Training Programme for Non-Teaching Staff, provide Seed Money for Research Projects, grants to participate in International and National Conference, Study Leave and Encouragement for Enrolment in PhD. Free Wi-Fi facility on the campus is provided to all staff members. They are also facilitated with E-Library facility from N-list, J-Gate and other E-Resources.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://khalsacollegepatiala.org/igac/education-policy">https://khalsacollegepatiala.org/igac/education-policy</a>

**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)	No File Uploaded

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

6

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
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.)**

53

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

##### 6.4.1 - Institution conducts internal and external financial audits regularly

The college regularly conducts both internal and external financial audits. The internal auditor is appointed by the management body of the institution. The internal auditor checks and verifies reconciliation of fees and bank statement as well as monthly income-expenditure statement, the correctness and accuracy of vouchers, stock registers, log books of vehicles and trial balance on monthly basis in order to locate the errors in accounts. At the end of each financial year, the correctness and accuracy of all financial statements as well as income-expenditure balance sheet is checked and verified by the external auditor and a report is submitted to the Principal office of the college. The government bodies (Comptroller and Auditor General of India) CAG and (Finance Department of State Government) FD undertakes the annual auditing of the Grant-in-aid posts and courses as well as the scholarships and UGC Grants received by the college. Any queries raised by these government bodies are duly resolved by the principal in consultation with finance officer and report of the same is submitted to the offices of these government bodies. The complete mechanism of auditing comes under the purview of the Principal, Finance Officer and Accounts Department of the College.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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)

0

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

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

The college obtains its funds through diverse sources- Fee from Students, Salary support from State Govt., Funding under DBT Star Status Scheme, Funding Under CPE Scheme, Funding Under Community College Scheme, Funding Under DDU Kaushal Kendra Scheme, Funding Under UGC Innovative Course Scheme, Funding for B.Voc. Courses and Funding from SGPC. In addition to the above-mentioned sources of generating funds and the standard requirement of expenditure needed for the functioning of the institution, any special requirement for infrastructural development or expansion in the college along with capital expenditure to meet the developmental needs of the college are duly authorised by the governing body.

For effective Utilization of Resources - Finance Committee prepares An Annual Budget to allocate the resources. Purchase Committee follows the proper purchase procedure to procure various items. The expenditure is monitored by the Finance Committee and at the end of the financial year it is ratified and approved by Governing Body.

Institution conducts Internal and External Financial Audits on regular basis.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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)

**IQAC consistently contributes towards institutionalizing following quality initiatives:**

Documentation of the activities of the College for various reports required for rankings, quality audits and accreditation processes.

Seed Money is awarded to the teachers for enhancing research aptitude.

Generating an eco-system for creativity and innovations amongst the stakeholders.

Approaching funding agencies for financial support.

Organising quality enhancement programmes.

**Institutionalized Practices of IQAC:**

**Practice 1: Curricula Development and Restructuring:**

IQAC facilitates curricula development, revision and restructuring through Departmental Board of Studies. The panel of Board of Studies has representation from academia, industry and alumni, who provide the valuable suggestions which are incorporated in the curriculum. It is approved and passed by Academic Council and ratified by Governing Body. Skill Development Courses under DDU Kaushal Kendra focus on generating employability skills and entrepreneurship development.

**Practice 2: Administering Feedback Process:**

Feedback is collected from all stakeholders- From Students through Feedback Performa, CR Meetings, Mentee Feedback, From Teachers through Departmental & BOS Meetings, From Employers through- HR Interactions & Feedback, From Alumni through - Alumni Meet & Interactions and from Parents through PTA meets.

The feedback is then analysed and the insights obtained are implemented and shared with the stakeholders.



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://khalsacollegepatiala.org/igac/igac-meetings">https://khalsacollegepatiala.org/igac/igac-meetings</a>

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

**IQAC is the foremost coordinating body of the college undertaking regular institutional reviews of the teaching learning process for the implementation of reforms in order to assure quality and excellence. It guides the process of curricula development and restructuring, ensures the implementation of academic calendar and syllabus plan, promotes ICT enhanced teaching, skill-oriented training, linkage with industry, preparation of e-content, monitors functioning of LMS of the college and learning outcomes of academic programmes through syllabi mapping.**

**Reform I: Skill Enhancement Learning**

A number of value-added and skill-oriented certificate course have been introduced with focus on Soft Skills, Language and Communication Skills, Life Skills - Yoga, Physical Fitness, Health, Hygiene, Disaster Management etc., Computing Skills and Analytical Skills. Syllabi is revised on regular basis to incorporate latest topics and practical aspects.

**Reform II: Holistic Development of Students**

A number of activities are carried out by NSS, NCC & various other clubs, societies, associations, with emphasis on holistic development of the students with focus on Spiritual Development, Mental Development, Emotional Development, Physical Development and Social Development

The college has signed MOUs with industry and this linkage with industry invigorates teaching which develops critical and creative thinking among students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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	<a href="https://khalsacollegepatiala.org/igac/annual-reports">https://khalsacollegepatiala.org/igac/annual-reports</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **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

For the promotion of gender equity, the curriculum of the college focuses on sensitizing students on gender studies and human rights in programmes like B.A. Honours in English, B.A. Political Science (Elective), Sociology (Elective), Economics (Elective), B.A. (Honours) Social Sciences, B.Com. and M.A. English, Political Science and Economics.

Various committees have been formed to organise co-curricular and extra-curricular activities for promotion of gender equity and gender sensitization. These are Girls Welfare Committee, Boys

Welfare Committee, Nanni Chaan Cell, Grievance Redressal Cell, Anti Sexual Harassment Cell, Gender Champions & NSS.

Various activities carried out for this purpose are Seminars, Trainings, Workshops, Lectures, Medical and Health Camps, Counselling Sessions, discussions and deliberations.

The college takes full responsibility of the protection of the girls. Teachers on proctorial duty ensure their proactive presence on the campus in all periods. Police personnel are invited to guide girls' students with Safety tips and downloading of Girl Safety App.

Various facilities available for women on campus are Girls Hostel, Bebe Nanaki Park, Gym Facility, Bus Facility, Study Room Facility, Parking Facility, Common Room, Day Care Centre Facility, Green Area and Food Lounge, Facility of Sanitary Napkin Vending Machine.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="http://khalsacollegepatiala.org/AQAR2021-22/QLM/about/measure-gender-equity">http://khalsacollegepatiala.org/AQAR2021-22/QLM/about/measure-gender-equity</a>

**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**

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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)

The college has the facilities for the effective and efficient management of degradable and non-degradable waste. The committees for the various areas of degradable and non-degradable waste regularly plan, monitor and execute the disposal or recycling of the waste during the year.

Solid Waste Management Committee ensures that waste is segregated and collected in colour coded bins. The collected biodegradable waste is then subjected to efficient use by either of two units fabricated in the college campus, one for the garden/green waste and the other for waste accumulated in the canteen. Five compost bins are especially designed by the committee to convert the non-toxic biodegradable waste into useful manure.

For liquid waste management, the college has two water treatment plants where the sewerage water is treated and the same is used for the college lawns, grounds and for the agriculture fields.

For E-waste management, college has signed MOU with the approved agency of Punjab Pollution Control Board.

For Hazardous chemicals, the college follows the policy as suggested by UN by reducing it as per the chemicals used in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
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-**

A. Any 4 or all of the above

**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.**

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	<a href="#">View File</a>
Details of the software procured for providing assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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 fully embodies the cultural practices as taught by the ten Sikh Gurus in its day to day working.

Admissions are open to all sections of society having diverse cultural and lingual backgrounds. The institution does not discriminate against anyone on the basis of caste, creed or faith. Students from all strata of society as well as geographical diversity are welcome into its fold.

Through various Cultural Fests, students get an opportunity to interact with other students that teaches them the life skills of patience and tolerance. It exposes them to respect the cultural distinctness of the other. Also, students learn other languages by participating in activities that are not in their mother tongue.

Langar, (Community Kitchen) is practiced on Gurburab. Food is served to all regardless of the differences of religion, caste, ethnicity, gender or class. This practice promotes among the students the value of equality for all.

Students Visit Old People's Home/Orphanages/ Lepers Colony/Slum areas every year to celebrate various festivals like Christmas,

Diwali, Gurburab; to share the joys of the occasions and also offer gifts.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

The College organises many activities to sensitise students and employees about their constitutional obligations.

The Constitution Day is celebrated in the college on November 26th every year to observe the adoption of the Constitution of India. An important part of the celebrations is the reading of the Preamble of the Constitution and reaffirming our commitment to uphold its ideology. Special lectures are also organised to create awareness about the objectives of the Constitution.

Human Rights Education is taught by making Human rights, Women rights and Child rights a part of the syllabus. Awareness is spread among students and employees about the dignity and rights of all humans regardless of the differences of caste, colour and gender by organising Seminars and Lectures.

To teach Democratic Values, visits to Punjab Legislative Assembly are organised. Through these visits, students can gain an insight into how the State Legislature functions and add to their understanding about the functioning of Government. Voter education, spreading voter awareness and promoting voter literacy in India is the need of the hour. The college engages the students and employees through activities and hands-on experience to sensitise them on their electoral rights.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>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</b></p>	<p>A. All of the above</p>
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File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The College celebrates National and International commemorative days, events and festivals with great zeal and enthusiasm. Following important days are celebrated- Constitution Day, Lohri Festival, Diwali Festival, National Cancer Awareness Day, Gandhi Jayanti , National Daughters Day, Guru Nanak Jayanti, National Deworming Day, Hindi Diwas, National Education Day, Independence Day, National Engineers Day, International Commerce Day, National Science Day, International Day Against Drug Abuse and Illicit Trafficking, National Sports Day, International Day for Biological Diversity, National Unity Day, International Day for Eradication of Poverty, National Voters Day , International Day for Girl Child, NSS Day, International Day of Happiness, Onam Festival, International Day of Sign Languages, Republic Day, International Day of Yoga, Teachers Day, International Mother Language Day, World Environment Day, International Ozone Day, World Food Day, International Women's Day, World Health Day, World Water Day.

Students also participate in various national extension activities with Government and Non-Government Organisations such as Fit India



Movement Plogging Run Programme under Swachh Bharat Abhiyan FICSI, New Delhi, Nutrition Month, Tree Plantation Campaign, Swachhta hi Sewa Campaign, Swachhta Pakhwada, Vigilance Awareness Week, Pollution Awareness Pakhwada are some such programmes.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 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

### Best Practice I

**Title:** To provide an alternate culture to the society in the contemporary scenario of eroding values.

**Objectives:** To sensitize the students towards their traditional values, moral legacy and cultural heritage.

**Context:** To provide an alternate culture to the society by providing them with value-based education and entertainment in the times of eroding values and traditions.

**The Practice:** To upload alternate-culture value based videos, to organise Global Punjabi Conference and to reach out to underprivileged sections of society.

**Evidence of Success:** More than 6000 students participated in activities that sensitized them towards their traditional values, moral legacy and cultural heritage. The Khalsa College Patiala Web TV on You Tube Channel has more than 8000 subscribers in the session 2021-2022

### Best Practice II

**Title:** Skill Development for Knowledge Acquisition and Upgradation of Human Capabilities to Increase Employability.

**Objectives:** To impart skill-based education, aiming to make the students time and market relevant as well as globally competent.

**The Context:** To cover the wide gap between the skills required in the industry and the skills provided by our education system and to fill the gap between employment and employability.

**The Practice:** To impart employability skills to the students through trainings, lectures and workshops.

**Evidence of Success:** DDU Kaushal Kendra is successfully running B.Voc. Food Processing and Engineering, Software Development, Automobile, Agriculture and Advanced Diploma - Green House Technology, Auto Electricals and Electronics. Various departments of the college focus on Skill Development among the students through workshops, seminars, conferences, competitions, exhibitions etc.

File Description	Documents
Best practices in the Institutional website	<a href="https://khalasacollegepatiala.org/iqac/best-practices">https://khalasacollegepatiala.org/iqac/best-practices</a>
Any other relevant information	<a href="http://khalasacollegepatiala.org/AQAR2021-22/OLM/about/best-practices">http://khalasacollegepatiala.org/AQAR2021-22/OLM/about/best-practices</a>

### 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)

The distinctiveness of the institution is the consistent focus on the holistic development of the students. The college has evolved as a gateway to excellence by inculcating among students the positive values of persistence, commitment and dedication which transforms them into lifelong learners.

The college endeavours to make students responsible citizens, sound decision makers and empowered work force. The aim is to make them time and market relevant, globally competent, spiritually sublime, socially responsible, ethically strong and morally upright students.

Every department makes a conscious effort to engage students creatively, meaningfully and productively. Academic calendar displayed in every department highlights various activities, seminars, conferences, workshops, extension lectures, special

occasions, special days, awareness camps and rallies, donation programs, tours, visits and excursions for experiential learning of the students.

Many interface programmes devoted to making societies resilient are organized where students are sensitized to make a society that is harmonious, happy and peaceful. Valuable lessons of tolerance, co-existence, patience, harmonious living are taught to the students. The NCC (Air, Army and Navy) and NSS departments enrol students in large numbers, nurtures the spirit of comradery, discipline and selflessness among the students to enrich their personalities.

File Description	Documents
Appropriate link in the institutional website	<a href="https://khalsacollegepatiala.org/iqac/institute-disinctive">https://khalsacollegepatiala.org/iqac/institute-disinctive</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

- To draft Academic Calendar.
- To keep organizing SIP, FDP and STP.
- To organise various annual functions and programmes for the session 2022-23.
- To organise Cultural, Sports Competitions and Extra-Curricular activities.
- To organise various seminars, workshops and placement drives by Dr. Ganda Singh Career Guidance, Counselling and Placement Centre.
- To Sign MoUs with National and International Institutions.
- To send AISHE, AQAR and NIRF Reports on time.
- To introduce more Value added and enrichment courses.
- To introduce more programmes and certificate courses focusing on employability, entrepreneurship and skill development.
- To expand the reach of incubation centres.
- To promote research activities among teachers and students.
- To organise Job Fest and Science Fest.