



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		GENERAL SHIVDEV SINGH DIWAN GURBACHAN SINGH KHALSA COLLEGE PATIALA
Name of the head of the Institution		Dr. Dharinder Singh Ubha
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01752215835
Mobile no.		9855711380
Registered Email		khalsacollegepatiala@gmail.com
Alternate Email		khalsacollegepatiala@yahoo.com
Address		Badungar Road
City/Town		Patiala
State/UT		Punjab
Pincode		147001

2. Institutional Status																									
Autonomous Status (Provide date of Conformant of Autonomous Status)	16-Jun-2016																								
Type of Institution	Co-education																								
Location	Urban																								
Financial Status	Self financed and grant-in-aid																								
Name of the IQAC co-ordinator/Director	Dr. Jasleen Kaur																								
Phone no/Alternate Phone no.	01752215835																								
Mobile no.	8146574224																								
Registered Email	kcpiqac@gmail.com																								
Alternate Email	khalsacollegepatiala@gmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://www.khalsacollegepatiala.org/alldownloads/aqar_report_2018_19.pdf																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.khalsacollegepatiala.org/alldownloads/academic_cal_19_20.pdf																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>2.96</td> <td>2006</td> <td>02-Feb-2006</td> <td>01-Feb-2011</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.02</td> <td>2015</td> <td>01-May-2015</td> <td>31-Dec-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	2.96	2006	02-Feb-2006	01-Feb-2011	2	A	3.02	2015	01-May-2015	31-Dec-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B++	2.96	2006	02-Feb-2006	01-Feb-2011																				
2	A	3.02	2015	01-May-2015	31-Dec-2021																				
6. Date of Establishment of IQAC	05-Jul-2006																								
7. Internal Quality Assurance System																									
Quality initiatives by IQAC during the year for promoting quality culture																									
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries																							

IQAC		
Internal Financial Audit	15-Jul-2020 40	4
Feedback from Management	20-Jul-2019 01	8
Feedback from Alumni	24-Jul-2019 15	133
Feedback from Hostel Inmates	03-Mar-2020 15	97
Feedback from Students	03-Mar-2020 15	1730
Feedback from Parents	28-Feb-2020 01	44
Participation in AISHE	20-Feb-2020 15	10
IQAC Meeting	25-Mar-2020 01	13
IQAC Meeting	15-Jan-2020 01	13
IQAC Meeting	31-Jul-2019 01	16
View File		

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
GSSDGS Khalsa College Patiala	Autonomous	UGC	2016 2190	0
GSSDGS Khalsa College Patiala	CPE of UGC	UGC	2016 1825	11400000
DDU KAUSHAL Kendra, GSSDGS Khalsa College Patiala	DDU KAUSHAL Kendra	UGC	2015 1234	29610968
View File				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional

Yes

website	
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<p>Significant contributions made by IQAC during the current year (maximum five bullets) 1. Feedback from the different stakeholder of the college: the students, the parents, the teachers, the management and the alumni were collected and evaluated for the effective administration of the institution. On the basis of the feedback the College introduced B.Voc. Fashion Design and Technology and 15 skill oriented, market relevant short term certificate courses, covering the field of Agriculture, Science, Soft Skills Personality Development, Folk Culture and Languages. 2. Offline and Online Students induction programmes were organised by various departments for the new students at the beginning of the academic session 3. The college organised various conferences, seminars, webinars, workshops and lectures during the session. 4. In order to provide alternate culture to various stakeholders Khalsa College Patiala is continuously uploading videos in the form of Shabads, Cultural Songs, Poems, Days celebrated, Short Punjabi Movies, Fest, Play, Conferences glimpse, poetic symposium, dialogue session on KCP Web TV on Youtube channel. 5. Sixteen teachers were allotted research project under CPE grant and seed money of the college.</p>	
View File	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achievements/Outcomes
To introduce various skill oriented and market relevant courses for UG and PG classes.	15 short term certificates courses of 120 to 150 hours were introduced for undergraduate and postgraduate classes.
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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
College Academic Council	16-Oct-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	30-Jan-2020

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	20-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The Management Information System of the college is an ICT based digital platform which expeditiously coordinates and analyses the diverse and enormous information of the college. It enables the college management with swift and effective decision making. The customized framework of MIS provides easy access to information to all the stakeholders of the college. The MIS of the college focuses upon the administrative and academic modules to facilitate efficient working of the institution. The Administrative Modules operational in the college are: The Student Online Admission Portal, Generating Smart ID Cards, College Fee Management System, Faculty Portal, Student Portal, Online availability of the Syllabi, Date sheets and Results, Online Public Access Catalogue (OPAC) facility in college library. The Academic Modules operational in the college are: Perfect Learning Management System (PLMS)</p> <p>During the Pandemic the college promptly responded to the acute need of creation of flexible learning environment in 2020 with the introduction of Learning Management System (LMS) through PLMS which is available at kcpelearning.com, a special website of the college. It efficiently caters to the educational needs of the students. The faculty members share the electronic content with the students and interact remotely with them. Online Examination As per UGC guidelines the college successfully conducted online examination of the outgoing classes.</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MCom	MCOM	Commerce	02/11/2019
View File			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BVoc	Fashion Designing	13/12/2019	CCWD- Certificate Course in Web Development	15/07/2019
View File				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Fashion Design and Technology	13/09/2019
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	nil	30/06/2020

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Certificate Course in Bakery Confectionery	15/07/2019	28
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Banking, Insurance & Finance	74
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes

Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Feedback from all the stakeholders of the institution was obtained in a blended mode. The students, parents of the students and old students of the college evaluated all the aspects of the institution. The quality of teaching learning process, examination process, extracurricular programs, services provided by the college library and canteen along with the overall atmosphere of the college was evaluated by 44 parents under the Parents Teachers Association (PTA) Cell. The response of the parents was constructively incorporated after deliberation in the college Advisory Committee. The feedback from the students was obtained online. The criteria for students evaluation of the institution was: - Teaching Learning Process - Administration of the Institution. - Library Services. - Hostel Management For the feedback process a total of 1827 students participated, out of which 1730 provided feedback for the first three criteria while 97 responded for the feedback of the fourth criteria. Analysis and interpretation of the collected data from the Feedback Proforma of the students were undertaken. -Data Analysis: The data gathered was analyzed using MS-Excel. Graphic representation of the descriptive statistics using absolute numbers and simple percentages was undertaken. -The teaching faculty provided their feedback during the departmental and staff meetings. The concerns of teachers were presented in the college Advisory Committee. After deliberations in the committee the steps for further improvement were taken. -The feedback from the management of the college was received in the meeting of the college Governing Body. The external members of IQAC and Academic Council provided their feedback. The comments were recorded in their respective minutes register. -The feedback from the Alumni of the college for enhancing the performance of the college was collected online. The Old Student Association (OSA) members filled the online feedback forms. Their suggestions were deliberated in the college Advisory Committee and subsequent necessary actions were undertaken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Humanities	960	1421	1173
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	5268	916	106	3	104

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-

learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
213	213	500	57	9	17

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

• Career Guidance Cell: The students are guided and counseled to face the challenges of the competitive world. Dr. Ganda Singh Career Guidance, Counselling and Placement Centre organises workshops, lectures and special career counseling sessions to guide the students regarding job opportunities. Career Guidance and Counselling is provided to the students through one to one interactions and seminars. Industrial placement drives are organised to provide job opportunities to the students. • Academic Mentoring: The institution is highly receptive to the requirement of the students. For this purpose the institute has an integrated mentoring system where the faculty acts as a link between the students and the institution. Class in-charges (teachers) are assigned to monitor and guide the students throughout the academic year. Class in-charges coordinate with the parents regarding the progress of the students. Individual recognition and encouragement is provided to the students. Class representatives (students) are mutually decided among the students. They are the mediators between the faculty, the administration and the students. Doctors are provided for psychosocial support at the time of need. Routine advices are provided to the students on balancing of academic and professional responsibilities. • Social Values: To inculcate social responsiveness among the students, online interactions were organised between the college Principal, Faculty Members and the Students. During the Pandemic, to provide emotional guidance and enhance mental well being of the students, inspirational and motivating videos were created by the Principal and faculty members. These videos were shared online with the students. The students are encouraged to remain optimistic and motivated even in difficult times.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
6260	213	1:29

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
221	213	7	32	75

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Gursharan Singh Gill	Associate Professor	HOD of the Year Award 2020 by Institute of Scholars, Bnagalore

[View File](#)

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last	Date of declaration of
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			semester-end/ year-end examination	results of semester-end/ year- end examination
BBA	BBA	IV	10/10/2020	14/10/2020
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
6	5818	0.103

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://khalascollegepatiala.org/igac/program-outcomes>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCOM	BCom	Commerce	298	296	99
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.khalascollegepatiala.org/alldownloads/ssfeedback19_20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes
Name of the teacher getting seed money
Ms. Rajwinder Kaur
View File

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	Nil	Nil	30/06/2020	Nil
No file uploaded.				

3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	UGC (CPE Seed Money)	195000	117000
View File				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
National Webinar on Intellectual Property Rights (Copyright Patent and Trademark)	IQAC	14/08/2020
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	31/12/2020	NA
No file uploaded.				

3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Vermi Wash	Organic Manure Production (OMP) unit	PG Department of Agriculture, KCP	Khalas Vermi Wash	Earthworm/ Vermi Wash	25/08/2020
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Nil	Nil

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Mathematics	1	0.1
International	Mathematics	10	0.6
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Department of Hindi	1
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
Bioremediation of Reactive Dyes with Paenibacillus spp.	Published	332014	14/02/2020
View File			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Trace determination of parabens in cosmetics and personal care products using fabric phase sorptive extraction and high-performance liquid chromatography with UV detection	Heena	Journal of separation science	2020	4	GSSDGS Khalsa College PATIALA	4
View File						

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Trace determination of parabens in cosmetics and	HeenaRekhi	Journal of Separation Science	2020	11	4	4

personal care products using fabric-phase sorptive extraction and high-performance liquid chromatography with UV detection					
View File					

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	229	75	6	4
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NA	NA	NA	0
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NA	NA	NA	0	0
No file uploaded.				

3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Plantation Campaign dedicated to 550th Parkash Purab of Sri. Guru Nanak Dev Ji was launched for creating environment awareness in the society	NSS GSSDGS, Khalsa College Patiala, NSS Punjabi University, Patiala SGPC, Sri Amritsar	3	40
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nil
No file uploaded.			

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Fit Inda under Swachh Bharat Abhiyan	FICSI, New Delhi, Department of Food Processing Engineering GSSDGS, Khalsa College Patiala	Fit India Plogging Run Programme	4	86
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3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Student Exchange Program	6	Self Funded	15
Faculty Exchange Program	1	Institution	15
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Summer Training Programme (B.Voc. SD)	6 months training	IT Companies Netmax Patiala, Soiltaire Infosys Patiala, Cepta Infotech Pvt. Ltd., Noida	01/01/2020	30/06/2020	6
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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate

houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
AUTOMOTIVE SKILLS DEVELOPMENT COUNCIL, Leela Buildings, 153 GF, Okhla Industrial Area, New Delhi-	16/06/2020	SKILL DEVELOPMENT	55
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
12500000	18195578

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Digital Database	1	13390	1	13570	2	26960
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Prof. Gurpal Singh	Operating System	Perfect Learning System(KCP LMS)	15/05/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/	Others
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								GBPS)	
Existing	380	10	380	35	10	26	28	155	0
Added	20	0	20	2	0	1	0	0	0
Total	400	10	400	37	10	27	28	155	0

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

155 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Perfect Learning Management System (KCP LMS)	https://kcpelearning.com/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
20000000	20125514	15000000	19578719

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

The college follows the policy decentralization and participative management to maintain and utilize physical, academic and support facilities. The various committees of the college, Campus Construction, Development and Maintenance Committee and College Plantation, Landscape and Environment Committee look after the physical infrastructure of the college. Solid Waste Management Committee recycles and reuses the garden waste and manages other waste by disposing it in an eco-friendly way after segregation. E-waste Management Committee manages the e-waste of entire college by selling it to the State Pollution Control Board approved companies. The Library Committee is responsible for record keeping, purchase of new books and journals and upgradation of library infrastructure. The Time Table Committee plans the classes and labs in such a way that there is optimum utilization of the physical resources. On the basis of feedback of students and departments the respective committees, in consultation with the Principal, takes the required action regarding maintenance and utilization of various facilities.

https://www.khalsacollegepatiala.org/alldownloads/allcommittees_2019_20.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Institutional Management Financial Support	657	6257028
Financial Support from Other Sources			

a) National	Minority Scholarships	261	2160599
b) International	0	Nil	0
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Ardas Diwas (Spiritual Communion Meditation)	15/06/2019	225	Gurmat Society Guru Gobind Singh Study Circle, KCP
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Career Guidance and Counselling	Nil	423	Nil	74
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
16	16	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
RIRCM	62	14	INFOSYS	62	6
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	74	B.A.-III	Humanities	GSSDGS Khalsa College Patiala	M.A. Economics, M.A. English,

M.A.
History,
M.A. Music
Vocal, M.A.
Political
Science,
M.A.
Punjabi,
M.Sc.
Geography,
M.Sc.
Mathematics,
PGDCA,
Diploma in
French

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	22

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Federation Cup (Handball) -Camp	National	25

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Gold	International	Nil	1	1962	Adil Khan
2019	Gold	International	1	Nil	716192187	Ritika Verma

[View File](#)

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

Activity of Student Council: Students zealously participate and represent the student fraternity in the academic and administrative activities of the college. The Student editors of the trilingual (English, Punjabi and Hindi) College Magazine Naviyaan Pairhaan exhibit their creative potential and gain new insights through experiential learning. Two students from every class in each department bears the responsibility of being the class representatives and work collaboratively with the faculty for tangible improvements. They officiate as the representatives of the students. They function as a strong connecting link between the faculty and the students of a department and various societies of the college. Under the tutelage of the faculty members these student

representatives organise and present various activities undertaken by the academic, administrative and cultural bodies of the college student representatives are a part of the Board of Studies of all departments of the College, IQAC committee and College Governing Body. Student representatives are actively engaged in the following societies and clubs of the college: • English Literary Society • Punjabi Sahit Sabha • Hindi Sahitya Parishad • Computonics Club • Biotech Society • Khalsa Mathematics Society • Commerce and Management Association • Gurmat Society Guru Gobind Singh Study Circle • Youth Club and Red Cross Society • Grievances Redressal Cell • Nanhi Chaan Cell Girls Welfare Society • Kirat Club • Publication Cell • Chem Club • Brave Hearts Club • Virasat Sambhal Club • Dr. Ganda Singh Career Guidance, Counseling and Placement Cell. • Buddys Group

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Old Student's Association Khalsa College Patiala is a registered body and it has more than 10320 members. The President of SGPC acts as its chief Patron. Old Student's Association takes initiative to organise a number of activities. To name a few, it organises interactive talks, cultural Programs, Extension lectures etc. Programmes: Mentoring: Alumni members actively participate during various programmes organised by the college. Distinguished Alumni, who excelled in various fields like academics, cultural activities and sports, visit college to demonstrate valuable tips and skills required to nail the activities. For example: Miss Praneet Kaur, an old student of the college visited college to teach participating students in debate and elocution, how to build a speech, how to add extra punch to the speech. Our old student Ajay Sethi, who now resides in Spain and who is a wonderful artist, doled out countless theories to the students of drama. In the same way, old students who excelled in sports often visit college to enhance the supporting skills of students. Alumni are an important source of information in our all Board of Studies Meetings. They give their invaluable suggestions to upgrade the syllabus so as to make education relevant and market-friendly. AlmaBay: This is a site where our Alumni connect with existing students and shares with them various job opportunities available and skills required to avail those jobs. Our Alumni, thus, make our student earn a decent living and make them worthy and confident. Infrastructure: Our Alumni contribute generously to upgrade the infrastructure of the college. An OSA park, which has been developed with the help of OSA funds, is pride of the college. College Ratan Awards: The college boasts of having its Alumni spreading its legacy all over the world. To name a few: Shri Om Puri, Late Bollywood actor, Dr. Malti Thapar (Former Minister Punjab Govt), Dr. Sukhjit Singh Chahal (Doctor of Medicine, USA), S. Amarjit Singh Oberoi (Director ILO, United Nations, Retd), S. Inderjit Singh Sidhu (Nuclear Scientist, USA), S. Sukhchain Singh (Recipient of Dronacharya Award, Wrestling Coach), Smt .Manjeet Walia (Arjun Award Recipient in sports) Sh. Abhishek Rana (International cyclist) and Dr. Gurnam Singh (Padamshri Recipient in Gurmat Sangeet) College conferred College Ratan Award to all its distinguished Alumni who have brought laurels to the college with their distinguished services to the world. Alumni Connect: Under this term, OSA cell of the college is taking initiative to engage Alumnis living in foreign countries and organise get-together through video conferencing. Under this initiative, Students living all over the world were brought to one platform and the key speaker was an Alumni Ajay Jethi, a prominent actor, a world renowned artist who worked in series like Moneyheist. We plan to organise many more initiatives like these to enable our existing students to learn from their experienced Alumni.

5.4.2 – No. of registered Alumni:

10310

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

912500

5.4.4 – Meetings/activities organized by Alumni Association :

• An interactive session was conducted by our alumnus Prof. Gurpal Singh, Assistant Professor in Computer Science on the topic Safe Usage of Electronic Media on December, 23, 2019 for the faculty members of the College. • Alumnus Dr. A.S. Oberoi, Former Director, International Labour Organization, United Nations delivered a talk on Indias Growth Story on January 29, 2020 for the students of the Faculty of Commerce, Management and Economics. • An Online meeting with Global Star Mr. Ajay Jethi was organised on 11th December, 2020. Ajay Jethi was student of batch 1999-2003 and he is now settled in Spain. In this online meet, the topic of which was Memories in Making : An Interactive Talk, the distinguished Alumni recalled his learning experiences that he gained from the college, he saluted his teachers who chiselled his personality to make him a global star. He shared that he was playing an integral role in Moneyheist- A Netflix Web series. He said that he considered himself fortunate that he studied in Khalsa College Patiala that it was an honour to be talking with the faculty and listeners from all over the world and also shared that he feeling so proud as if had been awarded with Padam Shri. Around 785 students from different parts of the world participated in virtual meet.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralization and Participative Management are the corner stone of College administration. The Governing Body of the College comprises members from College Management, Academe, Society and Senior College staff. The biannual meetings of the Governing Body undertake comprehensive planning for the institution. The Academic Council comprises members from Academe, Community, Alumni and all Head of the Departments. The Council undertakes the overall academic planning of the college. All issues and proposals pertaining to the governance of the institution are also undertaken for deliberation in the periodic meetings of the council. The minutes of the meetings of the council are duly noted and shared with the staff in the staff meetings. The IQAC committee comprising members from Governing Body of the College, Local Society, Alumni, Industry/ Stakeholders and a student undertake regular meetings to plan, monitor and evaluate the proposed activities of the college. The Finance Committee of the College comprises a nominee by the Governing Body, Finance Officer and Nominee by the Principal. It is headed by the Principal of the College. Regular meetings of the committee are conducted. Matters pertaining to the financial planning for the college, Budget and Audit are undertaken by the committee. All the departments of the college have their own Board of Studies with members from Academia, Industry Representatives, Staff Members and Student Representatives. The administration of the college is decentralized through delegation of Administrative, Academic, Cultural and Sports responsibilities among the Deputy Principal, Vice Principal (Skill Development), Vice Principal (Administration), Vice Principal (Academic), Deans, Heads of Departments, Coordinators, Class In-charges and Class Representatives. Deputy Principal assists the Principal in the overall functioning and development of the college, officiates as Principal in the absence of the Principal and carries out specific administrative and management duties. The Vice Principals are authorized to deal with the administrative and academic issues of the college.

The Deans plan, coordinate and facilitate the implementation of activities pertaining to their fields. Annual duties are assigned to the forty four constituted committees of the college. Regular meetings are conducted to plan, monitor and evaluate the activities undertaken by these committees. Head of the Departments supervise the functioning of their departments while adhering the comprehensive policy and guidelines of the college. Periodic meetings of the departments are carried out for the effective functioning of the departments. Co-coordinators , Class In-charges and Class Representatives form the basis of the participative management of the departments.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Research aptitude and practical orientation is promoted by including research projects and practicals in the curriculum. Every department has members from academia, industry, alumni and staff on their BOS as per the UGC guidelines for autonomous colleges. The curriculum is designed on the basis of feedback from various stakeholders. The learning outcomes of all programmes and courses are made available on the college website, syllabi and are also communicated to the students in the classes in the beginning of each semester. BOS are conducted each year to design, review and update the curriculum. All undergraduate and postgraduate courses follow Credit Based System.
Teaching and Learning	The college follows the academic calender with the periodic division of syllabus to effectively schedule the teaching and learning process. Optimum utilization of ICT tools installed in the college are effectively used for online teaching in all programmes of the college through Zoom app, Google classroom, Google forms and Google meet. OBS software was used to make videos which were uploaded on Departmental Youtube Channels. Seminars, Webinars, Presentations, Workshops, Group Discussions, Mock Interviews, Case Studies, Business Quiz, Elocution are integral part of the interactive pedagogy adopted by the College.
Examination and Evaluation	The college follows the policy of continuous evaluation as laid by UGC guidelines. Examination Branch conducts

internal (two mid semester tests) and external examinations in each semester. The college has developed a customized software to conduct online examination, revaluation and declaration of the results. During Covid-19 Pandemic, the college held examination through Blended Mode. Examination Branch shared the link for downloading answer sheets, roll no. and question paper on the college website as well on official Whatsapp groups of each class. The students uploaded the answer sheets on college website which were downloaded and checked manually. Examination Branch declared the result online.

Research and Development

: The college management motivates the faculty members to promote research activities by giving them seed money to undertake research projects. Financial assistance is also provided to faculty members for presenting research papers in national/international conferences. The college applied, defended and received grant under DBT STAR College Scheme for strengthening four science departments i.e Mathematics, Biotechnology, Physics and Chemistry. The funds of the scheme are being utilized to promote research activities and enhance research infrastructure.

Library, ICT and Physical Infrastructure / Instrumentation

Library is replete with Books, Journals and Magazines. Substantial number is added annually to the extensive collection. Online browsing of books is made available through WEBOPAC. The college has e-library facility from N-list, J-Gate and other E-Resources. The digital database Delnet, J-Gate and N-List has been renewed. E-Books and E- Journals are regularly added. The college bought annual subscription of ZOOM. The College Board Room, Auditorium, Video Conferencing Room and Seminar Halls are fully equipped with ICT like: Power Podium, Digital Projector, Remote Screen, Cameras and high class Sound System. Science Labs, Research Lab and Soft Skill Labs are well equipped with ICT.

Human Resource Management

The recruitment process for the teaching and non teaching vacancies is undertaken by the Directorate of Education, SGPC in compliance with the guidelines provided by UGC, DPI and

	Punjabi University, Patiala. The IQAC regularly organises staff orientation/ training programmes. The Annual Self Assessment Proforma is filled by teaching and non teaching members of the college.
Industry Interaction / Collaboration	To strengthen collaboration with industry and optimize industry interaction, the college has signed MOUs with various industries. This collaborative exercise helps in curriculum design and training, internship and visits of the students from the courses like B.Sc. Biotechnology, B.Voc. In software development, Agriculture, Automobile, Food Processing and Engg., Advance Diploma in Green House Technology, Advance Diploma in Auto Electricals and Electronics. Interactions with industry through Seminars, Workshops and Visits are also undertaken by students of the departments of Computer Science, Commerce and Management, Agriculture, Mathematics, Biotechnology and Sciences.
Admission of Students	The entire process of admission is carried out completely through online mode. The Admission policy of the college follows the principle of social inclusion to promote diversity among students. Admission is open for students from different cultural, socioeconomic and ethnic sections of the society. Students from diverse geographical backgrounds across regional and national boundaries are also catered by the college. Merit list of the eligible candidates and allocation of seats for the rural candidates reserved categories as ordained by the Government regulation are central to the admission process.

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

E-governance area	Details
Planning and Development	The college events are planned with the help of ICT. Exchange of information and the communication system is strengthened with ICT as various notices, circulars, feedback and reports are shared through E-mails, Whatsapp groups, Khalsa College Web TV and College Website. The college database is updated regularly with the developmental strategies adopted by the institution.

Administration	<p>The institution is fully equipped with modernized technology for administering the Departmental work. The campus is wi-fi enabled. The college campus is secured with IP enabled 108 CCTV cameras which are installed at various places. College staff uses smartphones with inbuilt social apps like Gmail to communicate . Whatsapp groups are created and they help to circulate the notices and information of any event of the college. Whatsapp Groups are also used for continuous interactions with students.</p>
Finance and Accounts	<p>The accounts and fee department are fully computerized. During Corona outbreak, all admission fees were submitted through online mode only. The accounts are maintained with the help of Tally ERP 9.0 software for transparency and accuracy.</p>
Student Admission and Support	<p>All the admission process is online. Starting from filling of form, online generation of roll no. and submission of fees. Course curriculum, information about various societies, dissemination of information regarding programmes and list of holidays are uploaded on college website. Whatsapp groups of each class is created for easy dissemination of information. Auto SMSs are generated for important information like due dates of fee submission etc.</p>
Examination	<p>Examination Branch is fully computerized. Examination forms are filled online and due dates are highlighted on the website. Date sheets and results are also uploaded on website. During COVID-19 Pandemic the blended mode was adopted. Examination was conducted online, answer sheets were downloaded and checked manually.</p>

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Komal Randhawa	Short Term Course	Synergy University, Russia	42500

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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Seven days FDP on Anchoring and Stage Management	NA	16/09/2019	24/09/2020	16	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP on E-Content Development	20	22/06/2020	06/07/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	30	5	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Yes	Yes	Yes

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

<p>The Parent body of the college, SGPC, Sri Amritsar takes on every month an internal audit of the institution. The Governing body of the college appoints external auditors to undertake an annual audit. Government of Punjab and Department of AG office also carry out the external audit of the college.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

312560715

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Punjabi University, Patiala	Yes	IQAC College
Administrative	Yes	College Governing Body	Yes	IQAC College

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

1. In each semester a PTA meeting is held. The Parents are informed about the academic performance, behaviour and participation in the co-curricular activities of their ward. The mid semester tests marks, class performance and attendance of the students are also shared with them. 2. The feedback of the parents is recorded and constructively used. 3. The PTA cell organized a lecture for Parents on "Healthy Parenting and Indispensable Factors Involved in the Guidance of Youth".

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

1. IQAC organized seven days Staff Training Programme on Computer Learning to train them to handle effectively the computerized functioning in Examination Branch, Accounts, Library and Fee Department. 2. The IQAC also organized Online Staff Recharge Programme to re-energize them. 3. Birthday celebrations are undertaken and tokens of appreciation are shared with the support staff.

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

1. Introduction of new courses: 15 Certificate Courses were introduced to enhance skill development among the students. 2. Research: Seed money for research projects were allotted to faculty members to promote and facilitate research. The college has received DBT STAR College Scheme for four departments to enhance research infrastructure and activities in the college. 3. Collaborations: MOUs are continuously signed to promote industrial-academic collaboration. Dept. of Biotechnology has signed MOUs with ABCA Biosolutions, Mohali IIT Ropar and SAIL, Thappar to provide trainings, demonstrations, lab visits and extension lectures to the students. The college organized Industry Meet to strengthen industry-academia collaborative exercises. 4. Establishment of Guru Nanak Bagichi: To commemorate the 550th Birth Anniversary of Sri Guru Nanak Dev ji, 550 saplings were planted which are being maintained. Adhering to the principle of environmental consciousness as preached by Guru Nanak Dev ji, the students were sensitized towards their environmental responsibility through this initiative.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2019	FEEDBACK FROM ALUMINI	24/07/2019	24/07/2019	08/08/2019	133
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Composition writing and poster making competition to mark International day for Girl child.	11/10/2020	11/10/2020	49	17
Teej celebration	04/08/2020	11/08/2020	120	Nil
Online competition to mark "Teyan Festival"	03/08/2020	10/08/2020	120	Nil
Participation at Teej Festival at Baradari Gardens Patiala	27/07/2019	27/07/2019	3	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>The college campus and hostel has lighting equipment based on CFL and LED technology. Energy conservation is undertaken with the installation and usage of star rated Air Conditioners, Water Coolers, RO System, Geysers, etc. The college undertook the green initiative of establishing Guru Nanak Bagichi to make the campus ecofriendly. Tree plantation was undertaken by planting 550 saplings which are being maintained on the college campus. The college undertook the initiative of water conservation with the construction of a Water Recharge facility. Two ground water harvesting tanks were constructed on the campus. The college is moving towards the use of renewable energy with the installation of solar panels in the institutions which is under progress. The college has installed ecofriendly sanitary napkins incinerator machines in all washrooms for girl students and female staff members. This initiative encourages hygiene and promotes disposal of sanitary napkins in an environment friendly manner.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	21

Provision for lift	Yes	21
Ramp/Rails	Yes	21
Braille Software/facilities	Yes	21
Rest Rooms	Yes	21

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	24/12/2019	1	Khushion Ka Recycle by Ardass foundation	Sensitizing the students towards societal values and problems COVID19	150
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Self Declaration Form for students given along the prospectus	06/05/2019	College authorities ensures that students adhere to following points: • Students are required to fill the form correctly and it must be ensured that they are not declared ineligible for the course by any university/college. • Student must have 75 attendance and are bound to give MST as prescribed by the college. • They are not involved in any illegal activity in/out the country. • They will not participate in any strike and will maintain discipline. • They will follow dress code and will wear ID card
Self Declaration Form for sports person given along the prospectus	06/05/2019	Dean Sports ensures that students adhere to following points: • Student will not receive any kind of benefit like

		<p>sports facility, fee concession and hostel facility in case of indiscipline or nonparticipation in national/international sports. • They are required to fulfill selection criteria set by Punjabi university/Government of Punjab. • Free hostel will be available on merit basis. • College is not liable for any injury during the tournament. • They will give prior information of practical/exam that falls on the same day of their tournament.</p>
<p>Self Declaration Form for cultural activities given along the prospectus</p>	<p>06/05/2019</p>	<p>Dean cultural affairs ensures that students adhere to following points: • Student will not receive any kind of benefit like fee concession and hostel facility in case of indiscipline or nonparticipation in Zonal/Interzonal/Interversity/Cultural activities. • Selection in cultural quota will be decided by Dean, Cultural activities and team incharge of event. • College is not liable for any injury during the events. • They will not give prior information to the authorities in case of any practical/exam that falls on the same day of the event.</p>
<p>Hostel Handbook of Rules</p>	<p>17/05/2019</p>	<p>Chief Warden and her Committee ensures that students adhere to following rules: • Hostel conduct rule regarding indiscipline, ragging, cleanliness etc. • Rules regarding visitors to the hostel. • Hostel leave rules • Mess facility rules.</p>

Service rules for teachers	17/08/2019	College administration ensures that all the rules specified in the Code of Conduct Rule Book framed by Punjabi University, Patiala are followed.
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Video of religious song dedicated to 550th Parkash Purb of Sri. Guru Nanak Dev Ji.	12/08/2019	12/08/2019	2200
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The college undertook the green initiative of establishing Guru Nanak Bagichi to make the campus eco-friendly. Tree plantation was undertaken by planting 550 saplings which are being maintained on the college campus. 2. The college undertook the initiative of water conservation with the construction of a Water Recharge facility. Two ground water harvesting tanks were constructed on the campus. 3. The college is moving towards the use of renewable energy with the installation of solar panels in the institutions which is under progress. 4. The college has installed eco friendly sanitary napkins incinerator machines in all washrooms for girl students and female staff members. This initiative encourages hygiene and promotes disposal of sanitary napkins in an environment friendly manner. 5. The college has an extensive centralized parking space which helps in the reduction of parking search extent. This initiative allows appropriate usage of space and reduction of air pollution.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-I 1. Title of the Practice: To provide an alternate culture to the society in the contemporary scenario of eroding values. 2. Objectives of the Practice: The goal of this practice of the college is to provide an alternate culture to the society at large by providing them with value based entertainment. • To organize an International Punjabi Conference for invigoration of the vernacular language of Punjab. • To undertake activities focusing upon sensitization of the youth towards their traditional values and cultural heritage. • To upload value based audios and videos for creating an ethos of refined sensibilities in the society. 3. Context: The present milieu of the state has been denigrated by the pervasiveness of valueless and unethical entertainment. The refining influences of poetry, music, drama and narratives have been debased by the entertainment industry leading to the tarnishing of the image of the culture of Punjab. It is made to assume that the accepted and common way of life of the people of Punjab is given to violence, addiction and indifference. The youth is being swayed by the presentation and appreciation of an antihero through the popular media of songs, movies and album videos. The character of the antihero is made attractive to the point of emulation making youth forget their cultural roots, legacy of the Gurus, and importance of their vernacular language. The young minds are bewildered at the wide gap existing between the ennobling parental values and the ignoble popular values exalting

the dishonorable. 4. The Practice: GSSDGS Khalsa College, Patiala has taken up the initiative to bridge the chasm between the righteous values and popular means of entertainment. This will help to obliterate the degeneracy spread by the entertainment industry. The following actions were undertaken in this direction: • Uploading videos imparting social and ethical values to the society on the Web TV on You tube Channel of the college. The channel is committed to the idea of propagation of alternate culture. • Organizing annually an international conference dedicated to the preservation of vernacular language of Punjab. • Reaching out to the underprivileged sections of the society by students along with the faculty members of the college. 5. Evidence of Success: Following are the lists of activities and achievements • GSSDGS Khalsa College Patiala organized an International Conference with the title of "Third Khalsa College Global Punjabi Conference" dedicated to the Diamond Jubilee year of Khalsa College Patiala on March 12th and 13th , 2020. This Conference is an annual feature. • In order to provide alternate culture to various stakeholders, Khalsa College Patiala has undertaken the practice to fulfil the social and ethical need of the society to uphold the righteous way of living by uploading significant videos on KCP Web TV on YouTube Channel with weblink: https://www.youtube.com/channel/UCDHyOIO_YANGXMVDv-cTNpA The channel has more than 7000 subscribers in the session 2019-20. On this Web TV college has uploaded following videos: ? ' Kirat', a punjabi devotional song, written by Dr. Dharminder Singh dedicated to the 550th Parkash Purab of Guru Nanak Dev Ji on his great message of 'Kirat Karo Naam Japo and Vand Chako'. The singer is a student of the college. P.G. Department of Music (Vocal) released this track on 12 August, 2019. ? 'Fit India Movement' The College celebrated launching of Fit India Movement by honourable P.M. Shri Narendra Modi. The students watched the live telecast of the speech of the P.M. They were also sensitised towards the importance of fitness and good health. They took the Pit India pledge. ? GSSDGS Khalsa College, Patiala undertook 'Tree Plantation Drive' on 31 August, 2019. College started the initiative 'One student One Tree and One Faculty One Tree' in the College. ? Department of Hindi organized a 'Trebhashi Kavi Darbar' dedicated to 550th Parkash Purb of Sri Guru Nanak Dev Ji on 16 September, 2020. In this poems related to teachings of Guru Nanak Dev Ji were recited in Hindi, Punjabi and Urdu. ? Establishment of 'Guru Nanak Bageechi' by plantation of 550 samplings was done on 22 September, 2020. ? Department of Sociology organized a Lecture on Sri Guru Nanak Dev Ji on 22 September, 2020. ? School of Commerce and Management paid a tribute to martyrs of freedom movement on 23 September, 2019. ? A song 'Kaniyan' sung by Shabnam Khan was released on 30 September, 2019 to promote alternate culture on Khalsa College Web TV. ? A devotional song 'Nanak Vajaan Marda', sung by Yammy Singh, dedicated to 550th Parkash Purb of Sri Guru Nanak Dev Ji was released on 17 October, 2019. ? A devotional song 'Nanak Veeriya Ghori', sung by Shabnam Khan, dedicated to 550th Parkash Purb of Sri Guru Nanak Dev Ji was released on 25 October, 2019 . ? A devotional song 'Nanak Nam Chardi Kla' was sung by Daljit Singh, dedicated to 550th Parkash Purb of Sri Guru Nanak Dev Ji, was released on 4 November, 2019 . ? A devotional song 'Rang Ratta Mera Sahib', sung by Dr. Tejinder Pal Singh, dedicated to 550th Parkash Purb of Sri Guru Nanak Dev Ji was released on 5 November, 2019. ? A devotional song 'So Kyo Visrey Meri Ma', sung by Dr. Gauri Khanna dedicated to 550th Parkash Purb of Sri Guru Nanak Dev Ji was released on 5 November, 2019 . ? A devotional song 'Satgur Nanak Aja' was sung by Sohail Khan and Arsh Ali dedicated to 550th Parkash Purb of Sri Guru Nanak Dev Ji, and was released on on 7 November, 2019. ? A devotional song 'Re Man Mere Bharam Na Keejay' was sung by Narinder Pal Singh and was released on 9 November, 2019. ? A devotional song 'Sun Nah Pyare Ik Benanti Meri' was sung by Kuwarpreet Singh and released on 9 November, 2019. ? A devotional song 'Dhan Nanak Teri Vaddi Kamayi', sung by Dr. Jagjit Singh, dedicated to 550th Parkash Purb of Sri Guru Nanak Dev Ji , was released on 11 November, 2019. ? A devotional song 'Gur Taar Taaranhareya'

was sung by Dr. Jagjit Singh dedicated to 550th Parkash Purb of Sri Guru Nanak Dev Ji and was released on 12 November, 2019. ? A devotional song 'Asin Haan Aithe Aye Subeya', sung by Kuwarpreet Singh and was released on 17 December, 2019. ? A devotional song 'Maa Gujri De Ladle' was sung by Sohail Khan and Arsh Ali and was released on 23 December, 2019. ? 'Saddi Boli Saada Maan Meet' was jointly organised by PG Department of Punjabi and PG Department of Music to promote respect and love for Punjabi language. ? GSSDGS Khalsa College celebrated International Women's Day on 8 March, 2020 to sensitize students towards gender equality. ? Documentary Film - "Saving Face" on Domestic Violence was prepared by students of the college. Screening of the film was organised by Student Welfare and Nanhi Chann Cell on 9th March, 2020. ? A Lecture on 'Sri Guru Teg Bahadur: Life and Philosophy' by Dr. Gurbir Singh on 12th April, 2020. ? A Lecture on 'Teachings of Sri Guru Teg Bahadur Sahib Ji' by Dr. T.S. Mahajan on 14th April, 2020. ? A devotional song 'Udho Na Kaga Kaare', sung by Dr. Jagjit Singh and Kuwarpreet Singh and was released on 4 June, 2020. ? A devotional song 'So Satgur Waho Waho', sung by Dr. Jagjit Singh and Kuwarpreet Singh and was released on 19 August, 2020. ? National Webinar on Sri Guru Teg Bahadur Ji: Part II by Prof. Jagdish Singh was organised on 24 August, 2020. ? National Webinar on Sri Guru Teg Bahadur Ji: Part I by Dr. Sukhwinder Singh was organised on 24 August, 2020. ? A devotional song 'Aarti' was sung by Kuwarpreet Singh and was released on 29 November, 2020. Best Practice-II 1. Title of the Practice Skill Development for knowledge acquisition and upgradation of human capabilities to increase employability 2. Objectives of the Practice: The goal of skill development is to ensure the holistic development of the students to bridge the gap between the skills given and skills required in the employment market. For this purpose college concentrates on the working of DDU Kaushal Kendra. The Kendra is working on the following objectives: • To inculcate market oriented employability among the students. • To conduct skill development programmes. • To conduct lectures/workshops on their skill enhancement. • To arrange industrial visits so that the students get exposure to the latest technologies which are used in industries. • To facilitate placements 3. The Context: While the Global Population is ageing rapidly, India, with one of the largest youngest population in the world, is at the strategic advantage with regards to demographic dividend. Still, the growth rate of India is quiet low as compared to the developed countries. The reason behind is the wide gap between the skills required in the industry and the skills provided by the education system. To bridge the gap between employment and employability, KAUSHAL Kendra has been established in the premises. Under DDU KAUSHAL Kendra following courses are running successfully such as B.Voc. Food Processing.

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

<https://khalsacollegepatiala.org/igac/best-practices>

7.3 – Institutional Distinctiveness

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

The thrust of the mission and vision of the institution is to shape the personalities of the students holistically so that they become the personification of competency, uprightness and responsibility. New programmes and courses are introduced to fulfil the mission and vision of the institution to impart the students with the time and market relevant education. The ongoing courses are also regularly updated to make the curriculum suitable to the requirements of employability in the Global arena. As per the latest guidelines of UGC the representatives from the industry/corporate sector/allied area related to placement form an essential part of the formation of the Board of

Studies of the college which along with exhaustive discussions with the academicians frame a syllabi which aims to balance the twin demand of wholesomeness of knowledge and skill creation. The achievement of the employability factor is ensured through intensive training of the students by organising workshops and training programmes. The syllabi itself is framed on the lines of equipping the students with the empirical knowledge which makes their theoretical knowledge functional. International Seminars, workshops are organized for the students which provide a platform to the students to interact with the world renowned academicians. The institution also aims to instil in the students the rich legacy of their cultural heritage through the observance of religious and spiritual discourses. The social responsibility is engendered among the students through Blood Donation Camps, Swachh Bharat Initiative Camps, Communal Harmony Campaign Week, etc. It is emphasized that the moral uprightness be instilled in the students so that they become responsible citizens of the world community.

Provide the weblink of the institution

<https://khalascollegepatiala.org/iqac/institute-distinctive>

8.Future Plans of Actions for Next Academic Year

- To draft Academic Calendar.
- To keep organizing Student Induction Programme for New Students and Faculty Recharge Programmes.
- To organise various annual functions and programmes for the session 2020-21 as per academic calendar.
- To celebrate 400 Year of Parkashpurb of Sri Guru Teg Bahadur Ji. The following activities will be undertaken: a) Webinars b) Kirtan Darbar c) Release of Video Tracks d) Booklet on life of Sri Guru Teg Bahadur Ji.
- To present before Governing Body Committee, the construction/development of the following: a) Baba Banda Singh Bahadur Sports Complex b) Heritage Museum c) Two Smart Rooms d) Extension of Library e) Lecture Capturing System in 8 to 10 Rooms f) Plant Nursery
- To present before Governing Body Committee, the renovation of the following: a) Sports Ground b) College Building c) College Hostel d) Dhablan Campus
- To organise workshops, seminars/webinars and other activities at college, departmental level and under DBT Scheme.
- To avail the facility of online placement management portal for training and placement of final year students.
- To organise Cultural, Sports Competitions and Extra-Curricular activities.
- To organise various webinar, online and offline placements/workshops by Dr. Ganda Singh Career Guidance, Counselling and Placement Centre
- To increase the Wi-fi efficiency.
- To Sign MOU with ISDC Projects India Pvt. Ltd, trading as ISDC - International Skill Development Corporation and with Mites Education Private Limited for additional Courses.
- To Sign MOU with Mr. Shashwat Sachdev, Music Director, Mumbai for skill-based training, need based placements, music, media and education
- To plan and conduct the Semester Examinations of all classes as per UGC/ Government directives.
- To organise the Academic Council Meeting.
- To purchase equipments and other peripherals under the DBT Star Scheme.
- To apply for Naval Wing of NCC.
- To send AISHE, IQAC and NIRF Reports on time.